

City of Cerritos

Combined Financial Program

2020–2021





Cover photo: The grounds of the Cerritos Civic Center provide a beautiful setting for City Hall, Cerritos Library, the Cerritos Sheriff's Station/Community Safety Center and the Cerritos Sculpture Garden.

CITY OF CERRITOS

City Council / Successor Agency

Naresh Solanki, Mayor/Chair
Chuong Vo, Mayor Pro Tem/Vice Chair
Bruce W. Barrows, Council/Agency Member
Grace Hu, Council/Agency Member
Frank Aurelio Yokoyama, Agency Member

Fine Arts and Historical Commission

Janet Beach
Michelle H. Guerrero
Matthew S. Kauble
Mansour Meisami
Linda Stauffer

Parks and Recreation Commission

Jennifer Hong
Richard Martinez
Christopher McDaniel
Ashok "Pat" Patnaik
Deven Solanki

Planning Commission

Bhavin Gandhi
Carla Gilhuys
James Giordano
Diana Needham
Milo "Larry" Sagert

Property Preservation Commission

Bing Hadley
Jeannie Joung
Chan Yong Kim
Celia Spitzer
Latha Vasan

Appointed Officials

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



CITY OF CERRITOSSM

CIVIC CENTER • 18125 BLOOMFIELD AVENUE
P.O. BOX 3130 • CERRITOS, CALIFORNIA 90703-3130
PHONE: (562) 860-0311 • CERRITOS.US



June 26, 2020

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 (City) Combined Financial Program (Budget) for the Fiscal Year (FY) 2020-2021¹. The adopted Budget for the City is a \$104.8 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 protecting General Fund reserves and reducing budget expenditures while providing core service levels, and provides a \$14.3 million Capital Improvement Program (CIP).

UNPRECEDENTED TIMES

In the midst of preparing the preliminary Budget, the world was confronted with an unprecedented challenge in the COVID-19 pandemic that continues to significantly impact the world and U.S. economy. Our great City is not immune to these effects as COVID-19 is disrupting the City’s revenue streams in a variety of ways. These disruptions are evolving daily and present a unique set of challenges for the staff who are working diligently to continue City operations and public services to the residents and businesses of Cerritos.

The COVID-19 effect on revenues, and indeed the operation of the City itself, presents additional difficulties as it relates to preparing the annual budget for the City Council to review. This is simply because the Budget normally includes a point in time projection of predictable revenues that provides the City Council with options to create plans for programs and services designed to meet the City’s needs. Due the effects of COVID-19 however, the economic outlooks and revenue projections continue to change rapidly, unpredictably, and without end in sight.

Historically, the City’s recurring revenues have been mostly stable and predictable through forecasting models that reference past data and trends. For example, even during a down and turbulent economy the City’s sales tax revenue can be forecast with reasonable accuracy, allowing for the ebb and flow of

¹ 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 25, 2020.

appropriations from year to year. This is not the case during these unprecedented times as the impacts of COVID-19 ripple through not only just the economy, but the very fabric of our society. As the City's traditional forecast models rely on historical data, the challenges of projecting revenues and the ability to balance the Budget in this uncharted economic environment becomes evident.

Given this profoundly challenging situation due to COVID-19, the ongoing strategic response to this crisis is centered on reducing expenditures while minimizing the impact to City services wherever possible. These efforts and resulting adjustments to the Budget are designed to combat the ongoing reductions and unpredictability of our revenue streams as the City, indeed the entire country, grapples with the near complete economic shutdown across all industries and sectors.

Cerritos remains a premiere community in Southern California, despite being faced with a down economy and uncertain times. Through the City Council's careful stewardship of the City's finances and community leadership, the City is fortunate to hold substantial cash reserves and assets to help weather this crisis, if needed and deemed appropriate by the City Council.

In an effort to protect and hold those reserves for as long as possible, the Budget incorporates significant expenditure reductions as the breadth and depth of our revenue disruptions due to the COVID-19 pandemic is not yet fully realized. These are particularly important considerations when developing the City's Budget and program plans for the new fiscal year in light of these extraordinary and difficult times.

BUDGET HIGHLIGHTS AND OBJECTIVES

In consideration of the City Council's priorities and measured fiscal management of the community's financial resources, especially during the COVID-19 crisis, the following objectives were utilized in developing the Budget:

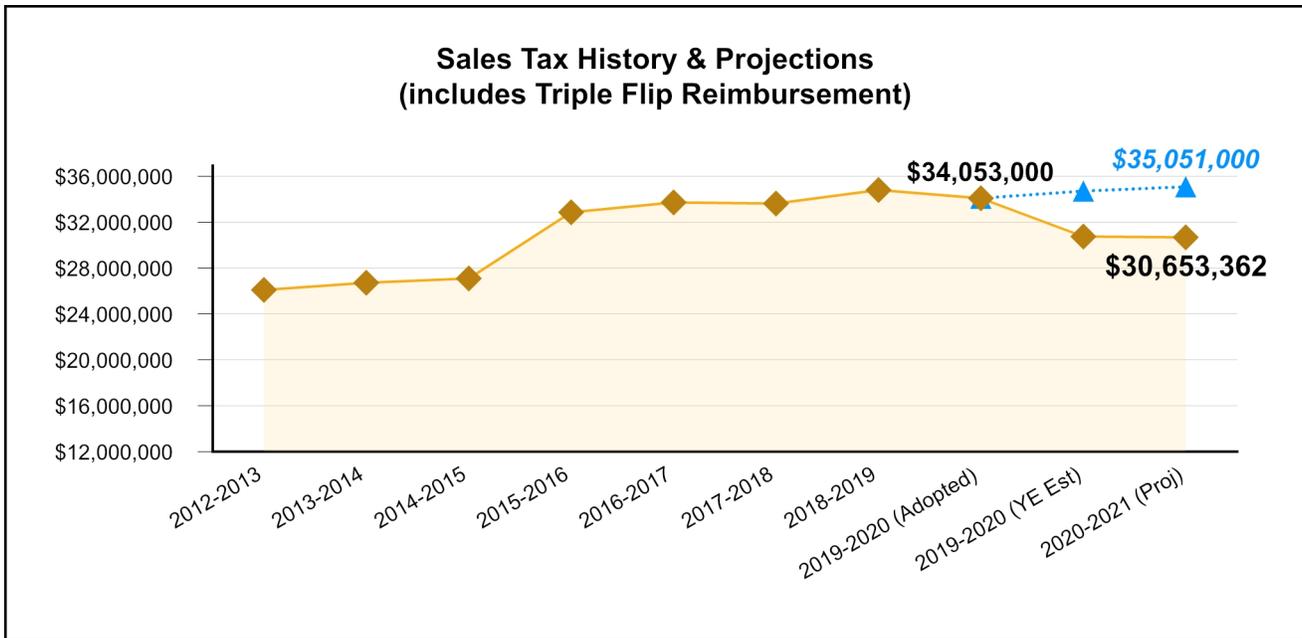
- Protect, and if possible maintain, General Fund reserve levels to combat unknown future revenue declines due to the COVID-19 crisis;
- Reduce expenditures in personnel, operations and maintenance, and capital outlay while maintaining all core services;
- Manage the rising costs of the law enforcement contract and public safety services without reducing crime prevention; and,
- Address City infrastructure needs through the CIP, including street resurfacing and water-related projects, utilizing non-General Fund resources such as grants and reimbursements.

The City's projected combined total of all governmental and enterprise revenues is \$101.4 million and expenditures is \$104.8 million for all funds, resulting in a difference of \$3.4 million. A deeper analysis of the work programs and services in comparison with the available resources, including use of \$4.3 million in restricted fund balances and the inclusion of the Cerritos Redevelopment Agency's (CRA) loan repayment of \$2.2 million, indicates that the City's adopted Budget position (all funds) is balanced for FY 2020-2021. The General Fund, which provides the main operating funds for the City, is estimated to have a net increase (surplus) of \$295 thousand in cash reserves by June 30, 2021.

REVENUE

The Budget forecasts \$101.4 million in total City revenue for FY 2020-2021, which includes projections for all funds. The primary source of revenue continues to be sales tax and is projected to be \$30.6 million for the new fiscal year, a significant 13% reduction from the original projections of more than \$35 million provided by the City's sales tax consultant in January before COVID-19 conditions took hold.

Exhibit A shows sales tax history, trends, and negative growth forecast induced by the COVID-19 pandemic:



Sources: Cerritos CAFR, June 30, 2019 and Preliminary Budget FY 2020-2021

Exhibit A

The City continues to generate revenues in the General Fund's Use of Money & Property category from its ground lease portfolio, which is projected at \$7.5 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. Exhibit B illustrates the composition of the General Fund revenues, with the "Taxes" and "Use of Money & Property" as the top categories in the revenue streams:

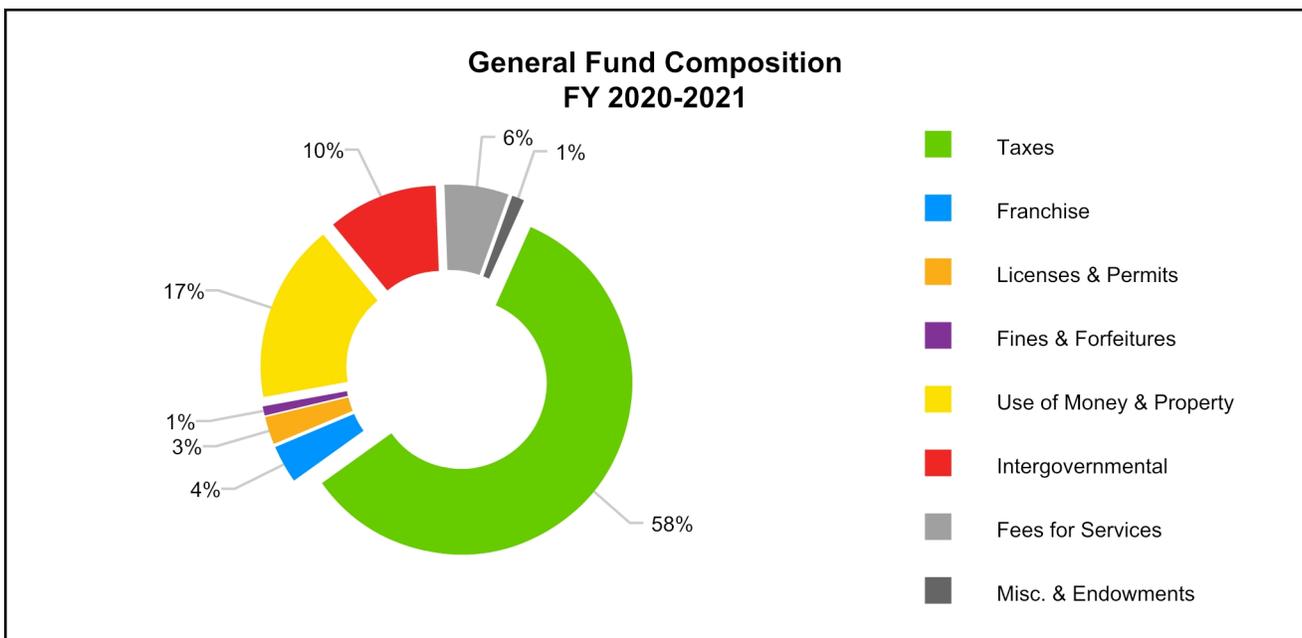


Exhibit B

The City operates twenty-six (26) government-type funds, which include the General Fund (and its miscellaneous fund components), Special Revenue funds, Capital Project fund, and Internal Service fund. These government funds comprise approximately 80% of the total revenue and expenditures for the City in the Budget, making up the majority of the City's operation.

The four (4) Enterprise (business-type) funds make up approximately 20% of the overall revenue stream and are intended to be self-supporting activities. Historically, the Water, Sewer, and Electric Utility activities operate at an annual deficit, requiring a subsidy from the General Fund in the form of a loan in order to operate. The projected deficits in the Sewer Fund and Electric Utility Fund result in a loan of \$1 million from the General Fund by the end of FY 2020-2021.

Exhibit C shows the total City revenue composition, with the government-type funds claiming 81% of the total forecast:

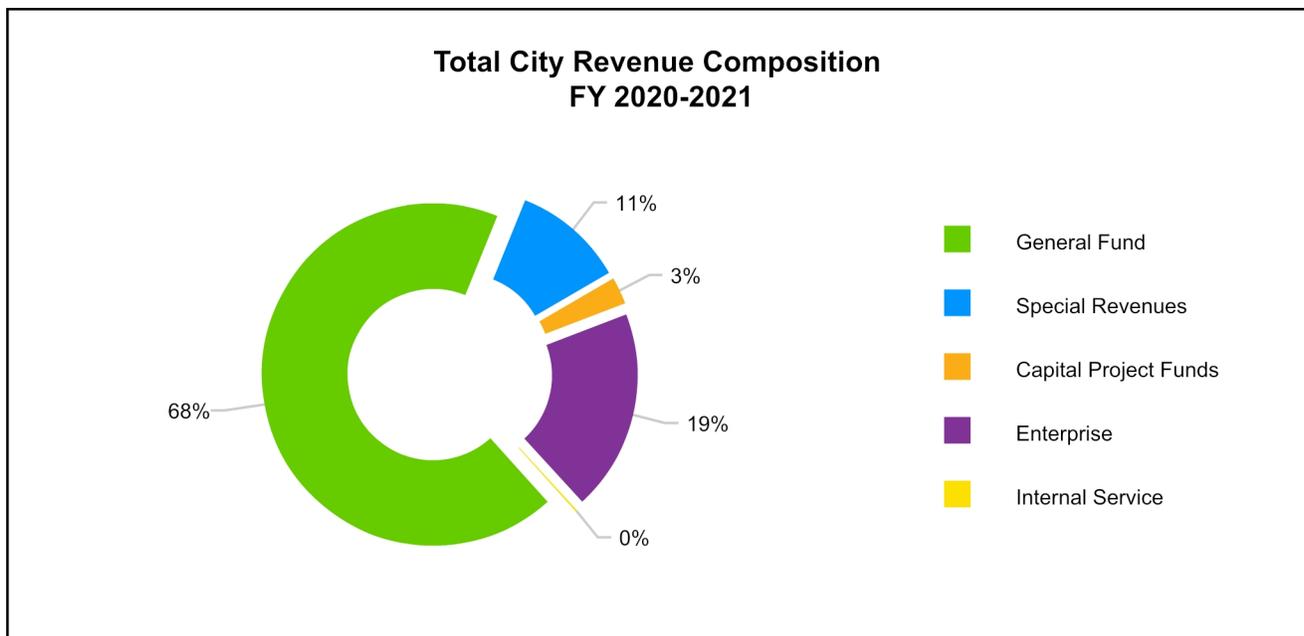
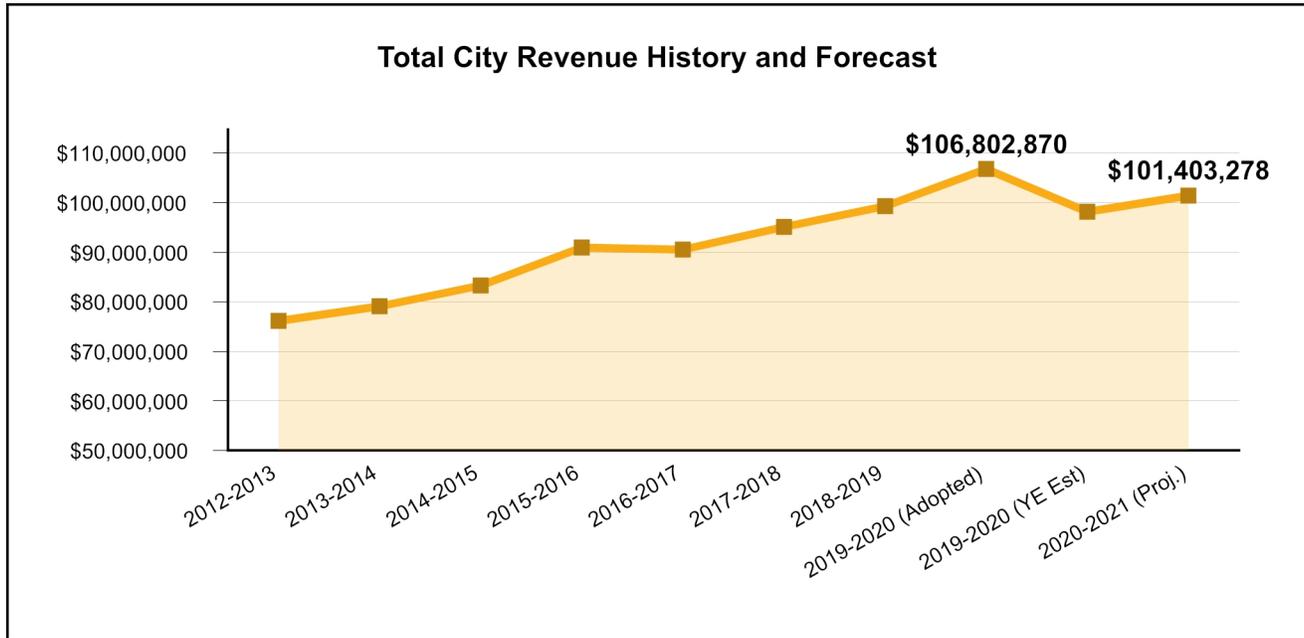


Exhibit C

The FY 2019-2020 Year-End Estimates include \$8.7 million in total downward adjustments to the original revenue forecast heading into the end of the fiscal year, mainly due to the COVID-19 pandemic. Likewise, the FY 2020-2021 recurring revenue forecast is down approximately \$8 million compared to the previously adopted budget.

Exhibit D illustrates the overall City revenue history and trends from FY 2012-2013 and forward:



Sources: Cerritos CAFR, June 30, 2019 and Preliminary Budget FY 2020-2021

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.

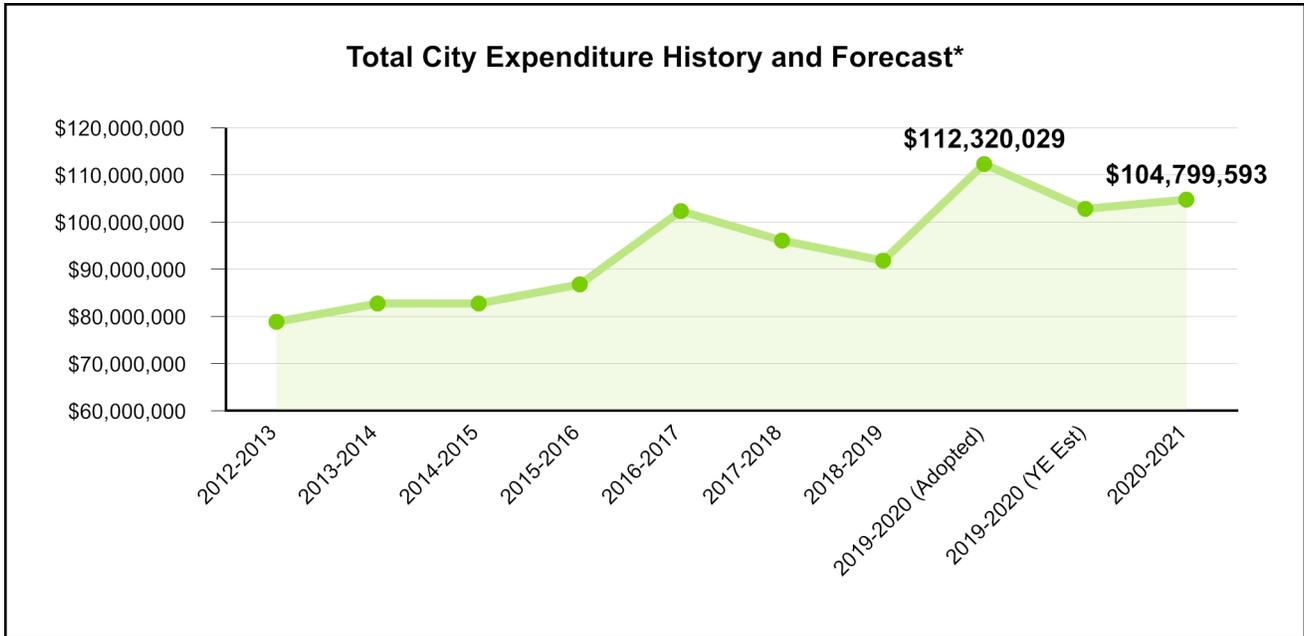
OPERATING EXPENDITURES

In total, the Budget allocates \$104.8 million for all services, programs, and CIP, not including Successor Agency activity. The City's Operating costs, which include personnel, operations and maintenance, and capital outlay are estimated at \$90.5 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. With the impacts of COVID-19 still unfolding, additional efforts were made to cut activities, programming, and personnel budgets as well. Overall, the operating budget provides a \$6.6 million reduction from the previous adopted Budget.

Some of the significant changes from last year that contributed to the decrease include personnel reductions of \$3.5 million achieved through vacancy freezes, elimination of special projects, and program cancellation labor hours. Due to the social distancing requirements of COVID-19, several programs were also removed from the Budget in Recreation, Community Participation, Senior Services, Library, and CCPA, providing approximately \$2 million in operational reductions. Additional reductions across all operational areas were identified as part of the effort.

The Budget eliminated \$1.5 million in equipment purchases proposed before the impacts of COVID-19. Such purchases are typically made by utilization of Equipment Replacement Fund reserves, but will be deferred to a later year as the City works to protect its unrestricted cash position wherever possible.

In Exhibit E, the total City expenditure history is provided for the past eight (8) years, illustrating the increases in costs since 2013:



* Includes CIP Budget

Sources: Cerritos CAFR, June 30, 2019 and Preliminary Budget FY 2020-2021

Exhibit E

In Exhibit F, the composition of expenditures is displayed by department. This chart illustrates the emphasis on Community & Safety Services at 29%, which includes law enforcement services, and Public Works / Water & Power at 37%, for services such as maintenance of buildings, streets, trees, water operations, and the Electric Utility:

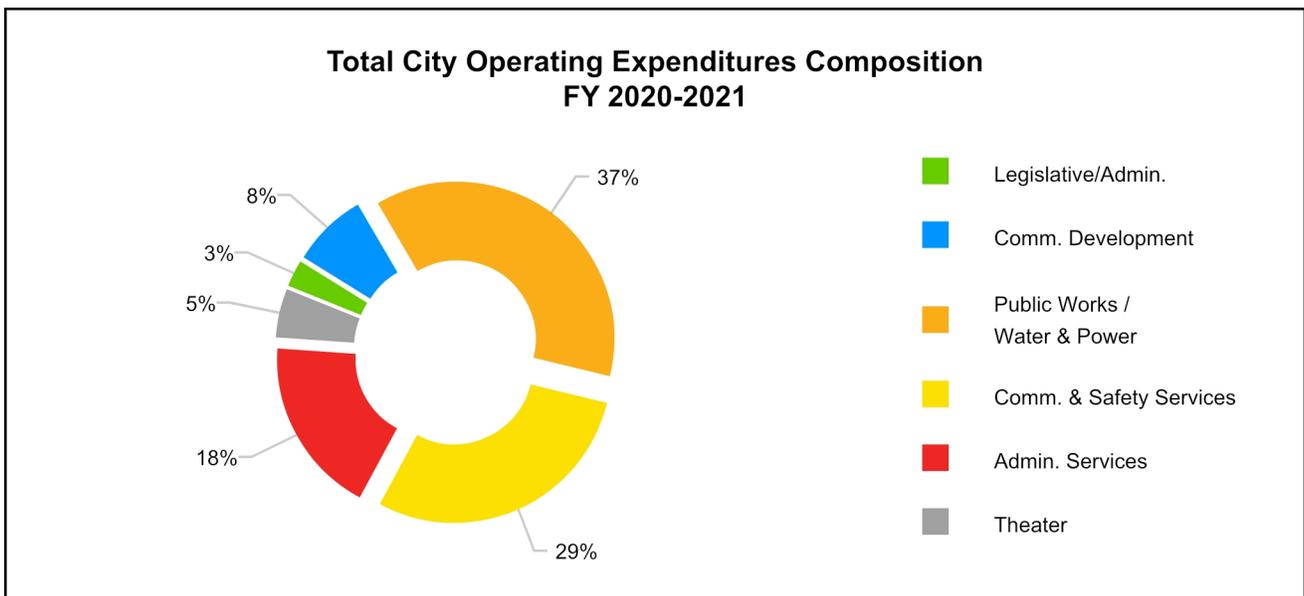


Exhibit F

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

Public Safety: The law enforcement contracts for the L.A. County Sheriff's Department and Sky Knight were carefully reviewed in an effort to identify any savings opportunities in this area. Contract adjustments for these services resulted in a \$437,000 increase in the overall law enforcement budget.

Personnel / Risk Management: The general liability and property insurance budget is projected to increase \$293,000 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 estimated requirements each year. The combined budget for all legal services within the city were reduced by \$35,000, achieved by identifying and removing contingency projections for the upcoming year.

Theater: The significant reduction of \$2.5 million for the operations of the CCPA illustrates the devastating effects of COVID-19 on the City's public facilities as it is anticipated the venue will be closed to the public until at least January 2021. As a result of the closure, ticket sales are projected to be down \$3 million, along with 50% reductions in facility rent and donations to the CCPA Endowment Fund.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The Budget includes funding for the CIP of \$14.3 million for twenty (20) projects, focusing on the infrastructure throughout the community. To meet the objective of protecting unrestricted reserves, several General Fund projects were deferred to a future year while efforts were made to identify restricted revenues, fund balances, grants, reimbursements, and deferred revenue for the majority of the program.

Exhibit G shows the composition of the CIP by Activity Classification. This chart identifies the priorities in the program in Government Buildings, Streets and Highways, Water Improvements, and Other Projects:

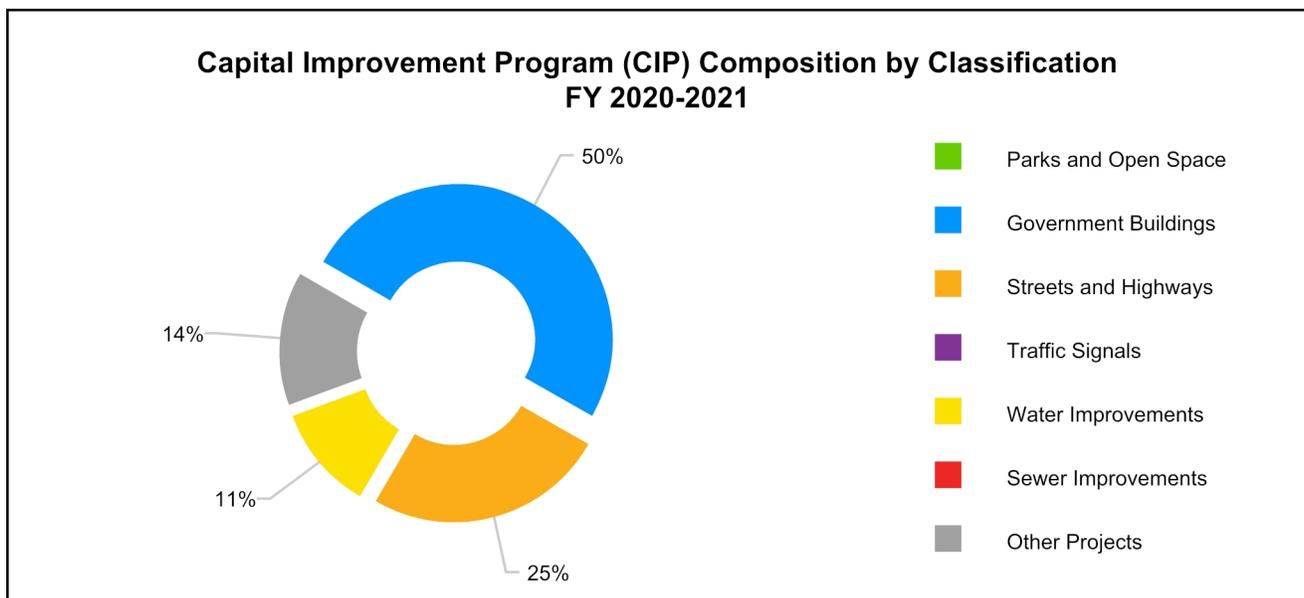


Exhibit G

The Government Buildings and Streets and Highways activities claim the majority of the CIP at \$10.8 million funded by restricted funds, grants, reimbursements, deferred revenue, and/or the General Fund. The rehabilitation of 12616 183rd Street (former Mullikin building) for \$3.8 million is budgeted through the use of insurance proceeds and \$750,000 for the Swim/Fitness Center rehabilitation utilizes deferred L.A. County grant and Measure "A" funding. RMRA, SB821, and CDBG funding along with STPL and Metro reimbursements cover \$3.6 million in Streets and Highways projects, with the Del Amo Blvd. Bridge Replacement project being reimbursed through a multi-agency agreement.

The Water Improvements activities are budgeted \$1.6 million through use of deferred revenue, reimbursements, and restricted revenues. The C-5 Water Well project utilizes \$900,000 in deferred revenue from a WRD legal settlement and funding from Measure "W" covers the cost of this year's NPDES Implementation Program.

A new Proposed Mixed-Use/Residential Infill Development project provides for the future development of housing in the City of Cerritos, including affordable housing. This project encumbers \$2 million of the fund balance in the Housing Asset Fund in accordance with State law.

All projects that were scheduled in Parks and Open Spaces, Traffic Signals, and Sewer Improvements are deferred to a later year in the Budget in an effort to eliminate General Fund use due to COVID-19. Further, restricted Measure "M" funding was not designated for use in the CIP as it is strategically held in reserve for unforeseen street projects and repairs in the new year to further protect unrestricted reserves as much as possible.

SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY (SUCCESSOR AGENCY)

The agreement between the Successor Agency and the California State Department of Finance (DOF) provides a total of \$67 million in repayment of the loan upon completion of the payment schedule in 2028. For FY 2020-2021, the settlement agreement provides a total of \$3.6 million in principle loan repayment and \$770,000 in interest revenue to the City. Per the agreement, \$713,000 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 projected reimbursement revenue for the Cerritos Successor Agency is \$19.5 million, which are funds set aside for the reimbursement of enforceable obligations of the former CRA and are provided to the Successor Agency.

For historical perspective, the City 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 183rd Street were included on the list of assets acquired by the City.

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. The result of these negotiations strengthened the City's asset holdings for long-term security to ensure Cerritos remains a premiere community for many years to come.

RESERVES

The City's reserves are healthy, despite the City's fiscal challenges related to the COVID-19 pandemic. At the conclusion of FY 2020-2021, and in consideration of the budget presented herein, it is estimated that the City's spendable reserves, less accounts receivable, are approximately \$104.5 million (all funds). Of that, the General Fund estimated spendable reserves, less receivables, totals \$62.4 million. As the General Fund reserves are unrestricted, they are available for any purpose deemed necessary by the City Council.

The ending balance of General Fund loans to the Enterprise Funds is \$44.7 million at the end of FY 2020-2021 and is summarized below:

- \$10.3 million (Sewer)
- \$9.7 million (Water)
- \$22.3 million (Electric Utility)
- \$2.4 million (Electric Utility-Debt Service)

The City will likely propose budget modifications, if needed, as the ongoing COVID-19 crisis continues to develop and impact the community's resources.

CONCLUSION

Unlike any other budget process in the history of the City, we are challenged to meet the traditional work program and services normally provided to the Cerritos community due to the COVID-19 crisis. Although these are truly unprecedented times, the Budget within this document reduces expenditures to meet the projected revenues at the time it is presented to the City Council for review and consideration. As this crisis is ongoing and its impacts change daily, the Budget attempts to protect the General Fund reserves and maintain the City's unrestricted cash levels in order to weather this storm and provide the City Council with opportunities to respond appropriately to changing economic conditions.

As the prevailing statement of the City's ability to respond to the COVID-19 crisis, the preparation of the Budget would not be possible without the guidance, wisdom, and leadership of the City Council. It is a result of that steadfast leadership that places the City in a strong fiscal position, enabling it to face these difficult times with confidence, while providing important services to our community.

The willingness of the community to work towards a common goal, particularly as we navigate these uncertain times, remains its most valuable asset. 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 we will continue to face the effects of COVID-19 on our local economy and community. It is my great honor to serve as your City Manager as we work together, rising to meet these new and unprecedented challenges to ensure the continued success of the City of Cerritos.

Respectfully Submitted,

Art Gallucci
City Manager

(This page is intentionally left blank)

TABLE OF CONTENTS

	Page
Departmental Organization Chart	1
Developing a Budget	3
City of Cerritos Financial Program:	5
<u>Summary of Funds and Estimated Balances</u>	6
General Fund (110)	8
Cerritos Center for the Performing Arts Endowment Fund (112)	9
Earthquake Special Fund (113)	10
Business License Software Fund (114)	11
Art in Public Places Fund (115)	12
General Plan Update Fund (116)	13
Road Maintenance and Rehabilitation Account Fund (RMRA) (210)	14
Street Improvement Fund (211)	15
Drainage Fund (213)	16
SB 821 Fund (215)	17
AQMD Special Fund (216)	18
Measure "R" Fund (217)	19
Proposition A Fund (218)	20
Proposition C Fund (219)	21
Measure "M" Fund (220)	22
Measure "A" Fund (231)	23
Measure "W" Fund (232)	24
AD #6 Maintenance District Fund (241)	25
Los Coyotes Lighting District Fund (242)	26
Local Law Enforcement Grant Fund (262)	27
COPS SB 3229 Fund (264)	28
Environmental Fund (266)	29
City Housing Asset Fund (280)	30
Community Development Block Grant Fund (CDBG) (290)	31
Municipal Improvement Fund (410)	32
Sewer Fund (214)	33
Water Fund (510)	34
Reclaimed Water Fund (550)	35
Electric Utility Fund (570)	36
Equipment Replacement Fund (620)	37
Successor Agency Redevelopment Property Tax Trust Funds (943)	38
Successor Agency Fiscal Agent Bond Reserve Funds (945)	39

TABLE OF CONTENTS

Revenues:	41
<u>Revenue Summary</u>	42
General Fund	43
Special Revenue Funds	51
Capital Projects Fund	54
Enterprise Funds	55
Internal Service Funds	57
Successor Agency Funds	58
Departmental Operating Budgets:	59
<u>Expenditure Summary</u>	60
Legislative and Administrative	63
City Council	65
City Manager	69
Fine Arts and Historical Commission	73
City Attorney	77
City Clerk / Treasurer	81
Department of Community Development	85
Office of the Senior Assistant City Manager	88
Geographic Information Systems (GIS)	90
Advance Planning / Economic Development	92
Current Planning	94
Planning Commission	96
Economic Development Commission	100
Successor Agency	104
Bond Interest, Redemption and Loans	108
Department of Public Works / Water & Power	111
Office of the Director / City Engineer	114
Engineering	116
Environmental Services	118
General Maintenance	120
Street Maintenance	122
Vehicle Maintenance	124
Facility Maintenance	126
Swim Center Maintenance	128
Parks & Trees Management	130
Median and Parkway Maintenance	132
Parkway Trees	134
Parks Maintenance	136

TABLE OF CONTENTS

Golf Course Maintenance	138
Water & Power Management	140
Water Management	142
Water Production and Distribution	144
Water Operations	146
Water Inspection	148
Reclaimed Water Operations	150
Electric Utility	152
Department of Community & Safety Services	155
Community & Safety Services	158
Community Participation	160
Senior Center	162
Recreation Services	164
Golf Course	166
Swim & Fitness Center	168
Community Safety	170
Code Enforcement	172
Property Preservation Commission	174
Parks & Recreation Commission	178
Department of Administrative Services	183
Office of the Director	186
Communications	188
Finance	190
Water Billing	192
Human Resources/Risk Management	194
Support Services	196
Property Control	198
Management Information Services	202
Municipal Library	204
Theater Department	207
Office of the Director	212
Business Management	214
Performance Marketing & Sales	216
Front of the House Management	218
Operations & Security	220
Special Event Services	222
Box Office	224

TABLE OF CONTENTS

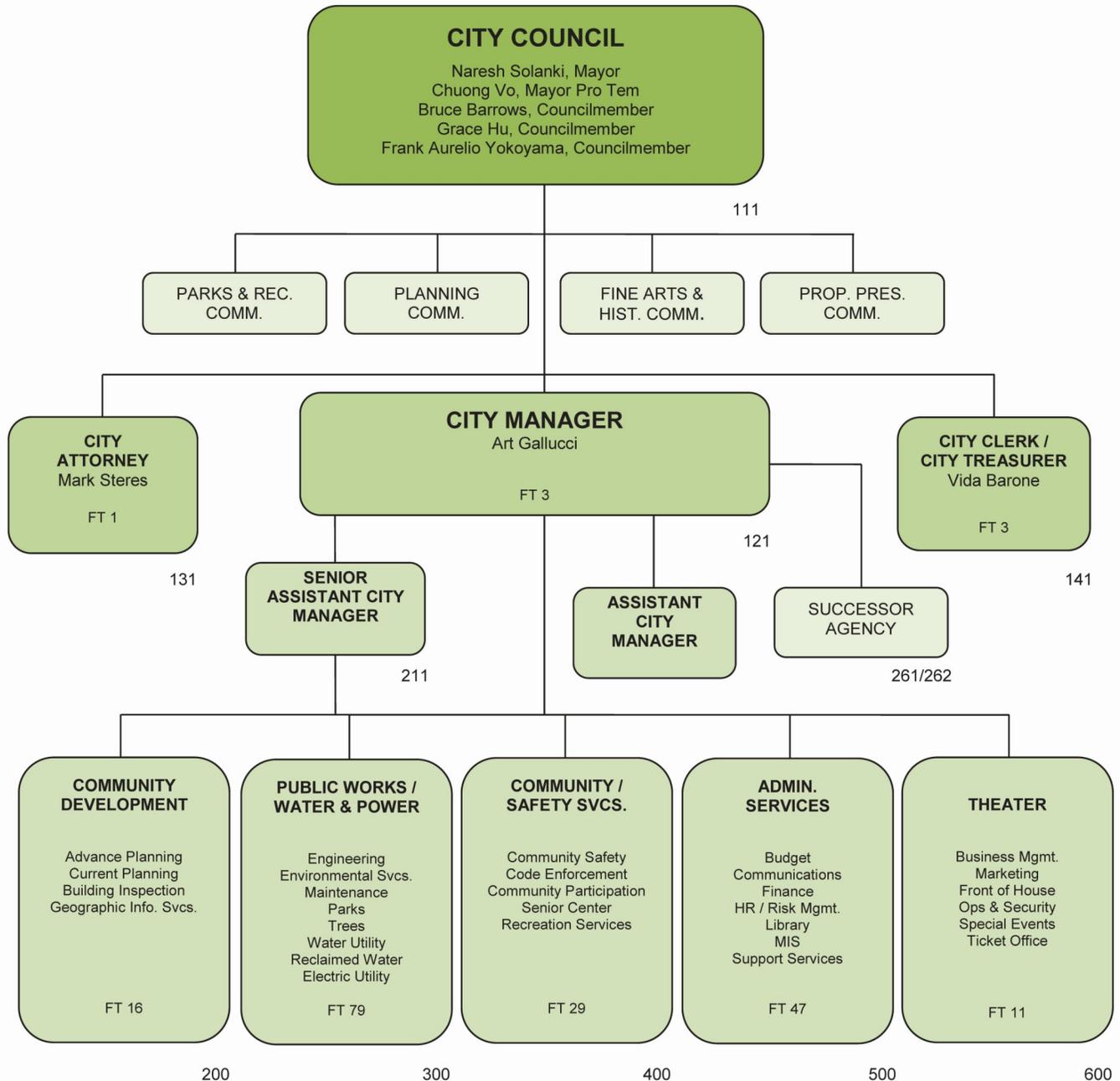
Personnel Positions	227
Authorized Positions	229
Employees Classification Tables	241
Capital Improvement Program:	251
CIP Overview	252
CIP Fund Sources	254
Parks and Open Space	256
Government Buildings	269
Streets and Highways	279
Traffic Signals	287
Water Improvements	290
Sewer Improvements	296
Other Projects	299
Appendices:	
Appendix A	
Resolution for the Combined Financial Program	304
Investment Policy	310
Appendix B	
Resolution for the Annual Appropriation Limit	318
Appendix C	
Chart of Expense Accounts and Definitions	322
Appendix D	
Acronyms	334
Appendix E	
CIP Supplemental Detail for Project #21701	338
General Plan Legend	340
General Plan Map	341
Recreation Facilities Map	342
Redevelopment Area Map	343
Freeway Buffer Walls Map	345
Cerritos Towne Center Area Map	346
Appendix F	
Cerritos Demographics	348

DEPARTMENTAL ORGANIZATION CHART

City of Cerritos

and

Successor Agency to the Cerritos Redevelopment Agency



(As of August 23, 2020)

(This page is intentionally left blank)

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.

(This page is intentionally left blank)

City of Cerritos
and
Successor Agency to the Cerritos Redevelopment Agency
Financial Program: 2020-2021
Summary and Statements of
Fund Balances and Reserves

-- ESTIMATED --
SUMMARY OF FUNDS AND ESTIMATED BALANCES
FISCAL YEAR 2020-2021

CITY GOVERNMENTAL FUNDS / INTERNAL SERVICE FUND	Beginning Balance	Revenues	Expenditures	Operating Surplus/ (Shortfall)	Fund Transfer	Ending Balance	Loan/ (Receivable)	Estimated Balance
General Fund	152,414,708	68,221,094	(63,452,402)	4,768,692	(5,654,693)	151,528,707	(89,164,229)	62,364,478
CCPA Endowment Fund	9,401,327	200,000	—	200,000	(938,000)	8,663,327	—	8,663,327
Earthquake Preparedness Fund	3,268,284	50,000	—	50,000	115,920	3,434,204	—	3,434,204
Business License Software Fund	46,025	30,520	—	30,520	—	76,545	—	76,545
Art In Public Places Fund	1,082,923	120,000	(120,000)	—	—	1,082,923	—	1,082,923
General Plan Update Fund	286,194	102,500	—	102,500	—	388,694	—	388,694
TOTAL GENERAL FUND	166,499,461	68,724,114	(63,572,402)	5,151,712	(6,476,773)	165,174,400	(89,164,229)	76,010,171
SPECIAL REVENUE FUNDS								
RMRA Fund	393,581	957,800	—	957,800	(934,200)	417,181	—	417,181
Street Improvement Fund	223,825	3,863,703	(3,192,339)	671,364	(587,364)	307,825	—	307,825
Los Coyotes Lighting District	—	98,600	(1,262,525)	(1,163,925)	1,163,925	—	—	—
Measure "R" Fund	—	665,020	(665,020)	—	—	—	—	—
AQMD Fund	505,120	63,000	(408,440)	(345,440)	—	159,680	—	159,680
Proposition "A" Fund	448,683	1,080,000	(1,000,000)	80,000	—	528,683	—	528,683
Proposition "C" Fund	149,810	839,000	(833,250)	5,750	—	155,560	—	155,560
Measure "M" Fund	435,295	753,611	—	753,611	—	1,188,906	—	1,188,906
Measure "A" Fund	136,366	195,000	—	195,000	(136,366)	195,000	—	195,000
Measure "W" Fund	855,000	1,000,000	—	1,000,000	(645,000)	1,210,000	—	1,210,000
Assessment District # 6 Fund	17,888	100,150	(100,000)	150	—	18,038	—	18,038
Drainage Fund	—	10,000	(13,910)	(3,910)	3,910	—	—	—
SB 821 Fund	—	25,000	—	25,000	(25,000)	—	—	—
COPS SB 3229 Grant Fund	—	100,000	—	100,000	(100,000)	—	—	—
Local Law Enforcement Block Grant	—	—	—	—	—	—	—	—
Environmental Fund	—	26,100	—	26,100	(26,100)	—	—	—
Housing Asset Fund	23,087,709	684,200	(160,000)	524,200	(2,000,000)	21,611,909	(10,830,685)	10,781,224
Community Development Block Grant	—	190,000	—	190,000	(190,000)	—	—	—
TOTAL SPECIAL REVENUE FUNDS	26,253,277	10,651,184	(7,635,484)	3,015,700	(3,476,195)	25,792,782	(10,830,685)	14,962,097
CAPITAL PROJECT FUND								
Municipal Improvement Fund	1,711,447	2,600,430	(12,760,873)	(10,160,443)	8,448,996	—	—	—
TOTAL CAPITAL PROJECT FUND	1,711,447	2,600,430	(12,760,873)	(10,160,443)	8,448,996	—	—	—
INTERNAL SERVICE FUND								
Equipment Replacement Fund	10,116,150	156,400	(222,960)	(66,560)	—	10,049,590	—	10,049,590
TOTAL INTERNAL SERVICE FUND	10,116,150	156,400	(222,960)	(66,560)	—	10,049,590	—	10,049,590
TOTAL CITY GOVERNMENTAL FUNDS / INTERNAL SERVICE FUND	204,580,335	82,132,128	(84,191,719)	(2,059,591)	(1,503,972)	201,016,772	(99,994,914)	101,021,858
CITY ENTERPRISE FUNDS								
Sewer Fund	—	93,675	(806,822)	(713,147)	—	(713,147)	713,147	—
Water Fund	648,878	12,639,300	(12,251,920)	387,380	645,000	1,681,258	—	1,681,258
Reclaimed Water Fund	1,587,337	1,092,900	(901,354)	191,546	—	1,778,883	—	1,778,883
Electric Utility Fund	—	5,445,275	(6,647,778)	(1,202,503)	858,975	(343,528)	343,528	—
TOTAL CITY ENTERPRISE FUNDS	2,236,215	19,271,150	(20,607,874)	(1,336,724)	1,503,975	2,403,466	1,056,675	3,460,141
GRAND TOTAL	206,816,550	101,403,278	(104,799,593)	(3,396,315)	3	203,420,238	(98,938,239)	104,481,999

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

-- ESTIMATED --
SUMMARY OF FUNDS AND ESTIMATED BALANCES
FISCAL YEAR 2020-2021

SUCCESSOR AGENCY	Beginning Balance	Revenues	Expenditures	Operating Surplus/ (Shortfall)	Fund Transfer	Ending Balance	Loan/ (Receivable)	Estimated Balance
Redev. Property Tax Trust Funds	—	19,638,478	(19,638,478)	—	—	—	—	—
Fiscal Agent Bond Reserve Fund	18,058,945	510,000	—	510,000	—	18,568,945	—	18,568,945
TOTAL SUCCESSOR AGENCY	18,058,945	20,148,478	(19,638,478)	510,000	—	18,568,945	—	18,568,945

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	146,683,558	146,772,640	155,707,439	152,414,708
REVENUES	75,940,500	73,952,840	69,073,631	68,221,094
TOTAL FUNDS AVAILABLE	222,624,058	220,725,480	224,781,070	220,635,802
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	1,744,330	2,139,080	2,077,473	1,875,546
Community Development	4,128,750	4,679,590	4,584,398	4,601,103
Public Works	12,780,552	13,644,220	13,487,700	12,719,401
Community & Safety Services	24,790,823	27,382,000	26,307,672	26,270,868
Administrative Services	11,743,921	13,719,280	12,910,300	13,435,853
Performing Arts	7,316,611	7,085,120	7,023,556	4,549,631
Capital Outlay	248,034	—	—	—
Labor Contingency	—	—	—	—
TOTAL EXPENDITURES	62,753,021	68,649,290	66,391,099	63,452,402
TRANSFERS				
Other Sources and (Uses) of Funds				
CCPA Endowment Fund	—	170,425	170,425	—
Earthquake Fund	(115,920)	(115,920)	(115,920)	(115,920)
Art in Public Places Fund	60,000	—	109,093	—
Street Improvement Fund	(2,322,973)	(3,047,100)	(3,173,531)	(1,870,976)
Los Coyotes Lighting Fund	(935,577)	(1,118,500)	(1,213,317)	(1,163,925)
AQMD Fund	—	290,000	—	—
Drainage Fund	(2,359)	(3,440)	(3,671)	(3,907)
Measure M Fund	—	200,000	200,000	—
COPS SB 3229 Fund	148,747	100,000	100,000	100,000
Electric Utility Fund	(858,369)	(860,000)	(858,750)	(858,975)
Environmental Fund	18,286	26,380	28,839	26,100
Equipment Replacement Fund	—	—	—	—
Municipal Improvement Fund	(155,433)	(801,200)	(1,218,431)	(1,767,090)
SB 821 Fund	—	—	—	—
TOTAL TRANSFERS	(4,163,598)	(5,159,355)	(5,975,263)	(5,654,693)
SPECIAL ITEMS				
Adjustment to amount due from Successor Agency	—	—	—	—
Payments to Successor Agency	—	—	—	—
TOTAL SPECIAL ITEMS	—	—	—	—
ENDING BALANCE (JUNE 30)	155,707,439	146,916,835	152,414,708	151,528,707
Less Loan-Successor Agency	(47,818,308)	(45,560,123)	(45,560,123)	(43,322,739)
Less Loan-Art in Public Places	(1,095,000)	—	(1,095,000)	(1,095,000)
Less Loan-Sewer Fund	(8,863,227)	(9,716,830)	(9,592,500)	(10,305,647)
Less Loan-Water Fund	(9,687,785)	(10,264,820)	(9,687,785)	(9,687,785)
Less Loan-Elec.Utility	(21,799,328)	(22,530,067)	(21,965,419)	(22,308,947)
Less Loan-Elec.Utility-Debt Service	(2,444,111)	(2,384,500)	(2,444,111)	(2,444,111)
GEN. FUND-EST. RESERVE	63,999,680	56,460,495	62,069,770	62,364,478

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	9,149,851	8,415,350	9,471,752	9,401,327
REVENUES	331,491	243,800	250,000	200,000
TOTAL FUNDS AVAILABLE	9,481,342	8,659,150	9,721,752	9,601,327
EXPENDITURES				
Arts Education Program	9,590	—	—	—
Capital Projects:				
Government Buildings	—	—	—	—
TOTAL EXPENSES	9,590	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund *	—	(170,425)	(170,425)	—
From/(To) Municipal Improvement Fund **	—	—	(150,000)	(938,000)
TOTAL TRANSFERS	—	(170,425)	(320,425)	(938,000)
ENDING BALANCE-Arts Education ***	12,677	22,140	12,677	12,677
ENDING BALANCE-Trust Fund	9,459,075	8,466,585	9,388,650	8,650,650
ENDING BALANCE (June 30)	9,471,752	8,488,725	9,401,327	8,663,327

* The purpose of the transfer in FY 2020 was to offset CCPA operational costs in the General Fund.

** The purpose of the transfers in FY 2020 and FY 2021 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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	2,932,381	3,094,550	3,102,364	3,268,284
REVENUES	54,064	48,500	50,000	50,000
TOTAL FUNDS AVAILABLE	2,986,445	3,143,050	3,152,364	3,318,284
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	115,920	115,920	115,920	115,920
TOTAL TRANSFERS	115,920	115,920	115,920	115,920
ENDING BALANCE (June 30)	3,102,365	3,258,970	3,268,284	3,434,204

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	34,429	64,930	65,505	46,025
REVENUES	31,075	30,520	30,520	30,520
TOTAL FUNDS AVAILABLE	65,504	95,450	96,025	76,545
EXPENDITURES				
Operating Expenditures:				
Administrative Services	—	50,000	50,000	—
TOTAL EXPENDITURES	—	50,000	50,000	—
ENDING BALANCE (June 30)	65,504	45,450	46,025	76,545

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	1,021,997	1,071,230	1,104,016	1,082,923
REVENUES	142,017	115,230	120,000	120,000
TOTAL FUNDS AVAILABLE	1,164,014	1,186,460	1,224,016	1,202,923
EXPENDITURES				
Operating Expenditures:				
Artwork Maintenance	—	—	—	120,000
Capital Projects:				
Other Expenses	—	—	—	—
Other Projects	—	42,000	—	—
TOTAL EXPENDITURES	—	42,000	—	120,000
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	(32,000)	—
From/(To) General Fund	(60,000)	—	(109,093)	—
TOTAL TRANSFERS	(60,000)	—	(141,093)	—
ENDING BALANCE (June 30)	1,104,014	1,144,460	1,082,923	1,082,923
Repayment of Loan:				
Dealer Association	100,024	83,353	83,353	—
Loan Owed From:				
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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	111,366	213,040	184,194	286,194
REVENUES	72,824	101,670	102,000	102,500
TOTAL FUNDS AVAILABLE	184,190	314,710	286,194	388,694
EXPENDITURES				
Operating Expenditures:	—	—	—	—
TOTAL EXPENDITURES	—	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	184,190	314,710	286,194	388,694

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: RMRA FUND
CODE: 210
TYPE: SPECIAL REVENUE FUNDS

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	19,270	52,581	393,581
REVENUES	924,172	884,990	991,000	957,800
TOTAL FUNDS AVAILABLE	924,172	904,260	1,043,581	1,351,381
EXPENDITURES				
Capital Projects:				
Streets and Highways	871,591	650,000	—	—
TOTAL EXPENDITURES	871,591	650,000	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	(934,200)
From/(To) Street Fund	—	—	(650,000)	—
TOTAL TRANSFERS	—	—	(650,000)	(934,200)
ENDING BALANCE (June 30)	52,581	254,260	393,581	417,181

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE				
July 1 - Highway Users Tax	—	—	—	—
July 1 - LA CMTA STPL Exchange	—	—	—	—
July 1 - Trash Set-Aside	202,390	208,390	217,825	223,825
REVENUES				
Highway Users Tax	963,369	1,247,830	1,222,767	1,264,913
Trash Set-Aside	84,000	84,000	84,000	84,000
Grants-Others	—	1,425,000	742,540	2,458,340
Other Revenue	77,027	56,450	56,450	56,450
TOTAL FUNDS AVAILABLE	1,326,786	3,021,670	2,323,582	4,087,528
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	115,046	138,640	173,671	159,311
Public Works	2,261,382	2,547,630	2,556,376	2,378,436
Administrative Services	447,246	510,110	610,684	654,592
Capital Projects:				
Streets and Highways	1,269,396	2,638,000	4,127,557	—
Traffic Signals	—	20,000	—	—
TOTAL EXPENDITURES	4,093,070	5,854,380	7,468,288	3,192,339
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	2,322,973	3,047,100	3,173,531	1,870,976
From/(To) RMRA Fund	—	—	650,000	—
From/(To) Measure "M" Fund	661,137	—	125,000	—
From/(To) SB 821 Fund	—	—	25,000	—
From/(To) Prop "C" Fund	—	—	1,300,000	—
From/(To) CDBG Fund	—	—	70,000	—
From/(To) Municipal Improvement Fund	—	—	—	(2,458,340)
From/(To) Reclaimed Water Fund	—	—	25,000	—
TOTAL TRANSFERS	2,984,110	3,047,100	5,368,531	(587,364)
ENDING BALANCE - Highway Users Tax	—	—	—	—
ENDING BALANCE - Trash Set-Aside	217,825	214,390	223,825	307,825
ENDING BALANCE (June 30)	217,826	214,390	223,825	307,825

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	7,050	830	—	—
REVENUES	3,253	10,000	10,000	10,000
TOTAL FUNDS AVAILABLE	10,303	10,830	10,000	10,000
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	384	460	443	406
Public Works	10,782	12,100	11,671	11,835
Administrative Services	1,495	1,710	1,557	1,669
TOTAL EXPENDITURES	12,661	14,270	13,671	13,910
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	2,358	3,440	3,671	3,910
TOTAL TRANSFERS	2,358	3,440	3,671	3,910
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	—	25,000	25,000	25,000
TOTAL FUNDS AVAILABLE	—	25,000	25,000	25,000
EXPENDITURES				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
Capital Project:	—	25,000	—	—
TOTAL EXPENDITURES	—	25,000	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	(25,000)
From/(To) Street Improvement Fund	—	—	(25,000)	—
TOTAL TRANSFERS	—	—	(25,000)	(25,000)
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	507,670	511,610	546,158	505,120
REVENUES	72,947	62,400	62,400	63,000
TOTAL FUNDS AVAILABLE	580,617	574,010	608,558	568,120
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Community Development	34,459	58,440	103,438	58,440
Public Works	—	—	—	—
Administrative Services	—	—	—	—
Capital Outlay:				
Vehicles	—	—	—	350,000
TOTAL EXPENDITURES	34,459	58,440	103,438	408,440
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	(290,000)	—	—
TOTAL TRANSFERS	—	(290,000)	—	—
ENDING BALANCE (June 30)	546,158	225,570	505,120	159,680

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	255	260	—	—
REVENUES	626,075	627,580	627,580	665,020
TOTAL FUNDS AVAILABLE	626,330	627,840	627,580	665,020
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Public Works	626,330	627,580	627,580	665,020
Administrative Services	—	—	—	—
TOTAL EXPENDITURES	626,330	627,580	627,580	665,020
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	—	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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	1,511,337	936,190	1,063,683	448,683
REVENUES	1,193,517	1,098,230	1,085,000	1,080,000
TOTAL FUNDS AVAILABLE	2,704,854	2,034,420	2,148,683	1,528,683
EXPENDITURES				
Operating Expenditures:				
Community Development	1,641,171	1,700,000	1,700,000	1,000,000
TOTAL EXPENDITURES	1,641,171	1,700,000	1,700,000	1,000,000
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Prop C	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	1,063,683	334,420	448,683	528,683

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	847,390	700,810	149,810
REVENUES	833,277	835,000	849,000	839,000
TOTAL FUNDS AVAILABLE	833,277	1,682,390	1,549,810	988,810
EXPENDITURES				
Operating Expenditures:				
Community Development	132,468	100,000	100,000	833,250
Capital Projects:				
Streets and Highways	—	1,300,000	—	—
TOTAL EXPENDITURES	132,468	1,400,000	100,000	833,250
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	—
From/(To) Street Improvement Fund	—	—	(1,300,000)	—
From/(To) Prop A	—	—	—	—
TOTAL TRANSFERS	—	—	(1,300,000)	—
ENDING BALANCE (June 30)	700,809	282,390	149,810	155,560

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	21,480	49,045	435,295
REVENUES	710,182	711,250	711,250	753,611
TOTAL FUNDS AVAILABLE	710,182	732,730	760,295	1,188,906
EXPENDITURES				
Operating Expenditures:				
Public Works	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Streets and Highways	661,137	—	—	—
TOTAL EXPENDITURES	661,137	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	—
From/(To) General Fund	—	(200,000)	(200,000)	—
From/(To) Street Fund	—	—	(125,000)	—
TOTAL TRANSFERS	—	(200,000)	(325,000)	—
ENDING BALANCE (June 30)	49,045	532,730	435,295	1,188,906

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	136,366
REVENUES	—	195,660	186,366	195,000
TOTAL FUNDS AVAILABLE	—	195,660	186,366	331,366
EXPENDITURES				
Operating Expenditures:				
Community Development	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Parks and Open Spaces	—	195,660	—	—
TOTAL EXPENDITURES	—	195,660	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	(50,000)	(136,366)
TOTAL TRANSFERS	—	—	(50,000)	(136,366)
ENDING BALANCE (June 30)	—	—	136,366	195,000

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	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	855,000
REVENUES	—	1,000,000	1,000,000	1,000,000
TOTAL FUNDS AVAILABLE	—	1,000,000	1,000,000	1,855,000
EXPENDITURES				
Operating Expenditures:				
Public Works	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Water Improvements	—	145,000	—	—
TOTAL EXPENDITURES	—	145,000	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Water Fund	—	—	(145,000)	(645,000)
TOTAL TRANSFERS	—	—	(145,000)	(645,000)
ENDING BALANCE (June 30)	—	855,000	855,000	1,210,000

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	15,098	—	17,738	17,888
REVENUES	102,639	120,280	100,150	100,150
TOTAL FUNDS AVAILABLE	117,737	120,280	117,888	118,038
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Community Development	—	—	—	—
Public Works	100,000	120,280	100,000	100,000
Administrative Services	—	—	—	—
TOTAL EXPENDITURES	100,000	120,280	100,000	100,000
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	17,737	—	17,888	18,038

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	98,612	98,600	98,600	98,600
TOTAL FUNDS AVAILABLE	98,612	98,600	98,600	98,600
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	33,049	39,830	36,177	33,186
Public Works	872,658	1,030,730	1,148,528	1,092,981
Administrative Services	128,482	146,540	127,212	136,358
TOTAL EXPENDITURES	1,034,189	1,217,100	1,311,917	1,262,525
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	935,577	1,118,500	1,213,317	1,163,925
TOTAL TRANSFERS	935,577	1,118,500	1,213,317	1,163,925
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	—	—	—	—
TOTAL FUNDS AVAILABLE	—	—	—	—
EXPENDITURES				
Operating Expenditures:				
Community & Safety Services	—	—	—	—
TOTAL EXPENDITURES	—	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
From/(To) Municipal Improvement Fund	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	148,747	100,000	100,000	100,000
TOTAL FUNDS AVAILABLE	148,747	100,000	100,000	100,000
EXPENDITURES				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
TOTAL EXPENDITURES	—	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(148,747)	(100,000)	(100,000)	(100,000)
TOTAL TRANSFERS	(148,747)	(100,000)	(100,000)	(100,000)
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	1,627	—	2,459	—
REVENUES	19,115	26,380	26,380	26,100
TOTAL FUNDS AVAILABLE	20,742	26,380	28,839	26,100
EXPENDITURES				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
TOTAL EXPENDITURES	—	—	—	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(18,286)	(26,380)	(28,839)	(26,100)
TOTAL TRANSFERS	(18,286)	(26,380)	(28,839)	(26,100)
ENDING BALANCE (June 30)	2,456	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	22,359,381	22,684,110	22,765,009	23,087,709
REVENUES	406,743	301,830	382,700	684,200
TOTAL FUNDS AVAILABLE	22,766,124	22,985,940	23,147,709	23,771,909
EXPENDITURES				
Operating Expenditures:				
Special Studies	—	—	—	150,000
Housing Services Programs	1,114	7,000	10,000	10,000
Senior Housing	—	—	50,000	—
TOTAL EXPENDITURES	1,114	7,000	60,000	160,000
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	(2,000,000)
TOTAL TRANSFERS	—	—	—	(2,000,000)
ENDING BALANCE (June 30)	22,765,010	22,978,940	23,087,709	21,611,909
Ending Balance	22,765,009	22,978,940	23,087,709	21,611,909
SERAF Receivables	—	—	—	—
Successor Agency Loan	11,954,577	11,390,031	11,390,031	10,830,685
CITY HOUSING ASSET FUND-EST. RESERVE	10,810,432	11,588,909	11,697,678	10,781,224

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	187,606	130,000	200,000	190,000
TOTAL FUNDS AVAILABLE	187,606	130,000	200,000	190,000
EXPENDITURES				
Capital Project	187,606	130,000	130,000	—
TOTAL EXPENDITURES	187,606	130,000	130,000	—
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	—	(190,000)
From/(To) Street Improvement Fund	—	—	(70,000)	—
TOTAL TRANSFERS	—	—	(70,000)	(190,000)
ENDING BALANCE (June 30)	—	—	—	—

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	2,173,474	2,158,840	2,139,447	1,711,447
REVENUES	323,032	4,013,430	1,914,097	2,600,430
TOTAL FUNDS AVAILABLE	2,496,506	6,172,270	4,053,544	4,311,877
EXPENDITURES				
Capital Projects:				
Parks and Open Space	155,667	1,114,500	961,800	—
Government Buildings	36,587	5,682,070	1,111,100	7,153,333
Streets and Highways	—	—	—	3,607,540
Traffic Signals	1,620	—	316,420	—
Sewer Projects	—	—	25,000	—
Other Projects	318,618	1,100,000	1,866,308	2,000,000
TOTAL EXPENDITURES	512,492	7,896,570	4,280,628	12,760,873
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	155,433	801,200	1,218,431	1,767,090
From/(To) Art in Public Places Fund	—	—	32,000	—
From/(To) CCPA Endowment Fund	—	—	150,000	938,000
From/(To) RMRA Fund	—	—	—	934,200
From/(To) Street Improvement Fund	—	—	—	2,458,340
From/(To) SB821	—	—	—	25,000
From/(To) Measure "A" Fund	—	—	50,000	136,366
From/(To) Housing Asset Fund	—	—	—	2,000,000
From/(To) CDBG Fund	—	—	—	190,000
From/(To) Sewer Fund	—	—	25,000	—
From/(To) Equipment Replacement Fund	—	923,100	463,100	—
TOTAL TRANSFERS	155,433	1,724,300	1,938,531	8,448,996
ENDING BALANCE (June 30)	2,139,447	—	1,711,447	—
RESTRICTED RESERVES FOR PROJECTS:				
cp18206 - 12616 183rd St. Building Restoration	1,549,967	—	1,121,967	—
cp10024 - Sports Complex Refurbishment	—	—	—	—
cp19201 - Swim/Fitness Center Rehab. (Repair & Design)	589,480	—	589,480	—
TOTAL RESTRICTED RESERVES	2,139,447	—	1,711,447	—

The Municipal Improvement Fund includes revenues, expenditures, and transfers associated with non-enterprise related capital projects.

STATEMENT OF FUND BALANCES AND RESERVES

FUND: SEWER FUND
CODE: 214
TYPE: ENTERPRISE FUNDS

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	70,313	88,850	89,350	93,675
TOTAL FUNDS AVAILABLE	70,313	88,850	89,350	93,675
EXPENSES				
Direct Operating Expenses:				
Water & Power	195,511	182,670	169,457	177,341
BALANCE BEFORE OVERHEAD EXPENSES	(125,198)	(93,820)	(80,107)	(83,666)
OVERHEAD EXPENSES				
Indirect Overhead Expenses:				
Legislative & Administrative	30,689	36,980	34,214	31,387
Public Works	670,920	493,630	467,145	466,513
Administrative Services	122,934	139,040	122,807	131,581
TOTAL OVERHEAD EXPENSES	824,543	669,650	624,166	629,481
Capital Project	92,995	190,000	—	—
TOTAL EXPENSES	1,113,049	1,042,320	793,623	806,822
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) Municipal Improvement Fund	—	—	(25,000)	—
From/(To) General Fund	1,042,736	953,470	729,273	713,147
TOTAL TRANSFERS	1,042,736	953,470	704,273	713,147
ENDING BALANCE (June 30)	—	—	—	—
PROJ. LOAN OWED TO GENERAL FUND	8,863,227	9,716,830	9,592,500	10,305,647

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	8,729	648,878
REVENUES	10,149,120	12,416,940	11,423,050	12,639,300
TOTAL FUNDS AVAILABLE	10,149,120	12,416,940	11,431,779	13,288,178
EXPENSES				
Direct Operating Expenses:				
Water & Power	7,708,301	8,221,030	7,557,416	7,942,286
BALANCE BEFORE OVERHEAD EXPENSES	2,440,819	4,195,910	3,874,363	5,345,892
OVERHEAD EXPENSES				
Indirect Overhead Expenses:				
Legislative & Administrative	319,336	384,770	384,363	352,706
Public Works	687,206	736,810	722,299	710,599
Administrative Services	1,553,599	1,670,980	1,566,495	1,674,329
TOTAL OVERHEAD EXPENSES	2,560,141	2,792,560	2,673,157	2,737,634
Capital Projects:				
Water Improvements	65,484	1,785,000	697,328	1,572,000
TOTAL EXPENSES	10,333,926	12,798,590	10,927,901	12,251,920
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	193,535	381,650	—	—
From/(To) Measure "W"	—	—	145,000	645,000
From/(To) Reclaimed Water	—	—	—	—
From/(To) Equipment Replacement Fund	—	—	—	—
TOTAL TRANSFERS	193,535	381,650	145,000	645,000
ENDING BALANCE (June 30)	8,729	—	648,878	1,681,258
PROJ. LOAN OWED TO GENERAL FUND	9,687,785	10,264,820	9,687,785	9,687,785
RESTRICTED RESERVES FOR PROJECTS:				
cp17197 - C5 Water Well	2,227,130	1,168,239	2,077,130	1,177,130
TOTAL RESTRICTED RESERVES	2,227,130	1,168,239	2,077,130	1,177,130

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	1,479,262	1,607,830	1,580,973	1,587,337
REVENUES	979,636	1,283,010	1,055,300	1,092,900
TOTAL FUNDS AVAILABLE	2,458,898	2,890,840	2,636,273	2,680,237
EXPENSES				
Direct Operating Expenses:				
Water & Power	583,858	623,060	614,029	615,442
BALANCE BEFORE OVERHEAD EXPENSES	1,875,040	2,267,780	2,022,244	2,064,795
OVERHEAD EXPENSES				
Indirect Overhead Expenses:				
Legislative & Administrative	36,140	43,540	39,766	36,497
Public Works	70,244	74,810	67,818	65,427
Administrative Services	187,683	198,800	172,323	183,988
TOTAL OVERHEAD EXPENSES	294,067	317,150	279,907	285,912
Capital Projects:				
Water Improvements	—	205,000	130,000	—
TOTAL EXPENSES	877,925	1,145,210	1,023,936	901,354
TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
From/(To) Street Fund	—	—	(25,000)	—
From/(To) Water Fund	—	—	—	—
TOTAL TRANSFERS	—	—	(25,000)	—
ENDING BALANCE (June 30)	1,580,973	1,745,630	1,587,337	1,778,883

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	356,000	—
REVENUES	4,643,974	5,312,000	5,312,000	5,445,275
TOTAL FUNDS AVAILABLE	4,643,974	5,312,000	5,668,000	5,445,275
EXPENSES				
Direct Operating Expenses:				
Water & Power	4,197,138	6,002,470	5,664,573	5,619,285
Magnolia Bonds 2003	858,369	858,750	858,750	858,975
TOTAL DIRECT OPERATING EXPENSES	5,055,507	6,861,220	6,523,323	6,478,260
BALANCE BEFORE OVERHEAD EXPENSES	(411,533)	(1,549,220)	(855,323)	(1,032,985)
OVERHEAD EXPENSES				
Indirect Overhead Expenses:				
Legislative & Administrative	—	—	—	—
Public Works	74,862	113,630	113,633	113,633
Administrative Services	15,971	55,890	55,885	55,885
TOTAL INDIRECT OVERHEAD EXPENSES	90,833	169,520	169,518	169,518
TOTAL EXPENSES	5,146,340	7,030,740	6,692,841	6,647,778
TRANSFERS				
Transfer From/(To) Gen Fund *	858,369	860,000	858,750	858,975
Loan From Gen. Fund	—	858,740	166,091	343,528
Transfer From Gen Fund - Debt Service	—	—	—	—
TOTAL TRANSFERS	858,369	1,718,740	1,024,841	1,202,503
ENDING BALANCE (June 30)	356,003	—	—	—
PROJ. LOAN OWED TO GENERAL FUND	21,799,328	22,530,067	21,965,419	22,308,947
PROJ. LOAN OWED TO GENERAL FUND- DEBT SERVICE	2,444,111	2,384,500	2,444,111	2,444,111

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	11,797,285	11,394,460	11,443,770	10,116,150
REVENUES	183,292	155,600	156,400	156,400
TOTAL FUNDS AVAILABLE	11,980,577	11,550,060	11,600,170	10,272,550
EXPENSES				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Public Works	—	—	—	—
Administrative Services	536,811	288,660	204,150	210,500
Capital Outlay	—	1,231,930	816,771	12,460
TOTAL EXPENSES	536,811	1,520,590	1,020,921	222,960
TOTAL TRANSFERS				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
From/(To) Municipal Improvement Fund	—	(923,100)	(463,100)	—
From/(To) Water Fund	—	—	—	—
From/(To) Reclaimed Water Fund	—	—	—	—
TOTAL TRANSFERS	—	(923,100)	(463,100)	—
ENDING BALANCE (June 30)	11,443,766	9,106,370	10,116,149	10,049,590

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	—	—	—	—
REVENUES	18,314,740	19,798,592	19,798,592	19,638,478
Unspent Revenues carried forward to future years	—	—	—	—
TOTAL FUNDS AVAILABLE	18,314,740	19,798,592	19,798,592	19,638,478
EXPENSES				
Operating Expenditures:				
Bond Principal	12,040,000	12,780,000	12,780,000	13,460,000
Bond Interest	3,947,524	3,237,291	3,237,291	2,565,882
Bond- Market Value Fluctuation	—	—	—	—
SERAF Loan Repayment	—	—	—	—
CITY Loan Repayment	2,282,216	3,736,301	3,736,301	3,567,596
Note Payable	—	—	—	—
Bond Processing Fees	10,000	10,000	10,000	10,000
Capital Program Expense- Cerritos	—	—	—	—
Administrative Costs	35,000	35,000	35,000	35,000
Unfunded Pension Liability	—	—	—	—
Unfunded OPEB Obligation	—	—	—	—
TOTAL EXPENSES	18,314,740	19,798,592	19,798,592	19,638,478
TRANSFERS				
Other Sources (Uses) of Funds				
Payment to County	—	—	—	—
Loan from City	—	—	—	—
Long Range Property Mgt Plan from City	—	—	—	—
Transfer from Fiscal Agent Funds	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)				
LOAN OWED TO THE CITY	59,772,885	56,950,154	56,950,154	54,153,424

STATEMENT OF FUND BALANCES AND RESERVES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROJECTED
BEGINNING BALANCE (July 1)	16,996,339	17,523,940	17,529,945	18,058,945
REVENUES	533,606	529,000	529,000	510,000
TOTAL FUNDS AVAILABLE	17,529,945	18,052,940	18,058,945	18,568,945
TRANSFERS				
Other Financing Sources (Uses) of Funds:				
Transfer In	—	—	—	—
Transfer to Redevelopment Obligation				
Property Tax Trust Fund	—	—	—	—
TOTAL TRANSFERS	—	—	—	—
ENDING BALANCE (June 30)	17,529,945	18,052,940	18,058,945	18,568,945

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

(This page is intentionally left blank)

City of Cerritos
and
Successor Agency to the Cerritos Redevelopment Agency
Financial Program: 2020-2021
Revenues

SUMMARY OF REVENUES BY FUND TYPE AND YEAR

CITY OF CERRITOS	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
General Fund	76,157,739	73,952,840	69,073,631	68,221,094
General Fund - Misc.	631,470	539,720	552,520	503,020
Special Revenue Funds	6,386,630	9,040,480	8,561,183	10,651,184
Capital Projects Funds	323,032	4,013,430	1,914,097	2,600,430
Enterprise Funds	15,843,043	19,100,800	17,879,700	19,271,150
Internal Service Funds	183,292	155,600	156,400	156,400
TOTAL CITY OF CERRITOS	99,525,206	106,802,870	98,137,531	101,403,278

SUCCESSOR AGENCY	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
Successor Agency Funds	18,848,347	20,327,590	20,327,590	20,138,500
TOTAL SUCCESOR AGENCY	18,848,347	20,327,590	20,327,590	20,138,500

FUND: General Fund
CODE: 110

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
TAXES				
40130 (000) Business License	1,158,822	1,140,000	1,151,400	1,151,400
40133 (000) Business License - Software	0	0	0	0
40135 (000) Business License - Tobacco Retail	1,050	1,200	1,200	1,200
40160 (141) Documentary Transfer Taxes	352,097	270,000	270,000	270,000
40180 (000) No-Low Property Tax	3,594,387	3,665,200	3,685,200	3,823,146
40230 (000) Sales Tax	34,780,357	34,053,000	30,737,336	30,653,362
40232 (000) Sales Tax Reimbursement	0	0	0	0
40245 (000) Pass Thru From CRA	354,487	357,000	395,500	400,000
40246 (000) ABX1 26 PTR Residual	1,815,194	1,975,000	1,920,000	2,000,000
40250 (000) Transient Occupancy Tax	1,045,417	1,200,000	550,000	804,000
41701 (000) General Tax Levy	1,019,590	950,000	1,020,000	1,045,500
41702 (000) General Tax Levy - AD#6	0	0	0	0
TOTAL TAXES	44,121,401	43,611,400	39,730,636	40,148,608

FRANCHISES

40171 (141) Franchise - Utility	687,882	700,000	700,000	700,000
40172 (000) Franchise - Trash	1,211,252	1,241,100	1,241,100	1,245,000
40173 (141) Franchise - Cable	510,930	520,000	520,000	520,000
TOTAL FRANCHISES	2,410,064	2,461,100	2,461,100	2,465,000

LICENSES AND PERMITS

41109 (211) Building Permits - City	379,445	500,000	500,000	500,000
41110 (211) Building Permits	1,097,952	1,100,000	1,100,000	1,100,000
41111 (211) General Plan Maintenance Fee	0	0	0	0
41115 (000) Green Building Permits Standards Fee	207	400	400	400
41120 (321) Excavation Permit	121,560	120,000	120,000	120,000
41123 (231) Occupancy Permit Processing	48,838	50,000	50,000	50,000
41125 (353) Tree Trimming Permit	25,588	28,000	28,000	28,000
TOTAL LICENSES & PERMITS	1,673,590	1,798,400	1,798,400	1,798,400

FINES & FORFEITURES

41205 (451) Administrative Citations	9,976	3,600	3,600	3,600
41205 (452) Administrative Citations	0	0	0	0
41210 (451) Court Fines	43,135	60,000	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	73,186	63,000	63,000	63,000
41240 (451) Parking Fines	255,316	300,000	300,000	300,000
41250 (451) Vehicle Fines	149,311	170,000	170,000	170,000
TOTAL FINES & FORFEITURES	530,924	596,600	596,600	596,600

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
REV. FROM USE OF MONEY & PROP.				
41321 (000) Bldg & Ground Lease - Lincoln	544,240	544,240	544,240	544,240
41322 (000) Bldg & Ground Lease - Towne Center	4,877,170	4,939,330	4,942,900	4,987,200
41323 (000) Bldg & Ground Lease - Auto Storage	468,023	458,850	458,850	505,000
41324 (000) Bldg & Ground Lease - Others	57,573	56,800	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	651,731	662,000	667,870	646,600
41327 (000) Bldg & Ground Lease - 12616 183rd St	0	420,000	0	0
41328 (000) Bldg & Ground Lease - 12880 Moore St	294,207	403,170	403,170	403,170
41329 (000) Bldg & Ground Lease - 17423 Studebaker Rd	10,561	126,720	126,720	126,720
41335 (000) Community Facilities District	10,316	10,300	10,300	10,300
41336 (000) Developer Mitigation - Aria	84,600	84,600	84,600	86,200
41340 (442) Concessions	0	0	0	0
41340 (621) Concessions	12,563	0	0	0
41350 (000) Interest Income	2,151,359	1,733,610	2,100,000	2,100,000
41350 (261) Interest Income	850,418	730,860	730,860	616,693
41353 (000) Market Value Investment Fluctuation	1,678,854	0	0	0
41354 (000) Gain or Loss on Sale of Investment	645	0	0	0
41360 (422) Rent - Facility	57,611	38,000	38,000	41,000
41360 (441) Rent - Facility	310,336	250,000	207,997	250,000
41360 (443) Rent - Facility	70,560	95,000	81,140	95,000
41360 (571) Rent - Facility	81,658	80,000	60,125	78,500
41360 (661) Rent - Facility	1,039,630	550,000	450,000	225,000
41361 (000) Rental Participation - Lincoln	37,922	38,000	38,000	38,000
41362 (000) Rental Participation - Towne Ctr (Vestar)	47,037	47,000	47,000	47,000
41364 (000) Rental Participation - Sheraton	339,019	400,000	339,000	340,000
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	53,588	55,000	53,600	54,000
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	0	0	0
41699 (000) CRA Loan Repayment	0	0	0	0
TOTAL REV. FROM USE OF MONEY & PROP.	14,074,657	12,068,510	11,786,202	11,596,453

FUND: General Fund (cont.)
CODE: 110

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
INTERGOVERNMENTAL				
41452 (571) Grant - Library	15,228	1,000	2,000	10,060
41458 (571) Grant - Childhood Literacy Grant	0	0	0	0
41475 (311) Grants - Others	0	0	0	0
41475 (441) Grants - Others	21,582	0	0	0
41475 (561) Grants - Others	0	0	0	160,000
41475 (571) Grants - Others	0	0	0	0
41475 (661) Grants - Others	198,000	178,000	178,000	178,000
41479 (000) Motor Vehicle In Lieu - Reimbursement	5,636,228	5,827,860	5,904,448	6,105,199
41480 (000) Motor Vehicle In Lieu	24,028	26,000	26,000	26,000
41485 (000) SB90 State Mandated Reimbursement	57,127	5,000	5,000	5,000
41495 (000) Other Agency Contribution	0	0	0	622,971
41710 (000) Reimbursement - Administrative	0	0	0	0
41750 (000) Reimbursement - Staff Time	35,000	35,000	35,000	35,000
TOTAL INTERGOVERNMENTAL	5,987,193	6,072,860	6,150,448	7,142,230

FUND: General Fund (cont.)
CODE: 110

	2018-2019	2019-2020	2019-2020	2020-2021
	ACTUAL	BUDGET	EST. ACTUAL	FORECAST
CURRENT FEES & SERVICES				
41508 (000) Cal-Card Rebate	3,686	4,900	4,900	4,900
41511 (321) Checking & Inspection Fees	11,674	14,000	60,000	30,000
41512 (621) Credit Card Discount Fee	-150,305	-135,000	-135,000	-63,000
41513 (551) Coffee & Beverage Sales	3,421	4,500	3,500	4,000
41527 (442) Golf Course Revenues	593,796	610,000	537,700	610,000
41530 (621) Handling Fee	194,176	203,000	203,000	168,750
41531 (451) Gas / Fuel Sales	140,418	130,000	130,000	130,000
41532 (451) Fingerprinting Reimbursement	3,377	0	0	0
41534 (571) Library Fees & Fines	49,172	50,000	42,000	46,400
41535 (000) Film Shoot Revenue	0	0	0	0
41539 (422) Membership Fees	35,650	45,000	45,000	45,000
41539 (443) Membership Fees	44,850	50,000	45,000	45,000
41539 (571) Membership Fees	35,994	34,580	34,580	36,000
41547 (231) Planning & Zoning Fees	198,182	120,000	140,000	150,000
41549 (621) Program Advertising Revenue	0	0	0	0
41552 (422) Registration Fees	42,282	42,000	42,000	42,000
41552 (441) Registration Fees	359,184	470,000	407,662	490,000
41552 (442) Registration Fees	14,080	17,000	20,000	18,000
41552 (443) Registration Fees	225,254	275,000	231,421	260,000
41552 (571) Registration Fees	3,535	3,000	3,000	3,000
41554 (443) Recreational Swim Fees	116,341	120,000	75,442	115,000
41560 (421) Sponsored Events	630	300	300	400
41560 (441) Sponsored Events	58,862	65,000	43,000	65,000
41563 (422) Subscription Fees	16	30	30	30
41564 (451) Sheriff Security Services	164,192	160,000	160,000	160,000
41565 (621) Ticket Sales - Box Office	4,746,536	4,800,000	4,200,000	1,798,950
41566 (621) Ticket Sales - Donated	-1,897	-3,000	-3,000	-3,000
41567 (661) Ticket Sales - Rental	109,000	0	0	0
41705 (000) Assessment - Auto Storage Maintenance	21,012	21,010	21,010	21,010
41707 (000) Business License - Certified ACC	725	1,000	1,000	1,000
41781 (531) Sheriff Cost Recovery	0	0	0	0
TOTAL CURRENT FEES & SERVICES	7,023,843	7,102,320	6,312,545	4,178,440

FUND: General Fund (cont.)
CODE: 110

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
MISCELLANEOUS REVENUES				
41502 (611) Artist Merchandise / Taxable	0	0	0	0
41502 (621) Artist Merchandise / Taxable	11,405	13,000	13,000	6,500
41502 (671) Artist Merchandise / Taxable	0	0	0	0
41506 (422) Boutique Sales	2,670	3,000	3,000	3,000
41506 (571) Boutique Sales	6,809	7,000	7,000	6,000
41506 (621) Boutique Sales	0	0	0	0
41506 (671) Boutique Sales	0	0	0	0
41514 (422) Consignment Sales	-153	-500	-500	-500
41515 (000) Cash Short / Over	-16	0	0	0
41515 (211) Cash Short / Over	0	0	0	0
41515 (421) Cash Short / Over	9	0	0	0
41515 (422) Cash Short / Over	-8	0	0	0
41515 (441) Cash Short / Over	3	0	0	0
41515 (442) Cash Short / Over	-6	0	0	0
41515 (443) Cash Short / Over	1	0	0	0
41515 (451) Cash Short / Over	0	0	0	0
41515 (531) Cash Short / Over	-104	0	0	0
41515 (571) Cash Short / Over	-406	0	0	0
41515 (621) Cash Short / Over	10	0	0	0
41515 (671) Cash Short / Over	0	0	0	0
41517 (571) Debit Card Revenue	26,455	29,000	29,000	26,000
41518 (422) Donation	0	0	0	0
41518 (441) Donation	0	0	0	0
41537 (451) Safety Center Merchandise Sale	0	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	2,226	2,000	2,000	2,000
41538 (311) Maps & Publications	0	0	0	0
41538 (321) Maps & Publications	1,493	0	0	0
41538 (363) Maps & Publications	0	0	0	0
41538 (411) Maps & Publications	0	0	0	0
41538 (451) Maps & Publications	0	0	0	0
41538 (531) Maps & Publications	0	0	0	0
41538 (532) Maps & Publications	0	0	0	0
41555 (000) Returned Check Charge	100	150	150	150
41555 (441) Returned Check Charge	-25	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	2,300	2,400	2,400	2,400
41605 (441) Anniversary Revenue	0	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	0	0	0	0
41660 (000) Sale of Surplus Property	37,485	0	0	0

FUND: General Fund (cont.)
CODE: 110

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
MISCELLANEOUS REVENUES (cont.)				
41660 (551) Sale of Surplus Property	16,244	5,000	5,000	5,000
41670 (442) Merchandise Sales	11,848	14,000	10,000	12,000
41670 (443) Merchandise Sales	1,226	2,500	2,050	2,500
41671 (422) Merchandise Sales / Non-Taxable	256	350	350	350
41671 (443) Merchandise Sales / Non-Taxable	3,106	2,500	3,000	3,000
41671 (571) Merchandise Sales / Non-Taxable	356	150	150	300
41671 (621) Merchandise Sales / Non-Taxable	0	0	0	0
41690 (000) Miscellaneous Revenue	35,033	15,000	15,000	15,000
41690 (141) Miscellaneous Revenue	437	1,000	1,000	1,000
41690 (311) Miscellaneous Revenue	0	0	0	0
41690 (422) Miscellaneous Revenue	0	0	0	1,500
41690 (441) Miscellaneous Revenue	79	0	0	0
41690 (442) Miscellaneous Revenue	1,347	0	0	0
41690 (443) Miscellaneous Revenue	878	0	0	0
41690 (451) Miscellaneous Revenue	0	0	0	0
41690 (531) Miscellaneous Revenue	0	0	0	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	42,809	35,000	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	4,811	5,100	5,100	121,663
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

FUND: General Fund (cont.)
CODE: 110

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 EST. ACTUAL	2020-2021 FORECAST
MISCELLANEOUS REVENUES (cont.)				
41765 (451) Reimbursement - Other Expense	0	0	0	0
41765 (452) Reimbursement - Other Expense	0	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	0	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	0	0	0	0
41765 (611) Reimbursement - Other Expense	0	0	0	0
41765 (621) Reimbursement - Other Expense	0	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	127,391	105,000	105,000	52,500
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
TOTAL MISCELLANEOUS REVENUES	336,069	241,650	237,700	295,363
110 - GENERAL FUND TOTAL	76,157,741	73,952,840	69,073,631	68,221,094

General Fund - Misc.

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
112 CCPA ENDOWMENT FUND					
41350 (000)	Interest Income	168,500	143,800	150,000	150,000
41475 (000)	Grants - Others	0	0	0	0
41518 (000)	Donation	162,843	100,000	100,000	50,000
41607 (000)	Arts Education Program Revenue	127	0	0	0
41631 (000)	CDBG Fund Exchange	0	0	0	0
41690 (000)	Miscellaneous Revenue	21	0	0	0
TOTAL 112 CCPA ENDOWMENT FUND		331,491	243,800	250,000	200,000
113 EARTHQUAKE PREPAREDNESS					
41350 (000)	Interest Income	54,064	48,500	50,000	50,000
TOTAL 113 EARTHQUAKE PREPAREDNESS		54,064	48,500	50,000	50,000
114 BUSINESS LICENSE SOFTWARE					
40133 (000)	Business License - Software	30,034	30,000	30,000	30,000
41350 (000)	Interest Income	1,041	520	520	520
TOTAL 114 BUSINESS LICENSE SOFTWARE		31,075	30,520	30,520	30,520
115 ART IN PUBLIC PLACES					
41350 (000)	Interest Income	19,784	15,230	20,000	20,000
41518 (000)	Donation	122,233	100,000	100,000	100,000
TOTAL 115 ART IN PUBLIC PLACES		142,017	115,230	120,000	120,000
116 GENERAL PLAN MAINTENANCE FEE					
41111 (211)	General Plan Maintenance Fee	69,911	100,000	100,000	100,000
41350 (000)	Interest Income	2,912	1,670	2,000	2,500
TOTAL 116 GENERAL PLAN MAINT. FEE		72,823	101,670	102,000	102,500
118 MUSEUM ENDOWMENT FUND					
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
TOTAL 118 MUSEUM ENDOWMENT FUND		0	0	0	0
GENERAL FUND - MISC. TOTAL		631,470	539,720	552,520	503,020

Special Revenue Funds

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
210 ROAD MAINT. AND REHAB. ACT (RMRA)					
40203 (000)	Road Maintenance and Rehabilitation - (RMRA)	917,974	884,990	991,000	957,800
41350 (000)	Interest Income	6,199	0	0	0
TOTAL 210 RMRA FUND		924,173	884,990	991,000	957,800

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	274,649	278,480	277,886	291,500
41442 (000)	Hwy Users Tax - 2106	168,587	169,230	168,366	168,366
41443 (000)	Hwy Users Tax - 2107	345,402	365,690	347,977	347,977
41444 (000)	Hwy Users Tax - 2107.5	7,500	7,500	7,500	7,500
41446 (000)	Hwy Users Tax - 2103	167,231	426,930	421,038	449,570
41460 (000)	American Recovery and Reinvestment Act-S	0	0	0	0
41475 (000)	Grants - Others	0	1,425,000	625,000	1,225,000
41495 (000)	Other Agency Contribution	20,576	0	117,540	1,233,340
41690 (000)	Miscellaneous Revenue	56,451	56,450	56,450	56,450
TOTAL 211 STREET IMPROVEMENT FUND		1,124,396	2,813,280	2,105,757	3,863,703

213 DRAINAGE FUND

41350 (000)	Interest Income	0	0	0	0
41519 (321)	Drainage Fee	3,253	10,000	10,000	10,000
TOTAL 213 DRAINAGE FUND		3,253	10,000	10,000	10,000

215 SB821 FUND

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

216 AQMD FUND

41350 (000)	Interest Income	9,358	7,400	7,400	8,000
41420 (000)	AQMD Revenue	63,590	55,000	55,000	55,000
41475 (000)	Grants - Others	0	0	0	0
TOTAL 216 AQMD FUND		72,948	62,400	62,400	63,000

Special Revenue Funds (Continued)

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
217 MEASURE "R" FUND					
40205 (000)	Measure "R" Tax	625,138	627,580	627,580	665,020
41350 (000)	Interest Income	937	0	0	0
TOTAL 217 MEASURE R FUND		626,075	627,580	627,580	665,020
218 PROPOSITION "A" FUND					
40210 (000)	Proposition "A" Tax	1,004,588	1,000,000	1,000,000	1,000,000
41350 (000)	Interest Income	27,443	28,230	15,000	10,000
41459 (000)	Grant-National Transit Database Program	96,835	70,000	70,000	70,000
41572 (221)	Transit Revenue - Dial-A-Ride	0	0	0	0
TOTAL 218 PROPOSITION A FUND		1,128,866	1,098,230	1,085,000	1,080,000
219 PROPOSITION "C" FUND					
40220 (000)	Proposition "C" Tax	833,277	800,000	800,000	800,000
41350 (000)	Interest Income	0	0	14,000	4,000
41475 (000)	Grants - Others	0	0	0	0
41571 (221)	Transit Revenue - C.O.W.	0	35,000	35,000	35,000
Total 219 PROPOSITION C FUND		833,277	835,000	849,000	839,000
220 MEASURE "M" FUND					
40204 (000)	Measure "M" Tax	703,162	711,250	711,250	753,611
41350 (000)	Interest Income	7,019	0	0	0
TOTAL 220 MEASURE M FUND		710,181	711,250	711,250	753,611
231 MEASURE "A" FUND					
40206 (000)	Measure "A" Tax	0	195,660	186,366	195,000
41350 (000)	Interest Income	0	0	0	0
TOTAL 231 MEASURE A FUND		0	195,660	186,366	195,000
232 MEASURE "W" FUND					
40207 (000)	Measure "W" Tax	0	1,000,000	1,000,000	1,000,000
41350 (000)	Interest Income	0	0	0	0
TOTAL 232 MEASURE W FUND		0	1,000,000	1,000,000	1,000,000
241 AD #6 MAINTENANCE DISTRICT					
41350 (000)	Interest Income	151	280	150	150
41702 (000)	General Tax Levy - AD#6	102,487	120,000	100,000	100,000
TOTAL 241 AD #6 MAINTENANCE DISTRICT		102,638	120,280	100,150	100,150
242 LOS COYOTES LIGHTING DISTRICT					
41350 (000)	Interest Income	0	0	0	0
41703 (000)	Assessment - Landscape	98,612	98,600	98,600	98,600
TOTAL 242 LOS COYOTES LIGHTING DISTRICT		98,612	98,600	98,600	98,600

Special Revenue Funds (Continued)

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
262 LOCAL LAW ENFORCEMENT GRANT					
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	0	0	0	0
TOTAL 262 LOC. LAW ENFORCE. GRANT		—	—	—	—
264 COPS SB 3229 GRANT FUND					
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	148,747	100,000	100,000	100,000
TOTAL 264 COPS SB 3229 GRANT FUND		148,747	100,000	100,000	100,000
266 ENTERPRISE GRANT					
41350 (000)	Interest Income	829	380	380	100
41475 (000)	Grants - Others	18,286	26,000	26,000	26,000
TOTAL 266 OTHER GRANT		19,115	26,380	26,380	26,100
280 HOUSING					
41350 (000)	Interest Income	194,138	119,130	200,000	200,000
41350 (261)	Interest Income	212,604	182,700	182,700	154,200
41475 (211)	Grants - Others	0	0	0	150,000
41650 (000)	Sale of Land	0	0	0	180,000
41699 (000)	CRA Loan Repayment	0	0	0	0
41745 (000)	Reimbursement - Residential Loan	0	0	0	0
TOTAL 280 HOUSING		406,742	301,830	382,700	684,200
290 COMM. DEV. BLOCK GRANT FUND					
41465 (000)	CDBG - Comm. Dev. Block Grant	187,606	130,000	200,000	190,000
TOTAL 290 COMM. DEV. BLOCK GRANT FUND		187,606	130,000	200,000	190,000
SPECIAL REVENUE FUNDS TOTAL		6,386,629	9,040,480	8,561,183	10,651,184

Capital Projects Funds

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
410 MUNICIPAL IMPROVEMENT FUND					
41323 (000)	Bldg & Ground Lease - Auto Storage	318,618	1,100,000	1,391,754	0
41350 (000)	Interest Income	0	0	0	0
41465 (000)	CDBG - Comm. Dev. Block Grant	0	0	0	0
41475 (000)	Grants - Others	4,236	313,000	522,033	0
41475 (441)	Grants - Others	0	0	0	0
41545 (321)	Park Fees	148	250	250	250
41546 (321)	Parkway Tree Fees	30	60	60	60
41720 (000)	Damage to City Property	0	2,600,120	0	2,600,120
TOTAL MUNICIPAL IMPROVEMENT FUND		323,032	4,013,430	1,914,097	2,600,430
CAPITAL PROJECTS FUNDS TOTAL		323,032	4,013,430	1,914,097	2,600,430

Enterprise Funds

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
214 SEWER FUND					
41350 (000)	Interest Income	-7,717	0	0	0
41557 (321)	Sewer Connection Fees	1,032	4,000	4,500	5,000
41558 (532)	Sewer Maintenance Fees	77,222	85,000	85,000	88,835
41570 (532)	Sewer - Uncollectible Accounts	-224	-150	-150	-160
41690 (000)	Miscellaneous Revenue	0	0	0	0
TOTAL 214 SEWER FUND		70,313	88,850	89,350	93,675
510 WATER ENTERPRISE					
41350 (000)	Interest Income	37,025	0	0	0
41475 (000)	Grants - Others	25,894	0	0	0
41524 (532)	Fires Lines Service Fee	410,906	430,220	440,000	479,600
41533 (532)	Late Charge	6,225	6,800	6,500	6,800
41555 (532)	Returned Check Charge	730	700	850	700
41590 (532)	Water - Uncollectible Accounts	-10,971	-10,000	-8,000	-10,000
41591 (362)	Water Service Fees	860	5,300	4,500	5,200
41592 (532)	Water Meter Sales	0	200	100	200
41593 (532)	Water Sales - Regular	8,256,635	9,379,720	8,900,000	9,701,000
41594 (362)	Water Sales - Construction	716	8,000	5,000	6,000
41595 (532)	Water Sales - Wholesale	957,057	1,070,510	1,500,000	1,090,000
41596 (362)	Water Rights	0	0	2,000	1,000
41597 (532)	Water Sales - City of Cerritos	372,935	475,490	420,000	457,800
41635 (000)	Legal Settlements	91,109	1,050,000	150,000	900,000
41660 (000)	Sale of Surplus Property	0	0	0	0
41675 (364)	Sale of Water Emergency Kits	0	0	2,100	1,000
41690 (000)	Miscellaneous Revenue	0	0	0	0
41690 (532)	Miscellaneous Revenue	0	0	0	0
41760 (000)	Reimbursement - Other Agency	0	0	0	0
41790 (362)	Legal Cost Reimbursement	0	0	0	0
TOTAL 510 WATER ENTERPRISE		10,149,121	12,416,940	11,423,050	12,639,300
550 RECLAIMED WATER					
41350 (000)	Interest Income	34,449	15,470	34,500	34,500
41475 (000)	Grants - Others	0	0	0	0
41495 (000)	Other Agency Contribution	0	0	0	0
41588 (366)	Water Sales - Reclaimed - Regular	945,186	1,267,540	1,020,800	1,058,400
TOTAL 550 RECLAIMED WATER		979,635	1,283,010	1,055,300	1,092,900

Enterprise Funds (Continued)

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
570 ELECTRIC UTILITY FUND					
41350 (000)	Interest Income	16,813	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	3,440,262	4,011,000	4,011,000	4,111,275
41526 (000)	Electric Revenue - City	1,182,322	1,300,000	1,300,000	1,332,500
41531 (368)	Gas / Fuel Sales	0	0	0	0
41645 (000)	Rebates	0	0	0	0
41690 (000)	Miscellaneous Revenue	4,577	1,000	1,000	1,500
41699 (000)	CRA Loan Repayment	0	0	0	0
Total 570 Electric Utility Fund		4,643,974	5,312,000	5,312,000	5,445,275
ENTERPRISE FUNDS TOTAL		15,843,043	19,100,800	17,879,700	19,271,150

Internal Service Funds

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
620 EQUIPMENT REPLACEMENT FUND					
41350 (000)	Interest Income	183,292	155,600	156,400	156,400
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
Total 620 Equipment Replacement Fund		183,292	155,600	156,400	156,400
INTERNAL SERVICE FUNDS TOTAL		183,292	155,600	156,400	156,400
TOTAL CITY OF CERRITOS		99,525,206	106,802,870	98,137,531	101,403,278

SUCCESSOR AGENCY FUNDS

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
943 SUCCESSOR AGENCY					
40241 (000)	Property Tax Allocations	18,160,410	19,628,790	19,628,790	19,468,500
41350 (000)	Interest Income	154,330	169,800	169,800	170,000
TOTAL 943 SUCCESSOR AGENCY		18,314,740	19,798,590	19,798,590	19,638,500
		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
945 SUCCESSOR AGENCY/BOND RESERVE					
41350 (000)	Interest Income	533,607	529,000	529,000	500,000
TOTAL 945 BOND RESERVE FUND		533,607	529,000	529,000	500,000
<hr/>					
TOTAL SUCCESSOR AGENCY		18,848,347	20,327,590	20,327,590	20,138,500

City of Cerritos
and
Successor Agency to the Cerritos Redevelopment Agency
Financial Program: 2020-2021
Departmental Activity & Expenditures Budget

DEPARTMENTAL EXPENDITURE BUDGET SUMMARY

DEPARTMENT SUMMARY BY YEAR

CITY OF CERRITOS	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Legislative & Administrative	2,288,564	2,783,311	2,746,107	2,468,527	2,489,040
Community Development	4,130,867	6,545,032	6,547,835	6,969,540	7,002,790
Public Works / Water & Power	17,960,891	35,289,419	34,166,975	33,657,175	33,657,175
Water & Power	12,472,741				
Community & Safety Services	24,791,541	27,381,995	26,307,672	25,405,118	26,270,868
Administrative Services	14,980,468	18,012,924	16,638,184	16,497,216	16,497,216
Theater	7,309,321	7,085,121	7,023,556	4,549,631	4,549,631
TOTAL CITY DEPARTMENTS	83,934,393	97,097,802	93,430,329	89,547,207	90,466,720
Capital Improvement Projects	3,196,440	15,222,227	9,365,513	12,642,873	14,332,873
Labor Contingency					—
TOTAL CITY EXPENSE	87,130,833	112,320,029	102,795,842	102,190,080	104,799,593

SUCCESSOR AGENCY	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Enforceable Obligations	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478
TOTAL S.A.	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478

DEPARTMENTAL EXPENDITURE BUDGET SUMMARY

DEPARTMENT SUMMARY BY EXPENSE CLASSIFICATION FY 2020-2021

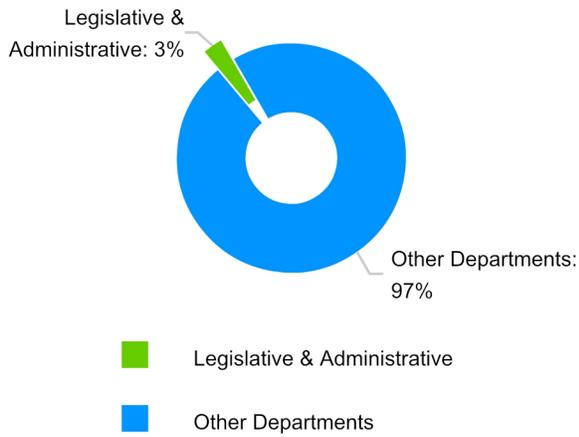
CITY OF CERRITOS	PERSONNEL	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	EXPENDITURES
Legislative & Administrative	1,867,610	621,430	—	2,489,040
Community Development	2,918,590	3,729,200	355,000	7,002,790
Public Works / Water & Power	10,851,270	22,800,965	4,940	33,657,175
Community & Safety Services	7,614,743	18,655,125	1,000	26,270,868
Administrative Services	9,992,558	6,331,298	173,360	16,497,216
Theater	2,511,741	2,034,390	3,500	4,549,631
TOTAL CITY DEPARTMENTS	35,756,512	54,172,408	537,800	90,466,720
Capital Improvement Projects				14,332,873
Labor Contingency				—
TOTAL CITY				104,799,593

SUCCESSOR AGENCY	PERSONNEL	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	EXPENDITURES
Enforceable Obligations	—	19,638,478	—	19,638,478
TOTAL S.A.	—	19,638,478	—	19,638,478

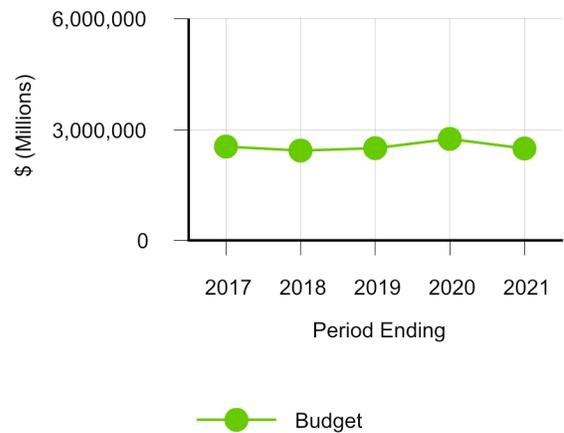
(This page is intentionally left blank)

**LEGISLATIVE
AND
ADMINISTRATIVE**

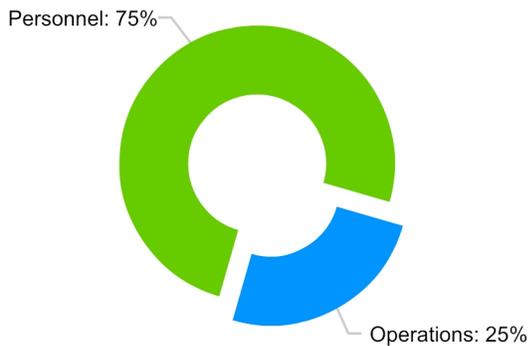
Percent of Operating Budget



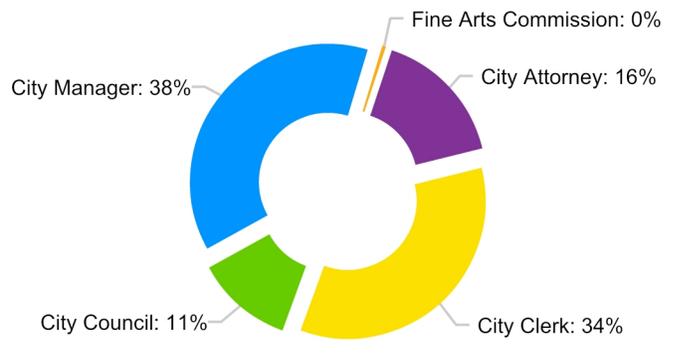
Budget History



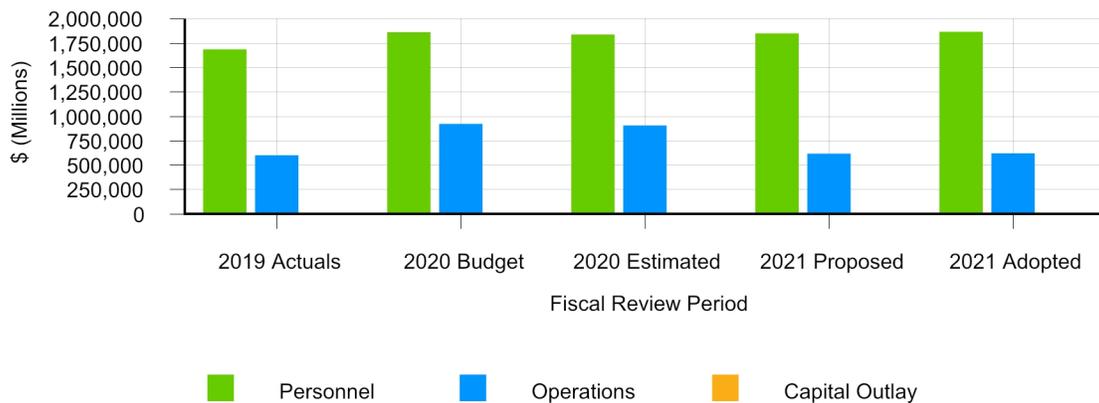
Department Budget Composition



Division Composition



Activity Summary



DEPARTMENTAL ACTIVITY OVERVIEW

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

ACTIVITY SUMMARY

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	163,756	157,800	157,800	179,140	158,153
Operations and Maintenance	106,964	113,950	83,750	123,200	125,700
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	270,720	271,750	241,550	302,340	283,853

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

Technology Budget of \$20,000 was added to the City Council cost center, comprised of \$18,000 for hardware and software in account 61170 and \$2,000 in mobile data plans in account 67060.	\$20,000
Decrease in Program Expenses and Supplies per City Council action on June 25, 2020 (63410).	-\$7,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Legislative and Admin

ACTIVITY: City Council

CODE: 111

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	68,244	68,300	68,300	68,300	68,300
52400 Employee Benefits	95,512	89,500	89,500	110,840	89,853
TOTAL PERSONNEL EXPENSE	163,756	157,800	157,800	179,140	158,153
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	24,000	24,000	18,000	0	24,000
53020 Dues and Publications	56,702	57,950	47,000	91,200	57,950
53080 Travel and Meeting	18,916	20,000	15,000	20,000	20,000
61170 Electronic Information	0	0	0	0	18,000
63410 Program Expenses and Supplies	5,129	9,500	2,500	9,500	2,500
63520 Special Supplies	2,218	2,500	1,250	2,500	1,250
67060 Cellular Phone	0	0	0	0	2,000
TOTAL OPERATIONS AND MAINTENANCE	106,965	113,950	83,750	123,200	125,700
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	270,721	271,750	241,550	302,340	283,853

(This page is intentionally left blank)

DEPARTMENTAL ACTIVITY OVERVIEW

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

ACTIVITY OVERVIEW

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	867,742	918,294	896,340	870,270	870,270
Operations and Maintenance	93,072	73,830	91,630	68,330	68,330
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	960,814	992,124	987,970	938,600	938,600

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).	-\$5,500
---	----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Legislative and Admin

ACTIVITY: City Manager

CODE: 121

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	446,725	450,400	450,400	450,400	450,400
51021 Overtime	731	854	850	1,000	1,000
52010 Regular Earnings - Part Time	0	21,950	0	0	0
52015 Special Project Earnings - Part Time	37,965	39,400	39,400	0	0
52400 Employee Benefits	382,321	405,690	405,690	418,870	418,870
TOTAL PERSONNEL	867,742	918,294	896,340	870,270	870,270
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	13,800	13,800	13,800	13,800	13,800
53020 Dues and Publications	0	350	350	350	350
53070 Reimbursed Mileage	0	150	150	150	150
53080 Travel and Meeting	817	1,000	800	1,000	1,000
61130 Delivery Service	0	100	100	100	100
61430 Professional Services	48,322	50,130	56,130	50,130	50,130
61580 Temporary Help	21,249	0	12,000	0	0
63410 Program Expenses and Supplies	7,064	5,500	5,500	0	0
63520 Special Supplies	794	1,000	1,000	1,000	1,000
67060 Cellular Phone	1,026	1,800	1,800	1,800	1,800
TOTAL OPERATIONS AND MAINTENANCE	93,072	73,830	91,630	68,330	68,330
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	960,814	992,124	987,970	938,600	938,600

(This page is intentionally left blank)

DEPARTMENTAL ACTIVITY OVERVIEW

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

ACTIVITY OVERVIEW

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	4,037	6,480	6,480	6,480	6,480
Operations and Maintenance	2,162	4,000	0	4,000	4,000
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	6,199	10,480	6,480	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

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE						
52010	Regular Earnings - Part Time	3,750	6,000	6,000	6,000	6,000
52400	Employee Benefits	287	480	480	480	480
	TOTAL PERSONNEL	4,037	6,480	6,480	6,480	6,480
OPERATIONS AND MAINTENANCE						
53020	Dues and Publications	75	500	0	500	500
53080	Travel and Meeting	895	2,000	0	2,000	2,000
61430	Professional Services	938	1,200	0	1,200	1,200
63520	Special Supplies	255	300	0	300	300
	TOTAL OPERATIONS AND MAINTENANCE	2,163	4,000	0	4,000	4,000
TOTAL CAPITAL OUTLAY						
	ACTIVITY TOTAL	6,200	10,480	6,480	10,480	10,480

(This page is intentionally left blank)

DEPARTMENTAL ACTIVITY OVERVIEW

DEPARTMENT: Legislative and Admin

ACTIVITY: City Attorney

CODE: 131

ACTIVITY OVERVIEW

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	123,802	202,860	202,860	208,660	208,660
Operations and Maintenance	245,097	190,100	191,250	191,300	191,300
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	368,899	392,960	394,110	399,960	399,960

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

No significant activity program changes.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Legislative and Admin

ACTIVITY: City Attorney

CODE: 131

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	72,450	144,900	144,900	144,900	144,900
52400 Employee Benefits	51,352	57,960	57,960	63,760	63,760
TOTAL PERSONNEL	123,802	202,860	202,860	208,660	208,660
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	0	550	600	600
53080 Travel and Meeting	550	0	600	600	600
61310 Legal Services	229,685	150,100	150,100	150,100	150,100
61315 Legal Services - Special Counsel	14,862	40,000	40,000	40,000	40,000
TOTAL OPERATIONS AND MAINTENANCE	245,097	190,100	190,700	190,700	190,700
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	368,899	392,960	393,560	399,360	399,360

(This page is intentionally left blank)

DEPARTMENTAL ACTIVITY OVERVIEW

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

ACTIVITY OVERVIEW

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	526,695	576,397	576,397	585,047	624,047
Operations and Maintenance	155,237	539,600	539,600	232,100	232,100
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	681,932	1,115,997	1,115,997	817,147	856,147

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

Decrease in anticipated expenditures for Election Expense (61160).	-\$297,500
--	------------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

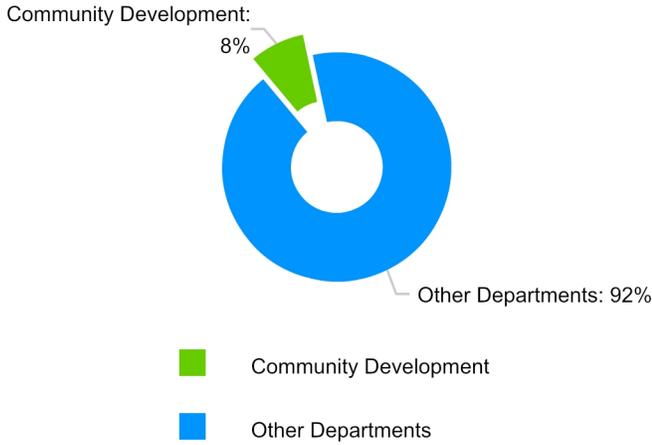
DEPARTMENT: Legislative and Admin
ACTIVITY: City Clerk / City Treasurer
CODE: 141

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	286,449	288,550	288,550	288,550	308,050
51021 Overtime	591	7,947	7,947	7,947	7,947
52010 Regular Earnings - Part Time	95	0	0	0	0
52400 Employee Benefits	239,560	279,900	279,900	288,550	308,050
TOTAL PERSONNEL	526,695	576,397	576,397	585,047	624,047
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020 Dues and Publications	1,177	2,500	2,500	2,500	2,500
53070 Reimbursed Mileage	502	700	700	700	700
53080 Travel and Meeting	2,605	5,000	5,000	5,000	5,000
61080 Codification	1,755	4,000	4,000	4,000	4,000
61130 Delivery Service	0	500	500	500	500
61160 Election Expense	2,296	300,000	300,000	2,500	2,500
61320 Legal Advertising	57,635	50,000	55,000	40,000	40,000
61430 Professional Services	77,455	160,000	155,000	160,000	160,000
61460 Recordation Expense	808	1,500	1,500	1,500	1,500
61580 Temporary Help	0	0	0	0	0
63520 Special Supplies	5,603	10,000	10,000	10,000	10,000
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	155,236	539,600	539,600	232,100	232,100
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	681,931	1,115,997	1,115,997	817,147	856,147

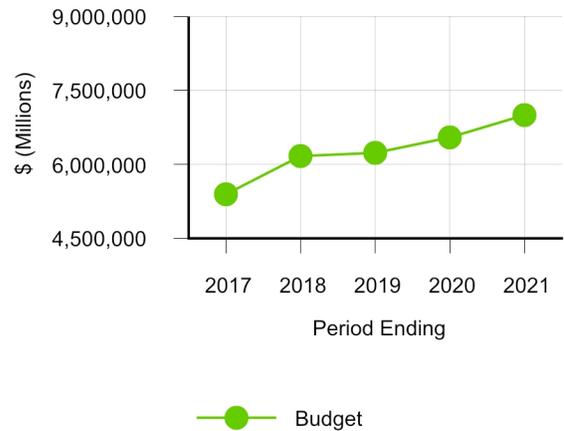
(This page is intentionally left blank)

COMMUNITY DEVELOPMENT

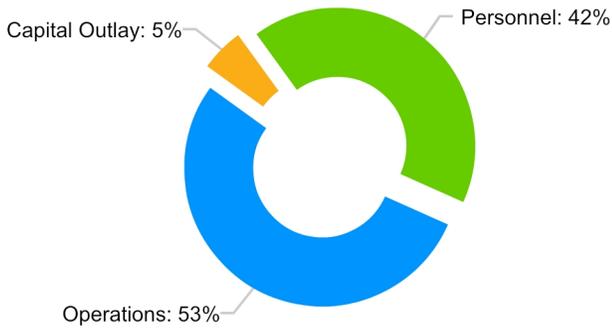
Percent of Operating Budget



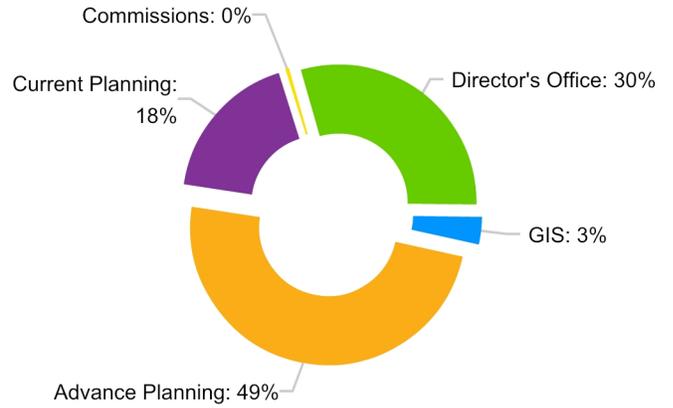
Budget History



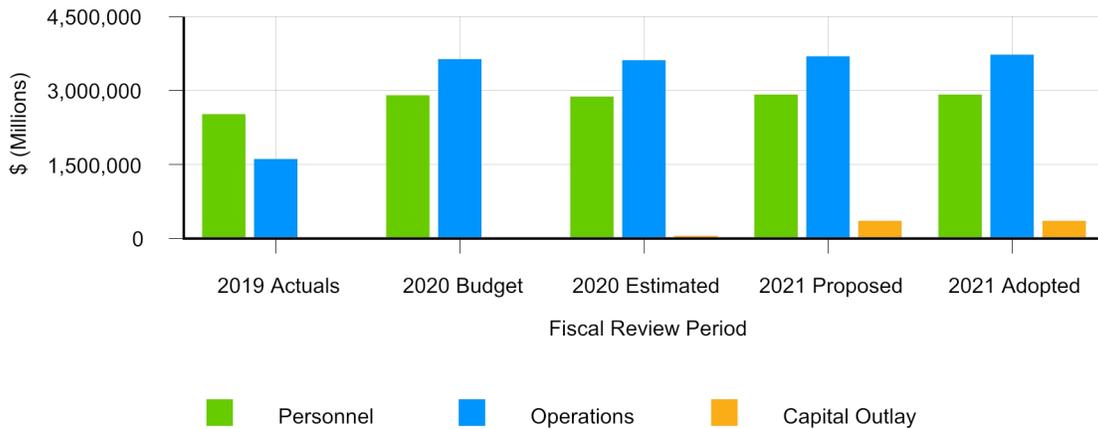
Department Budget Composition



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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	2,520,278	2,902,932	2,877,135	2,918,590	2,918,590
Operations and Maintenance	1,610,589	3,637,100	3,617,700	3,695,950	3,729,200
Capital Outlay	0	5,000	53,000	355,000	355,000
TOTAL BUDGET	4,130,867	6,545,032	6,547,835	6,969,540	7,002,790

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Building permits issued	2,200	1,800	2,000
Building permits valuation	\$36,562,703	\$42,000,000	\$42,000,000
Planning Commission agenda items	30	30	30

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 LEAP grant funding (61520)).	+\$50,000
Decrease in Temporary Help expenditures as no temporary help is anticipated (61580).	-\$5,200

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	317,766	398,124	398,124	403,643	403,643
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	279,979	382,180	382,180	399,607	399,607
TOTAL PERSONNEL	597,745	780,304	780,304	803,250	803,250
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	4,800	4,800	4,800	4,800
53020 Dues and Publications	1,117	2,200	2,200	2,200	2,200
53070 Reimbursed Mileage	238	200	400	400	400
53080 Travel and Meeting	491	1,000	500	1,000	1,000
61120 County Building and Safety Services	1,054,190	1,100,000	1,100,000	1,100,000	1,100,000
61131 Document Storage	0	0	0	0	0
61430 Professional Services	9,565	5,000	5,000	7,000	7,000
61520 Special Studies	0	100,000	25,000	150,000	150,000
61580 Temporary Help	4,498	5,200	5,200	0	0
63250 Office Supplies	1,477	1,500	1,500	1,500	1,500
63520 Special Supplies	0	0	0	0	0
67060 Cellular Phone	850	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	1,076,026	1,221,100	1,145,800	1,268,100	1,268,100
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	5,000	3,000	5,000	5,000
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	5,000	3,000	5,000	5,000
ACTIVITY TOTAL	1,673,771	2,006,404	1,929,104	2,076,350	2,076,350

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

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	95,863	98,955	98,955	98,964	98,964
52010	Regular Earnings - Part Time	3,783	20,190	0	0	0
52400	Employee Benefits	91,152	99,438	99,438	98,964	98,964
	TOTAL PERSONNEL	190,798	218,583	198,393	197,928	197,928
OPERATIONS AND MAINTENANCE						
53070	Reimbursed Mileage	0	0	0	0	0
61170	Electronic Information	42,865	25,000	22,500	25,000	25,000
61430	Professional Services	0	2,000	0	1,000	1,000
63110	Computer Supplies	0	2,000	500	1,500	1,500
	TOTAL OPERATIONS AND MAINTENANCE	42,865	29,000	23,000	27,500	27,500
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	233,663	247,583	221,393	225,428	225,428

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	FORECASTED
Fixed-Route Transit Ridership (COW)	111,329	96,000	100,000
Dial-A-Ride Ridership	25,172	21,000	23,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

	CHANGES
Decrease in Transit Programs/Proposition "A" expenditures for reallocation of Proposition "A" funds to Proposition "C" funds, as approved by Metro. Said funds are restricted funds required to be used to support public transportation programs (63409).	-\$700,000
Increase in Transit Programs/Proposition "C" expenditures for the reallocation of Proposition "A" funds to Proposition "C" funds, as approved by Metro. Said funds are restricted funds required to be used to support public transportation programs (63412).	+\$733,250
Increase in Motor Vehicles expenditures for the purchase of two (2) Cerritos on Wheels buses to support the existing Cerritos on Wheels fleet, to continue operations of the City's fixed-route public transportation service. The new buses will assist in supplementing vehicle maintenance and vehicle breakdowns, and will be in addition to the existing five (5) buses. Funds for this expenditure will be through restricted transportation/air quality AB 2766 funds, required to be used to support the reduction of emissions (79060).	+\$350,000
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.	+\$15,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community Development

ACTIVITY: Advance Planning

CODE: 221

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	282,782	321,548	321,548	324,222	324,222
52400 Employee Benefits	273,987	321,548	321,548	337,191	337,191
TOTAL PERSONNEL	556,769	643,096	643,096	661,413	661,413
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53070 Reimbursed Mileage	160	400	400	400	400
61325 Housing Services Program	0	7,000	10,000	10,000	10,000
61430 Professional Services	0	0	26,050	0	0
63409 Transit Programs / Prop. "A"	0	1,700,000	1,700,000	1,000,000	1,000,000
63411 Community Programs	0	0	0	7,000	7,000
63412 Transit Programs / Prop. "C"	0	100,000	100,000	800,000	833,250
63413 Trip Reduction Program - AQMD	0	55,000	100,000	55,000	55,000
65132 Rent Building and Grounds	468,023	490,000	490,000	505,000	505,000
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	472,383	2,356,600	2,430,650	2,381,600	2,414,850
CAPITAL OUTLAY					
79010 Land	0	0	50,000	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
79060 Motor Vehicles	0	0	0	350,000	350,000
TOTAL CAPITAL OUTLAY	0	0	50,000	350,000	350,000
ACTIVITY TOTAL	1,029,152	2,999,696	3,123,746	3,393,013	3,426,263

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. Business License staff in the Current Planning Division is responsible for the collection of business license revenues, the intake and processing of new business license applications, and the annual renewal of existing licenses for Cerritos-based businesses, as well as contractors and service providers doing work in Cerritos. Business License staff also coordinates among City departments for the processing of film permit applications for commercial filming at City facilities.

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Precise Plans	13	14	14
Conditional Use Permits	2	0	2
Administrative Approvals	3,003	2,780	2,850
Business Licenses Issued			
Local	304	265	280
Out of town	654	425	600
Renewals	3,046	2,900	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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	588,442	598,450	598,450	598,464	598,464
52010 Regular Earnings - Part Time	25,618	36,155	30,548	21,677	21,677
52400 Employee Benefits	534,840	600,424	600,424	616,418	616,418
TOTAL PERSONNEL	1,148,900	1,235,029	1,229,422	1,236,559	1,236,559
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	0	0	0	0
53070 Reimbursed Mileage	879	1,300	500	1,000	1,000
61430 Professional Services	0	0	0	0	0
61520 Special Studies	0	0	0	0	0
63410 Program Expenses and Supplies	1,222	3,000	2,500	2,500	2,500
63520 Special Supplies	97	500	250	500	500
67060 Cellular Phone	1,200	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	6,998	9,600	8,050	8,800	8,800
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	1,155,898	1,244,629	1,237,472	1,245,359	1,245,359

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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	19,607	19,440	19,440	19,440	19,440
Operations and Maintenance	6,695	9,950	8,500	9,950	9,950
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	26,302	29,390	27,940	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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
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
TOTAL PERSONNEL	19,607	19,440	19,440	19,440	19,440
OPERATIONS AND MAINTENANCE					
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	1,406	3,000	2,000	3,000	3,000
61580 Temporary Help	1,575	2,200	1,750	2,200	2,200
63520 Special Supplies	274	750	750	750	750
TOTAL OPERATIONS AND MAINTENANCE	6,695	9,950	8,500	9,950	9,950
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	26,302	29,390	27,940	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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	6,459	6,480	6,480	0	0
Operations and Maintenance	5,622	10,850	1,700	0	0
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	12,081	17,330	8,180	0	0

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

This cost center is to be eliminated with the anticipated disbanding of the Economic Development Commission.

-\$17,330

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE						
52010	Regular Earnings - Part Time	6,000	6,000	6,000	0	0
52400	Employee Benefits	459	480	480	0	0
	TOTAL PERSONNEL	6,459	6,480	6,480	0	0
OPERATIONS AND MAINTENANCE						
53070	Reimbursed Mileage	0	500	0	0	0
53080	Travel and Meeting	716	2,300	1,000	0	0
61430	Professional Services	0	0	0	0	0
61580	Temporary Help	750	750	400	0	0
63411	Community Programs	4,102	7,000	0	0	0
63520	Special Supplies	54	300	300	0	0
	TOTAL OPERATIONS AND MAINTENANCE	5,622	10,850	1,700	0	0
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	12,081	17,330	8,180	0	0

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

SUCCESSOR AGENCY ACTIVITY OVERVIEW

DEPARTMENT: Successor Agency

ACTIVITY: Administrative

CODE: Funds 943 / 945

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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	0	0	0	0	0
Operations and Maintenance	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478
Capital Outlay	0	0	0	0	0
TOTAL BUDGET	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478

SUCCESSOR ACTIVITY DETAIL

ACTIVITY COMMENTARY

DEPARTMENT: Successor Agency

ACTIVITY: Administrative

CODE: Funds 943 / 945

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: Funds 943 / 945

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
OPERATIONS AND MAINTENANCE					
Bond Payments / City Loan	18,269,740	19,763,600	19,753,600	19,593,500	19,593,478
Administrative Expense / Trustee Fees	45,000	35,000	45,000	45,000	45,000
TOTAL OPERATIONS AND MAINTENANCE	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478
ACTIVITY TOTAL	18,314,740	19,798,600	19,798,600	19,638,500	19,638,478

SUCCESSOR AGENCY ACTIVITY DETAIL

BOND INTEREST, REDEMPTION AND LOANS

DEPARTMENT: Successor Agency

ACTIVITY: Administrative

CODE: Funds 943 / 945

Los Cerritos Bond Issue

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	ESTIMATED	FORECAST
2002 Series A					
23114	Principal	3,225,000	3,390,000	3,390,000	3,560,000
80130	Interest	422,740	259,450	259,450	87,900
TOTAL 2002 SERIES A		3,647,740	3,649,450	3,649,450	3,647,900
2002 Series B					
23116	Principal	530,000	550,000	550,000	580,000
80130	Interest	71,220	44,460	44,460	15,100
TOTAL 2002 SERIES B		601,220	594,460	594,460	595,100
ACTIVITY TOTAL		4,248,960	4,243,910	4,243,910	4,243,000

SUCCESSOR AGENCY ACTIVITY DETAIL

BOND INTEREST, REDEMPTION AND LOANS

DEPARTMENT: Successor Agency

ACTIVITY: Administrative

CODE: Funds 943 / 945

Los Coyotes Bond Issue

		2018-2019	2019-2020	2019-2020	2020-2021
		ACTUAL	BUDGET	ESTIMATED	FORECAST
1993 Series A					
23121	Principal	0	0	0	0
80130	Interest	520,000	520,000	520,000	520,000
TOTAL 1993 SERIES A		520,000	520,000	520,000	520,000
1993 Series B					
23122	Principal	5,565,000	1,250,000	1,250,000	0
80130	Interest	314,540	48,750	48,750	0
TOTAL 1993 SERIES B		5,879,540	1,298,750	1,298,750	0
2002 Series A					
23125	Principal	1,780,000	6,605,000	6,605,000	8,285,000
80130	Interest	2,246,470	2,039,770	2,039,770	1,670,570
TOTAL 2002 SERIES A		4,026,470	8,644,770	8,644,770	9,955,570
2002 Series B					
23142	Principal	940,000	985,000	985,000	1,035,000
80130	Interest	372,570	324,870	324,870	272,350
TOTAL 2002 SERIES B		1,312,570	1,309,870	1,309,870	1,307,350
ACTIVITY TOTAL		11,738,580	11,773,390	11,773,390	11,782,920

SUCCESSOR AGENCY ACTIVITY DETAIL

BOND INTEREST, REDEMPTION AND LOANS

DEPARTMENT: Successor Agency
ACTIVITY: Administrative
CODE: Funds 943 / 945

Loan from City of Cerritos

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 FORECAST
Los Cerritos/Los Coyotes (b)					
80130	Interest	0	0	0	0
	Principal	2,282,216	3,736,300	3,736,300	3,567,600
TOTAL LOS CERRITOS/LOS COYOTES		2,282,216	3,736,300	3,736,300	3,567,600
ACTIVITY TOTAL		2,282,216	3,736,300	3,736,300	3,567,600

Loan from Low Mod Fund (c)

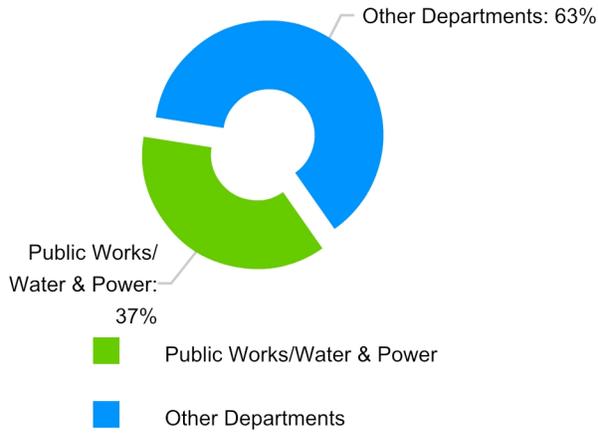
		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 FORECAST
Los Cerritos/Los Coyotes					
20146	Principal	0	0	0	0
TOTAL LOS CERRITOS/LOS COYOTES		0	0	0	0
ACTIVITY TOTAL		0	0	0	0

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 FORECAST
GRAND TOTAL (BIR, Loans & Pass Through)		18,269,756	19,753,600	19,753,600	19,593,600

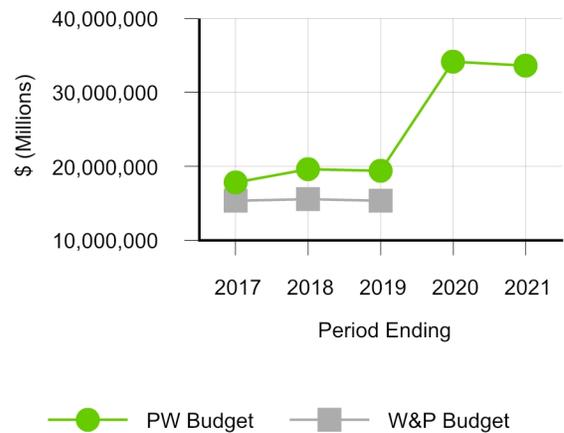
- (a) Loan payments will be made pursuant to a settlement agreement reached between the Successor Agency to the Cerritos Redevelopment Agency and the California State Department of Finance in resolution of outstanding litigation relating to enforceable obligations associated with the former Cerritos 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

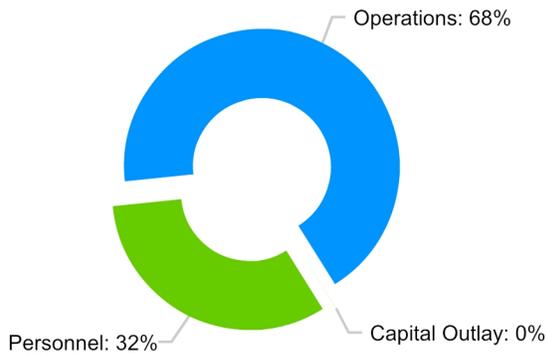
Percent of Operating Budget



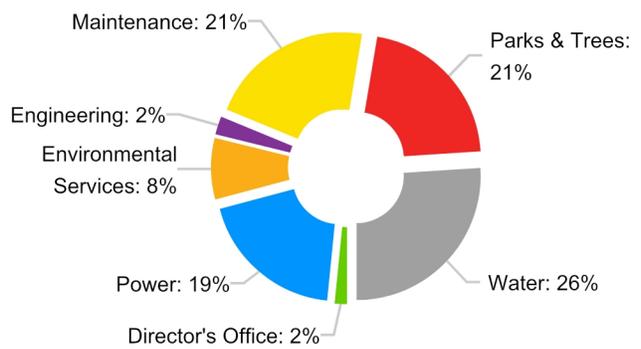
Budget History



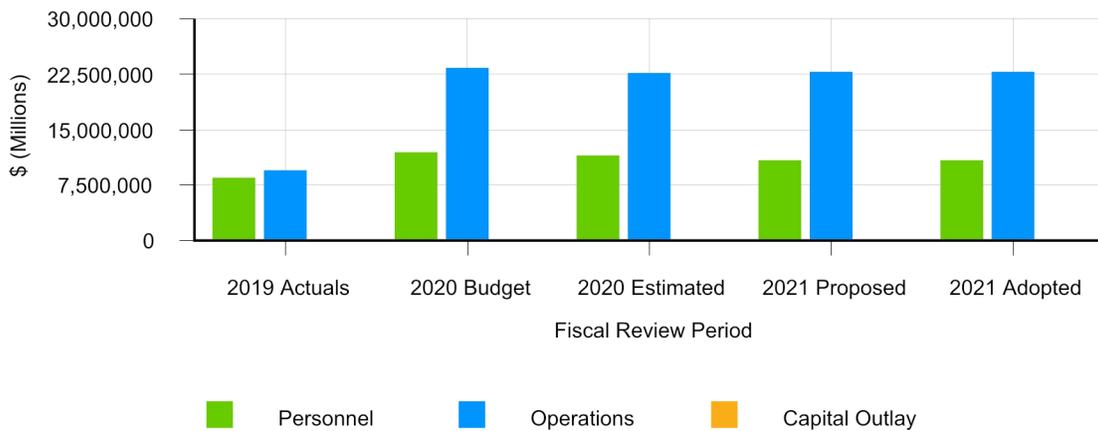
Department Budget Composition



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 16,000 residential and commercial accounts; emergency water service to the Fire Department; and recycled water to a majority of the public parks and arterial landscaping throughout the City. The Cerritos Electric Utility was created to provide reliable electricity to customers in the City of Cerritos. In order to provide electricity, the Department of Public Works / Water & Power participates in the Magnolia Power Project, under membership through 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 Operator and the Federal Energy Regulatory Commission.

ACTIVITY SUMMARY

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	8,493,587	11,922,254	11,498,295	10,851,270	10,851,270
Operations and Maintenance	9,467,303	23,362,225	22,663,740	22,800,965	22,800,965
Capital Outlay	0	4,940	4,940	4,940	4,940
TOTAL BUDGET*	17,960,890	35,289,419	34,166,975	33,657,175	33,657,175

*Please note that the Departments of Public Works and Water & Power were merged at the 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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	234,244	260,084	260,084	261,700	261,700
52010 Regular Earnings - Part Time	19,007	19,635	19,635	20,635	20,635
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	216,425	243,585	243,585	252,880	252,880
TOTAL PERSONNEL	469,676	523,304	523,304	535,215	535,215
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020 Dues and Publications	340	580	580	580	580
53070 Reimbursed Mileage	12	100	100	100	100
61430 Professional Services	0	0	0	0	0
63250 Office Supplies	40	300	200	200	200
63520 Special Supplies	3,000	0	0	0	0
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	8,792	6,980	6,880	6,880	6,880
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	478,468	530,284	530,184	542,095	542,095

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Permits issued	217	275	290
Grading plan checks processed	10	10	12
Parcel/tract maps, lot line adjustments processed & easements	4	6	5
Traffic studies	4	7	5
Designed projects in-house	5	6	3

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in anticipated expenditures for Professional Services (61430).	-\$65,000
---	-----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Engineering

CODE: 321

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	408,282	433,970	420,092	355,071	355,071
51021 Overtime	1,036	3,721	3,721	3,721	3,721
52400 Employee Benefits	385,688	429,632	429,632	362,172	362,172
TOTAL PERSONNEL	795,006	867,323	853,445	720,964	720,964
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	7,200	7,200	4,500	3,600	3,600
53020 Dues and Publications	567	1,500	1,500	1,500	1,500
53070 Reimbursed Mileage	121	1,200	1,200	1,200	1,200
53080 Travel and Meeting	299	1,700	1,700	1,700	1,700
53090 Uniform and Shoes	0	0	625	0	0
53091 Vehicle Operations	991	2,700	2,700	2,700	2,700
61070 Checking and Inspection	25,248	30,000	60,000	30,000	30,000
61130 Delivery Service	77	500	500	500	500
61180 Engineering Services	0	1,000	1,000	1,000	1,000
61430 Professional Services	83,818	90,000	182,000	25,000	25,000
61520 Special Studies	825	7,250	7,250	7,250	7,250
63230 Maps and Publications	0	250	250	250	250
63250 Office Supplies	332	750	750	750	750
63520 Special Supplies	1,444	3,000	375	1,500	1,500
65176 Traffic Signal Camera Enforcement	0	0	0	0	0
67060 Cellular Phone	1,800	1,800	1,800	1,800	1,800
69200 CDBG - Staff Time Expense Reimbursement	0	0	0	0	0
TOTAL OPERATIONS AND MAINTENANCE	122,722	148,850	266,150	78,750	78,750
CAPITAL OUTLAY					
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
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	917,728	1,016,173	1,119,595	799,714	799,714

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 and street sweeping functions, 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 Citywide recycling programs required under State mandates.
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 and used oil recycling.
4. To coordinate compliance with State and 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).

+\$63,540

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY COMMENTARY

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Environmental Services

CODE: 331

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	589,647	586,289	586,289	586,310	586,310
51021 Overtime	27,967	6,168	6,168	6,000	6,000
52010 Regular Earnings - Part Time	85,727	79,259	79,259	79,920	79,920
52021 Overtime Earnings - Part Time	110	0	0	0	0
52400 Employee Benefits	629,731	646,828	646,828	671,050	671,050
TOTAL PERSONNEL	1,333,182	1,318,544	1,318,544	1,343,280	1,343,280
OPERATIONS AND MAINTENANCE					
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	1,113	1,800	1,010	1,800	1,800
53090 Uniform and Shoes	3,651	5,200	4,750	4,800	4,800
61110 Custodial Services	733,890	895,190	870,190	958,730	958,730
61191 Environmental Grant Expenditures	13,352	27,100	27,100	27,100	27,100
61250 Hazardous Waste Disposal	3,407	5,000	5,000	5,000	5,000
61360 Permit Fees	2,846	10,000	10,000	10,000	10,000
61430 Professional Services	117,086	95,000	209,710	95,000	95,000
61550 Special Waste	0	2,000	2,000	2,000	2,000
61560 Storm Water Management	89,890	100,000	100,000	100,000	100,000
63520 Special Supplies	116,515	120,000	120,000	120,000	120,000
63530 Small Tools	478	3,000	3,000	3,000	3,000
65131 Rent Other Equipment	0	1,200	1,200	1,200	1,200
65154 Street Sweeping	0	0	0	0	0
67040 Electricity	7,241	6,000	6,000	6,000	6,000
67060 Cellular Phone	1,200	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	1,094,269	1,276,790	1,365,260	1,339,930	1,339,930
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	2,427,451	2,595,334	2,683,804	2,683,210	2,683,210

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Sewer lines maintained (miles)	109.32	109.32	109.32
Sewer lift stations	6	6	6

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Program Expenses and Supplies to reflect future costs (63410).	-\$62,695
Increase in Artwork Maintenance to reflect anticipated costs (65015).	+\$120,000
Decrease in Sewer Maintenance to reflect projected costs (65134).	-\$15,072
Increase in Street Lights - Maintenance based on estimated costs (65151).	+\$71,832

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY COMMENTARY

DEPARTMENT: Public Works / Water & Power

ACTIVITY: General Maintenance

CODE: 341

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	248,348	259,878	259,878	265,188	265,188
51021 Overtime	0	4,760	4,760	4,760	4,760
52010 Regular Earnings - Part Time	18,732	37,738	18,236	18,928	18,928
52400 Employee Benefits	230,010	267,671	267,671	270,492	270,492
TOTAL PERSONNEL	497,090	570,047	550,545	559,368	559,368

OPERATIONS AND MAINTENANCE

53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	360	360	342	342
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	320	320	304	304
53080 Travel and Meeting	0	0	0	0	0
53090 Uniform and Shoes	384	1,270	1,270	1,270	1,270
53091 Vehicle Operations	4,947	9,850	5,850	9,357	9,357
61380 Printing	0	300	300	285	285
61430 Professional Services	6,096	6,250	6,250	5,937	5,937
61530 Soil Sterilization and Weed Abatement	5,800	5,800	5,800	5,510	5,510
63250 Office Supplies	6	120	120	114	114
63270 Photo Film and Processing	0	360	360	342	342
63410 Program Expenses and Supplies	106,126	113,900	119,900	51,205	51,205
63520 Special Supplies	250	360	360	342	342
63530 Small Tools	633	730	730	693	693
65015 Artwork Maintenance	0	0	0	120,000	120,000
65050 Equipment and Machinery Maintenance	118,285	119,000	109,000	113,050	113,050
65090 Off Street Maintenance	22,564	34,830	34,830	33,088	33,088
65134 Sewer Maintenance	305,668	301,440	281,440	286,368	286,368
65140 Storm Drain Maintenance	29,213	29,260	34,160	32,452	32,452
65151 Street Lights - Maintenance	762,701	909,200	1,032,615	981,032	981,032
67010 Water	38	0	0	0	0
67060 Cellular Phone	1,100	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	1,367,411	1,540,550	1,640,865	1,648,891	1,648,891

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
TOTAL CAPITAL OUTLAY	0	0	0	0	0

ACTIVITY TOTAL	1,864,501	2,110,597	2,191,410	2,208,259	2,208,259
-----------------------	------------------	------------------	------------------	------------------	------------------

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
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
Decrease in Street Maintenance - City (65155).	-\$7,725
Decrease in Traffic Signal Maintenance - City (65172).	-\$9,742
Traffic Signal - Power decrease based on project costs (65174).	-\$6,958

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: General Maintenance - Street

CODE: 342

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	0	57,476	35,914	54,912	54,912
51021 Overtime	0	1,059	1,059	1,059	1,059
52400 Employee Benefits	56	59,192	59,192	56,333	56,333
TOTAL PERSONNEL	56	117,727	96,165	112,304	112,304
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	120	120	114	114
53030 Education and Training	50	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	380	380	361	361
53090 Uniform and Shoes	584	730	730	730	730
53091 Vehicle Operations	1,508	5,230	3,230	4,968	4,968
61430 Professional Services	3,420	3,520	3,520	3,344	3,344
63520 Special Supplies	1,867	1,880	1,880	1,786	1,786
63530 Small Tools	113	350	350	332	332
65030 Bridge Maintenance	16,114	18,480	8,480	22,211	22,211
65070 Marking and Striping	22,496	45,320	35,320	43,054	43,054
65133 Roadside Maintenance	19,573	34,500	34,500	32,775	32,775
65153 Street Sign - Maintenance	5,890	6,210	6,210	5,899	5,899
65155 Street Maintenance - City	173,702	154,500	134,500	146,775	146,775
65156 Street Maintenance - County	26,800	26,800	26,800	25,460	25,460
65171 Traffic Signal Maintenance - State	15,409	16,360	16,360	15,542	15,542
65172 Traffic Signal Maintenance - City	243,067	194,830	189,830	185,088	185,088
65174 Traffic Signal - Power	140,264	139,160	139,160	132,202	132,202
65175 Traffic and Regulatory Signs	11,025	17,220	17,220	16,359	16,359
TOTAL OPERATIONS AND MAINTENANCE	681,882	667,990	620,990	639,400	639,400
CAPITAL OUTLAY					
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	681,938	785,717	717,155	751,704	751,704

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
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	316

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	234,925	209,681	174,156	139,800	139,800
51021 Overtime	1,005	535	535	535	535
52400 Employee Benefits	242,377	216,898	216,898	149,585	149,585
TOTAL PERSONNEL	478,307	427,114	391,589	289,920	289,920
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	360	360	342	342
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	180	180	171	171
53090 Uniform and Shoes	3,684	3,750	3,750	3,750	3,750
53091 Vehicle Operations	1,189	3,700	3,700	3,515	3,515
61340 Outside Services	20,645	29,440	29,440	27,968	27,968
63520 Special Supplies	100,855	81,160	81,160	77,102	77,102
63530 Small Tools	720	1,540	1,540	1,463	1,463
65131 Rent Other Equipment	0	480	480	456	456
TOTAL OPERATIONS AND MAINTENANCE	127,093	123,010	123,010	117,167	117,167
CAPITAL OUTLAY					
	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	605,400	550,124	514,599	407,087	407,087

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
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
TOTAL SQUARE FT	480,855	480,855	480,855

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Air Conditioning Maintenance reflects projected cost decrease (65010).	-\$9,041
Building and Grounds decrease reflects projected costs (65020).	-\$27,672
Telephone Expenses reflects cost decrease (67050).	-\$13,660

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: General Maintenance - Facility

CODE: 344

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	224,055	286,534	199,421	271,546	271,546
51021 Overtime	3,353	7,946	7,946	7,946	7,946
52400 Employee Benefits	219,062	292,271	292,271	290,555	290,555
TOTAL PERSONNEL	446,470	586,751	499,638	570,047	570,047
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	240	240	228	228
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	380	380	361	361
53090 Uniform and Shoes	1,853	2,580	2,580	2,580	2,580
53091 Vehicle Operations	6,253	5,300	5,300	5,035	5,035
61340 Outside Services	6,345	7,240	7,240	6,878	6,878
61360 Permit Fees	3,238	3,280	3,280	3,116	3,116
61430 Professional Services	59,196	62,440	62,440	59,318	59,318
63520 Special Supplies	60,768	72,000	72,000	68,400	68,400
63530 Small Tools	1,389	1,390	1,390	1,320	1,320
65010 Air Conditioning Maintenance	289,089	180,820	205,820	171,779	171,779
65020 Building and Grounds	544,798	553,430	478,430	525,758	525,758
65110 Playground Equipment Maintenance	39,636	41,240	41,240	39,178	39,178
65131 Rent Other Equipment	0	960	960	912	912
65132 Rent Building and Grounds	0	820	820	779	779
67010 Water	63,984	60,000	64,900	61,655	61,655
67030 Natural Gas	56,144	81,940	71,940	77,843	77,843
67040 Electricity	1,570,495	1,637,000	1,704,480	1,643,006	1,643,006
67050 Telephone	156,000	273,200	263,200	259,540	259,540
67060 Cellular Phone	600	600	600	600	600
69120 Property Taxes	4,900	3,740	4,790	4,550	4,550
TOTAL OPERATIONS AND MAINTENANCE	2,864,688	2,991,000	2,994,430	2,935,236	2,935,236
CAPITAL OUTLAY					
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
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	3,311,158	3,577,751	3,494,068	3,505,283	3,505,283

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	64,904	64,785	51,207	0	0
51021 Overtime	1,154	535	535	535	535
52400 Employee Benefits	69,614	67,375	67,375	0	0
TOTAL PERSONNEL	135,672	132,695	119,117	535	535
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	85	120	120	114	114
53030 Education and Training	0	1,200	1,200	1,200	1,200
53070 Reimbursed Mileage	0	180	180	171	171
53090 Uniform and Shoes	573	630	630	630	630
53091 Vehicle Operations	2,381	1,880	1,880	1,786	1,786
61340 Outside Services	3,505	4,320	4,320	4,104	4,104
61360 Permit Fees	360	360	360	342	342
61430 Professional Services	14,826	14,940	14,940	14,193	14,193
63520 Special Supplies	25,533	26,400	26,400	25,080	25,080
63530 Small Tools	71	690	690	655	655
65010 Air Conditioning Maintenance	15,438	27,300	27,300	25,935	25,935
65020 Building and Grounds	44,177	51,800	56,300	53,485	53,485
65131 Rent Other Equipment	0	840	840	798	798
67010 Water	14,940	7,000	11,500	10,925	10,925
67030 Natural Gas	62,609	58,980	53,980	56,031	56,031
67040 Electricity	137,833	142,400	152,400	149,530	149,530
67050 Telephone	2,823	2,470	2,470	2,346	2,346
TOTAL OPERATIONS AND MAINTENANCE	325,154	341,510	355,510	347,325	347,325
CAPITAL OUTLAY					
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	460,826	474,205	474,627	347,860	347,860

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY COMMENTARY

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Parks/Trees Management

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

ACTIVITY WORKLOAD STATISTICS	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	FORECASTED
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 Management

CODE: 351

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	120,156	123,525	123,525	123,525	123,525
52010 Regular Earnings - Part Time	25,055	26,872	26,872	29,112	29,112
52400 Employee Benefits	105,881	120,790	120,790	124,694	124,694
TOTAL PERSONNEL	251,092	271,187	271,187	277,331	277,331
OPERATIONS AND MAINTENANCE					
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
TOTAL OPERATIONS AND MAINTENANCE	4,200	4,200	4,200	4,200	4,200
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	255,292	275,387	275,387	281,531	281,531

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
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
Reduction in landscape maintenance services (61430).	-\$76,736

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Parks/Trees Maintenance - Median and Parkway

CODE: 352

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	75,589	76,298	75,304	74,030	74,030
51021 Overtime	2,311	411	411	411	411
52400 Employee Benefits	73,312	73,440	73,440	77,730	77,730
TOTAL PERSONNEL	151,212	150,149	149,155	152,171	152,171
OPERATIONS AND MAINTENANCE					
53090 Uniform and Shoes	510	790	790	790	790
53091 Vehicle Operations	1,954	3,800	3,800	3,800	3,800
61340 Outside Services	2,267	6,870	10,870	6,870	6,870
61430 Professional Services	1,321,844	1,143,410	1,143,410	1,066,674	1,066,674
63520 Special Supplies	3,147	2,660	2,660	2,660	2,660
63530 Small Tools	118	150	150	150	150
67010 Water	337,883	336,960	336,960	336,960	336,960
67040 Electricity	42,921	39,600	39,600	39,600	39,600
67060 Cellular Phone	0	480	480	480	480
TOTAL OPERATIONS AND MAINTENANCE	1,710,644	1,534,720	1,538,720	1,457,984	1,457,984
CAPITAL OUTLAY					
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
TOTAL CAPITAL OUTLAY	0	2,040	2,040	2,040	2,040
ACTIVITY TOTAL	1,861,856	1,686,909	1,689,915	1,612,195	1,612,195

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
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

Reduction in contract tree trimming services (61430).	-\$41,969
---	-----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	436,616	456,257	456,257	457,000	457,000
51021 Overtime	16,130	6,302	6,302	6,302	6,302
52010 Regular Earnings - Part Time	0	0	0	0	0
52015 Special Project Earnings - Part Time	3,350	0	0	0	0
52400 Employee Benefits	451,101	483,612	483,612	498,130	498,130
TOTAL PERSONNEL	907,197	946,171	946,171	961,432	961,432
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	595	340	340	340	340
53070 Reimbursed Mileage	1,460	0	0	0	0
53080 Travel and Meeting	0	200	200	200	200
53090 Uniform and Shoes	4,478	5,500	5,500	5,500	5,500
53091 Vehicle Operations	19,619	21,500	21,500	21,500	21,500
61430 Professional Services	680,007	770,000	727,800	728,831	728,831
63280 Plant and Trees	14,070	10,900	10,900	10,900	10,900
63520 Special Supplies	10,902	10,840	12,040	10,840	10,840
63530 Small Tools	159	220	220	220	220
67010 Water	2,992	2,920	2,920	2,920	2,920
67060 Cellular Phone	608	960	960	960	960
TOTAL OPERATIONS AND MAINTENANCE	734,890	823,380	782,380	782,211	782,211
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	1,642,087	1,769,551	1,728,551	1,743,643	1,743,643

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Total park and public acreage maintained includes:	205	205	205

SIGNIFICANT ACTIVITY PROGRAM CHANGES

	CHANGES
Reduction in Professional Services (61430).	-\$5,635
Reduction in Parks related special supplies (63520).	-\$10,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	1,408,263	1,516,578	1,371,014	1,302,000	1,302,000
51021 Overtime	36,811	13,529	13,529	13,529	13,529
52010 Regular Earnings - Part Time	13,403	39,259	13,915	12,770	12,770
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	1,414,240	1,616,211	1,616,211	1,377,723	1,377,723
TOTAL PERSONNEL	2,872,717	3,185,577	3,014,669	2,706,022	2,706,022
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	2,915	4,280	4,280	4,280	4,280
53070 Reimbursed Mileage	10	0	0	0	0
53080 Travel and Meeting	600	600	600	600	600
53090 Uniform and Shoes	19,087	19,780	19,780	19,780	19,780
53091 Vehicle Operations	51,010	46,800	46,800	46,800	46,800
61340 Outside Services	393	1,500	1,500	1,500	1,500
61430 Professional Services	30,289	27,850	27,850	22,215	22,215
63520 Special Supplies	84,918	83,450	83,450	73,450	73,450
63530 Small Tools	241	1,600	1,600	1,600	1,600
65020 Building and Grounds	462	4,170	4,170	4,170	4,170
65131 Rent Other Equipment	0	950	950	950	950
67010 Water	140,455	120,270	120,270	120,270	120,270
67060 Cellular Phone	875	1,440	1,440	1,440	1,440
TOTAL OPERATIONS AND MAINTENANCE	331,255	312,690	312,690	297,055	297,055
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	1,400	1,400	1,400	1,400
TOTAL CAPITAL OUTLAY	0	1,400	1,400	1,400	1,400
ACTIVITY TOTAL	3,203,972	3,499,667	3,328,759	3,004,477	3,004,477

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

Reduction in Building and Grounds (65020).	-\$6,369
--	----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Parks/Trees Maintenance - Golf Course

CODE: 355

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	69,286	195,341	195,341	195,650	195,650
51021 Overtime	7,892	1,902	1,902	1,902	1,902
52400 Employee Benefits	78,735	205,107	205,107	213,260	213,260
TOTAL PERSONNEL	155,913	402,350	402,350	410,812	410,812
OPERATIONS AND MAINTENANCE					
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	2,360	2,360	2,360	2,360
53091 Vehicle Operations	0	7,200	7,200	7,200	7,200
61340 Outside Services	0	2,000	2,000	2,000	2,000
61430 Professional Services	4,293	3,870	3,870	3,870	3,870
63520 Special Supplies	29,822	29,790	29,790	29,790	29,790
63530 Small Tools	174	720	720	720	720
65010 Air Conditioning Maintenance	440	580	580	580	580
65020 Building and Grounds	5,156	10,160	10,160	3,791	3,791
67010 Water	20,787	35,780	35,780	35,780	35,780
67030 Natural Gas	1,049	1,800	1,800	1,800	1,800
67040 Electricity	32,584	33,120	33,120	33,120	33,120
TOTAL OPERATIONS AND MAINTENANCE	94,305	127,380	127,380	121,011	121,011
CAPITAL OUTLAY					
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	250,218	529,730	529,730	531,823	531,823

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

No significant activity program changes.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Water & Power Management

CODE: 361

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	211,845	0	0	0	0
52400 Employee Benefits	127,014	0	0	0	0
TOTAL PERSONNEL	338,859	0	0	0	0
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	0	0	0	0
53020 Dues and Publications	3,500	2,200	2,200	2,200	2,200
53080 Travel and Meeting	(500)	800	800	800	800
61430 Professional Services	0	68,330	68,330	68,330	68,330
67060 Cellular Phone	1,161	0	0	0	0
TOTAL OPERATIONS AND MAINTENANCE	7,761	71,330	71,330	71,330	71,330
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	346,620	71,330	71,330	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

Reduction in Education and Training (53030).	-\$5,000
--	----------

Increase in Professional Services due to legal services for litigation with CBMWD and the preparation of the Urban Water Management Plan (61430).	+\$63,000
---	-----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Water Management

CODE: 362

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	262,782	278,352	278,352	290,775	290,775
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	248,740	272,780	272,780	278,490	278,490
TOTAL PERSONNEL	511,522	551,132	551,132	569,265	569,265
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	27,174	36,200	36,200	36,200	36,200
53030 Education and Training	5,048	12,000	7,000	7,000	7,000
53070 Reimbursed Mileage	0	360	360	360	360
53080 Travel and Meeting	483	600	600	600	600
53090 Uniform and Shoes	291	950	950	950	950
53091 Vehicle Operations	0	500	500	500	500
61180 Engineering Services	0	500	500	500	500
61430 Professional Services	7,471	10,000	29,500	73,000	73,000
61612 Water Master Assessment	48,773	65,550	50,550	65,550	65,550
63230 Maps and Publications	0	500	500	500	500
63250 Office Supplies	462	500	500	500	500
63520 Special Supplies	204	1,000	1,000	1,000	1,000
67060 Cellular Phone	1,800	2,400	2,400	2,400	2,400
TOTAL OPERATIONS AND MAINTENANCE	95,307	134,660	134,160	192,660	192,660
CAPITAL OUTLAY					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	500	500	500	500
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	500	500	500	500
ACTIVITY TOTAL	606,829	686,292	685,792	762,425	762,425

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Acre feet of water purchased (from MWD)	3	83	600
Acre feet of water rights pumped (from wells)	7,840	8,555	8,400
MWD water costs (\$ per acre foot)	\$1,185	\$1,240	\$1,240
Well pumping assessments (\$ per acre foot)	\$339	\$365	\$380
 SIGNIFICANT ACTIVITY PROGRAM CHANGES			CHANGES
Decrease in Water Well Pumping Assessment (65213).			-\$40,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	196,479	282,998	222,099	224,640	224,640
51021 Overtime	107,941	81,952	81,952	81,952	81,952
52400 Employee Benefits	233,758	290,338	290,338	240,364	240,364
TOTAL PERSONNEL	538,178	655,288	594,389	546,956	546,956
OPERATIONS AND MAINTENANCE					
53070 Reimbursed Mileage	0	2,300	2,300	2,300	2,300
53080 Travel and Meeting	0	2,400	2,400	2,400	2,400
53090 Uniform and Shoes	3,484	11,200	6,200	11,200	11,200
53091 Vehicle Operations	8,926	10,500	10,500	10,500	10,500
61340 Outside Services	257,981	143,300	143,300	143,300	143,300
61360 Permit Fees	41,516	47,360	37,360	47,360	47,360
61430 Professional Services	26,840	18,000	33,000	19,500	19,500
63520 Special Supplies	11,938	15,000	12,500	15,000	15,000
63530 Small Tools	654	830	830	830	830
65212 Water Production Equipment	74,623	80,410	70,410	80,410	80,410
65213 Water Well Pumping Assessment	2,657,821	3,053,000	2,553,000	3,013,000	3,013,000
67020 MWD Purchase	74,412	460,180	367,880	460,660	460,660
67030 Natural Gas	201,161	202,620	202,620	202,620	202,620
67040 Electricity	18,359	23,000	23,000	23,000	23,000
67050 Telephone	17,498	19,940	19,940	19,940	19,940
67060 Cellular Phone	0	400	0	400	400
67070 Power	434,248	468,480	468,480	468,480	468,480
69050 Leased Water Rights	834,529	744,500	744,500	744,500	744,500
TOTAL OPERATIONS AND MAINTENANCE	4,663,990	5,303,420	4,698,220	5,265,400	5,265,400
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	1,000	1,000	1,000	1,000
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	1,000	1,000	1,000	1,000
ACTIVITY TOTAL	5,202,168	5,959,708	5,293,609	5,813,356	5,813,356

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.

	2018-2019	2019-2020	2020-2021
ACTIVITY WORKLOAD STATISTICS	ACTUAL	ESTIMATED	FORECASTED
Total number water services	15,670	15,550	15,600
Total number of fire services	298	300	305
Miles of water mains in service	183	185	186
Total fire hydrants in service	1,679	1,679	1,679
Water main, services & fire hydrant repairs	35	40	40
Water meters changed	275	360	500
High water bill complaints requiring field follow-up or meter testing	223	125	200

SIGNIFICANT ACTIVITY PROGRAM CHANGES

	CHANGES
Decrease in Outside Services (61340).	-\$45,000
Decrease in Water Meters (63710).	-\$15,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Water Operations

CODE: 364

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	352,300	398,545	398,545	330,600	330,600
51021 Overtime	107,499	18,422	18,422	18,422	18,422
52400 Employee Benefits	395,938	418,478	418,478	357,048	357,048
TOTAL PERSONNEL	855,737	835,445	835,445	706,070	706,070
OPERATIONS AND MAINTENANCE					
53070 Reimbursed Mileage	0	1,700	1,700	1,700	1,700
53080 Travel and Meeting	0	500	500	500	500
53090 Uniform and Shoes	7,840	8,990	8,990	8,990	8,990
53091 Vehicle Operations	18,588	18,000	18,000	18,000	18,000
61340 Outside Services	202,482	134,480	134,480	89,480	89,480
61430 Professional Services	4,192	19,000	14,000	19,000	19,000
63520 Special Supplies	4,324	8,460	5,960	8,460	8,460
63530 Small Tools	2,031	4,440	1,940	4,440	4,440
63675 Emergency Water Storage Supplies	0	2,000	2,000	2,000	2,000
63710 Water Meters	56,398	75,330	65,330	60,330	60,330
65020 Building and Grounds	43	700	700	700	700
65131 Rent Other Equipment	0	1,500	1,500	1,500	1,500
65210 Distribution Systems	55,552	54,500	52,000	54,500	54,500
65211 Water - Special Maintenance	14,983	18,350	28,350	18,350	18,350
67060 Cellular Phone	4,384	1,800	5,000	1,800	1,800
TOTAL OPERATIONS AND MAINTENANCE	370,817	349,750	340,450	289,750	289,750
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	1,226,554	1,185,195	1,175,895	995,820	995,820

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Backflow devices testing notices sent to others	430	430	435
City-owned backflow devices tested	174	174	174
Cross-connection inspections performed	15	45	45
Bacteriological samples performed	1,240	1,300	1,400
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

Decrease in Outside Processing (61350) due to completion of UCMR4 monitoring.	-\$12,000
---	-----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Water Inspection

CODE: 365

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	84,144	85,170	85,170	85,344	85,344
52400	Employee Benefits	77,758	83,217	83,217	87,904	87,904
TOTAL PERSONNEL		161,902	168,387	168,387	173,248	173,248
OPERATIONS AND MAINTENANCE						
53020	Dues and Publications	0	1,150	1,150	1,150	1,150
53070	Reimbursed Mileage	0	240	240	240	240
53080	Travel and Meeting	0	200	200	200	200
53090	Uniform and Shoes	202	950	950	950	950
53091	Vehicle Operations	2,134	2,700	2,700	2,700	2,700
61350	Outside Processing	61,868	74,440	89,440	62,440	62,440
61611	Water Treatment Services	125,560	128,575	128,575	128,575	128,575
63520	Special Supplies	2,174	3,100	3,100	3,100	3,100
63530	Small Tools	128	200	200	200	200
65211	Water - Special Maintenance	13,612	25,000	25,000	25,000	25,000
TOTAL OPERATIONS AND MAINTENANCE		205,678	236,555	251,555	224,555	224,555
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
79070	Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		367,580	404,942	419,942	397,803	397,803

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	FORECASTED
Total acre feet of water produced	2,100	2,200	2,600
Total number of water services	258	260	260
Total miles of water main in service	28	28	28

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Public Works / Water & Power

ACTIVITY: Reclaimed Water Operations

CODE: 366

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51021	Overtime	0	0	0	0	0
TOTAL PERSONNEL		0	0	0	0	0
OPERATIONS AND MAINTENANCE						
53080	Travel and Meeting	0	100	100	100	100
53091	Vehicle Operations	1,953	3,000	3,000	3,000	3,000
61340	Outside Services	2,475	4,000	74,000	4,000	4,000
61430	Professional Services	1,791	6,500	6,500	6,500	6,500
63520	Special Supplies	0	500	500	500	500
63530	Small Tools	25	400	400	400	400
63710	Water Meters	0	3,000	3,000	3,000	3,000
63720	Water Purchase	311,534	300,750	230,750	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	68,613	68,810	68,810	68,810	68,810
65210	Distribution Systems	1,118	10,000	10,000	10,000	10,000
65212	Water Production Equipment	69,420	105,000	105,000	105,000	105,000
67070	Power	205,241	216,440	216,440	216,440	216,440
TOTAL OPERATIONS AND MAINTENANCE		662,170	719,300	719,300	719,300	719,300
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
79070	Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		662,170	719,300	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 customers in the City of Cerritos based on an “opt-in” model. 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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Owned and Contracted Capacity (mW)	18.0	18.0	18.0
System Annual Peak (mW)	16.0	18.0	18.0
Energy Sales (mWh)	74,000	75,000	73,000
Number of Service Accounts	293	300	310
City Generated Solar Energy (kWh)	350,000	350,000	350,000
Boulder Canyon Project (BCP) (MWh)	5,100	5,300	5,300

SIGNIFICANT ACTIVITY PROGRAM CHANGES	CHANGES
Decrease in anticipated Professional Services (61430).	-\$5,000
Decrease in Additional Energy Resources due to anticipated decrease in power demand (67085).	-\$100,000
Increase in Magnolia Power Plant O & M is based on projected operations and maintenance costs (67095).	+\$33,030
Increase in CAP and Trade/Green House Gas due to allowance purchase price increase (67116)	+\$72,000
Decrease in Load Growth cost due to internal employee pursuit (67118).	-\$5,000
Decrease in Fuel Expense due to anticipated decrease in forward market price (67120).	-\$290,000
Decrease in Fuel Transportation expenses due to decrease Fuel purchases (67121).	-\$30,450
Increase in Major Maintenance-Capital Improvement (Reserves) is based on MPP budget projection developed by SCPPA (67146).	+\$15,900
Increase in Billing Management due to new contract 2019 (67190)	+\$6,000
Decrease in Regulatory Compliance due to anticipated expense reduction (67198).	-\$100,000

DEPARTMENTAL ACTIVITY DETAIL

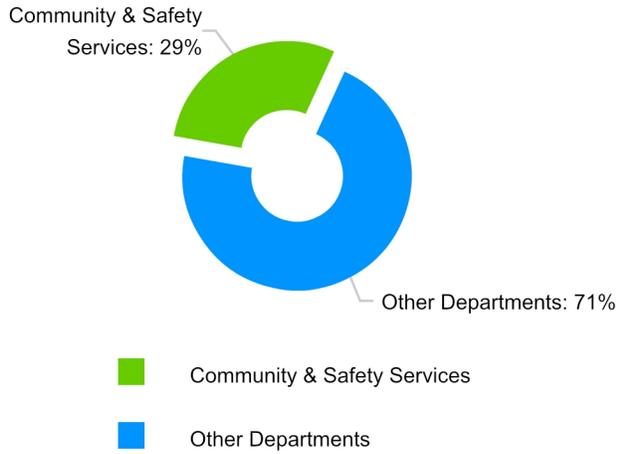
ACTIVITY EXPENDITURES

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	105,543	109,266	109,266	109,260	109,260
52400	Employee Benefits	100,762	103,797	103,797	107,070	107,070
TOTAL PERSONNEL		206,305	213,063	213,063	216,330	216,330
OPERATIONS AND MAINTENANCE						
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues and Publications	0	4,500	4,500	4,500	4,500
53070	Reimbursed Mileage	0	0	0	0	0
53080	Travel and Meeting	233	1,000	100	100	100
61050	Bank Charges and Fees	7,194	7,000	7,000	8,000	8,000
61310	Legal Services	0	120,000	120,000	120,000	120,000
61430	Professional Services	96,104	25,000	10,000	20,000	20,000
63250	Office Supplies	0	500	500	500	500
63520	Special Supplies	0	1,000	3,000	5,000	5,000
67060	Cellular Phone	600	600	600	600	600
67085	Additional Energy Resources	131,610	300,000	93,800	200,000	200,000
67095	Magnolia Power Plant O & M	809,928	825,720	825,720	858,750	858,750
67101	Electric Transmission Scheduling Fee	350,400	350,400	350,400	350,400	350,400
67103	Power Scheduling Fee	56,443	69,600	70,800	72,000	72,000
67105	Transmission Losses	175	5,000	5,000	5,000	5,000
67110	Electric Special Assessment	0	50,000	0	50,000	50,000
67115	Reliability Service	0	65,000	25,000	65,000	65,000
67116	Cap and Trade / Green House Gas	270,900	288,000	286,000	360,000	360,000
67117	Renewable Portfolio	0	0	0	0	0
67118	Load Growth	0	5,000	5,000	0	0
67120	Fuel Expense	1,301,522	1,990,000	1,940,000	1,700,000	1,700,000
67121	Fuel Transportation	101,304	192,600	162,600	162,150	162,150
67131	Energy Resources WAPA	52,175	45,000	45,000	49,000	49,000
67132	Capacity WAPA	51,992	56,000	56,000	58,000	58,000
67133	LCRB Dam Fund	12,940	14,000	14,000	14,000	14,000
67134	LCR MSCP - Multi-Species Conservation Prog.	3,572	4,000	4,000	4,000	4,000
67135	BCP Capital Investment Repayment - Per Sch.	43,734	43,740	43,740	43,740	43,740
67146	Major Maintenance - Cap Impr (Reserves)	332,136	420,100	420,100	436,000	436,000
67147	Spare Parts - Cap Impr (Reserves)	24,000	54,310	54,310	56,480	56,480
67190	Billing Management	74,400	74,400	77,400	80,400	80,400
67191	General and Administrative	0	24,890	24,890	25,890	25,890
67193	Grid Management Charges	66,986	200,000	400,000	200,000	200,000
67194	Debt Service - Project B	0	857,200	857,200	858,820	858,820
67198	Regulatory Compliance	0	150,000	0	50,000	50,000
69013	Administrative Fees - SCPPA	62,569	175,000	175,000	175,000	175,000
69045	Interest Expense on Advances	0	225,000	225,000	225,000	225,000
TOTAL OPERATIONS AND MAINTENANCE		3,854,517	6,648,160	6,310,260	6,261,930	6,261,930
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		4,060,822	6,861,223	6,523,323	6,478,260	6,478,260

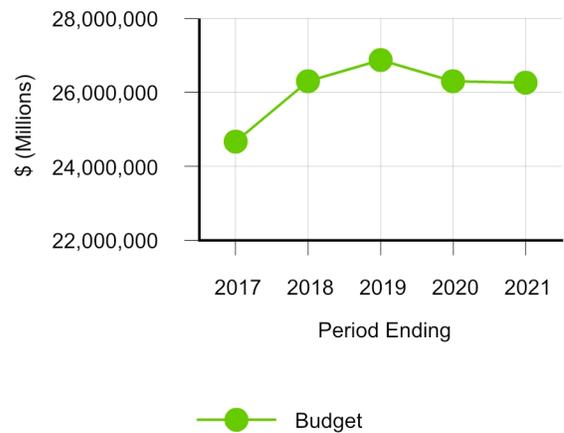
(This page is intentionally left blank)

COMMUNITY & SAFETY SERVICES

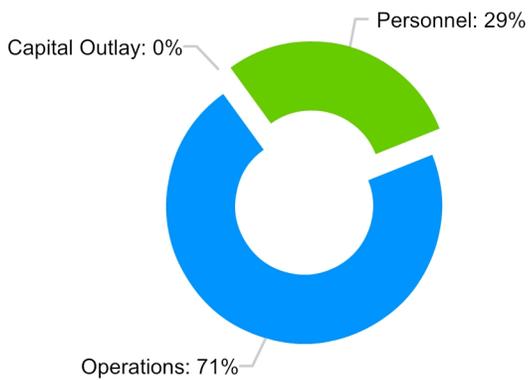
Percent of Operating Budget



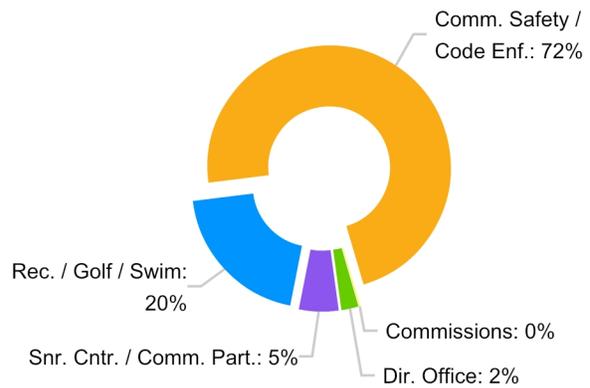
Budget History



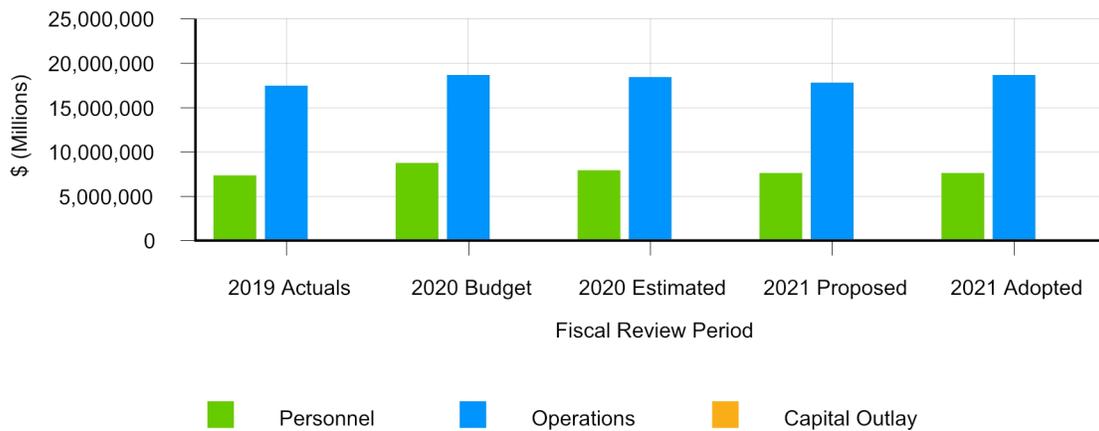
Department Breakdown



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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	7,323,201	8,731,685	7,898,002	7,614,743	7,614,743
Operations and Maintenance	17,468,340	18,649,310	18,408,170	17,789,375	18,655,125
Capital Outlay	0	1,000	1,500	1,000	1,000
TOTAL BUDGET	24,791,541	27,381,995	26,307,672	25,405,118	26,270,868

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	269,259	294,779	294,779	294,779	294,779
52400 Employee Benefits	211,425	285,938	285,938	294,779	294,779
TOTAL PERSONNEL	480,684	580,717	580,717	589,558	589,558
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	300	300	200	200
53070 Reimbursed Mileage	0	250	250	500	500
53080 Travel and Meeting	246	500	250	500	500
63520 Special Supplies	0	500	300	250	250
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	4,446	6,350	5,900	6,250	6,250
CAPITAL OUTLAY					
79010 Land	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	485,130	587,067	586,617	595,808	595,808

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

Reduction in Program Expenses and Supplies (63410).	-\$65,030
Reduction in Community Programs (63411).	-\$17,460

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Community Participation

CODE: 421

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	177,796	174,431	119,731	65,110	65,110
51021	Overtime	502	1,028	1,028	1,028	1,028
52400	Employee Benefits	157,403	172,683	172,683	66,415	66,415
TOTAL PERSONNEL		335,701	348,142	293,442	132,553	132,553
OPERATIONS AND MAINTENANCE						
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues and Publications	255	500	500	500	500
53070	Reimbursed Mileage	470	500	500	500	500
53080	Travel and Meeting	100	400	400	400	400
61340	Outside Services	0	600	600	600	600
61380	Printing	2,730	3,500	3,500	3,500	3,500
63130	Community Awards	1,946	3,200	3,200	3,200	3,200
63250	Office Supplies	529	1,500	1,500	1,500	1,500
63310	Postage	8	1,000	1,000	1,000	1,000
63410	Program Expenses and Supplies	54,583	65,030	35,030	0	0
63411	Community Programs	162,360	171,230	168,230	153,770	153,770
63520	Special Supplies	59	5,000	5,000	5,000	5,000
67060	Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE		227,240	256,660	223,660	174,170	174,170
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		562,941	604,802	517,102	306,723	306,723

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	FORECASTED
Congregate meals provided (M-F)	75 daily	86 daily	80 daily
Home-delivered meals (M-F)	42 daily	53 daily	60 daily
Senior clubs attendance (13 clubs)	33,180/yr.	24,670/yr.	32,000/yr.
Special events/Center classes	31,000/yr.	24,375/yr.	26,000/yr.
Volunteer hours	4,100/yr.	3,130/yr.	3,200/yr.
Health & fitness programs	21,250/yr.	16,010/yr.	18,000/yr.
Facility (banquet/meetings) reservations & attendance	55/10,000/yr.	41/8,500/yr.	30/7,500/yr.
Information & Referral	3,125/yr.	3,000/yr.	3,250/yr.
Fitness Center drop-in	37,000/yr.	23,320/yr.	30,000/yr.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Reduction in anticipated expenditures in Professional Services (61430).	-\$10,800
Reduction in anticipated expenditures in Program Expenses and Supplies (63410).	-\$29,750

*Note: Statistics reflect COVID-19 reduction in services/rentals/reduced programming and special events during FY 2019/20 and FY 2020/21.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Senior Center

CODE: 422

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	246,878	275,093	275,093	278,520	278,520
51021 Overtime	3,201	2,056	2,056	2,000	2,000
52010 Regular Earnings - Part Time	227,284	270,086	201,001	243,139	243,139
52021 Overtime Earnings - Part Time	205	1,604	1,604	1,650	1,650
52400 Employee Benefits	316,660	364,416	364,416	373,170	373,170
TOTAL PERSONNEL	794,228	913,255	844,170	898,479	898,479
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	12	140	140	140	140
53030 Education and Training	(18)	0	0	0	0
53070 Reimbursed Mileage	62	500	500	500	500
53080 Travel and Meeting	0	200	200	200	200
53090 Uniform and Shoes	1,620	2,200	2,200	2,200	2,200
61360 Permit Fees	199	500	500	500	500
61380 Printing	13,085	13,100	13,100	12,150	12,150
61430 Professional Services	50,942	80,900	74,400	70,100	70,100
63110 Computer Supplies	2,840	4,200	4,200	4,200	4,200
63130 Community Awards	0	300	300	300	300
63140 Inventory for Resale	1,866	3,500	3,500	3,500	3,500
63250 Office Supplies	2,453	5,060	3,560	3,510	3,510
63270 Photo Film and Processing	12	200	200	200	200
63310 Postage	2,928	2,050	2,050	2,050	2,050
63410 Program Expenses and Supplies	38,681	42,850	38,000	13,100	13,100
63411 Community Programs	52,242	56,790	56,790	56,790	56,790
63520 Special Supplies	2,738	3,560	3,560	3,560	3,560
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	170,262	216,650	203,800	173,600	173,600
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	1,000	1,000	1,000	1,000
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	1,000	1,000	1,000	1,000
ACTIVITY TOTAL	964,490	1,130,905	1,048,970	1,073,079	1,073,079

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Participants in Division Programs	312,632	250,000	300,000
Drop-in Facility Usage	778,705	650,000	740,000
Facility Reservation Usage	272,310	200,000	245,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in anticipated expenditures for Professional Services (61430).	-\$14,000
Decrease in anticipated expenditures for Temporary Help (61580).	-\$11,650
Decrease in anticipated expenditures for Program Expenses and Supplies (63410).	-\$184,500

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Recreation Services

CODE: 441

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	979,506	1,009,496	1,009,496	1,030,000	1,030,000
51021 Overtime	5,501	4,112	4,112	5,000	5,000
52010 Regular Earnings - Part Time	945,669	1,224,007	1,010,948	959,924	959,924
52021 Overtime Earnings - Part Time	1,201	0	0	0	0
52400 Employee Benefits	1,090,902	1,328,217	1,328,217	1,331,582	1,331,582
TOTAL PERSONNEL	3,022,779	3,565,832	3,352,773	3,326,506	3,326,506
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	6,209	6,200	6,200	7,495	7,495
53070 Reimbursed Mileage	3,275	5,800	5,000	5,800	5,800
53080 Travel and Meeting	1,355	1,700	1,700	1,700	1,700
53090 Uniform and Shoes	14,104	16,000	16,000	16,000	16,000
53091 Vehicle Operations	1,142	1,300	1,300	1,300	1,300
61130 Delivery Service	0	100	100	0	0
61260 Insurance - General	2,193	3,800	3,300	1,000	1,000
61380 Printing	7,880	7,600	7,600	6,500	6,500
61430 Professional Services	278,347	284,000	264,500	270,000	270,000
61580 Temporary Help	36,036	41,000	38,800	29,350	29,350
63410 Program Expenses and Supplies	297,487	339,000	302,900	154,500	154,500
63411 Community Programs	3,840	5,700	5,700	4,230	4,230
63520 Special Supplies	9,780	10,000	10,000	10,000	10,000
65132 Rent Building and Grounds	129,767	134,000	134,000	132,000	132,000
67050 Telephone	456	2,020	2,020	2,020	2,020
67060 Cellular Phone	1,800	3,000	3,000	3,000	3,000
TOTAL OPERATIONS AND MAINTENANCE	797,271	864,820	805,720	648,495	648,495
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	500	0	0
TOTAL CAPITAL OUTLAY	0	0	500	0	0
ACTIVITY TOTAL	3,820,050	4,430,652	4,158,993	3,975,001	3,975,001

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Classes/special events	692	1,000	2,000
Number of rounds of golf	40,391	30,000	25,000
Driving range participants	43,831	35,000	30,000
Total course revenue	\$593,795	\$460,000	\$475,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in anticipated expenditures for Professional Services (61430).	-\$8,000
Decrease in anticipated expenditures for Special Supplies (63520).	-\$5,500

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Golf Course

CODE: 442

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	73,515	75,044	75,044	75,000	75,000
51021 Overtime	218	1,028	1,028	1,000	1,000
52010 Regular Earnings - Part Time	155,297	217,946	150,496	118,123	118,123
52021 Overtime Earnings - Part Time	109	0	0	0	0
52400 Employee Benefits	93,458	132,735	132,735	104,705	104,705
TOTAL PERSONNEL	322,597	426,753	359,303	298,828	298,828
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	520	520	0	0
53070 Reimbursed Mileage	180	1,000	1,000	1,000	1,000
53080 Travel and Meeting	0	400	400	400	400
53090 Uniform and Shoes	1,987	3,000	3,000	3,000	3,000
53091 Vehicle Operations	516	1,500	1,500	1,500	1,500
61340 Outside Services	0	3,200	3,200	3,200	3,200
61380 Printing	1,302	3,500	3,500	3,500	3,500
61430 Professional Services	4,945	25,500	17,500	17,500	17,500
63140 Inventory for Resale	0	6,000	6,000	6,000	6,000
63410 Program Expenses and Supplies	6,695	4,800	4,800	4,800	4,800
63520 Special Supplies	7,664	35,500	30,000	30,000	30,000
65020 Building and Grounds	6,300	10,000	10,000	10,000	10,000
65131 Rent Other Equipment	6,312	7,000	7,000	7,000	7,000
TOTAL OPERATIONS AND MAINTENANCE	35,901	101,920	88,420	87,900	87,900
CAPITAL OUTLAY					
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
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	358,498	528,673	447,723	386,728	386,728

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.

	2018-2019	2019-2020	2020-2021
ACTIVITY WORKLOAD STATISTICS	ACTUAL	ESTIMATED	FORECASTED
Swim lessons attendance	140,147	110,000	130,000
Recreational swim attendance	42,810	30,000	40,000
Other pool use attendance	81,434	60,000	75,000
Fitness center attendance	34,425	25,000	28,000
Total pool revenue	\$462,216	\$300,000	\$400,000

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	120,726	124,388	124,388	130,000	130,000
51021 Overtime	757	1,028	1,028	1,028	1,028
52010 Regular Earnings - Part Time	712,322	858,061	498,909	451,109	451,109
52021 Overtime Earnings - Part Time	939	0	0	0	0
52400 Employee Benefits	245,679	335,334	335,334	241,895	241,895
TOTAL PERSONNEL	1,080,423	1,318,811	959,659	824,032	824,032
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	12,210	20,000	12,860	17,000	17,000
53070 Reimbursed Mileage	334	500	500	500	500
53080 Travel and Meeting	0	0	0	0	0
53090 Uniform and Shoes	3,126	12,000	12,000	12,000	12,000
61380 Printing	1,314	1,500	1,500	1,500	1,500
61430 Professional Services	3,983	7,000	7,000	7,000	7,000
63140 Inventory for Resale	3,057	5,000	5,000	3,000	3,000
63410 Program Expenses and Supplies	4,618	7,500	6,500	5,100	5,100
63520 Special Supplies	2,782	5,130	16,130	8,130	8,130
TOTAL OPERATIONS AND MAINTENANCE	31,424	58,630	61,490	54,230	54,230
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	1,111,847	1,377,441	1,021,149	878,262	878,262

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 City of Long Beach Animal Care Services.

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.
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. To act as City liaison at Local Area Workforce Investment Board meetings and functions.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Temporary 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

SIGNIFICANT ACTIVITY PROGRAM CHANGES	CHANGES
Reduction in Vehicle Operations (53091).	-\$30,000
Increase in Animal Control Services reflects increase in contract; increase is offset by license fees (61020).	+\$15,000
Police and Safety Services increase due to contract adjustments per City Council action on June 25, 2020 (61370).	+\$436,900
Increase in Printing (61380).	+\$5,000
Decrease in Professional Services reflects reduced homeless camp cleanups and change in parking permit process to annual permits (61430).	-\$35,000
Security monitoring moved to Outside Services (61340).	+\$70,000
Remove expenses for security repairs (65080).	-\$80,000
Decrease in Cellular Phone per City Council action on June 25, 2020 (67060).	-\$6,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Community Safety

CODE: 451

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	57,824	59,449	59,449	59,449	59,449
52010 Regular Earnings - Part Time	568,320	705,290	635,053	653,691	653,691
52021 Overtime Earnings - Part Time	271	0	0	0	0
52400 Employee Benefits	166,098	233,500	233,500	235,543	235,543
TOTAL PERSONNEL	792,513	998,239	928,002	948,683	948,683
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	2,791	6,000	6,000	7,000	7,000
53070 Reimbursed Mileage	0	100	0	100	100
53080 Travel and Meeting	397	1,500	500	1,000	1,000
53090 Uniform and Shoes	3,445	7,000	7,000	7,000	7,000
53091 Vehicle Operations	140,678	150,000	120,000	120,000	120,000
61020 Animal Control Services	324,739	345,000	345,000	360,000	360,000
61220 Finger Printing Expense	3,836	6,000	3,000	3,000	3,000
61340 Outside Services	0	0	0	70,000	70,000
61370 Police and Safety Services	15,347,917	16,118,730	16,103,230	15,682,580	16,555,630
61380 Printing	1,732	5,000	5,000	10,000	10,000
61430 Professional Services	252,534	345,000	300,000	310,000	310,000
63250 Office Supplies	2,356	3,000	3,000	3,000	3,000
63410 Program Expenses and Supplies	8,331	15,000	10,000	12,000	12,000
63520 Special Supplies	16,369	15,000	10,000	15,000	15,000
65080 Office Furniture and Fixtures	61,889	80,000	65,000	0	0
67060 Cellular Phone	1,790	8,500	8,500	8,500	2,500
TOTAL OPERATIONS AND MAINTENANCE	16,168,804	17,105,830	16,986,230	16,609,180	17,476,230
CAPITAL OUTLAY					
79030 Improvements	0	0	0	0	0
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
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	16,961,317	18,104,069	17,914,232	17,557,863	18,424,913

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Code Enforcement cases processed	2,322	2,784	2,784
Cerritos Property Preservation Commission case hearings	106	85	85
Property Preservation tree appeals	2	6	9
City prosecutor cases	2	1	1
Administrative citations	79	60	60
Homeless Encampment Cleanup	10	10	10

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Community & Safety Services

ACTIVITY: Code Enforcement

CODE: 452

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	212,329	227,938	227,938	231,756	231,756
52010 Regular Earnings - Part Time	37,061	72,998	72,998	72,998	72,998
52400 Employee Benefits	220,755	263,240	263,240	275,590	275,590
TOTAL PERSONNEL	470,145	564,176	564,176	580,344	580,344
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	380	500	500	500	500
53080 Travel and Meeting	0	1,400	400	1,000	1,000
53090 Uniform and Shoes	52	500	500	500	500
53091 Vehicle Operations	3,743	7,000	6,000	5,000	5,000
61310 Legal Services	0	2,000	1,500	2,000	2,000
61430 Professional Services	13,115	2,000	2,000	3,000	3,000
63230 Maps and Publications	0	250	250	250	250
63411 Community Programs	0	2,000	0	1,000	1,000
63520 Special Supplies	989	3,000	3,000	4,000	4,000
67060 Cellular Phone	2,092	3,800	3,800	3,800	2,500
TOTAL OPERATIONS AND MAINTENANCE	20,371	22,450	17,950	21,050	19,750
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	490,516	586,626	582,126	601,394	600,094

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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE	6,689	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE	5,589	6,200	5,200	5,200	5,200
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	12,278	14,080	13,080	13,080	13,080

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
52010 Regular Earnings - Part Time	6,000	7,300	7,300	7,300	7,300
52400 Employee Benefits	689	580	580	580	580
TOTAL PERSONNEL	6,689	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,000	3,000	3,000	3,000	3,000
53080 Travel and Meeting	2,589	3,100	2,100	2,100	2,100
63520 Special Supplies	0	100	100	100	100
TOTAL OPERATIONS AND MAINTENANCE	5,589	6,200	5,200	5,200	5,200
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	12,278	14,080	13,080	13,080	13,080

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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE	6,689	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE	7,032	9,800	9,800	9,300	9,300
CAPITAL OUTLAY	—	—	—	—	—
TOTAL BUDGET	13,721	17,680	17,680	17,180	17,180

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

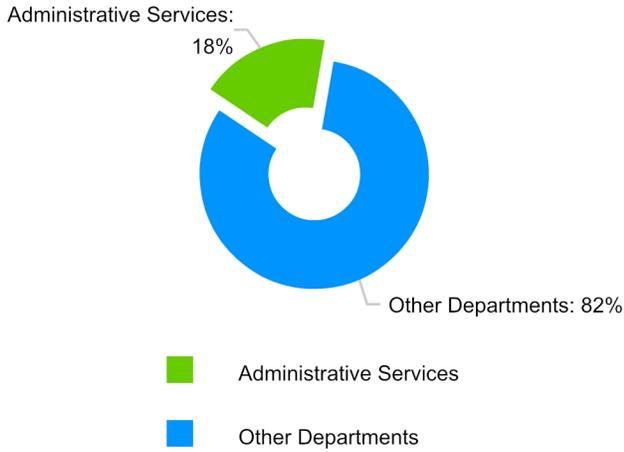
DEPARTMENT: Community & Safety Services
ACTIVITY: Parks & Recreation Commission
CODE: 462

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
52010	Regular Earnings - Part Time	6,000	7,300	7,300	7,300	7,300
52400	Employee Benefits	689	580	580	580	580
TOTAL PERSONNEL		6,689	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE						
53010	Auto Allowance	3,000	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	2,524	3,500	3,500	3,000	3,000
61580	Temporary Help	1,388	1,930	1,930	1,930	1,930
63520	Special Supplies	120	370	370	370	370
TOTAL OPERATIONS AND MAINTENANCE		7,032	9,800	9,800	9,300	9,300
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		13,721	17,680	17,680	17,180	17,180

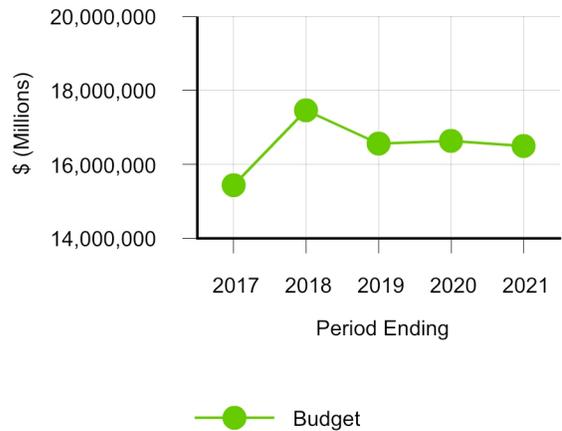
(This page is intentionally left blank)

ADMINISTRATIVE SERVICES

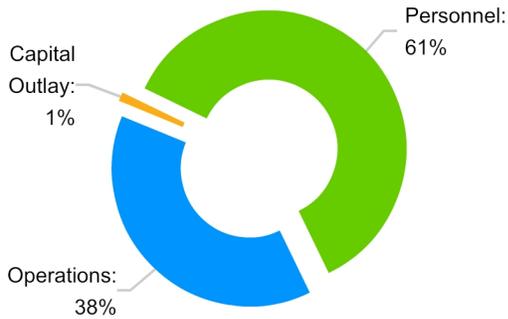
Percent of Operating Budget



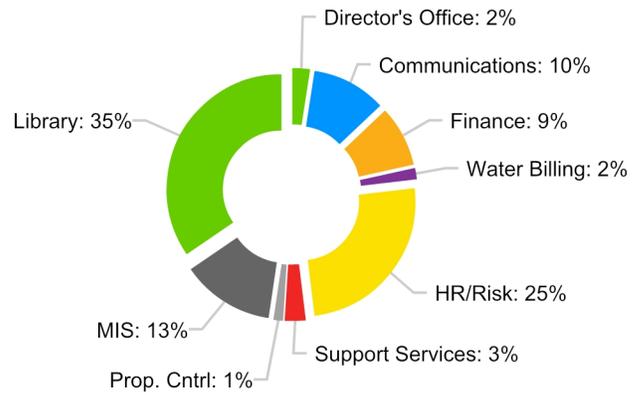
Budget History



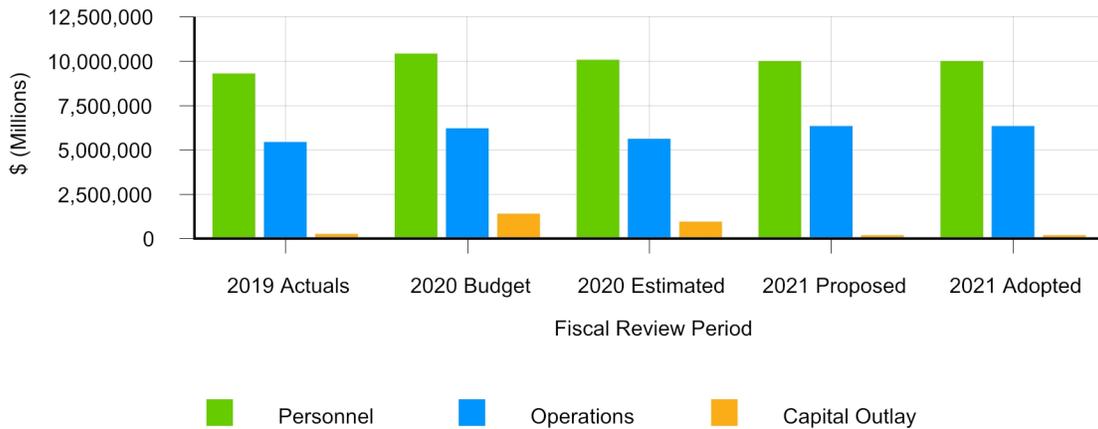
Department Budget Composition



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

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	9,292,379	10,419,624	10,076,903	9,992,558	9,992,558
Operations and Maintenance	5,440,055	6,208,550	5,617,940	6,331,298	6,331,298
Capital Outlay	248,034	1,384,750	943,341	173,360	173,360
TOTAL BUDGET	14,980,468	18,012,924	16,638,184	16,497,216	16,497,216

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

Decrease in Printing (61380) due to reduction in number of printed budget books.	-8,500
Increase in Professional Services (61430) due to anticipated changes in analytical services.	12,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Office of the Director

CODE: 511

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	109,712	165,683	165,683	178,020	178,020
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52015 Special Project Earnings - Part Time	112,991	94,545	94,545	0	0
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	105,530	165,683	165,683	183,360	183,360
TOTAL PERSONNEL	328,233	425,911	425,911	361,380	361,380
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	260	500	300	300	300
53070 Reimbursed Mileage	0	100	0	0	0
53080 Travel and Meeting	464	900	200	200	200
61130 Delivery Service	0	50	0	0	0
61380 Printing	6,129	10,500	5,650	2,000	2,000
61430 Professional Services	34,792	30,000	100,000	42,000	42,000
61580 Temporary Help	0	0	0	0	0
63520 Special Supplies	321	350	350	500	500
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	46,166	46,600	110,700	49,200	49,200
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	750	0	0
TOTAL CAPITAL OUTLAY	0	0	750	0	0
ACTIVITY TOTAL	374,399	472,511	537,361	410,580	410,580

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECAST
Advertisements	148	50	100
Newsletters	50	49	50
Press Releases	114	103	120
Proclamations	164	103	140
Certificates of Recognition	151	145	150
Photo Assignments	23	30	30
Tours	2	4	2
Special Brochures and Publications	19	9	10
Video Productions	11	9	8
Live Cablecast of City Council and Commission meetings	65	51	65
Updates to City HomePage	1,225	1,907	1,200
Fliers	27	15	20
Updates to City Intranet	168	195	160
TV3 messages	57	110	75

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

- | | |
|--|-----------|
| Increase in Printing for 20-21 CCPA Season, Brochures, and Calendar of Events pieces (61380), concurrent with reduction in Theater Business Management Program Expenses and Supplies account. Includes decrease to Printing due to the elimination of the printing of the City's community calendar. | \$13,000 |
| Increase in Professional Services for a City/CCPA/Library website redesign and annual maintenance fee (61430). Includes a decrease for elimination of the City's community calendar, and a reduction to Cerritos TV3 production. | \$126,000 |
| Increase in Postage for 20-21 CCPA Season, Brochures, and Calendar of Events pieces (63310), concurrent with reduction in Theater Business Management Program Expenses and Supplies account. | \$66,000 |

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Communications

CODE: 521

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	370,780	393,683	314,590	340,550	340,550
51021 Overtime	180	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	344,844	393,683	393,683	360,980	360,980
TOTAL PERSONNEL	715,804	787,366	708,273	701,530	701,530
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	16,335	24,790	19,790	24,000	24,000
53070 Reimbursed Mileage	184	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	1,200	10,000	5,000	10,000	10,000
61380 Printing	240,621	280,800	148,860	293,420	293,420
61430 Professional Services	57,917	77,330	76,530	203,150	203,150
63270 Photo Film and Processing	1,642	5,200	5,200	5,200	5,200
63310 Postage	366,266	410,320	224,810	476,700	476,700
63520 Special Supplies	5,380	5,000	5,000	5,000	5,000
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	693,745	819,640	491,390	1,023,670	1,023,670
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	4,000	4,000	4,000	4,000
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	4,000	4,000	4,000	4,000
ACTIVITY TOTAL	1,409,549	1,611,006	1,203,663	1,729,200	1,729,200

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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Number of accounts payable checks issued	4,470	4,550	4,700
Number of accounts payable electronic funds transfers issued	1,790	1,800	1,600
Number of accounts payable wire transfer payments issued	150	140	155
Total accounts payable	6,410	6,500	6,600
Number of deposits and investments	6,300	6,500	6,500

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Auditing to reflect new audit contract cost (61040).	+5,000
Decrease in Professional Services reflects elimination of contract services that will no longer be utilized (61430).	-\$137,000
Increase in Bank Fees and Charges to reflect actual costs (61050).	+\$16,060

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Finance

CODE: 531

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	526,160	604,896	557,681	585,354	585,354
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	46,954	49,025	25,679	25,344	25,344
52400 Employee Benefits	488,985	616,132	609,632	602,866	602,866
TOTAL PERSONNEL	1,062,099	1,270,053	1,192,992	1,213,564	1,213,564
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	2,093	2,040	2,050	2,040	2,040
53070 Reimbursed Mileage	53	200	200	200	200
53080 Travel and Meeting	2,174	1,000	1,100	1,000	1,000
61040 Auditing	38,000	38,000	38,000	43,000	43,000
61050 Bank Charges and Fees	114,972	90,040	110,940	106,100	106,100
61380 Printing	0	800	800	800	800
61430 Professional Services	191,963	180,200	168,100	43,200	43,200
63520 Special Supplies	2,063	1,000	1,000	1,000	1,000
67060 Cellular Phone	600	600	600	600	600
69080 Miscellaneous Expenses	0	0	0	0	0
TOTAL OPERATIONS AND MAINTENANCE	355,518	317,480	326,390	201,540	201,540
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	1,417,617	1,587,533	1,519,382	1,415,104	1,415,104

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	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Domestic water	15,144	15,144	15,144
City services	357	357	357
Reclaimed water	261	261	261
Irrigation	607	607	607
State and wholesale	20	20	23
Number of bills processed	91,773	91,790	91,800
Water consumption billed (units)	2,538,115	3,500,000	4,100,000
Number of applications processed:			
Owner occupant	328	400	400
Renters	356	300	300
Commercial	61	100	100
Number of turn-offs	431	275	200

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Bank Fees and Charges to reflect actual costs (61050).	-\$10,800
Decrease in Professional Services to reflect completion of water billing customer service software upgrade project (61430).	-\$20,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Water Billing

CODE: 532

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	120,228	60,179	28,368	58,824	58,824
51021 Overtime	0	1,028	1,028	1,028	1,028
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	95,226	64,990	64,990	65,294	65,294
TOTAL PERSONNEL	215,454	126,197	94,386	125,146	125,146
OPERATIONS AND MAINTENANCE					
61050 Bank Charges and Fees	57,961	61,200	54,300	50,400	50,400
61380 Printing	9,303	8,750	8,750	6,000	6,000
61430 Professional Services	44,062	62,500	62,500	42,500	42,500
63310 Postage	36,225	38,000	29,500	38,000	38,000
TOTAL OPERATIONS AND MAINTENANCE	147,551	170,450	155,050	136,900	136,900
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	363,005	296,647	249,436	262,046	262,046

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 to ensure full staffing of the most qualified personnel within all City Departments.
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 to remain legally compliant.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Positions filled through recruitment (Full-Time)	10	10	20
Positions filled through recruitment (Part-Time)	69	95	90
Processed applications for employment	1,602	1,300	1,500
General Liability claims investigated	119	120	100
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).	+\$293,000
Reduction in anticipated legal services (61310)	-\$35,000
Reduction in anticipated training requests (53030).	-\$20,000
Reduction in anticipated recruitment needs (53060).	-\$20,000
Reduction in anticipated employee award requests (53040).	-\$10,000
Reduction in anticipated Professional Services due to reduction in actuarial costs (61430).	-\$10,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	483,002	450,202	450,202	452,280	452,280
51021 Overtime	9,331	5,140	5,140	5,000	5,000
52010 Regular Earnings - Part Time	69,978	126,948	100,758	100,720	100,720
52400 Employee Benefits	442,810	469,118	469,118	482,460	482,460
TOTAL PERSONNEL	1,005,121	1,051,408	1,025,218	1,040,460	1,040,460
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	1,609	2,630	2,630	2,630	2,630
53030 Education and Training	23,517	45,000	25,000	25,000	25,000
53040 Employee Awards	14,082	20,300	20,300	10,300	10,300
53060 Recruitment Expense	25,630	35,000	31,000	15,000	15,000
53070 Reimbursed Mileage	230	160	160	160	160
53080 Travel and Meeting	284	1,400	1,400	1,400	1,400
61130 Delivery Service	0	600	600	600	600
61260 Insurance - General	2,266,325	2,416,650	2,316,650	2,709,678	2,709,678
61270 Insurance - Earthquake Self Insurance	0	115,920	115,920	115,920	115,920
61310 Legal Services	188,265	145,000	236,693	109,960	109,960
61380 Printing	0	7,930	7,930	7,930	7,930
61430 Professional Services	5,000	70,000	38,307	60,000	60,000
63250 Office Supplies	102	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	739	3,660	3,660	3,660	3,660
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
TOTAL OPERATIONS AND MAINTENANCE	2,529,983	2,872,770	2,808,770	3,070,758	3,070,758
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	3,535,104	3,924,178	3,833,988	4,111,218	4,111,218

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).

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Purchase Requisitions/Invoices Processed	3,100	3,200	3,000
Documents Administered	11,700	10,500	11,000
Deliveries Processed	3,500	4,000	4,500
Equipment Repair Requests	500	600	600
Formal/Informal Bids and Agenda Reports	200	200	250
Warehouse Requests	1,200	1,350	1,400

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in anticipated expenditures for Postage (63310).	-\$9,000
---	----------

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Support Services

CODE: 551

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	134,882	141,206	141,206	135,780	135,780
51021 Overtime	368	1,028	1,028	1,000	1,000
52010 Regular Earnings - Part Time	24,992	26,564	26,564	20,440	20,440
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	144,333	147,138	147,138	145,510	145,510
TOTAL PERSONNEL	304,575	315,936	315,936	302,730	302,730
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	130	130	130	130	130
53070 Reimbursed Mileage	29	100	100	100	100
53080 Travel and Meeting	20	2,100	2,100	2,100	2,100
53090 Uniform and Shoes	550	600	600	650	650
53091 Vehicle Operations	1,912	2,000	2,000	2,000	2,000
61130 Delivery Service	4,274	4,900	4,900	5,030	5,030
63250 Office Supplies	60,306	74,000	74,000	74,000	74,000
63310 Postage	40,907	65,000	55,500	55,500	55,500
63520 Special Supplies	34,333	35,550	35,550	35,500	35,500
65080 Office Furniture and Fixtures	820	1,850	1,850	1,850	1,850
65130 Rent Office Equipment	2,882	4,150	4,150	4,800	4,800
67060 Cellular Phone	273	240	240	240	240
TOTAL OPERATIONS AND MAINTENANCE	146,436	190,620	181,120	181,900	181,900
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	1,920	1,920	0	0
TOTAL CAPITAL OUTLAY	0	1,920	1,920	0	0
ACTIVITY TOTAL	451,011	508,476	498,976	484,630	484,630

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 Office Furniture and Fixtures (65080).	-\$78,160
Decrease in anticipated expenditures for Furniture, Fixtures and Office Equipment (79050).	-\$494,180
Decrease in anticipated expenditures for Motor Vehicles (79060).	-\$170,200
Decrease in anticipated expenditures for Machinery and Equipment (79070).	-\$555,090

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Property Control

CODE: 552

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
TOTAL PERSONNEL	0	0	0	0	0
OPERATIONS AND MAINTENANCE					
61340 Outside Services	0	0	0	0	0
65080 Office Furniture and Fixtures	269,387	288,660	204,150	210,500	210,500
65130 Rent Office Equipment	0	0	0	0	0
TOTAL OPERATIONS AND MAINTENANCE	269,387	288,660	204,150	210,500	210,500
CAPITAL OUTLAY					
79010 Land	0	0	0	0	0
79020 Building	0	0	0	0	0
79050 Furniture Fixtures and Office	0	494,180	222,908	0	0
79060 Motor Vehicles	180,908	170,200	158,775	0	0
79070 Machinery and Equipment	67,126	567,550	435,088	12,460	12,460
TOTAL CAPITAL OUTLAY	248,034	1,231,930	816,771	12,460	12,460
ACTIVITY TOTAL	517,421	1,520,590	1,020,921	222,960	222,960

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
REPLACEMENT ACQUISITIONS					
363	ECOM J2KN PRO EASY Gas Analyzer			12,460	12,460
	TOTAL REPLACEMENT ACQUISITIONS	—	—	12,460	12,460

		ACCT. 79050 FURN. & OFF. EQUIPMENT	ACCT. 79060 MOTOR VEHICLES	ACCT. 79070 EQUIP. & MACHINERY	TOTAL
NEW ACQUISITIONS					
	TOTAL NEW ACQUISITIONS	—	—	—	—
	PROPERTY CONTROL CAPITAL OUTLAY TOTAL	—	—	12,460	12,460

(This page is intentionally left blank)

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 facilitate 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 audio/video equipment.

ACTIVITY WORKLOAD STATISTICS	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	FORECASTED
Support tickets opened/closed	844-835	2535/2495	2000/2000
Managed data	110 TB	110 TB	130 TB
Network monitored events	6 million	43 million	15 million
Emails scanned (daily)	4,000	4,000	4,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Electronic Information due to anticipated increases in facility telecommunications (+\$28,000), miscellaneous adjustments (-\$2,000), and a one-time reduction associated with COVID-19 impacts (-\$20,000). (61170).	+\$6,000
Increase in Professional Services due to SB2 housing funds (+\$158,400) allocated to implement an online permit application process and a one-time reduction associated with COVID-19 impacts (-\$40,000). (61430).	+\$118,400
Decrease in Computer Supplies due to removal of one-time prior year adjustments (-\$51,050) and a one-time reduction associated with COVID-19 impacts (-\$10,000). (63110).	-\$61,050
Increase in Furniture, Fixtures and Office Equipment due to a one-time expense associated with a CPUC grant to replace fifteen (15) Library computers (79050).	+\$10,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	583,342	599,632	599,632	586,190	586,190
52400	Employee Benefits	527,378	575,988	575,988	586,190	586,190
TOTAL PERSONNEL		1,110,720	1,175,620	1,175,620	1,172,380	1,172,380
OPERATIONS AND MAINTENANCE						
53010	Auto Allowance	7,200	7,200	7,200	7,200	7,200
53020	Dues and Publications	1,522	2,000	2,000	2,130	2,130
53070	Reimbursed Mileage	0	500	500	500	500
53080	Travel and Meeting	2,834	3,000	3,000	4,000	4,000
61130	Delivery Service	0	50	50	50	50
61170	Electronic Information	201,033	210,000	180,000	216,000	216,000
61430	Professional Services	33,199	90,000	50,000	208,400	208,400
63110	Computer Supplies	366,451	447,500	437,500	386,450	386,450
63250	Office Supplies	602	1,000	1,000	1,000	1,000
63520	Special Supplies	7,383	5,000	5,000	5,000	5,000
67060	Cellular Phone	3,250	3,600	3,600	3,600	3,600
TOTAL OPERATIONS AND MAINTENANCE		623,474	769,850	689,850	834,330	834,330
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	145,000	109,000	155,000	155,000
TOTAL CAPITAL OUTLAY		0	145,000	109,000	155,000	155,000
ACTIVITY TOTAL		1,734,194	2,090,470	1,974,470	2,161,710	2,161,710

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-quality 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.

ACTIVITY WORKLOAD STATISTICS	2018-2019 ACTUAL	2019-2020 ESTIMATED	2020-2021 FORECASTED
Informational questions	66,015	55,013	70,000
Public computer sessions	87,864	73,220	88,000
Library materials added	10,980	9,430	9,430
Circulation of Library materials	370,745	308,955	400,000
Electronic collection use	205,621	208,000	208,000
Patrons using the Library (estimate)	415,212	376,010	460,000
Registered borrowers	23,861	23,500	23,500
Attendance at programs	17,583	7,850	7,850

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Reduction to Books and Library Materials (63020).	-\$31,000
Reduction to Special Supplies (63520).	-\$17,000
Reduction to Electronic Information (61170).	-\$12,000
Elimination of Program Expenses and Supplies (63410).	-\$48,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Administrative Services

ACTIVITY: Municipal Library

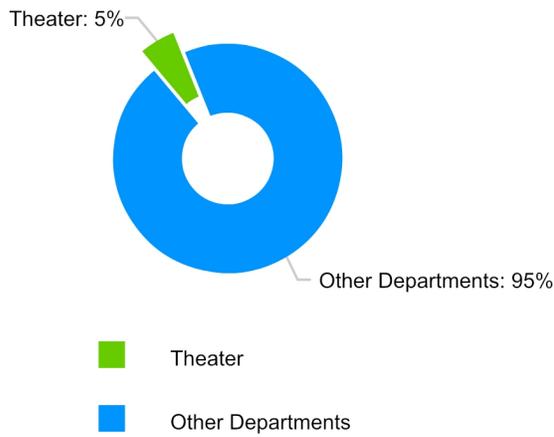
CODE: 571

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	1,425,950	1,527,978	1,511,292	1,409,630	1,409,630
51021 Overtime	3,204	2,755	2,755	2,755	2,755
52010 Regular Earnings - Part Time	1,346,693	1,637,491	1,525,611	1,618,488	1,618,488
52021 Overtime Earnings - Part Time	63	0	0	0	0
52400 Employee Benefits	1,774,463	2,098,909	2,098,909	2,044,495	2,044,495
TOTAL PERSONNEL	4,550,373	5,267,133	5,138,567	5,075,368	5,075,368
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	3,190	3,800	3,800	3,800	3,800
53070 Reimbursed Mileage	184	700	500	700	700
53080 Travel and Meeting	219	1,500	1,500	1,500	1,500
53090 Uniform and Shoes	798	4,000	4,000	4,000	4,000
61050 Bank Charges and Fees	1,094	1,000	1,000	1,000	1,000
61170 Electronic Information	87,053	110,770	93,270	99,100	99,100
61350 Outside Processing	59,788	67,000	67,000	67,000	67,000
61380 Printing	2,731	6,000	2,000	6,000	6,000
61430 Professional Services	86,168	91,330	81,330	89,020	89,020
63010 Audio Visual Materials	30,027	35,500	35,500	35,500	35,500
63020 Books and Library Materials	241,564	261,500	248,240	230,500	230,500
63140 Inventory for Resale	2,049	4,000	4,000	4,000	4,000
63310 Postage	3,999	8,000	4,000	8,000	8,000
63410 Program Expenses and Supplies	48,833	48,000	33,000	0	0
63520 Special Supplies	31,932	50,030	35,030	33,030	33,030
63550 Subscription and Periodicals	19,345	26,000	23,000	26,000	26,000
65050 Equipment and Machinery Maintenance	0	800	800	800	800
65131 Rent Other Equipment	422	3,150	3,150	3,150	3,150
65132 Rent Building and Grounds	3,600	4,000	4,000	4,000	4,000
67060 Cellular Phone	1,200	1,800	1,800	1,800	1,800
TOTAL OPERATIONS AND MAINTENANCE	627,796	732,480	650,520	622,500	622,500
CAPITAL OUTLAY					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	1,900	10,900	1,900	1,900
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	1,900	10,900	1,900	1,900
ACTIVITY TOTAL	5,178,169	6,001,513	5,799,987	5,699,768	5,699,768

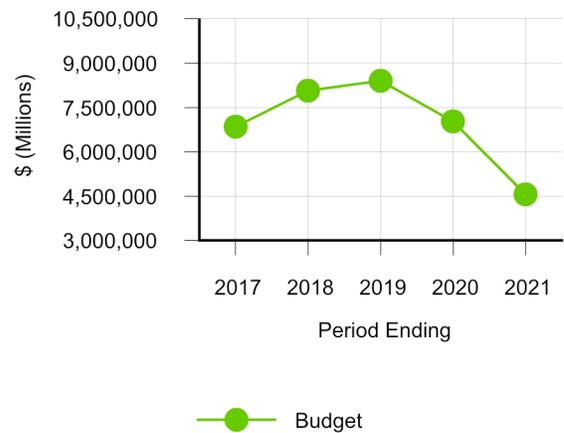
(This page is intentionally left blank)

THEATER

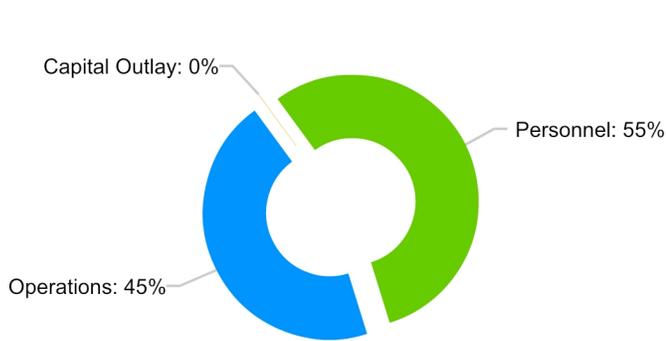
Percent of Operating Budget



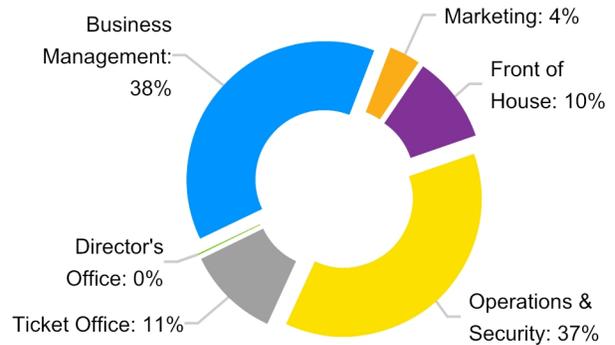
Budget History



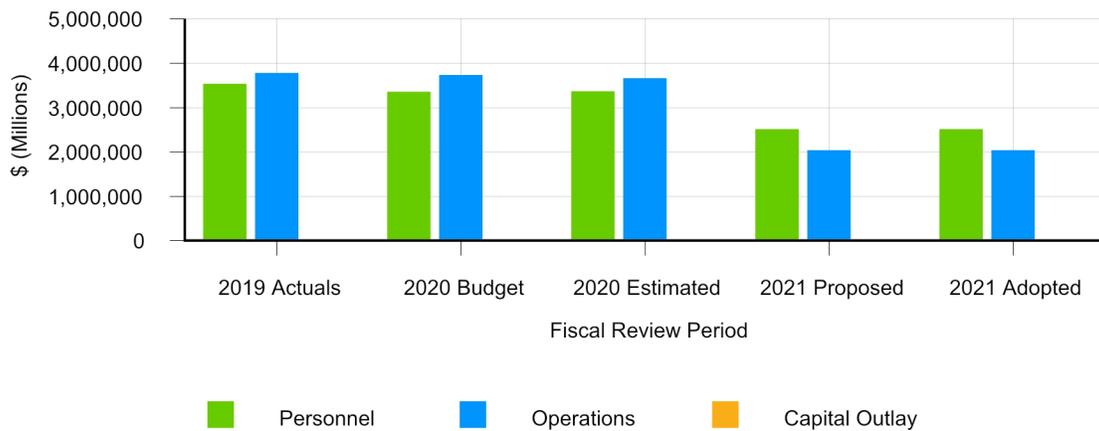
Department Budget Composition



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 2020-2021 season marks the 28th anniversary for the Cerritos Center for the Performing Arts. Additional special event and performance partner activity is envisioned for the coming season.

ACTIVITY SUMMARY

CLASSIFICATION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
Personnel Expense	3,530,424	3,351,691	3,365,449	2,511,741	2,511,741
Operations and Maintenance	3,778,897	3,729,930	3,656,607	2,034,390	2,034,390
Capital Outlay	0	3,500	1,500	3,500	3,500
TOTAL BUDGET	7,309,321	7,085,121	7,023,556	4,549,631	4,549,631

THEATER SUBSIDIZED EVENTS

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 2019-2020 Fiscal Year.

For the 2020-2021 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 Hosted Events - 7 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 2019-2020

(Booked through March 2020 and estimated through June 30, 2020)

	Adjusted Facility Rental Rate	Equipment Fees	Labor Costs	CCPA Subsidy	Revenue to CCPA	Estimated Community Served
Cerritos Chamber of Commerce- CCPA						
Taste of the Region	4,187	1,069	3,103	8,359	—	1,000
A-Groups (Resident Clubs) - CCPA						
Lifestream Global Ministries Dinner	1,229	400	1,921	1,997	1,553	200
CCPA/City Arts Education (Equipment & Labor Support)						
Hap Palmer	9,000	3,500	5,580	18,080	—	2,587
JazzReach	9,000	4,000	6,250	19,250	—	1,982
The Marriage of Figueroa	9,000	3,000	6,355	18,355	—	1,864
City Hosted Events - CCPA (Equipment & Labor Support)						
Senior Center Volunteer Dinner - Sierra	715	580	2,135	3,430	—	300
Funeral Reception	1,481	332	1,519	3,332	—	200
Employee Holiday Luncheon - Sierra	1,614	332	1,086	3,032		Various
Martin Luther King Day Ceremony - Sierra	1,800	612	2,755	5,167	—	250
City Events - OffSite (Equipment & Labor Support)						
Veterans Day Ceremony	—	3,000	3,317	6,317	—	400
Tree Lighting Ceremony	—	5,000	3,885	8,885	—	1,200
TOTAL FISCAL YEAR 2019-20	38,026	21,825	37,906	96,204	1,553	9,983

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	408	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52015 Special Project Earnings - Part Time	146,330	161,262	161,262	0	0
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	7,957	0	0	0	0
TOTAL PERSONNEL	154,695	161,262	161,262	0	0
OPERATIONS AND MAINTENANCE					
53010 Auto Allowance	0	0	0	0	0
53080 Travel and Meeting	2,300	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	250	0	0	0	0
67060 Cellular Phone	0	0	0	0	0
TOTAL OPERATIONS AND MAINTENANCE	2,550	6,900	6,900	6,900	6,900
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	157,245	168,162	168,162	6,900	6,900

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

Decrease in anticipated expenditures for Permit Fees (61360).	-\$50,000
Increase in anticipated expenditures for Program Expenses (61440).	+\$10,000
Decrease in anticipated expenditures for Program Expenses and Supplies (63410).	-\$1,470,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPEDITURES

DEPARTMENT: Theater
ACTIVITY: Business Management
CODE: 621

		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	87,372	81,726	81,726	85,800	85,800
52400	Employee Benefits	81,632	82,548	82,548	89,200	89,200
TOTAL PERSONNEL		169,004	164,274	164,274	175,000	175,000
OPERATIONS AND MAINTENANCE						
53020	Dues and Publications	4,937	5,000	5,000	5,000	5,000
61130	Delivery Service	73	500	500	500	500
61360	Permit Fees	78,227	100,000	100,000	50,000	50,000
61380	Printing	44	0	0	0	0
61430	Professional Services	19,423	76,500	76,500	76,500	76,500
61440	Program Expense	175,224	160,000	150,000	170,000	170,000
63121	Computer Software	0	0	0	0	0
63250	Office Supplies	308	500	500	500	500
63310	Postage	10,021	0	0	5,000	5,000
63410	Program Expenses and Supplies	2,837,000	2,700,000	2,585,986	1,230,050	1,230,050
63510	Signage / Flags / Display	2,372	5,000	5,000	5,000	5,000
63520	Special Supplies	1,349	4,000	4,000	4,000	4,000
67060	Cellular Phone	600	600	600	600	600
69090	Miscellaneous Reimbursements	1,485	2,000	4,000	2,000	2,000
TOTAL OPERATIONS AND MAINTENANCE		3,131,063	3,054,100	2,932,086	1,549,150	1,549,150
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	2,000	0	2,000	2,000
TOTAL CAPITAL OUTLAY		0	2,000	0	2,000	2,000
ACTIVITY TOTAL		3,300,067	3,220,374	3,096,360	1,726,150	1,726,150

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 marketing expenses to promote 19-20 Season shows (61290).	-\$13,000
Reduction in printing of promotional flyers and materials (61380).	-\$10,530
Decrease in anticipated expenditures for Postage (63310).	-\$57,060

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

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

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	0	0	0	0	0
52400 Employee Benefits	170	0	0	0	0
TOTAL PERSONNEL	170	0	0	0	0
OPERATIONS AND MAINTENANCE					
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	78,145	87,000	76,227	74,000	74,000
61380 Printing	19,327	23,600	23,600	13,070	13,070
63250 Office Supplies	0	300	300	300	300
63270 Photo Film and Processing	124	1,000	1,000	1,000	1,000
63310 Postage	122,945	125,480	131,294	68,420	68,420
63510 Signage / Flags / Display	6,141	8,500	8,500	8,500	8,500
63520 Special Supplies	99	500	500	500	500
TOTAL OPERATIONS AND MAINTENANCE	226,781	247,780	242,821	167,190	167,190
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	226,951	247,780	242,821	167,190	167,190

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).	-\$55,000
Decrease in anticipated expenditures for Professional Services (61430).	-\$6,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Theater

ACTIVITY: Front of the House Management (FOH)

CODE: 641

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	131,706	135,696	135,696	135,800	135,800
51021 Overtime	12,726	8,224	10,000	10,000	10,000
52010 Regular Earnings - Part Time	246,962	223,076	223,076	88,780	88,780
52021 Overtime Earnings - Part Time	291	1,028	1,028	1,000	1,000
52400 Employee Benefits	215,306	209,990	209,990	174,229	174,229
TOTAL PERSONNEL	606,991	578,014	579,790	409,809	409,809
OPERATIONS AND MAINTENANCE					
53070 Reimbursed Mileage	28	100	100	100	100
53090 Uniform and Shoes	1,217	2,000	2,000	2,000	2,000
61130 Delivery Service	25	100	100	100	100
61240 Front of the House Expense	97,706	100,000	85,000	45,000	45,000
61340 Outside Services	0	500	500	500	500
61430 Professional Services	13,580	12,000	22,000	6,000	6,000
63250 Office Supplies	0	200	200	200	200
63510 Signage / Flags / Display	26	100	100	100	100
63520 Special Supplies	0	100	100	100	100
TOTAL OPERATIONS AND MAINTENANCE	112,582	115,100	110,100	54,100	54,100
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL	719,573	693,114	689,890	463,909	463,909

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

Increase in anticipated expenditures for Outside Services (61340).	+\$10,000
Decrease in anticipated expenditures for Production Expense (61410).	-\$50,000
Decrease in anticipated expenditures for Professional Services (61430).	-\$5,000

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Theater
ACTIVITY: Operations & Security
CODE: 651

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	465,450	475,861	475,861	479,300	479,300
51021 Overtime	54,008	51,400	51,400	51,400	51,400
52010 Regular Earnings - Part Time	774,099	704,180	704,180	366,141	366,141
52021 Overtime Earnings - Part Time	26,926	15,420	15,420	15,500	15,500
52400 Employee Benefits	760,654	726,025	726,025	637,662	637,662
TOTAL PERSONNEL	2,081,137	1,972,886	1,972,886	1,550,003	1,550,003
OPERATIONS AND MAINTENANCE					
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	28	250	250	250	250
53090 Uniform and Shoes	11,099	15,000	15,000	15,000	15,000
53091 Vehicle Operations	163	700	700	700	700
61130 Delivery Service	0	100	100	100	100
61340 Outside Services	23,472	20,000	40,000	30,000	30,000
61360 Permit Fees	873	1,200	1,200	1,200	1,200
61410 Production Expense	160,188	130,000	180,000	80,000	80,000
61430 Professional Services	7,100	10,000	10,000	5,000	5,000
63250 Office Supplies	0	100	100	100	100
63510 Signage / Flags / Display	0	0	0	0	0
63520 Special Supplies	1,465	1,000	1,000	1,000	1,000
67060 Cellular Phone	600	600	600	600	600
TOTAL OPERATIONS AND MAINTENANCE	208,888	182,850	252,850	137,850	137,850
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	1,000	1,000	1,000	1,000
TOTAL CAPITAL OUTLAY	0	1,000	1,000	1,000	1,000
ACTIVITY TOTAL	2,290,025	2,156,736	2,226,736	1,688,853	1,688,853

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

		2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE						
51010	Regular Earnings	0	0	0	0	0
52010	Regular Earnings - Part Time	1,427	0	0	0	0
52400	Employee Benefits	248	0	0	0	0
TOTAL PERSONNEL		1,675	0	0	0	0
OPERATIONS AND MAINTENANCE						
53020	Dues and Publications	0	0	0	0	0
61290	Marketing Expense	0	0	0	0	0
61360	Permit Fees	3,114	3,500	150	0	0
TOTAL OPERATIONS AND MAINTENANCE		3,114	3,500	150	0	0
CAPITAL OUTLAY						
79050	Furniture Fixtures and Office	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
ACTIVITY TOTAL		4,789	3,500	150	0	0

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

No significant activity program changes.

DEPARTMENTAL ACTIVITY DETAIL

ACTIVITY EXPENDITURES

DEPARTMENT: Theater
ACTIVITY: Box Office
CODE: 671

	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ESTIMATED	2020-2021 PROPOSED	2020-2021 APPROVED
PERSONNEL EXPENSE					
51010 Regular Earnings	114,729	122,332	122,332	126,300	126,300
51021 Overtime	10,957	6,168	18,150	8,000	8,000
52010 Regular Earnings - Part Time	208,212	161,396	161,396	76,960	76,960
52021 Overtime Earnings - Part Time	638	0	0	0	0
52400 Employee Benefits	182,217	185,359	185,359	165,669	165,669
TOTAL PERSONNEL	516,753	475,255	487,237	376,929	376,929
OPERATIONS AND MAINTENANCE					
53020 Dues and Publications	0	200	200	200	200
53070 Reimbursed Mileage	32	100	100	100	100
53080 Travel and Meeting	0	2,500	0	0	0
61130 Delivery Service	57	200	200	200	200
61340 Outside Services	0	500	500	500	500
61360 Permit Fees	78,477	90,000	90,000	90,000	90,000
61430 Professional Services	11,936	20,000	10,000	20,000	20,000
63110 Computer Supplies	0	100	100	100	100
63250 Office Supplies	555	500	2,500	2,500	2,500
63510 Signage / Flags / Display	0	100	100	100	100
63520 Special Supplies	2,861	5,500	8,000	5,500	5,500
TOTAL OPERATIONS AND MAINTENANCE	93,918	119,700	111,700	119,200	119,200
CAPITAL OUTLAY					
79050 Furniture Fixtures and Office	0	500	500	500	500
TOTAL CAPITAL OUTLAY	0	500	500	500	500
ACTIVITY TOTAL	610,671	595,455	599,437	496,629	496,629

(This page is intentionally left blank)

**PERSONNEL POSITIONS
AND
CLASSIFICATION TABLES**

(This page is intentionally left blank)

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

CITY COUNCIL, COMMISSIONS, & COMMITTEES

CODE	PERSONNEL POSITIONS	Authorized
111	City Council	
	Council Member	5
	TOTAL AUTHORIZED POSITIONS	5
123	Fine Arts & Historical Commission	
	Commissioner	5
	TOTAL AUTHORIZED POSITIONS	5
251	Planning Commission	
	Commissioner	5
	TOTAL AUTHORIZED POSITIONS	5
252	Economic Development Commission	
	Commissioner	—
	TOTAL AUTHORIZED POSITIONS	—
461	Property Preservation Commission	
	Commissioner	5
	TOTAL AUTHORIZED POSITIONS	5
462	Parks & Recreation Commission	
	Commissioner	5
	TOTAL AUTHORIZED POSITIONS	5
441	Let Freedom Ring Committee	
	Committee Member	10
	TOTAL AUTHORIZED POSITIONS	10
451	Community Safety Committee	
	Committee Member	10
	TOTAL AUTHORIZED POSITIONS	10
	TOTAL AUTHORIZED CITY COUNCIL, COMMISSIONS, & COMMITTEES	45

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

LEGISLATIVE AND ADMINISTRATIVE

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

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

COMMUNITY DEVELOPMENT

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
211	Office of the Senior Assistant City Manager			
	Senior Assistant City Manager	FT	77	1
	Management Analyst	FT	46	1
	Building & Safety Clerk	FT	31	2
TOTAL AUTHORIZED POSITIONS				4
212	Geographic Information System (GIS)			
	GIS Administrator	FT	49	1
	GIS Clerk (1*)	TPT	29	1
TOTAL AUTHORIZED POSITIONS				2
221	Advance Planning			
	Advance Planning / Economic Development Manager	FT	55	1
	Associate Planner	FT	42	1
	Planning Assistant	FT	35	1
	Division Secretary	FT	32	1
TOTAL AUTHORIZED POSITIONS				4
231	Current Planning			
	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 (1*)	TPT	19	1
TOTAL AUTHORIZED POSITIONS				9
TOTAL COMMUNITY DEVELOPMENT				19

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

PUBLIC WORKS / WATER & POWER

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
311	Director's Office - Public Works			
	Director of Public Works / Water & Power			
	City Engineer	FT	74	1
	Management Analyst	FT	46	1
	Secretary/Receptionist	TPT	28	1
TOTAL AUTHORIZED POSITIONS				3
321	Engineering			
	Assistant City Engineer	FT	60	1
	Assistant Civil Engineer	FT	49	1
	Public Works Inspector	FT	43	1
	Engineering Aide (1*)	FT	34	1
	Division Secretary	FT	32	1
TOTAL AUTHORIZED POSITIONS				5
331	Environmental Services			
	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
TOTAL AUTHORIZED POSITIONS				12
341	General Maintenance			
	Maintenance Superintendent	FT	58	1
	Maintenance Supervisor	FT	45	1
	Division Secretary	FT	32	1
	Custodian I	TPT	23	1
	Public Works Intern (1*)	TPT	19	1
TOTAL AUTHORIZED POSITIONS				5
342	Street Maintenance			
	Maintenance Mechanic I	FT	31	1
TOTAL AUTHORIZED POSITIONS				1
343	Vehicle Maintenance			
	Maintenance Leadworker (1*)	FT	38	1
	Maintenance Mechanic II	FT	35	2
TOTAL AUTHORIZED POSITIONS				3

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

PUBLIC WORKS / WATER & POWER (continued)

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
344	Facility Maintenance			
	Building Maintenance Engineer	FT	45	1
	Maintenance Leadworker	FT	38	1
	Maintenance Mechanic II	FT	35	1
	Maintenance Mechanic I	FT	31	1
	TOTAL AUTHORIZED POSITIONS			4
345	Swim Center Maintenance			
	Aquatics Maintenance Specialist (1*)	FT	33	1
	TOTAL AUTHORIZED POSITIONS			1
351	Parks & Trees Management			
	Parks Superintendent	FT	58	1
	Secretary/Receptionist	TPT	28	1
	TOTAL AUTHORIZED POSITIONS			2
352	Median & Parkway Maintenance			
	Parks Supervisor (1*)	FT	45	1
	Parks Leadworker	FT	38	1
	TOTAL AUTHORIZED POSITIONS			1
353	Parkway Trees			
	Trees Supervisor	FT	45	1
	Trees Leadworker (1*)	FT	38	1
	Tree Trimmer II	FT	33	2
	Tree Trimmer I	FT	28	4
	TOTAL AUTHORIZED POSITIONS			8
354	Parks Maintenance			
	Parks Supervisor	FT	45	1
	Parks Leadworker	FT	38	1
	Park Gardener II	FT	32	10
	Park Gardener I (1*)	FT	27	10
	Parks Maintenance Assistant (Unskilled) (2*)	TPT	13	3
	TOTAL AUTHORIZED POSITIONS			25
355	Golf Course Maintenance			
	Parks Leadworker	FT	38	1
	Park Gardener II	FT	32	1
	Park Gardener I	FT	27	1
	TOTAL AUTHORIZED POSITIONS			3

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

PUBLIC WORKS / WATER & POWER (continued)

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
361	Water and Power Management			—
	TOTAL AUTHORIZED POSITIONS			—
362	Water Management			
	Water Superintendent	FT	61	1
	Water Supervisor	FT	47	1
	Division Secretary	FT	32	1
	Public Works Intern (1*)	TPT	19	1
	TOTAL AUTHORIZED POSITIONS			4
363	Water Production and Distribution			
	Production Distribution Maintenance Operator (1*)	FT	38	4
	TOTAL AUTHORIZED POSITIONS			4
364	Water Operations			
	Water Meter Repairer	FT	34	1
	Water Maintenance II (1*)	FT	33	4
	Water Meter Reader	FT	30	1
	TOTAL AUTHORIZED POSITIONS			6
365	Water Inspection			
	Water Constr./Cross-Conn. Control	FT	43	1
	TOTAL AUTHORIZED POSITIONS			1
366	Reclaimed Water Operations			—
	TOTAL AUTHORIZED POSITIONS			—
368	Electric Utility Operations			
	Electric Utility Manager	FT	53	1
	TOTAL AUTHORIZED POSITIONS			1
TOTAL PUBLIC WORKS / WATER AND POWER				90

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

COMMUNITY & SAFETY SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
411	Director's Office - Community & Safety Services			
	Public Safety Manager	FT	61	1
	Community Services Supervisor	FT	48	1
	Division Secretary	FT	32	1
	TOTAL AUTHORIZED POSITIONS			3
421	Community Participation			
	Community Participation Manager (1*)	FT	53	1
	Division Secretary	FT	32	1
	TOTAL AUTHORIZED POSITIONS			2
422	Senior Center			
	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 (1*)	TPT	19	3
	Senior Specialist III (1*)	TPT	13	9
	Senior Specialist II (1*)	TPT	7	7
	Senior Specialist I (2*)	TPT	2	2
	TOTAL AUTHORIZED POSITIONS			25
441	Recreation Services			
	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 (3*)	TPT	19	30
	Recreation Leader III	TPT	13	16
	Recreation Leader II (23*)	TPT	7	76
	TOTAL AUTHORIZED POSITIONS			136
442	Golf Course			
	Recreation Services Coordinator	FT	38	1
	Recreation Leader IV (2*)	TPT	19	4
	Recreation Leader III (2*)	TPT	13	4
	Recreation Leader II (3*)	TPT	7	10
	TOTAL AUTHORIZED POSITIONS			19

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

COMMUNITY & SAFETY SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
443	Swim & Fitness Center			
	Recreation Services Coordinator	FT	38	1
	Assistant Aquatics Coordinator	FT	30	1
	Senior Lifeguard (2*)	TPT	23	10
	Recreation Leader IV (12*)	TPT	19	40
	Recreation Leader III (17*)	TPT	13	30
	Recreation Leader II / Cashier (3*)	TPT	7	11
TOTAL AUTHORIZED POSITIONS				93
451	Community Safety			
	Secretary/Receptionist	FT	28	1
	Community Services Officer (1*)	TPT	32	3
	Secretary/Receptionist (1*)	TPT	28	4
	Pedestrian Safety Coordinator	TPT	25	1
	Parking Enforcement Officer	TPT	23	5
	Crossing Guard (2*)	TPT	13	26
TOTAL AUTHORIZED POSITIONS				40
452	Code Enforcement			
	Code Enforcement Officer	FT	40	3
	Zoning Enforcement Officer	TPT	32	1
	Secretary/Receptionist	TPT	28	1
TOTAL AUTHORIZED POSITIONS				5
TOTAL COMMUNITY & SAFETY SERVICES				323

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

ADMINISTRATIVE SERVICES

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

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

ADMINISTRATIVE SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
561	Management Information Services			
	Information Technology Manager	FT	64	1
	Network Administrator	FT	53	1
	IT Analyst	FT	48	2
	Information Technician II	FT	42	2
TOTAL AUTHORIZED POSITIONS				6
571	Municipal Library			
	City Librarian and Marketing Manager	FT	64	1
	Librarian II	FT	49	1
	Management Analyst	FT	46	1
	Information Technician II (1*)	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	4
	Librarian I	TPT	42	4
	Library Assistant	TPT	32	6
	Library Clerk (1*)	TPT	29	21
	Security / Parking Assistant II (2*)	TPT	19	12
	Library Aide (2*)	TPT	13	12
	Library Page (3*)	TPT	2	24
TOTAL AUTHORIZED POSITIONS				99
TOTAL ADMINISTRATIVE SERVICES				135

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

THEATER

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
611	Director's Office - Theater Department			—
TOTAL AUTHORIZED POSITIONS				—
621	Business Management			
	Management Analyst	FT	46	1
TOTAL AUTHORIZED POSITIONS				1
631	Performance Marketing and Sales			—
TOTAL AUTHORIZED POSITIONS				—
641	Front of the House Management			
	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 (5*)	TPT	2	15
TOTAL AUTHORIZED POSITIONS				29
651	Operations & Security			
	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 (1*)	TPT	23	5
	Security / Parking Assistant II (4*)	TPT	19	10
	Stage Assistant V	TPT	31	4
	Stage Assistant IV	TPT	23	12
	Stage Assistant III (5*)	TPT	19	11
TOTAL AUTHORIZED POSITIONS				52
661	Special Event Services			—
TOTAL AUTHORIZED POSITIONS				—

*Frozen position(s), authorized but not budgeted.

AUTHORIZED POSITIONS BY DEPARTMENT 2020 / 2021

THEATER

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
671	Box Office			
	Senior Ticket Office Coordinator	FT	34	1
	Ticket Office Coordinator	FT	31	1
	Box Office Teller	TPT	23	4
	Box Office Aide II (3*)	TPT	13	7
	Box Office Aide I (3*)	TPT	2	3
TOTAL AUTHORIZED POSITIONS				16
TOTAL THEATER				98

*Frozen position(s), authorized but not budgeted.

CITY OF CERRITOS CLASSIFICATION TABLE
2020/2021

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	29	4131/5075
Delivery/Warehouse Clerk		
Library Clerk		
Assistant Aquatics Coordinator	30	4225/5182
Business License Officer		
Event Coordinator		
Water Meter Reader		
Building and Safety Clerk	31	4328/5312
Maintenance Mechanic I		
Senior Account Clerk		
Senior Business License Officer		
Ticket Office Coordinator		
Custodial Leadworker	32	4428/5426
Division Secretary		
Facility/Volunteer Coordinator		
Human Services Coordinator		
Library Assistant		
Park Gardener II		
Parking Enforcement Coordinator		
Senior Services Recreation Coordinator		
Aquatics Maintenance Specialist	33	4526/5559
Technical Services Assistant		
Tree Trimmer II		
Water Maintenance II		
Audio Specialist	34	4626/5691
Corporate Yard Coordinator		
Engineering Aide		
Lighting Specialist		
Master Carpenter		
Purchasing Assistant		
Senior Ticket Office Coordinator		
Water Meter Repairer		
Accounting Technician	35	4728/5825
Department Secretary		
Maintenance Mechanic II		
Planning Assistant		
Community Safety Officer	37	4954/6099
Graphic Designer		
House Coordinator		
Media Coordinator		
Sr. Library Assistant		
Stage Crew Supervisor		
Building Maintenance Technician	38	5075/6240
Buyer		
Maintenance Leadworker		
Parks Leadworker		
Production Distribution		
Maintenance Operator		
Recreation Services Coordinator		
Trees Leadworker		
Water Maintenance Leadworker		

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

CITY OF CERRITOS CLASSIFICATION TABLE
2020/2021

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
2020/2021**

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	--- \$149,500/yr Effective 7/1/20
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
2020/2021

CLASSIFICATIONS-PART-TIME CONFIDENTIAL <small>(Salary last modified 7/1/19)</small>	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
2020/2021

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
2020/2021

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
2020/2021

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
2020/2021

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	4,038	4,131	4,225	4,328	4,428	4,526	4,626	4,728	4,850	4,954
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
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
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-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
2020/2021

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
2020/2021

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: 2020-2021
Capital Improvement Program

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

FUND SOURCE AND ACTIVITY CLASSIFICATION SUMMARY

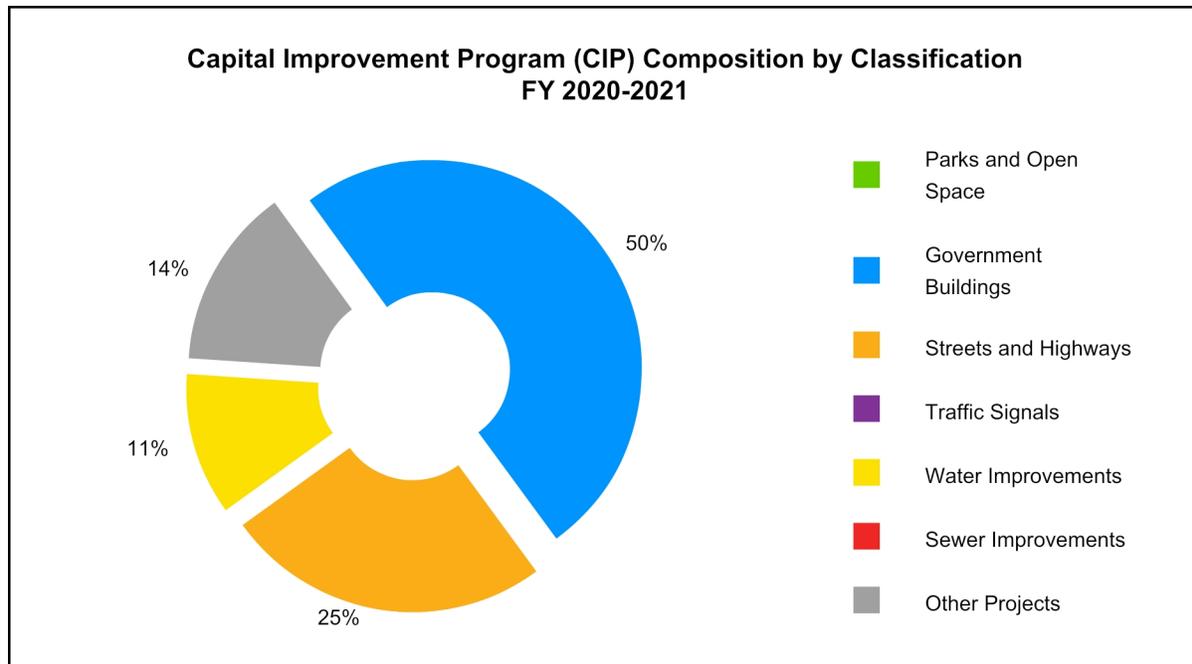
FUNDING SOURCES

112	CCPA Endowment Fund	938,000
115	Art in Public Places Trust Fund	—
210	Road Maintenance and Rehabilitation Act (RMRA) Fund	934,200
211	Street Improvement Fund *	—
211	Street Improvement Fund (Reimbursed)	2,458,340
214	Sewer Fund *	—
215	SB 821Fund	25,000
220	Measure M Fund	—
231	Measure A Fund	136,366
232	Measure W Fund	645,000
280	Housing Asset Fund	2,000,000
290	Community Development Block Grant (CDBG) Fund	190,000
410	Municipal Improvement Fund (General Fund)*	1,690,000
410	Municipal Improvement Fund (Fund Balance)	1,788,847
410	Municipal Improvement Fund (Deferred Revenue)	—
410	Municipal Improvement Fund (Reimbursement)	2,600,120
510	Water Fund *	—
510	Water Fund (Deferred Revenue)	900,000
510	Water Fund (Reimbursement)	27,000
550	Reclaimed Water Fund	—
TOTAL FUNDING SOURCES		14,332,873

ACTIVITY CLASSIFICATION

1	Parks and Open Space	—
2	Government Buildings	7,153,333
3	Streets and Highways	3,607,540
4	Traffic Signals	—
5	Water Improvements	1,572,000
6	Sewer Improvements	—
7	Other Projects	2,000,000
TOTAL ACTIVITY CLASSIFICATION		14,332,873

* See Fund pages for General Fund transfer activity



CAPITAL IMPROVEMENT PROGRAM OVERVIEW

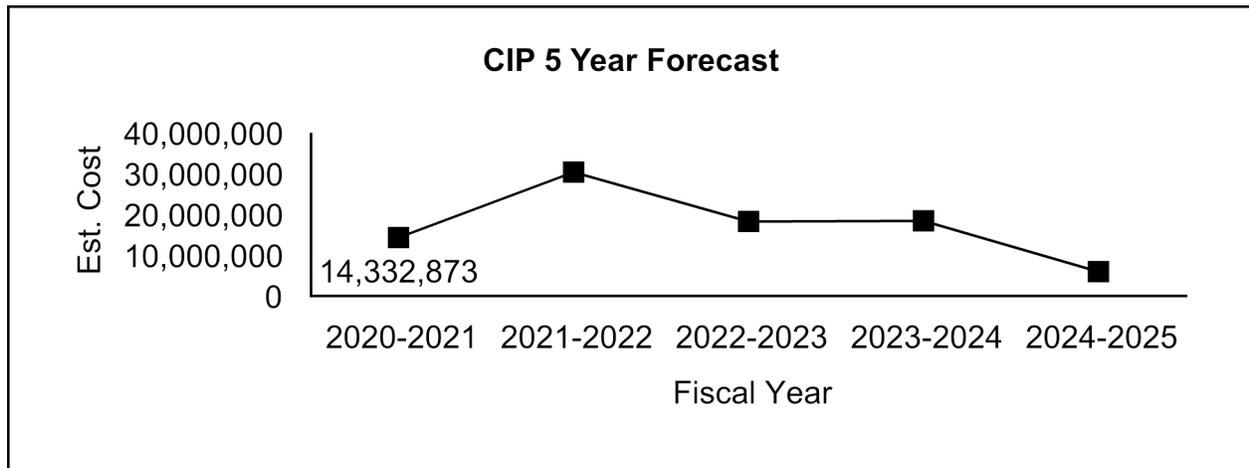
OVERVIEW COMMENTARY

In Fiscal Year 1973-1974, 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, 2021. Dollar amounts for other needed projects, including inflationary allowances, are incorporated for the four years subsequent to the 2020-2021 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	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	TOTAL COST
Parks and Open Space	0	3,718,000	1,057,000	159,000	25,000	1,091,800	6,050,800
Government Buildings	7,153,333	4,827,300	6,585,000	11,360,000	150,000	1,111,100	31,186,733
Streets and Highways	3,607,540	10,224,793	3,946,330	3,263,000	2,363,000	4,127,557	27,532,220
Traffic Signals	0	650,000	100,000	100,000	20,000	316,420	1,186,420
Water Improvements	1,572,000	4,475,000	3,920,000	1,870,000	1,870,000	827,328	14,534,328
Sewer Improvements	0	2,040,000	1,340,000	1,290,000	1,200,000	25,000	5,895,000
Other Projects	2,000,000	4,410,000	1,350,000	362,000	350,000	1,866,308	10,338,308
TOTAL	14,332,873	30,345,093	18,298,330	18,404,000	5,978,000	9,365,513	96,723,809

CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

	2020-2021 Total Budget	Municipal (Gen. Fund)* 410	Municipal Def. Rev. 410	Municipal Reimb. 410	CDBG 290
PARKS AND OPEN SPACES <i>(Budgeted in Fund 410)</i>					
TOTAL PARKS AND OPEN SPACES	—	—	—	—	—

	2020-2021 Total Budget	Municipal (Gen. Fund)* 410	Municipal Fund Bal. 410	Municipal Reimb. 410	CCPA Endow 112	Measure "A" 231
GOVERNMENT BUILDINGS <i>(Budgeted in Fund 410)</i>						
12716 CERRITOS CENTER FOR THE PERFORMING ARTS FIRE SYSTEM/PANEL REPLACEMENT	938,000	—			938,000	
18206 12616 183RD STREET BUILDING RESTORATION (Insurance funds received and reimbursement 2019-2020)	3,780,087		1,179,967	2,600,120		
20201 SWIM/FITNESS CENTER REHABILITATION (Los Angeles County Supervisor grant reimbursement)	745,246		608,880			136,366
12706 CERRITOS CENTER FOR THE PERFORMING ARTS ROOF REPLACEMENT	850,000	850,000				
12704 CITY HALL ROOF REPLACEMENT	400,000	400,000				
12085 LIBRARY OPERATIONAL IMPROVEMENTS	250,000	250,000				
18205 SECURITY EQUIPMENT REPLACEMENT FOR CITY FACILITIES	80,000	80,000				
12720 SENIOR CENTER OPERATIONAL IMPROVEMENTS	100,000	100,000				
21201 SENIOR CENTER SURVEILLANCE CAMERA UPGRADE	10,000	10,000				
TOTAL GOVERNMENT BUILDINGS	7,153,333	1,690,000	1,788,847	2,600,120	938,000	136,366

	2020-2021 Total Budget	Street (Gen. Fund)* 211	Street Reimb. 211	SB821 215	RMRA 210	CDBG 290
STREETS AND HIGHWAYS <i>(Budgeted in Fund 410)</i>						
13065 166TH STREET REHABILITATION (STPL Reimbursement)	425,000		425,000			
13086 WHEELCHAIR ACCESSIBLE RAMPS	25,000			25,000		
13715 DEL AMO BOULEVARD BRIDGE REPLACEMENT (Design and Environmental Services)	1,233,340		1,233,340			
14088 RESIDENTIAL STREET REHABILITATION	934,200				934,200	
19301 METRO INTERSECTION (HOT SPOTS) PROJECT (Metro Reimbursement)	800,000		800,000			
20303 CDBG-FUNDED ADA CURB RAMPS	190,000					190,000
TOTAL STREETS AND HIGHWAYS	3,607,540	—	2,458,340	25,000	934,200	190,000

* See Fund pages for General Fund transfer activity

CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

	2020-2021 Total Budget	Municipal (Gen. Fund)* 410	Street (Gen. Fund)* 211	Street Reimb. 211
TRAFFIC SIGNALS <i>(Budgeted in Fund 410)</i>				
TOTAL TRAFFIC SIGNALS	—	—	—	—

	2020-2021 Total Budget	Water (Gen. Fund)* 510	Water Def. Rev. 510	Water Reimb. 510	Reclaim. Water 550	Measure "W" 232
WATER IMPROVEMENTS <i>(Water budgeted in Fund 510, Reclaimed Water budgeted in 550)</i>						
17007 NPDES IMPLEMENTATION PROGRAM	145,000					145,000
17197 C-5 WATER WELL (WRD Settlement)	900,000		900,000			
17199 GROUNDWATER REMEDIATION - CIVIC CENTER	500,000					500,000
19502 SMART WATER METER PILOT PROGRAM (45% of expenditures reimbursed through Prop. 84 Grant)	27,000	—		27,000		
TOTAL WATER IMPROVEMENTS	1,572,000	—	900,000	27,000	—	645,000

	2020-2021 Total Budget	Sewer (Gen. Fund)* 214
SEWER IMPROVEMENTS <i>(Budgeted in Fund 214)</i>		
TOTAL SEWER IMPROVEMENTS	—	—

	2020-2021 Total Budget	Municipal (Gen.Fund) * 410	Municipal Def. Rev. 410	Municipal Reimb. 410	Art 115	Housing Asset 280
OTHER PROJECTS <i>(Budgeted in Fund 410)</i>						
21701 PROPOSED MIXED-USE/RESIDENTIAL INFILL DEVELOPMENT	2,000,000					2,000,000
TOTAL OTHER PROJECTS	2,000,000	—	—	—	—	2,000,000

* See Fund pages for General Fund transfer activity

CAPITAL IMPROVEMENT PROGRAM DETAIL

PARKS AND OPEN SPACE



Brookhaven Park Playground

ATHLETIC COURT RESURFACING

This project provides for basketball court resurfacing improvements at Brookhaven Park, Friendship Park, Gridley Park, Satellite Park, Westgate Park, and Ecology Park. Additionally, the project provides for resurfacing of the pickleball court and Camp Liberty stage at Liberty Park.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	TOTAL
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
	0	21,000	0	0	0	0	21,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY DETAIL: Parks and Open Space

BALLFIELD BACKSTOP REFURBISHMENT

This project provides for the refurbishment of softball field backstops at Heritage Park and Liberty Park.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	150,000	0	0	0	0	150,000

CDBG-FUNDED PLAYGROUND RESURFACING IMPROVEMENTS

This project provides for playground resurfacing improvements funded by Community Development Block Grant funds.
 Funding source: CDBG Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
10074	0	0	0	0	0	130,000	130,000

CERRITOS PARK EAST ROOF REPLACEMENT

This project provides for the replacement of the roof at the Cerritos Park East Recreation Building.
 Funding source: Municipal Improvement Fund
 (FY 19-20 Reimbursed through L.A. County Park Maint. & Servicing Restricted Funding)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18103	0	0	0	0	0	216,000	216,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12801	0	850,000	0	0	0	0	850,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY DETAIL: Parks and Open Space

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	900,000	0	0	0	900,000

CITY-WIDE OUTDOOR RESTROOM REFURBISHMENT DESIGN

This project provides for the design of the interior of the outdoor restroom buildings located at CPE, Joe Gonzalves Park, Frontier Park, Westgate and Liberty Parks, and the Sports Complex.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	200,000	0	0	0	0	200,000

CITYWIDE PLAYGROUND IMPROVEMENTS

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
10073	0	25,000	25,000	25,000	25,000	25,000	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)

Note: This project has been consolidated with Project No. 20108

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20101	0	0	0	0	0	0	0

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

FACILITY PARKING LOT REHABILITATION

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
10199	0	400,000	0	0	0	0	400,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	150,000	0	0	0	0	150,000

GOLF COURSE TEE BOX RENOVATION

This project provides for laser grading, expanding, renovating soil and irrigation systems, and installing large-roll sod at all nine tee boxes at the Ironwood Nine Golf Course.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	22,000	0	0	0	0	22,000

GOLF COURSE NETTING AND POLE REPLACEMENT

This project provides for netting and pole replacement at the Ironwood Nine Golf Course.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	505,000	0	0	0	0	505,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	120,000	0	0	0	0	120,000

TENNIS COURT WINDSCREEN REPLACEMENT

This project provides for the replacement of tennis court windscreens at Cerritos Park East (4 total) and Liberty Park (6 total).
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	50,000	0	0	0	0	50,000

EL RANCHO VERDE PARK FIT CORE EQUIPMENT REPLACEMENT

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

EL RANCHO VERDE PARK FIT CORE EQUIPMENT INSTALLATION

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

LIBERTY PARK FIT CORE EQUIPMENT REPLACEMENT

This project provides for the replacement of the Fit Core exercise equipment at Liberty Park.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

LIBERTY PARK FIT CORE EQUIPMENT INSTALLATION

This project provides for the installation of Fit Core exercise equipment at Liberty Park.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
10804	0	75,000	0	0	0	0	75,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	125,000	0	0	0	0	125,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20102	0	0	0	0	0	0	0

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

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, Loma and Heritage Parks, as well as repair of the trellis at Sports Complex. (materials only)
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20103	0	0	0	0	0	75,000	75,000

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, as well as repair of the trellis at Sports Complex.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20104	0	0	0	0	0	50,000	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20105	0	25,000	25,000	25,000	0	8,800	83,800

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: Measure "W"

NOTE: Funded by regional watershed group - City does not incur cost

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
10024	0	0	0	0	0	0	0

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	0	0	0	0

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20113	0	25,000	0	0	0	0	25,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20114	0	25,000	25,000	25,000	0	25,000	100,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

HERITAGE PARK PLAY ISLAND PLAYGROUND EQUIPMENT REPLACEMENT

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	250,000	0	0	0	0	250,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	100,000	0	0	0	0	100,000

BETTENCOURT PARK OPERATIONAL IMPROVEMENTS

This project provides for system modifications at Bettencourt Park, including drainage improvements and system efficiency upgrades.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	50,000	0	0	0	0	50,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20115	0	0	0	0	0	43,000	43,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20116	0	0	0	0	0	40,000	40,000

ECOLOGY PARK SWING SET

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20117	0	0	0	0	0	18,000	18,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20118	0	0	0	0	0	35,000	35,000

WESTGATE PARK PLAYGROUND EQUIPMENT

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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20107	0	0	0	0	0	42,000	42,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20108	0	0	0	0	0	339,000	339,000

WESTGATE PARK PLAYGROUND SURFACING

This project provides for new playground surfacing at Westgate Park.

Funding source: Municipal Improvement Fund (General Fund)

Note: This project has been consolidated with Project No. 20108

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20109	0	0	0	0	0	0	0

SUNSHINE PARK PLAYGROUND EQUIPMENT

This project provides for new playground equipment at Sunshine Park.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20110	0	0	0	0	0	45,000	45,000

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)

Note: This project has been consolidated with Project No. 20108

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20111	0	0	0	0	0	0	0

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

SUNSHINE PARK PLAYGROUND SURFACING

This project provides for new playground surfacing at Sunshine Park.
 Funding source: Municipal Improvement Fund (General Fund)
Note: This project has been consolidated with Project No. 20108

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20112	0	0	0	0	0	0	0

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)
Note: This project has been consolidated with Project No. 20108

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20106	0	0	0	0	0	0	0

ACTIVITY SUMMARY: Parks and Open Space

						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
TOTAL	0	3,718,000	1,057,000	159,000	25,000	1,091,800	6,050,800

CAPITAL IMPROVEMENT PROGRAM DETAIL

GOVERNMENT BUILDINGS



Cerritos Senior Center at Pat Nixon Park

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12021	0	150,000	150,000	150,000	150,000	100,000	700,000

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.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12706	850,000	1,250,000	750,000	0	0	0	2,850,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	150,000	150,000	0	0	0	300,000

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: CCPA Endowment Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12716	938,000	0	0	0	0	150,000	1,088,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

12616 183RD STREET BUILDING RESTORATION

This project will facilitate the restoration of the City-owned property located at 12616 183rd Street for the purpose of leasing the property.

Funding source: Municipal Improvement Fund (General Fund) and Insurance Settlement (Damage to City Property)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18206	3,780,087	0	0	0	0	428,000	4,208,087

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12704	400,000	0	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12703	0	0	3,000,000	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18204	400,000	0	0	0	0	0	400,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

LIBERTY PARK ANNEX INTERIOR IMPROVEMENTS

This project provides for interior refurbishment at Liberty Park II.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	2,000,000	0	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 2020-2021 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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12085	250,000	60,000	60,000	60,000	0	70,000	500,000

LIBRARY LOCAL HISTORY ROOM IMPROVEMENTS

This project provides for architectural plan fees and construction costs for the remodeling of the Local History Room in the Cerritos Library for a display of historical phonographs from the Astor Collection. Funding source: Art in Public Places Trust Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	77,300	0	0	0	0	77,300

SECURITY EQUIPMENT REPLACEMENT FOR CITY FACILITIES

This project provides for the replacement of outdated security equipment at City facilities. Funding Source: Municipal Improvement Fund (General Fund) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18205	80,000	0	0	0	0	0	80,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12720	100,000	100,000	100,000	100,000	0	25,000	425,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
12725	0	65,000	150,000	0	0	0	215,000

SENIOR CENTER SURVEILLANCE CAMERA UPGRADE

This project provides for upgrades of external surveillance and security cameras at the Cerritos Senior Center. The project will be completed in two phases over the course of two years. This year's allocation provides for cameras to more current digital technology.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
21201	10,000	15,000	0	0	0	0	25,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

SENIOR CENTER ROOF REHABILITATION

This project provides for the replacement of the Senior Center roof.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
	0	500,000	0	0	0	0	500,000

SHERIFF'S STATION OPERATIONAL IMPROVEMENTS

This project provides for improvements at the Cerritos Sheriff's Station including interior paint, furniture replacement and re-upholstering, and locker improvements.
 Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
	0	50,000	0	0	0	0	50,000

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)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
	0	30,000	0	0	0	0	30,000

SWIM/FITNESS CENTER REHABILITATION

This project provides for the replacement of the bulkhead, boiler, roof, and architectural components at the Swim/Fitness Center.
 Funding Source: LA County Supervisor Grant and Measure "A"

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
20201	745,246	0	0	0	0	50,000	795,246

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
20202	0	75,000	0	0	0	0	75,000

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
20203	0	0	0	0	0	31,100	31,100

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)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
	0	700,000	0	0	0	0	700,000

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)

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
	0	400,000	0	0	0	0	400,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

CERRITOS PARK EAST CALIFORNIA ROOM IMPROVEMENTS

This project provides for improvements of the California Room at Cerritos Park East including replacement of moveable walls and replacement flooring.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	400,000	0	0	0	0	400,000

HERITAGE PARK INDOOR FACILITY IMPROVEMENTS

This project provides for improvements of the park building at Heritage Park including interior paint, replacement flooring, and replacement window blinds.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	50,000	0	0	0	0	50,000

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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	0	0	11,000,000	0	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)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20204	0	100,000	100,000	0	0	100,000	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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20205	0	0	0	0	0	92,000	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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20206	0	15,000	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) (FY 19/20 Equipment Replacement Fund) and Art in Public Places Trust Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20207	0	0	0	0	0	20,000	20,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20208	0	0	0	0	0	25,000	25,000

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) (FY 19/20 Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20209	0	0	0	0	0	20,000	20,000

ACTIVITY SUMMARY: Government Buildings

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	7,153,333	4,827,300	6,585,000	11,360,000	150,000	1,111,100	31,186,733

CAPITAL IMPROVEMENT PROGRAM DETAIL

STREETS AND HIGHWAYS



Shoemaker Avenue Rehabilitation

MARQUARDT AVENUE IMPROVEMENTS

This proposed project provides for the reconstruction of Marquardt Avenue between Artesia and Alondra Boulevards. The work proposed for the 2021-2022 year includes crack sealing of the segment from Artesia Boulevard to the northern City limit.

Funding Source: Street Improvement Fund

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND.	
						2019-2020	COST
13012	0	1,000,000	0	0	0	0	1,000,000

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.	
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
13052	0	0	0	600,000	0	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.	
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
13054	0	1,000,000	1,000,000	1,000,000	1,000,000	500,000	4,500,000

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.	
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
13065	425,000	0	0	0	0	425,000	850,000

166TH STREET REHABILITATION - NORWALK BOULEVARD TO BLOOMFIELD AVENUE

This project provides for pavement rehabilitation of 166th Street between Norwalk Boulevard and Bloomfield Avenue
Funding Source: Street Improvement Fund

PROJECT NUMBER	PROJECT					EST. EXPEND.	
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
	0	600,000	0	0	0	0	600,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

BLOOMFIELD AVENUE REHABILITATION - 166TH STREET TO ALONDRA BOULEVARD

This project provides for pavement rehabilitation of Bloomfield Avenue between 166th Street and Alondra Boulevard.
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	600,000	0	0	0	0	600,000

WHEELCHAIR ACCESSIBLE RAMPS

Wheelchair accessible ramps will be installed at various locations Citywide.
Funding source: SB821 Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
13086	25,000	25,000	25,000	25,000	25,000	25,000	150,000

ARTESIA BOULEVARD REHABILITATION - WEST OF STUDEBAKER ROAD

This project provides for pavement rehabilitation for Artesia Boulevard, west of Studebaker Road.
Funding source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	500,000	0	0	0	0	500,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
13105	0	100,000	0	0	0	0	100,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

DEL AMO BOULEVARD BRIDGE REPLACEMENT (DESIGN AND ENVIRONMENTAL SERVICES)

This project provides for design and environmental clearance studies for the widening of the Del Amo Boulevard bridge at Coyote Creek and modifications to the traffic signal synchronization between the bridge and the I-605 Freeway. Cerritos is the lead agency with Lakewood, La Palma and Cypress also participating under the Highway Bridge Replacement Program. Funding Source: Street Improvement Fund (Multi-Agency Reimbursements) (Cerritos and Lakewood to obtain \$2.4 million from LA County Measure M funds) (La Palma and Cypress have obtained the balance of \$1.3 million from OCTA Measure M funds).

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
13715	1,233,340	1,233,330	1,233,330	0	0	0	3,700,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14077	0	250,000	250,000	250,000	250,000	0	1,000,000

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. Funding Source: RMRA Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14088	934,200	1,000,000	1,000,000	1,000,000	1,000,000	650,000	5,584,200

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14097	0	10,000	10,000	10,000	10,000	10,000	50,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14099	0	78,000	78,000	78,000	78,000	78,000	390,000

STUDEBAKER ROAD REHABILITATION

This project provides for the rehabilitation of Studebaker Road, between South Street and 195th Street. Additionally, raised medians will be constructed along Studebaker Road from South Street to Bigelow Street.

Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14711	0	600,000	0	0	0	0	600,000

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.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
13746	0	200,000	350,000	300,000	0	0	850,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

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 phases over three years. The first two phases have been completed. The third phase consists of the City of Cerritos' portion of Del Amo Boulevard between Pioneer Avenue and Studebaker Road. The project also includes tree removal and replacement, and sidewalk, curb and gutter work.

Funding Source: RMRA and Measure "M" (FY 19/20 Prop "C," Measure "M," and Reclaimed Water Funds)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
14713	0	800,000	0	0	0	1,450,000	2,250,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20301	0	0	0	0	0	134,580	134,580

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.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20302	0	0	0	0	0	584,977	584,977

CDBG-FUNDED ADA CURB RAMPS

This project provides for installation of ADA curb ramps at various locations throughout the City.

Funding Source: CDBG Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20303	190,000	0	0	0	0	70,000	260,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18301	0	500,000	0	0	0	0	500,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	400,000	0	0	0	0	400,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19301	800,000	958,463	0	0	0	200,000	1,958,463

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY SUMMARY: Streets and Highways

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	3,607,540	10,224,793	3,946,330	3,263,000	2,363,000	4,127,557	27,532,220

CAPITAL IMPROVEMENT PROGRAM DETAIL

TRAFFIC SIGNALS



Traffic Signal at Artesia Boulevard and Bloomfield Avenue

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020		
19402	0	80,000	80,000	80,000	0	0	240,000	

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 (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18401	0	0	0	0	0	316,420	316,420

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 (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19401	0	20,000	20,000	20,000	20,000	0	80,000

TOWNE CENTER TRAFFIC SIGNAL SAFETY LIGHT CONVERSION TO LED AND INTERSECTION STRIPING ENHANCEMENT

This project provides for the conversion of City-owned traffic signal safety lights to LED technology within the City's Towne Center and thermoplastic striping.
 Funding Source: Street Improvement Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	200,000	0	0	0	0	200,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY SUMMARY: Traffic Signals

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	0	650,000	100,000	100,000	20,000	316,420	1,186,420

CAPITAL IMPROVEMENT PROGRAM DETAIL

WATER IMPROVEMENTS



Water Storage with Solar Panels, City of Cerritos Corporate Yard

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17001	0	50,000	100,000	0	0	0	150,000

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"

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17028	0	25,000	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

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17100	0	100,000	100,000	0	0	100,000	300,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17107	0	0	1,500,000	0	0	0	1,500,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19501	0	0	0	0	0	69,950	69,950

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17110	0	0	0	0	0	22,378	22,378

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17197	900,000	1,050,000	0	0	0	150,000	2,100,000

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: Measure "W" (FY19/20 Water Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
17199	500,000	200,000	200,000	200,000	200,000	150,000	1,450,000

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	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
17709	0	25,000	25,000	25,000	25,000	0	100,000

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	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	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

PROJECT NUMBER	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
19506	0	130,000	0	0	0	130,000	260,000

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	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
19502	27,000	0	0	0	0	60,000	87,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19503	0	100,000	100,000	0	0	0	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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20501	0	100,000	150,000	0	0	0	250,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19504	0	300,000	0	0	0	0	300,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	150,000	0	0	0	0	150,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20502	0	100,000	100,000	0	0	0	200,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20503	0	200,000	0	0	0	0	200,000

24 INCH RECLAIMED WATER MAIN REPLACEMENT ALONG THE SAN GABRIEL RIVERBED

This project provides for the replacement of the 24 inch reclaimed water main along the eastside of the San Gabriel Riverbed. Due to the corrosion and deterioration of the existing 24 inch water main, there is an immediate need to replace a minimum of a 500 foot section of the existing water main located underneath the 91 Freeway overpass.
 Funding source: Reclaimed Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	0	300,000	0	0	0	0	300,000

ACTIVITY SUMMARY: Water Improvements

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	1,572,000	4,475,000	3,920,000	1,870,000	1,870,000	827,328	14,534,328

CAPITAL IMPROVEMENT PROGRAM DETAIL

SEWER IMPROVEMENTS



Cerritos Sewer Lift Station Control Panel

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.	
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	COST
	0	150,000	0	0	0	0	150,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19601	0	90,000	90,000	90,000	0	0	270,000

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
	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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19602	0	50,000	0	0	0	25,000	75,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Sewer Improvements

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

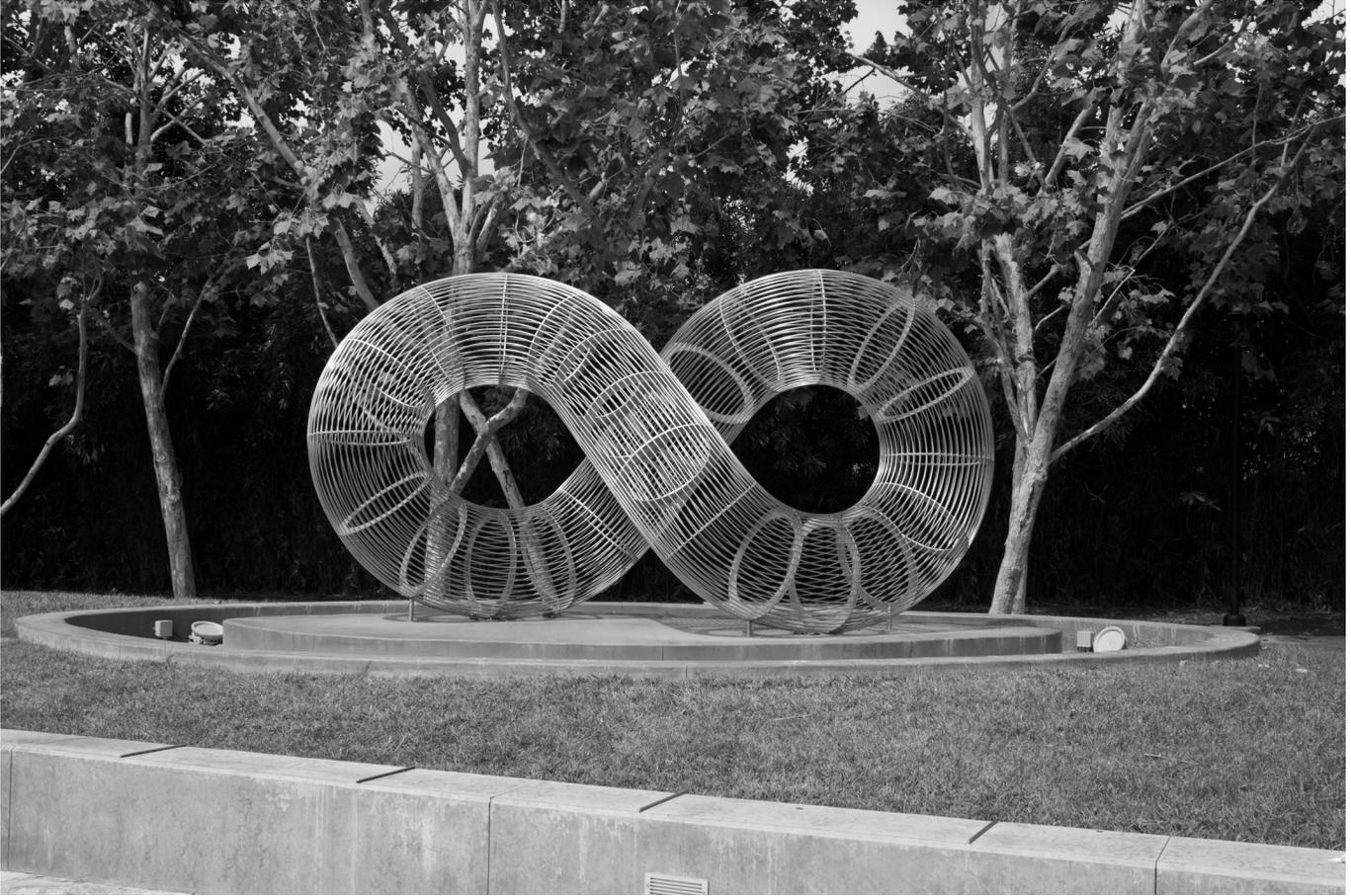
PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
18001	0	50,000	50,000	0	0	0	100,000

ACTIVITY SUMMARY: Sewer Improvements

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	0	2,040,000	1,340,000	1,290,000	1,200,000	25,000	5,895,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

OTHER PROJECTS



Infinity Sculpture, Sculpture Garden

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19125	0	50,000	0	12,000	0	12,000	74,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Other Projects

SCULPTURE GARDEN SIGNAGE

This project provides for the installation of informational signage in the Cerritos Sculpture Garden.
 Funding Source: Art in Public Places Trust Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20701	0	10,000	0	0	0	0	10,000

RESIDENTIAL PINE TREE REFORESTATION PROGRAM

This project provides for the removal of approximately 50 residential pine trees per fiscal year.
 Funding Source: Municipal Improvements Fund (General Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
20702	0	350,000	350,000	350,000	350,000	341,000	1,741,000

PROPOSED MIXED-USE/RESIDENTIAL INFILL DEVELOPMENT

This project provides for various activities related to the future development of housing in the City of Cerritos, including affordable housing in accordance with State law. Such activities include, but are not limited to, the acquisition of land, conceptual design and project planning, specific plan development, economic analysis, environmental review, processing and reviewing entitlements, and construction and improvements.

(See [Appendix E](#) for more information)

Funding Source: Housing Asset Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
21701	2,000,000	4,000,000	1,000,000	0	0	0	7,000,000

CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Other Projects

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
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2019-2020	
19441	0	0	0	0	0	1,513,308	1,513,308

ACTIVITY SUMMARY: Other Projects

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	EST. EXPEND. 2019-2020	COST
TOTALS	2,000,000	4,410,000	1,350,000	362,000	350,000	1,866,308	10,338,308

(This page is intentionally left blank)

Appendix A

Resolutions No. 2020-15 & CSA 2020-01

Combined Financial Program: 2020-2021

**CITY OF CERRITOS
SUCCESSOR AGENCY TO THE
CERRITOS REDEVELOPMENT AGENCY**

**RESOLUTION NO. 2020-15
RESOLUTION NO. CSA 2020-01**

**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
2020-2021, APPROPRIATING THE FUNDS NECESSARY TO
MEET THE EXPENDITURES SET FORTH THEREIN, AND
APPROVING THE INVESTMENT POLICY FOR THE FISCAL
YEAR 2020-2021 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 2020-2021 Fiscal Year combined Operating and Capital Improvement Budget in the amount of \$102,190,080 in proposed expenditures for general and special City purposes and reflecting revenues available in the total amount of \$100,467,594; and

WHEREAS, the City Council of the City of Cerritos has fixed the date of June 25, 2020 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 2020-2021 Fiscal Year Budget for general and special City purposes is hereby amended as follows:

A. REVENUE AMENDMENTS

<u>Account Number</u>	<u>Account Description</u>	<u>Explanation of Adjustment</u>	<u>Amount of Adjustment</u>
110-000-41323	Bldg & Ground Lease - Auto Storage	Adjustment to reflect lease agreement revenue paid by the Cerritos Auto Square	\$ 46,150
110-000-41495	Other Agency Contribution	CARES Act – anticipated local agency share for Cerritos	\$ 622,971
110-421-41765	Reimbursement- Other Expense	CDBG-CV reimbursement to offset COVID-19 expenditures to assist Cerritos seniors, disabled individuals, and low-income groups.	\$ 116,563

280-211-41475	Grants - Others	LEAP grant to offset Housing Fund related Special Studies in 110-211-51520	\$ 150,000
---------------	-----------------	--	------------

NET TOTAL REVENUE AMENDMENTS: **\$935,684**

B. PERSONNEL / OPERATIONAL EXPENDITURE AMENDMENTS

<u>Account Number</u>	<u>Account Description</u>	<u>Explanation of Adjustment</u>	<u>Amount of Adjustment</u>
110-111-52400	Employee Benefits	City Council	\$ (20,987)
110-111-53010	Auto Allowance	City Council	\$ 24,000
110-111-53020	Dues and Publications	City Council	\$ (33,250)
110-111-61170	Electronic Information	City Council	\$ 18,000
110-111-63410	Program Expenses and Supplies	City Council	\$ (7,000)
110-111-63520	Special Supplies	City Council	\$ (1,250)
110-111-67060	Cellular Phone	City Council	\$ 2,000
110-141-51010	Regular Earnings	City Council	\$ 19,500
110-141-52400	Employee Benefits	City Council	\$ 19,500
110-221-63412	Transit Programs / Prop. "C"	City Council	\$ 33,250
110-451-61370	Police and Safety Services	City Council	\$ 873,050
110-451-67060	Cellular Phone	City Council	\$ (6,000)
110-452-67060	Cellular Phone	City Council	\$ (1,300)

NET TOTAL PERSONNEL / OPERATIONAL EXPENDITURE AMENDMENTS: **\$919,513**

C. CAPITAL IMPROVEMENT PROGRAM AMENDMENTS

<u>Project Number</u>	<u>Project Description</u>	<u>Explanation of Adjustment</u>	<u>Amount of Adjustment</u>
cp12706	Cerritos Center for the Performing Arts Roof Replacement	City Council	\$ 850,000
cp12704	City Hall Roof Replacement	City Council	\$ 400,000
cp12085	Library Operational Improvements	City Council	\$ 250,000
cp18205	Security Equipment Replacement for City Facilities	City Council	\$ 80,000

cp12720	Senior Center Operational Improvements	City Council	\$100,000
cp21201*	Senior Center Surveillance Camera Upgrade	City Council	<u>\$ 10,000</u>

*FY 20-21 number assignment per budget adoption

NET TOTAL CAPITAL IMPROVEMENT PROGRAM AMENDMENTS: **\$1,690,000**

D. FUND ASSIGNMENT AMENDMENTS

<u>Fund Number</u>	<u>Fund Name</u>	<u>Explanation of Adjustment</u>	<u>Amount of Adjustment</u>
115	Art in Public Places Fund	City Council: Artwork Maintenance (110-341-65015) expenditures will be allocated to Art in Public Places Fund (115) rather than General Fund (110)	\$120,000
280	Housing Asset Fund	City Council: Special Studies (110-211-61520) expenditures will be allocated to Housing Asset Fund (280) rather than General Fund (110)	\$150,000

SECTION 2. The City Manager’s proposed 2020-2021 Fiscal Year Budget for general and special City purposes, as amended in Section 1, subsections A - D thereof, is approved and adopted in the amount of \$104,799,593 in expenditures and \$101,403,278 in revenues.

SECTION 3. The City Council hereby finds that the Capital Improvement Program for Fiscal Year 2020-2021 is in conformity with the City's General Plan. The Capital Improvement Program conforms with Goal CIR-4 (Enhance the safety of all motorists on the City street system) and Policy CIR-4.2 (Evaluate and upgrade sub-standard intersections or roadway segments) of the Circulation Element; Goal CON-1 (Protect and conserve the City of Cerritos’ existing and future water resources), Goal CON-4 (Ensure proper conveyance and disposal of wastewater within the City of Cerritos), and Goal CON-5 (Ensure the adequate conveyance of stormwater, and introduce techniques and methods that reduce the presence of pollutants consistent with regional, state and federal standards) of the Conservation Element; and Goal GM-1 (Water and sewer service shall be adequate to meet the health and safety needs of residents and businesses in Cerritos) and Goal GM-2 (Ensure storm water conveyance systems are adequate) of the Growth Management Element.

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 (Exhibit 1), which identify position titles, rates of pay, and time base with an effective date of July 1, 2020. 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 2020-2021 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 2020-2021 Fiscal Year.

SECTION 6. As part of the preliminary 2020-2021 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 \$19,638,478.

SECTION 7. The Fiscal Year 2020-2021 Successor Agency to the Cerritos Redevelopment Agency Budget is hereby approved and adopted in the amount of \$19,638,478.

SECTION 8. The City Manager is authorized to make such changes in department operating budget totals during the 2020-2021 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 2020-2021 Fiscal Year, and which remain unreimbursed as of June 30, 2021, shall constitute a loan from the General Fund to the Water Fund, to be repaid at an interest rate of 2.5%.

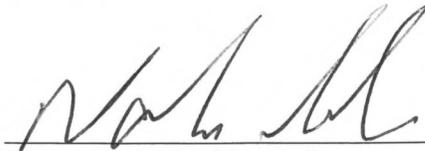
SECTION 11. The City Council hereby directs that any monies advanced to the Sewer Fund by the General Fund during the 2020-2021 Fiscal Year, and which remain unreimbursed as of June 30, 2021, shall constitute a loan from the General Fund to the Sewer Fund, to be repaid at an interest rate of 2.5%.

SECTION 12. The City Council hereby directs that any monies advanced to the Electric Utility Fund by the General Fund during the 2020-2021 Fiscal Year, and which remain unreimbursed as of June 30, 2021, 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 2020-2021 Fiscal Year, to be submitted to the City Council within six months from the completion of the 2020-2021 Fiscal Year.

SECTION 14. In conjunction with the budget adoption process for Fiscal Year 2020-2021 the Cerritos City Council/Successor Agency approves the attached Investment Policy (Exhibit 2) and finds it to comply with all current public finance regulations.

PASSED, APPROVED and ADOPTED this 25th day of June, 2020.



Naresh Solanki, Mayor /
Successor Agency Chair

ATTEST:



Vida Barone, City Clerk/
Successor Agency Secretary



Art Gallucci, City Manager /
Successor Agency Executive Director

Employee Classification Tables and Classification Steps
as adopted by Resolutions No. 2020-15 & CSA 2020-01
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.

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF CERRITOS)

I, Vida Barone, City Clerk of the City of Cerritos and Secretary to the Successor Agency to the Cerritos Redevelopment Agency, DO HEREBY CERTIFY that the foregoing **Joint Resolution: City Council No. 2020-15, CSA No. 2020-01**, was duly approved and adopted by the City Council/Successor Agency at a regular meeting held on the 25th day of June, 2020, and that it was so adopted as follows:

- AYES: Council/Agency members – Barrows, Hu, Yokoyama, Vo, Solanki
- NOES: Council/Agency members – None
- ABSENT: Council/Agency members – None
- ABSTAIN: Council/Agency members – None

DATED: June 25, 2020



Vida Barone, City Clerk/
Successor Agency Secretary

Appendix B

Resolution No. 2020-16

Annual Appropriation Limit: 2020-2021

CITY OF CERRITOS

RESOLUTION NO. 2020-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CERRITOS APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT FOR FISCAL YEAR 2020-2021.

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 2020-2021 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

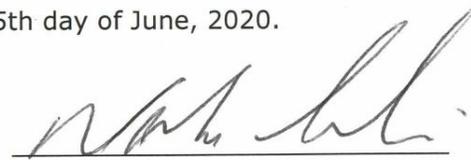
WHEREAS, the information necessary for making these adjustments is available in the City Finance Division and the City Clerk's Office; and

WHEREAS, the City of Cerritos has complied with all the provisions of Article XIII B in determining the limit for fiscal year 2020-2021.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CERRITOS DOES HEREBY RESOLVE AS FOLLOWS;

SECTION 1. The appropriation limit in the fiscal year 2020-2021 shall be \$208,232,275 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 \$53,027,238.

PASSED, APPROVED and ADOPTED this 25th day of June, 2020.



Naresh Solanki, Mayor

ATTEST:



Vida Barone, City Clerk/Treasurer

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF CERRITOS)

I, Vida Barone, City Clerk of the City of Cerritos, California, DO HEREBY CERTIFY that the foregoing **Resolution No. 2020-16** was duly approved and adopted by the City Council of the City of Cerritos at a Regular Meeting held on the 25th day of June, 2020, and that it was so adopted as follows:

AYES: Councilmembers – Barrows, Hu, Yokoyama, Vo, Solanki
NOES: Councilmembers – None
ABSENT: Councilmembers – None
ABSTAIN: Councilmembers – None

DATED: June 25, 2020



Vida Barone, City Clerk/Treasurer

(This page is intentionally left blank)

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, 166th 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 183rd 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 166th 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.

(This page is intentionally left blank)

Appendix E

Capital Improvement Plan Supplemental Detail, General Plan, and Project Area Maps

Capital Improvement Program (CIP) Supplemental Detail

Project Title: Proposed Mixed-Use/Residential Infill Development
Project Number: 21701
Funding Source: Housing Asset Fund

CIP Encumbrance Schedule:

Fiscal Year	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Cost
Encumbrance	\$2,000,000	\$4,000,000	\$1,000,000	0	0	\$7,000,000

Project Information Detail:

Pursuant to California Health and Safety Code Section 34176.1(d), local municipalities are required to plan for, use, or encumber any surplus Housing Asset Funds, as defined in Section 34176.1(d), for the purpose of constructing and developing housing for all housing types, including housing for low income populations pursuant to State law.

As part of the City of Cerritos 2013-2021 Housing Element, which was certified in full compliance with applicable State Housing Element law by the State of California in January 2015, the City of Cerritos identified seven (7) sites suitable for potential residential development. Site 7 in particular is generally located in the northeast section of the City of Cerritos and is comprised of Caltrans-owned properties that were acquired by Caltrans to stage construction equipment and materials for the Interstate 5 widening and the Valley View Avenue bridge reconstruction projects. The two subject parcels are identified as follows:

	Caltrans Property Name	Caltrans ID #	APN #	Location Address
1	16433 Valley View Property Company	77610	7003-013-001	16433 Valley View Avenue Cerritos, CA 90703
2	Valley View Business Center	77608	7003-013-901 (formerly 7003-013-005)	16601, 16603, 16605, 16607, 16609, 16611, 16613, 16615, 16617, 16619, 16621, 16623, 16625, 16627, 16629, 16631, 16633, 16635, 16637, 16639, 16641, 16643 Valley View Avenue Cerritos, CA 90703

Upon completion of the new Valley View Avenue bridge by Caltrans, the subject properties, or portions thereof, will become available for purchase by the City of Cerritos, pursuant to Sections 118 and 30410 of the California Streets and Highways Code, provided that the City of Cerritos submits written documentation expressing such interest. As such, over the past few years, the City of Cerritos has submitted letters to Caltrans, expressing the City's interest in the subject properties, and Caltrans is aware of such interest.

The City of Cerritos has determined that as a result of Caltrans' Interstate 5 widening project and the related Valley View bridge reconstruction, access to this area of Cerritos will be significantly improved, thereby creating an opportunity for the City of Cerritos to reuse a portion of the area for the accommodation of mixed-use and/or residential infill development allowing for the construction of various housing product types. The City is currently in the process of identifying rules and regulations for the provision of affordable housing pursuant to applicable State housing laws. In addition, staff is currently evaluating opportunities to provide housing at the subject properties for qualified low-income populations including persons afflicted with Alzheimer's disease or dementia. Given that the

City of Cerritos is largely developed with very few properties suitable for reuse as residential infill development, the properties owned and controlled by Caltrans serve as the most preferred properties for the future accommodation of affordable housing.

As such, Capital Improvement Project Number 21701 has been established for the City's use of restricted Housing Asset Funds to acquire the subject properties, when made available, conceptually plan for the proposed development which will include affordable housing, and to create a specific plan of development as well as process entitlements for this purpose, in conformance with applicable state housing laws. The City also anticipates participation in the construction and improvements to support the affordable housing. The City of Cerritos anticipates commencing the preparation of conceptual plans and economic analysis required for the development of housing on the subject properties during the 2020-2021 fiscal year, followed by acquiring the properties from Caltrans upon the completion of the Valley View bridge reconstruction project.

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:

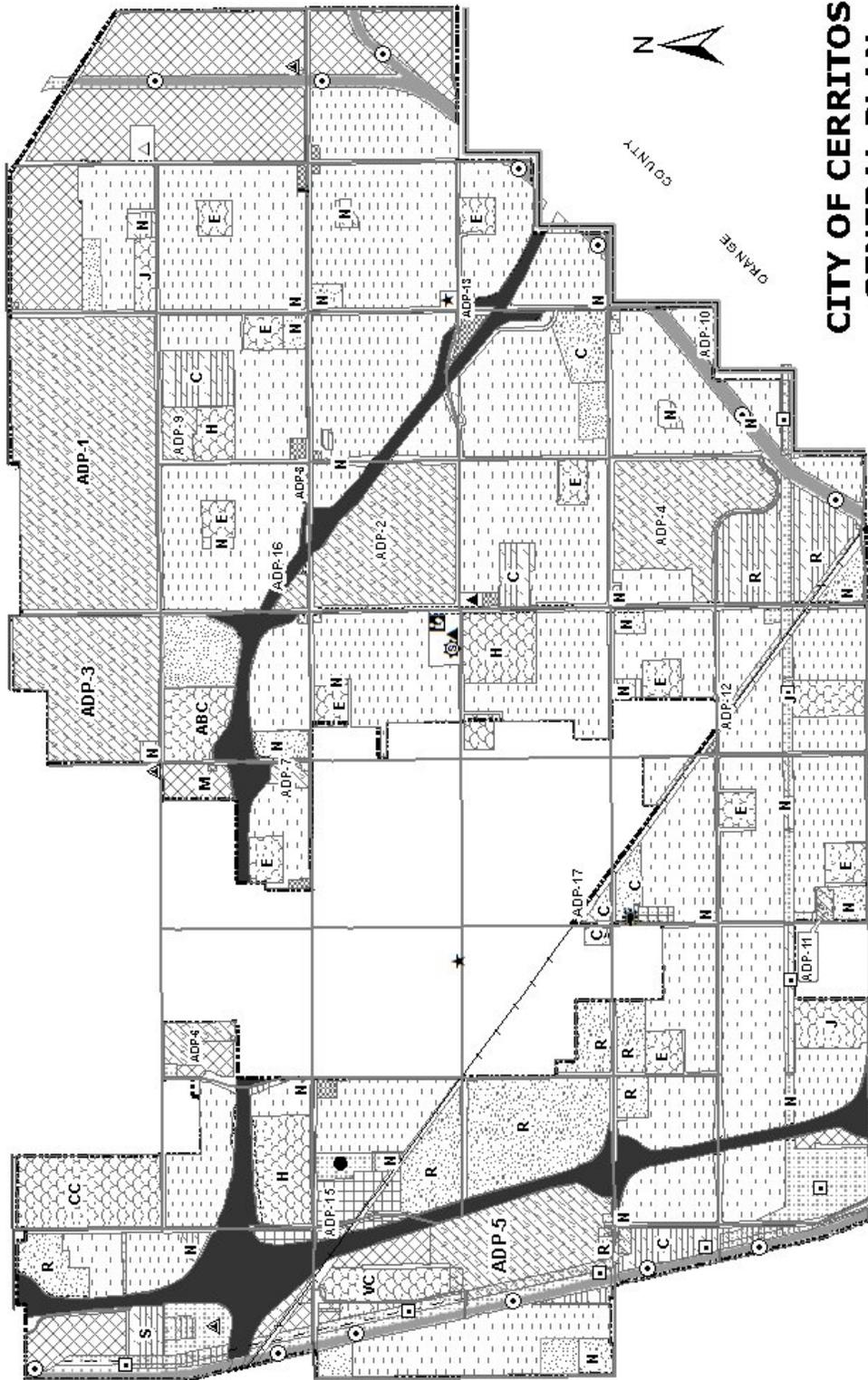
- Edison Utility
- Cemetery
- Sanitation Utility
- Flood Control Utility
- Post Office
- Fire Station
- City Civic Center
- Sheriff Station
- Library
- City Corporate Yard

CIRCULATION

- Major Arterial
- Secondary Arterial
- Railroad
- Freeway
- Cerritos City Limits
- Orange County Limits

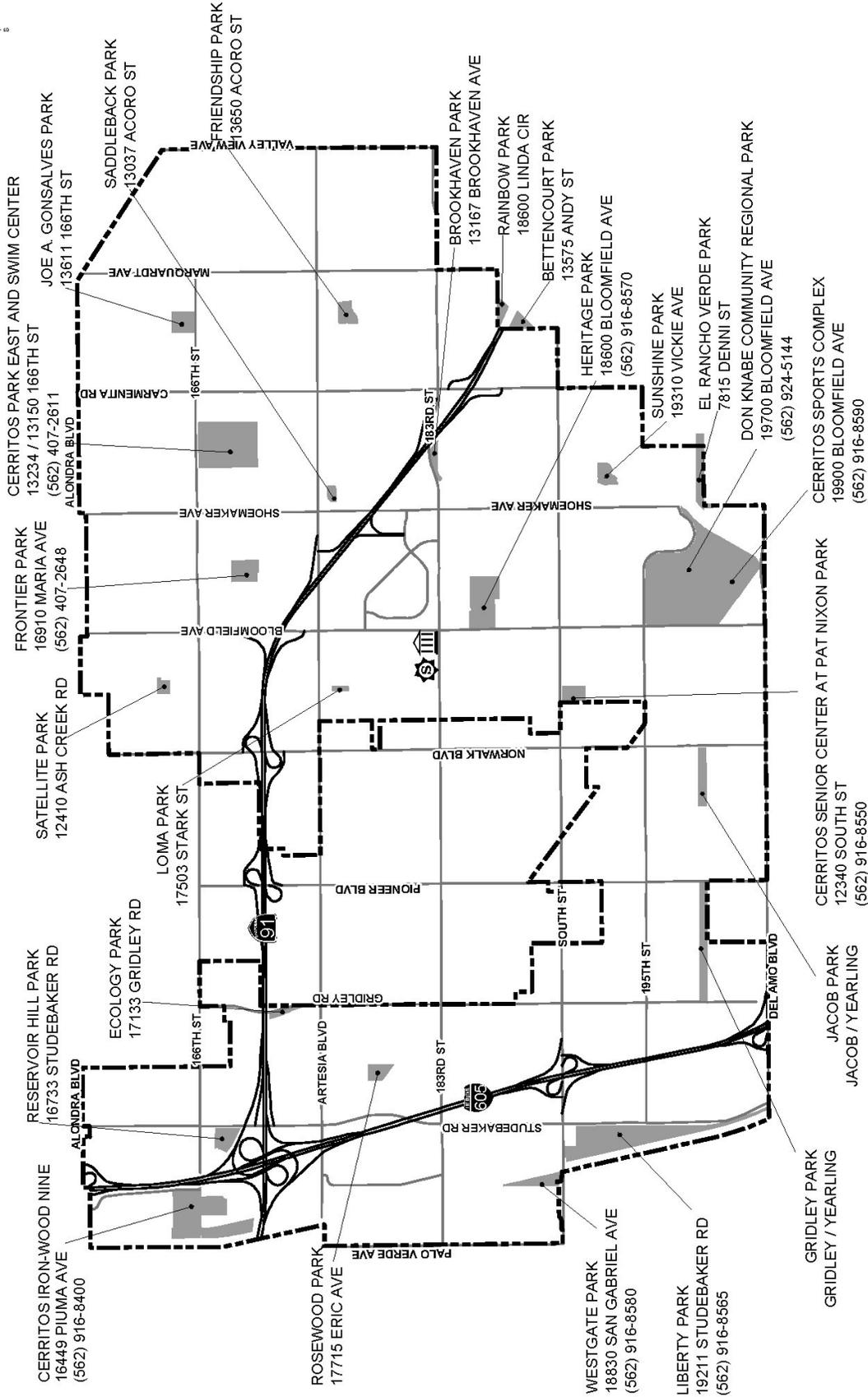
OTHER OPEN SPACE

- Greenbelt with Trails
- Landscaped Buffer
- Equestrian Trails





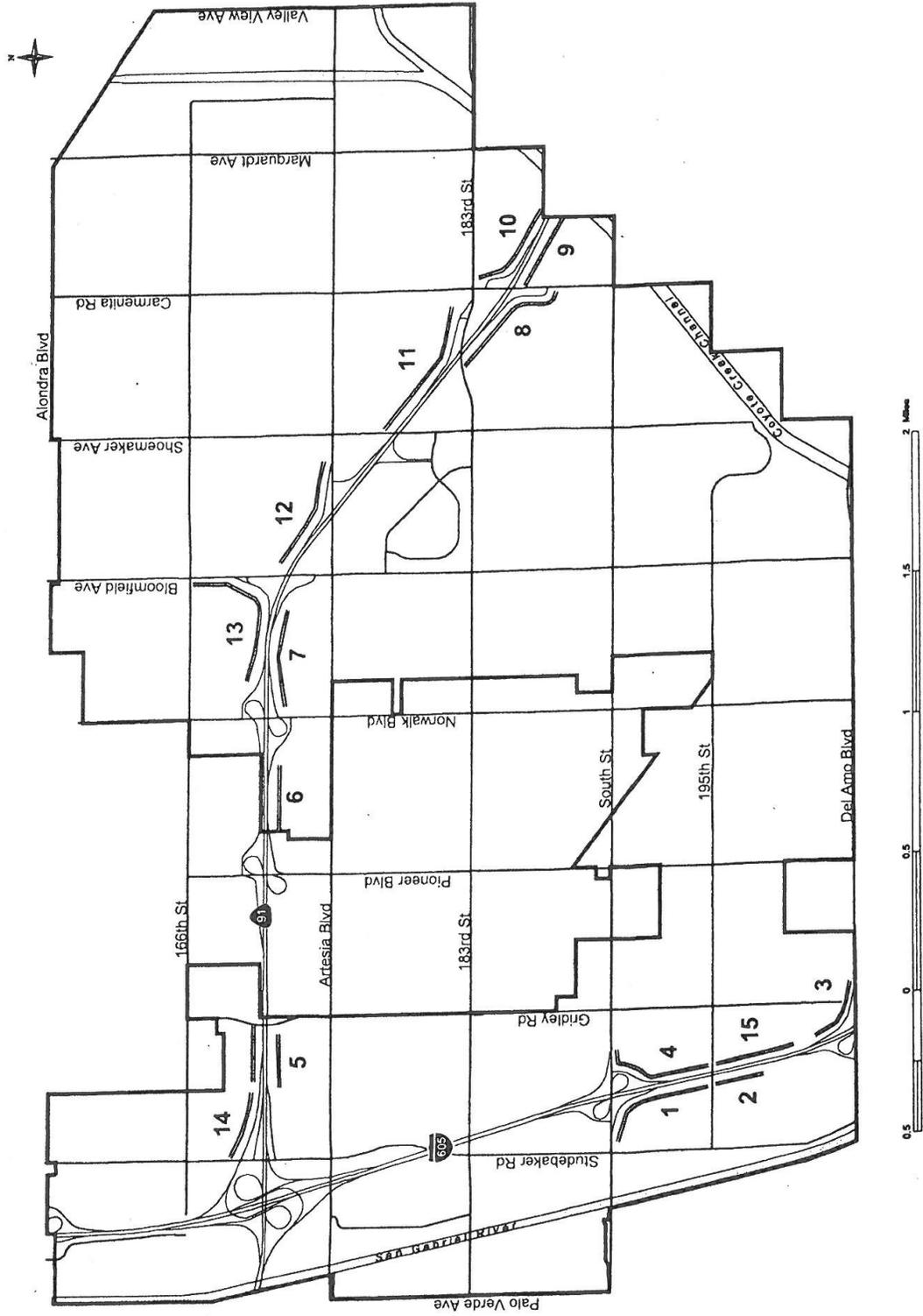
CERRITOS RECREATION FACILITIES



City Hall/Library Bloomfield Ave / 183rd St (562) 860-0311 / (562) 916-1350

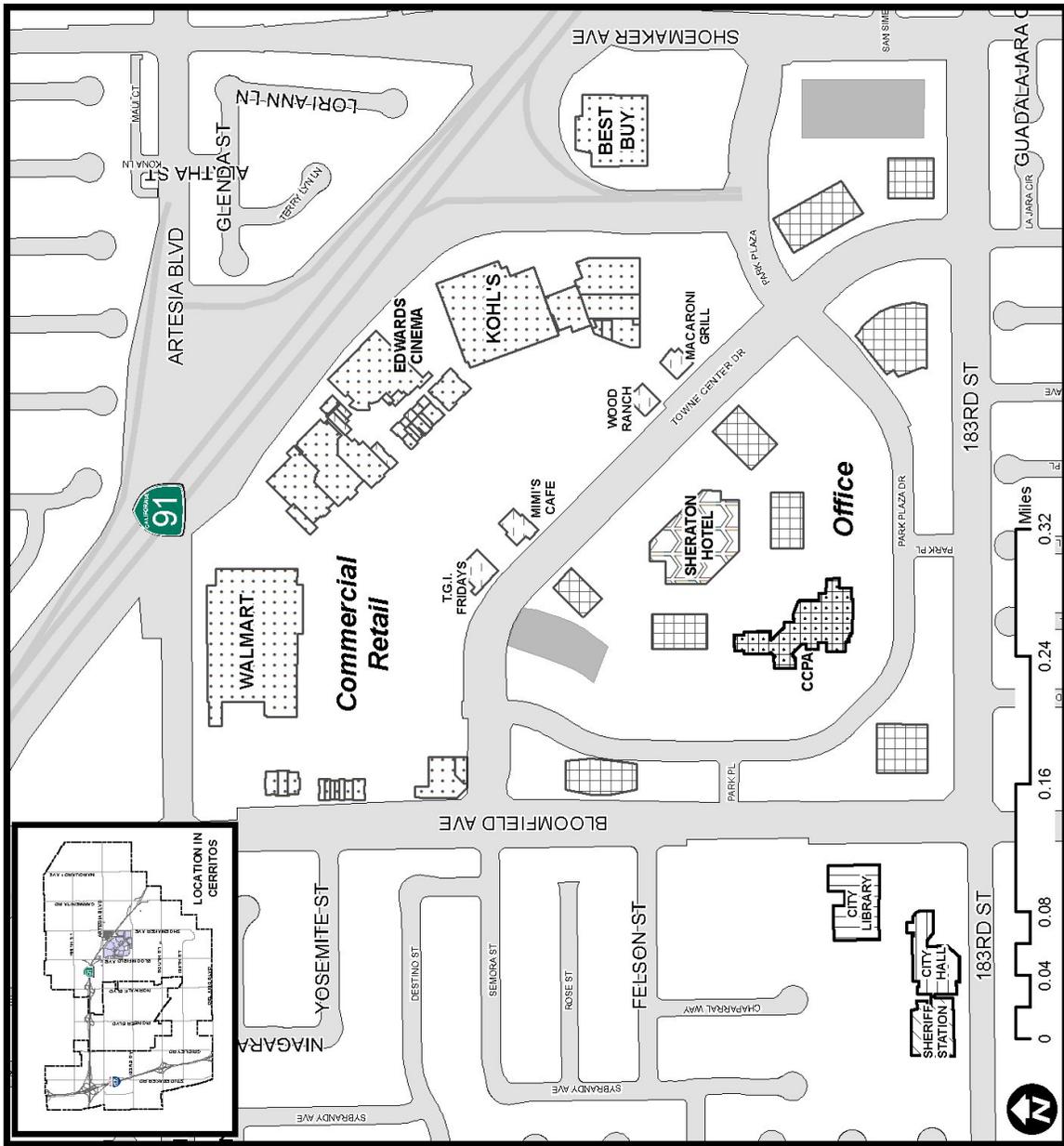
Sheriff Station 18135 Bloomfield Ave (562) 860-0044

LOCATIONS OF FREEWAY BUFFER WALLS



CERRITOS TOWNE CENTER AREA

CIVIC CENTER	
	CITY HALL
	CITY LIBRARY
	SHERIFF STATION
TOWNE CENTER BUILDINGS	
	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%
Average household size of owner-occupied units	3.15	
Renter-occupied housing units	3,279	21.1%
Average household size of renter-occupied units	3.47	
2020 median existing single-family home sales price (Jan)	\$743,000	
2020 median existing condominium home sales price (Jan)	\$469,000	
<u>Income</u>		
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 and Zillow.com