



Council Agenda Report

To: Mayor Farrer and the Honorable Members of the City Council

Prepared by: Lisa Soghor, Assistant City Manager

Approved by: Reva Feldman, City Manager

Date prepared: May 13, 2020 Meeting date: May 26, 2020

Subject: Fiscal Year 2019-2020 Third Quarter Financial Report

RECOMMENDED ACTION: Receive and file Fiscal Year 2019-2020 Third Quarter Financial Report.

FISCAL IMPACT: As of March 31, 2020, the projected General Fund Undesignated Reserve at June 30, 2020 is \$23.7 million.

WORK PLAN: This item was included as item 6a in the Adopted Work Plan for Fiscal Year 2019-2020.

DISCUSSION: The attached report provides revenue, expenditure and fund balance totals for the third quarter of Fiscal Year 2019-2020.

The Revenues by Fund Report (pages A 1-5) reflects General Fund revenues of \$24.4 million or 75.5% of the annual budgeted amount for the fiscal year. Total revenue of all funds received during the third quarter is \$44.2 million or 70.1% of the annual budgeted amount for the fiscal year.

Prior to the outbreak of the global COVID-19 pandemic, the City of Malibu was recovering well from the impacts of the Woolsey Fire. Revenues in all categories were strong and had returned to pre-Woolsey amounts, and the City's General Fund Undesignated Reserves were increasing. The Planning, Building Safety and Public Works Departments were experiencing increases in the number of non-Woolsey related applications and a robust array of City services and programs were being provided. A key factor to Malibu's robust fiscal recovery is that, unlike many cities, the City's main general fund revenue is derived from property tax. Property tax comprises approximately 42% of General Fund revenue, and even in the aftermath of the Woolsey Fire and the

loss of 488 single family residences, remained strong and steady.

On March 15, 2020, as a result of the COVID-19 pandemic, the County of Los Angeles and the State of California issued Stay at Home orders, thereby requiring all but essential services and businesses to close in Malibu. The Stay at Home orders will greatly impact many revenue sources including sales tax, transient occupancy tax, gas tax, parking tax, parking citation fines, planning fees and building permits. These impacts will negatively affect the City's revenues for the remainder of Fiscal Year 2019-2020. Fortunately, as explained above, the City of Malibu's overall fiscal strength is derived from property taxes and not sales tax or transient occupancy taxes, which will be most severely impacted by the COVID-19 pandemic. Staff is continuing to closely monitor General Fund revenues and will update projections as more information comes in.

The Expenditure by Fund Report (pages A 6-8) reflects any budget carryovers from Fiscal Year 2018-2019, as well as the appropriations approved by the City Council for the current fiscal year in the Amended Budget column. General Fund expenditures for the third quarter total \$23.5 million or 64.0% of the annual budgeted amount. Expenditures for all funds total \$30.5 million or 51.5% of the annual budgeted amount.

Staff has begun to track expenditures for the COVID-19 pandemic. These costs include staff time related to operations of the Emergency Operations Center and the communications team, as well as expenses for personal protective equipment (PPEs) and cleaning supplies. Staff currently estimates that these costs will total \$660,000 for Fiscal Year 2019-2020. The City has already begun the process of requesting reimbursement for emergency response from FEMA. FEMA will cover staff overtime (not regular time) and costs for safety supplies and communication-related costs.

Projected Fund Balances for the fiscal year end are reflected on page A-9. The projected Undesignated Fund Balance at June 30, 2020 includes all expenses appropriated as of March 31, 2020 by the Council. The City ended Fiscal Year 2018-2019 with \$22.8 million in the Undesignated General Fund Reserve. As of March 31, 2020, the projected General Fund Undesignated Reserve at June 30, 2020 is \$23.7 million. Staff will continue to try to maintain at least a 65% reserve to ensure the City remains in a strong position to weather other potential disasters while retaining the highest possible credit rating.

The Treasurer's Cash and Investment Report is attached on page A-10.

The Third Quarter update to the Fiscal Year 2019-2020 Work Plan is included as Attachment 2.

The Administration and Finance (A&F) Subcommittee typically discusses the Third Quarter Financial Report before it is presented to the City Council. Due to the constraints

on meetings from the COVID-19 pandemic, the Fiscal Year 2019-2020 Third Quarter Financial Report is being presented directly to the Council.

ATTACHMENTS:

1. Fiscal Year 2019-2020 Third Quarter Financial Report
2. Fiscal Year 2019-2020 Third Quarter Work Plan Update

REVENUES BY FUND

March 31, 2020

Object	Description	2019-2020 Adopted	Amended Budget	Received 3/31/2020	Percentage Received	2019-2020 Projected
100, 101 & 103 General Fund						
3111	Current Year Secured Property Tax	\$ 10,250,000	\$ 10,250,000	\$ 6,597,933	64.4%	\$ 11,250,000
3112	Current Year Unsecured Property Tax	375,000	375,000	433,251	115.5%	433,251
3113	Homeowner's Exemption	60,000	60,000	30,415	50.7%	60,000
3114	Prior Year Secured Property Tax	5,000	5,000	2,082	41.6%	5,000
3115	Prior Year Unsecured Property Tax	10,000	10,000	13,723	137.2%	13,723
3118	Property Tax In-Lieu	1,950,000	1,950,000	1,047,606	53.7%	2,095,212
	Revenue from Property Taxes	12,650,000	12,650,000	8,125,010	64.2%	13,857,186
3131	Documentary Transfer Tax	800,000	800,000	381,231	47.7%	500,000
3132	Utility User's Tax	2,200,000	2,200,000	1,426,769	64.9%	2,030,000
3133	Transient Occupancy Tax - Hotels and Motels	2,000,000	2,000,000	1,455,758	72.8%	1,700,000
3133-01	Transient Occupancy Tax - Private Rentals	1,700,000	1,700,000	1,571,654	92.5%	1,700,000
3134	Franchise Fees	700,000	700,000	223,817	32.0%	650,000
3137	Sales and Use Tax	3,500,000	3,500,000	2,697,533	77.1%	3,000,000
3138	Parking Tax	400,000	400,000	305,804	76.5%	310,000
	Revenue From Other Taxes	11,300,000	11,300,000	8,062,566	71.4%	9,890,000
3201	Alarm Permits	25,000	25,000	23,855	95.4%	31,807
3202	Film Permits	350,000	350,000	348,543	99.6%	350,000
3203	Building Permits	700,000	900,000	762,818	84.8%	1,400,000
3203-01	Code Enforcement - Special Investigations	20,000	20,000	6,564	32.8%	8,752
3204	Wastewater Treatment System Permits	30,000	30,000	25,918	86.4%	34,557
3205	Plumbing Permits	100,000	120,000	102,316	85.3%	120,000
3207	Mechanical Permits	75,000	75,000	61,503	82.0%	75,000
3208	Electrical Permit Fees	140,000	170,000	139,504	82.1%	170,000
3209	Grading/Drainage Permit Fees	50,000	75,000	64,870	86.5%	75,000
3210	Misc. Permits	15,000	40,000	36,544	91.4%	40,000
3418	OWTS Operating Permit Fees	260,000	330,000	278,911	84.5%	330,000
3420	Parking Permits	1,000	1,000	1,485	148.5%	1,980
3421	Planning Review Fees	750,000	1,000,000	1,094,995	109.5%	1,250,000
	Revenue From Licenses and Permits	2,516,000	3,136,000	2,947,826	94.0%	3,887,096
3250	Parking Citations Fines	625,000	625,000	771,009	123.4%	800,000
	Revenue From Fines and Forfeitures	625,000	625,000	771,009	123.4%	800,000
3314	State Mandated Cost Reimbursement	5,000	5,000	-	0.0%	5,000
3316	Motor Vehicle In-Lieu Fees	5,000	5,000	10,008	200.2%	5,000
3318	Street Sweeping Reimbursements	51,678	51,678	12,920	25.0%	51,678
3341	FEMA/OES Reimbursements	-	-	79,000	0.0%	79,000
3373	Proposition A Recreation	-	-	-	0.0%	-
	Revenue From Other Governments	61,678	61,678	101,928	165.3%	140,678
3408	Biology Review Fees	104,000	156,000	107,244	68.7%	125,000
3409	Document Retention Fees	13,000	13,000	9,969	76.7%	13,340
3410	Building Plan Check Fees	625,000	1,000,000	824,227	82.4%	1,000,000
3410-01	Administrative Plan Check Processing Fee	31,750	31,750	28,169	88.7%	30,000
3411	Inspector Plan Check Fees	120,000	120,000	64,252	53.5%	85,793
3412	Geo Soils Engineering Fees	450,000	625,000	575,372	92.1%	650,000
3413	Other Plan Check Fees	35,000	35,000	30,575	87.4%	35,000
3414	Environmental Health Review Fees	325,000	400,000	350,312	87.6%	425,000
3415	Grading/Drainage Plan Review Fees	35,000	35,000	26,280	75.1%	35,000
3416	Code Enforcement Investigation Fees	35,000	35,000	35,410	101.2%	40,000
3419	Credit Card Fees	25,000	25,000	28,850	115.4%	38,589
3422	OWTS Practitioners Fees	3,000	3,000	19,152	638.4%	25,536
3425	CA Building Standards Surcharge	1,000	1,000	3,407	340.7%	4,543
3427	Technology Enhancement Fee	10,000	10,000	11,625	116.3%	15,552
3431	Public Works/Engineering Fees	300,000	390,000	310,413	79.6%	390,000
3432	SUSMP Fees	40,000	40,000	47,613	119.0%	50,000
3433	Banner Hanging Fees	500	500	323	64.6%	431
3434	TOT Registration Fees	500	500	850	170.0%	1,133
3435	Admin Permit Processing Fees	65,000	65,000	68,681	105.7%	75,000
3441	Sale of Publications and Materials	7,000	7,000	510	7.3%	680

REVENUES BY FUND

March 31, 2020

Object	Description	2019-2020 Adopted	Amended Budget	Received 3/31/2020	Percentage Received	2019-2020 Projected
General Fund (Continued)						
3444	Returned Check Service Fees	500	500	349	69.8%	465
3446	Vehicle Release Impound Fees	5,000	5,000	-	0.0%	-
3447	Election Fees	1,000	1,000	-	0.0%	-
3448	Subpoena Fees	500	500	5,590	1118.0%	7,453
3449	False Alarm Service Charge	12,000	12,000	13,725	114.4%	18,336
3450	Residential Decals	500	500	3,650	730.0%	4,000
3451	Passport Processing Fees	25,000	25,000	20,595	82.4%	22,000
3461	Municipal Facility Use Fees	145,000	145,000	113,367	78.2%	125,000
3464	Youth Sports Program	71,000	71,000	55,825	78.6%	53,000
3464--01	Girls Youth Sports	9,000	9,000	8,397	93.3%	8,397
3466	Aquatics Program	145,000	145,000	114,229	78.8%	100,000
3467	Day Camp	60,000	60,000	14,997	25.0%	30,000
3468	Senior Adult Program	20,000	20,000	13,161	65.8%	15,000
3463/3470	Recreation/Community Class Registration	100,000	100,000	44,956	45.0%	59,195
3472	Special Events	15,000	15,000	11,862	79.1%	9,000
Revenue From Service Charges		2,835,250	3,602,250	2,963,937	82.3%	3,492,443
3501	Interest Earnings	300,000	300,000	177,258	59.1%	236,344
3505	City Hall Use Fees	28,000	28,000	16,262	58.1%	16,262
Use of Money and Property		328,000	328,000	193,520	59.0%	252,606
3600	Proceeds from Grants	324,284	487,784	596,995	122.4%	596,995
3602	Proposition A Transportation Funds Exchange	337,500	-	-	0.0%	-
3901	Settlements	10,000	10,000	-	0.0%	-
3902	Legal Fees	2,500	2,500	-	0.0%	-
3904	TOT Private Rental Penalties	7,500	7,500	759	10.1%	1,000
3905	Miscellaneous Reimbursements	10,000	10,000	25,810	258.1%	25,810
3920	Donations	-	100,000	600,000	600.0%	600,000
3940	Sale of Surplus Property	500	500	2,079	415.8%	2,079
3943	Miscellaneous Revenue	7,500	7,500	6,621	88.3%	7,500
Miscellaneous Revenue		699,784	625,784	1,232,264	196.9%	1,233,384
Subtotal General Fund		31,015,712	32,328,712	24,398,060	75.5%	33,553,393
3901-01	SCE Woolsey Fire Settlement	-	13,553,945	13,553,945	100.0%	13,553,945
Woolsey Fire Settlement		-	13,553,945	13,553,945	100.0%	13,553,945
Total General Fund		31,015,712	45,882,657	37,952,005	82.7%	47,107,338
Special Revenue Funds						
201 Gas Tax Fund						
3315	Highway User's Fees	327,828	327,828	201,367	61.4%	220,000
3318	Traffic Congestion Relief	14,612	14,612	14,216	97.3%	14,216
3501	Interest Earnings	1,000	1,000	-	0.0%	1,000
Total Gas Tax Fund		343,440	343,440	215,583	62.8%	235,216
202 Traffic Safety Fund						
3312	Fines & Forfeitures	200,000	200,000	164,913	82.5%	200,000
3501	Interest Earnings	900	900	-	0.0%	900
Total Traffic Safety Fund		200,900	200,900	164,913	82.1%	200,900
203 Proposition A Fund						
3371	Prop A Funds	262,210	262,210	202,831	77.4%	262,210
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
Total Proposition A Fund		264,210	264,210	202,831	76.8%	264,210
204 Proposition C Fund						
3372	Prop C Funds	217,496	217,496	168,247	77.4%	217,496
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
Total Proposition C Fund		219,496	219,496	168,247	76.7%	219,496

REVENUES BY FUND

March 31, 2020

Object	Description	2019-2020 Adopted	Amended Budget	Received 3/31/2020	Percentage Received	2019-2020 Projected
Special Revenue Funds (Continued)						
205 Measure R Fund						
3374	Measure R Funds	163,140	163,140	126,104	77.3%	163,140
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Measure R fund	165,140	165,140	126,104	76.4%	165,140
206 Air Quality Management Fund						
3377	AQMD Funds	16,000	16,000	11,873	74.2%	16,000
3501	Interest Earnings	800	800	-	0.0%	800
	Total Air Quality Management Fund	16,800	16,800	11,873	70.7%	16,800
207 Solid Waste Management Fund						
3311	Solid Waste Management Surcharge	120,000	120,000	53,771	44.8%	120,000
3434	Recycling Fees	18,000	18,000	10,192	56.6%	18,000
3501	Interest Earnings	500	500	-	0.0%	500
3600	Grant Proceeds	5,000	5,000	7,106	142.1%	7,106
	Total Solid Waste Management Fund	143,500	143,500	71,069	49.5%	145,606
208 Parkland Development Fund						
3135	Parkland Development Fees	20,000	20,000	37,936	189.7%	37,936
3501	Interest Earnings	1,000	1,000	-	0.0%	1,000
	Total Park Development Fund	21,000	21,000	37,936	180.6%	38,936
209 Quimby Fund						
3501	Interest Earnings	100	100	-	0.0%	100
	Total Quimby Fund	100	100	-	0.0%	100
211 COPS (Brulte) Grant Fund						
3600	Proceeds From Grants (Brulte)	125,000	125,000	155,948	124.8%	155,948
	Total COPS (Brulte) Fund	125,000	125,000	155,948	124.8%	155,948
212 Measure M Funds						
3375	Measure M Funds	184,872	184,872	141,960	76.8%	184,872
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Measure M Fund	186,872	186,872	141,960	76.0%	186,872
213 Road Maintenance and Rehabilitation Act (RMRA) Fund						
3319	SB1 Annual Allocation	212,947	212,947	156,976	73.7%	212,947
3501	Interest Earnings	1,500	1,500	-	0.0%	1,500
	Total RMRA Fund	214,447	214,447	156,976	0.0%	214,447
214 Art in Public Places Fund						
3135	Art in Public Places Fees	-	-	-	0.0%	-
3501	Interest Earnings	100	100	-	0.0%	100
	Total Art in Public Places Fund	100	100	-	0.0%	100
215 Community Development Block Grant Fund						
3600	Proceeds From Grants	7,404	20,404	11,891	58.3%	20,404
	Total Comm. Dev. Block Grant Fund	7,404	20,404	11,891	58.3%	20,404
225 Grants Fund						
3600	Proceeds From Grants	7,576,000	7,745,000	255,906	3.3%	4,598,282
	Total Grants Fund	7,576,000	7,745,000	255,906	3.3%	4,598,282
290 Big Rock LMD Fund						
3116	Big Rock Mesa Assessment	312,244	312,244	194,692	62.4%	312,244
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Big Rock LMD Fund	314,244	314,244	194,692	62.0%	314,244
291 Malibu Road LMD Fund						
3116	Malibu Road Assessment	56,615	56,615	35,878	63.4%	56,615
3501	Interest	800	800	-	0.0%	800
	Total Malibu Road LMD Fund	57,415	57,415	35,878	62.5%	57,415

REVENUES BY FUND

March 31, 2020

Object	Description	2019-2020 Adopted	Amended Budget	Received 3/31/2020	Percentage Received	2019-2020 Projected
Special Revenue Funds (Continued)						
292 Calle Del Barco LMD Fund						
3116	Calle Del Barco Assessment	62,980	62,980	29,551	46.9%	62,980
3501	Interest	800	800	-	0.0%	800
	Total Calle Del Barco LMD Fund	63,780	63,780	29,551	46.3%	63,780
712 Carbon Beach Undergrounding CFD Fund						
3915	Carbon Beach Undergrounding Assessment	230,613	230,613	124,980	54.2%	230,613
	Total Carbon Beach Undergrounding CFD	230,613	230,613	124,980	0.0%	230,613
713 Broad Beach Assessment District						
3915	Broad Beach Undergrounding Assessment	139,587	139,587	88,457	63.4%	139,587
	Total Broad Beach Undergrounding AD	139,587	139,587	88,457	63.4%	139,587
715 Civic Center Water Treatment Facility AD						
3915	Civic Center Water Treatment Facility AD	2,405,056	2,405,056	1,596,259	66.4%	2,405,056
	Total CCWTF AD	2,405,056	2,405,056	1,596,259	66.4%	2,405,056
Total Special Revenue Funds		12,695,104	12,877,104	3,791,054	29.4%	9,673,152
500 Legacy Park Project Fund						
3501	Interest Earnings	20,000	20,000	-	0.0%	20,000
3505	Proceeds from Rent	1,682,547	1,666,195	1,213,765	72.8%	1,519,639
3373	Prop A Recreation	150,000	100,523	100,523	100.0%	100,523
3905	Miscellaneous Revenue	145,000	145,000	88,983	61.4%	145,000
	Total Legacy Park Project Fund	1,997,547	1,931,718	1,403,271	72.6%	1,785,162
Total Legacy Park Project Fund		1,997,547	1,931,718	1,403,271	72.6%	1,785,162
515 Civic Center Wastewater Treatment Facility (CCWWTF)						
3501	Interest Earning	5,000	5,000	-	0.0%	5,000
3510	Sewer Service Fees	1,639,298	1,639,298	678,514	41.4%	1,639,298
	Total Capital Improvements Fund	1,644,298	1,644,298	678,514	41.3%	1,644,298
Total CCWTF Fund		1,644,298	1,644,298	678,514	41.3%	1,644,298
Internal Service Funds						
601 Vehicle Fund						
3951	Vehicle Charges	85,000	85,000	42,500	50.0%	85,000
	Total Vehicle Fund	85,000	85,000	42,500	50.0%	85,000
602 Information Technology Fund						
3952	Information Technology Charges	563,500	563,500	281,750	50.0%	563,500
	Total Information Technology Fund	563,500	563,500	281,750	50.0%	563,500
Total Internal Service Funds		648,500	648,500	324,250	50.0%	648,500
Total Revenue - All Funds		\$ 48,001,161	\$ 62,984,277	\$ 44,149,094	70.1%	\$ 60,858,450

REVENUES BY FUND

March 31, 2020

Object	Description	2019-2020 Adopted	Amended Budget	Received 3/31/2020	Percentage Received	2019-2020 Projected
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Reconciliation of adopted to amended budget

Total 2019-2020 Adopted budget: **\$ 48,001,161**

Account	Description	Project	Amount	Comment	Date
100-0000-3602	Prop A Transportation Funds Exchange	Misc. Rev.	(337,500)	Budget Adjustment	7/1/2019
100-0000-3901	Settlements	SCE lawsuit	13,553,945	Budget Adjustment	7/1/2019
500-0000-3373	Legacy Park - Prop A Recreation	Grant	(49,477)	Budget Adjustment	7/1/2019
100-0000-3600	CalFire Wildfire Protection Plan	Grant	100,000	Budget Adjustment	7/1/2019
215-0000-3600	Community Development Block Grant	Grant	13,000	Council Allocation	8/12/2019
100-0000-3600	CERT Grant - Public Safety	Grant	13,500	Council Allocation	8/12/2019
500-0000-3505	Legacy Park - Proceeds from Rent	Supercare	(10,352)	Council Adjustment	8/26/2019
500-0000-3505	Legacy Park - Proceeds from Rent	Malibu Medical	(6,000)	Council Adjustment	12/9/2019
100-0000-3600	So Cal Gas Climate Adaptation Planning	Grant	50,000	Council Allocation	12/9/2019
100-0000-3920	Donations	Donation	100,000	Budget Adjustment	1/27/2020
225-0000-3600	Measure R PCH Intersection Grant	Grant	169,000	Budget Adjustment	1/27/2020
100-0000-3431	Public Works Engineering Fees	Increased work	90,000	Mid Year Budget	1/27/2020
101-0000-3203	Building Permits	Increased work	200,000	Mid Year Budget	1/27/2020
101-0000-3205	Plumbing Permits	Increased work	20,000	Mid Year Budget	1/27/2020
101-0000-3208	Electrical Permit Fees	Increased work	30,000	Mid Year Budget	1/27/2020
101-0000-3209	Grading/Drainage Permit Fees	Increased work	25,000	Mid Year Budget	1/27/2020
101-0000-3210	Miscellaneous Permits	Increased work	25,000	Mid Year Budget	1/27/2020
101-0000-3418	OWTS Operating Permit Fees	Increased work	70,000	Mid Year Budget	1/27/2020
101-0000-3410	Building Plan Check Fees	Increased work	375,000	Mid Year Budget	1/27/2020
101-0000-3412	Geo Soils Engineering Fees	Increased work	175,000	Mid Year Budget	1/27/2020
101-0000-3414	Environmental Health Review Fees	Increased work	75,000	Mid Year Budget	1/27/2020
101-0000-3408	Biology Review Fees	Increased work	52,000	Mid Year Budget	1/27/2020
101-0000-3421	Planning Review Fees	Increased work	250,000	Mid Year Budget	1/27/2020
Total Amendments			14,983,116		
Total Amendment Budget			62,984,277		

EXPENDITURES BY FUND

March 31, 2020

		Adopted Budget	Amended Budget (1)	YTD Actual	% Spent	2019-20 Projected
General Fund						
Management and Administration						
7001	City Council	\$ 572,018	\$ 632,018	\$ 429,656	68.0%	\$ 555,236
7002	Media Operations	466,219	486,219	285,730	58.8%	394,774
7003	City Manager	684,862	694,862	476,770	68.6%	603,569
7005	Legal Counsel	855,657	885,657	465,108	52.5%	791,719
7007	City Clerk	451,576	549,076	236,499	43.1%	352,272
7021-7031	Public Safety Services	9,036,209	9,336,209	5,927,831	63.5%	9,205,517
7054	Finance	1,358,737	1,408,737	916,968	65.1%	1,298,966
7058	Human Resources	314,378	314,378	213,690	68.0%	286,266
7059	Non Departmental Services	2,508,200	2,508,200	1,506,355	60.1%	2,415,068
103-9050	City Hall	856,759	856,759	508,366	59.3%	771,822
9088	Vacant Land	287,500	287,500	255,517	88.9%	270,517
103/104-9050/9074	Debt Service	2,099,750	2,099,750	1,476,450	70.3%	2,099,750
Total Administrative Services		19,491,864	20,059,364	12,698,940	63.3%	19,045,476
Community Services						
4001	General Recreation	702,971	702,971	487,283	69.3%	572,505
4002	Aquatics	282,129	282,129	181,527	64.3%	220,009
4004	Day Camps	90,065	90,065	53,489	59.4%	62,198
4006	Youth Sports	130,094	130,094	75,017	57.7%	92,108
4007	Community Programs	179,400	179,400	80,644	45.0%	113,379
4008	Senior Adult Programs	188,660	188,660	123,021	65.2%	157,430
4010	Park Maintenance	963,992	1,008,992	599,798	59.4%	942,126
4011	Special Events	207,300	207,300	106,534	51.4%	151,038
4012	Cultural Arts	185,975	185,975	123,228	66.3%	164,279
Total Community Services		2,930,586	2,975,586	1,830,541	61.5%	2,475,072
Environmental & Sustainability Development						
2004	Environmental & Building Safety	2,316,262	2,636,262	1,553,784	58.9%	2,316,226
2010	Wastewater Management	835,004	835,004	456,739	54.7%	733,570
3003	Clean Water Program	647,301	647,301	477,782	73.8%	806,302
Total Env. & Community Development		3,798,567	4,118,567	2,488,305	60.4%	3,856,098
Planning Department						
2001	Planning	2,772,410	2,877,410	1,856,560	64.5%	2,789,415
2012	Code Enforcement	367,394	367,394	250,670	68.2%	348,198
Total Planning Department		3,139,804	3,244,804	2,107,230	64.9%	3,137,613
Public Works/Engineering						
3001	Street Maintenance	1,181,814	1,259,814	943,808	74.9%	1,444,413
3005	Fleet Operations	-	149,500	103,986	69.6%	103,986
3007	City Facilities	89,000	89,000	79,550	89.4%	106,000
3008	Public Works	961,298	1,259,578	920,458	73.1%	1,141,337
3010	CCWTF	203,238	203,238	107,543	52.9%	162,417
Total Public Works		2,435,350	2,961,130	2,155,345	72.8%	2,958,153
Disaster Response						
3002	Fire Rebuilds and Storm Response	2,043,500	3,383,500	2,188,174	64.7%	3,012,150
3002-19	COVID-19 Response	-	-	32,368	100.0%	660,000
Total Woolsey Fire and 2019 Storm Response		2,043,500	3,383,500	2,220,542	65.6%	3,672,150
Total General Fund		33,839,670	36,742,950	23,500,903	64.0%	35,144,562

(1) The amended budget column includes the original budget amount plus encumbrance carryovers and any additional appropriations.

EXPENDITURES BY FUND

March 31, 2020

		Adopted Budget	Amended Budget (1)	YTD Actual	% Spent	2019-20 Projected
Special Revenue Funds						
3001	Street Maintenance	480,000	480,000	-	0.0%	190,000
3004	Solid Waste Management	163,601	163,601	117,657	71.9%	158,601
3008	Public Works	360,000	360,000	-	0.0%	300,000
3009	Transportation Services	195,500	195,500	125,721	64.3%	186,500
4010	Park Maintenance	50,000	50,000	-	0.0%	-
6002	Big Rock Mesa LMD	388,173	388,173	278,363	71.7%	391,809
6003	Malibu Road LMD	76,747	76,747	19,343	25.2%	76,747
6004	Calle del Barco LMD	79,622	79,622	41,959	52.7%	79,622
9048	Carbon Beach Undergrounding CFD	230,613	230,613	173,767	75.4%	230,613
9052	Broad Beach Undergrounding AD	139,587	139,587	93,043	66.7%	139,587
9049	Civic Center Wastewater Treatment Plant AD	2,405,056	2,405,056	2,321,272	96.5%	2,405,056
7031	Public Safety	125,000	125,000	149,403	119.5%	152,114
7070	Community Development Block Grant	7,404	20,404	12,507	61.3%	18,990
Total Special Revenue Funds		4,701,303	4,714,303	3,333,035	70.7%	4,329,639
Capital Project Funds						
310	Capital Improvement Fund					
	9002 Annual Street Overlay	600,000	600,000	-	0.0%	-
	9058 PCH Intersection Improvements	31,000	200,000	168,891	84.4%	168,891
	9059 PCH Median Improvements	245,000	245,000	120,891	49.3%	799,867
	9061 Civic Center Way Improvements	4,600,000	4,600,000	24,917	0.5%	770,955
	9066 PCH Signal Synchronization Imp.	500,000	500,000	237,440	47.5%	1,558,569
	9070 Civic Center Stormwater Diversion	195,000	195,000	8,782	4.5%	54,115
	9073 Stormdrain Trash Screens	35,000	35,000	-	0.0%	-
	9075 CCWTF Phase Two	1,700,000	1,700,000	364,147	21.4%	1,000,000
	9079 City Hall Roof	30,965	289,716	187	0.1%	27,222
	9082 Westward Beach Road	150,000	172,148	17,315	10.1%	74,040
	9084 Electric Vehicle Charging Stations	110,000	142,520	813	0.6%	15,813
	9200 Woolsey Fire and Storm Response CIP	3,546,000	3,546,000	457,572	12.9%	2,743,824
	9089 Temporary Skate Park	-	300,000	23,284	7.8%	300,000
	9090 Permanent Skate Park	-	55,000	-	0.0%	55,000
	9091 Civic Center Way Stormdrain Repair	-	145,501	-	0.0%	145,501
Total Capital Project Funds		11,742,965	12,725,885	1,424,239	11.2%	7,513,296
Legacy Park Project Fund						
500	3003 Clean Water Program	400,000	400,000	-	0.0%	200,000
	3007 Stormwater Treatment Facilities	150,000	150,000	-	0.0%	100,000
	7004 Legacy Park Debt Service	1,091,300	1,091,300	169,543	15.5%	1,091,300
	7008 Legacy Park Operations	801,171	809,171	438,919	54.2%	713,550
Total Legacy Park Project Fund		2,442,471	2,450,471	608,462	24.8%	2,104,850
Civic Center Wastewater Treatment Facility Fund						
515	3010 CCWTF Sewer Services	1,610,981	1,710,981	1,062,946	62.1%	1,644,298
Total CCWTF Fund		1,610,981	1,710,981	1,062,946	62.1%	1,644,298
Internal Service Funds						
3005	Vehicle	113,000	113,000	94,749	83.8%	113,000
7060	Information Technology	655,880	705,880	435,206	61.7%	591,805
Total Internal Service Funds		768,880	818,880	529,955	64.7%	\$ 704,805
Total All Funds		\$ 55,106,270	\$ 59,163,470	\$ 30,459,540	51.5%	\$ 51,441,450

(1) The amended budget column includes the original budget amount plus encumbrance carryovers and any additional appropriations.

EXPENDITURES BY FUND

March 31, 2020

Reconciliation of adopted to amended budget

Total 2019-2020 Adopted budget: 55,106,270

Account	Description	Project	Amount	Comment	Date
310-9079-5100	City Hall Roof Project	General Fund Def Mnt	258,751	Budget Carryover	7/1/2019
310-9082-5100	Westward Beach Road Improvements	General Fund CIP	22,148	Budget Carryover	7/1/2019
310-9084-5100	Electric Vehicle Charging Stations	General Fund CIP	32,520	Budget Carryover	7/1/2019
100-3001-5200	Street Maintenance - Tree Maintenance	Tree Maintenance	43,000	Budget Carryover	7/1/2019
100-3001-7800	Street Maintenance - Equipment	Equipment	10,000	Budget Carryover	7/1/2019
100-4010-7300	Parks Maintenance - Leasehold Improvements	Water Bottle Station	25,000	Budget Carryover	7/1/2019
500-7008-7300	Legacy Park - Leasehold Improvements	Water Bottle Station	8,000	Budget Carryover	7/1/2019
100-7001-5100	City Council - Professional Services	School Separation	60,000	Budget Carryover	7/1/2019
100-7002-5100	Media - Professional Services	Communications	20,000	Budget Carryover	7/1/2019
100-7003-5100	City Manager - Professional Services	Communications	10,000	Budget Carryover	7/1/2019
100-7021-5100	Public Safety - Professional Services	Traffic Consultant	75,000	Budget Carryover	7/1/2019
100-7021-5119	Public Safety - Homeless Outreach	Outreach Services	55,000	Budget Carryover	7/1/2019
100-7021-6160	Public Safety - Operating Supplies	Emergency Bins	39,000	Budget Carryover	7/1/2019
100-7054-5100	Finance - Professional Services	Financial Forecast	50,000	Budget Carryover	7/1/2019
515-3010-5510	CCWTF - Insurance Premium	Insurance	100,000	Budget Carryover	7/1/2019
601-3005-7700	Vehicles - Vehicles	Vehicles	149,500	Budget Carryover	7/1/2019
602-7060-5100	Information Technology - Professional Services	IT Strategic Plan	50,000	Budget Carryover	7/1/2019
310-9058-5100	PCH Intersection Improvements	La Costa Crosswalk	169,000	Budget Adjustment	7/1/2019
100-7021-6160	Public Safety - Operating Supplies	CERT Grant	13,500	Budget Adjustment	8/12/2019
215-7070-7800	CDBG - Equipment	MCLE Trailer	13,000	Council Appropriation	8/12/2019
310-9088-5100	Temporary Skate Park	Skate Park Installation	300,000	Council Appropriation	8/21/2019
100-7021-5100	Public Safety - Professional Services	Wildfire Protect. Plan	100,000	Council Appropriation	10/28/2019
100-3001-7800	Street Maintenance - Equipment	Generators	25,000	Council Appropriation	10/28/2019
101-2004-5100	Building Safety Sustainability - Prof. Services	So Cal Gas Grant	50,000	Council Appropriation	12/9/2019
100-3008-5100	Public Works - Professional Services	FEMA Flood Map	213,280	Council Appropriation	12/9/2019
101-2001-5100	Planning - Professional Services	Contract Planners	65,000	Mid Year Budget	1/27/2020
101-2001-5100.01	Planning - Coastal Development Permit Services	Increased Biology	40,000	Mid Year Budget	1/27/2020
101-2004-5100	Building Safety - Professional Services	Increased Permits	270,000	Mid Year Budget	1/27/2020
102-3002-5100.01	Woolsey Fire - Coastal Dev. Permit Services	Woolsey Rebuild	20,000	Mid Year Budget	1/27/2020
102-3002-5100.02	Woolsey Fire - Planning Fire Rebuilds	Woolsey Rebuild	300,000	Mid Year Budget	1/27/2020
102-3002-5100.03	Woolsey Fire - ESD Fire Rebuilds	Woolsey Rebuild	900,000	Mid Year Budget	1/27/2020
102-3002-5100.04	Woolsey Fire - Public Works Fire Rebuilds	Woolsey Rebuild	120,000	Mid Year Budget	1/27/2020
100-3008-5100	Public Works/Engineering - Prof. Services	Increased permits	85,000	Mid Year Budget	1/27/2020
100-4010-5127	Park Maintenance - Weed Abatement	Heavy Brush	20,000	Mid Year Budget	1/27/2020
100-7021-4101	Public Safety - Salaries and Benefits	Part-time Fire Safety	15,000	Mid Year Budget	1/27/2020
100-7021-7800	Public Safety - Equipment	EOC Cell Phones	2,500	Mid Year Budget	1/27/2020
100-7005-5550	Legal Counsel - Settlements	District Elections	30,000	Mid Year Budget	1/27/2020
100-7007-5100	City Clerk - Professional Services	District Elections	45,000	Mid Year Budget	1/27/2020
100-7007-5107	City Clerk - Contract Services	District Elections	25,000	Mid Year Budget	1/27/2020
100-7007-5205	City Clerk - Postage	District Elections	5,000	Mid Year Budget	1/27/2020
100-7007-5401	City Clerk - Advertising	District Elections	7,500	Mid Year Budget	1/27/2020
100-7007-5405	City Clerk - Printing	District Elections	15,000	Mid Year Budget	1/27/2020
310-9090-5100	Permanent Skate Park	Design	55,000	Council Appropriation	2/24/2020
310-9091-5100	Civic Center Way Stormdrain Repair	Repair Stormdrain	145,501	Council Appropriation	3/9/2020
			<u>4,057,200</u>		

Total 2019-2020 current amended budget: \$ 59,163,470

PROJECTED FUND BALANCES

March 31, 2020

FUND	Fund Balance July 1, 2019 (Audited)	Revenues Projected 3/31/2020	Expenditures Projected 3/31/2020	Transfers Budgeted 2019-2020	Fund Balance Projected (Unaudited)
General Fund - Undesignated	\$ 22,752,930	\$ 32,974,393	\$ 32,042,412	\$ -	\$ 23,684,911
General Fund - Designated for CIPs	554,593	-	-	(128,155)	426,438
General Fund - Designated for Woolsey Rebuild	-	-	3,012,150	3,012,150	-
General Fund - SCE Settlement Woolsey Fire	-	13,553,945	-	(3,012,150)	10,541,795
Designated for Deferred Maintenance	1,020,733	-	-	(172,723)	848,010
Designated for Case/Crummer Parcel	1,000,000	-	-	(355,000)	645,000
Designated for Water Quality Settlement	250,000	-	90,000	-	160,000
Designated for Housing Element Program	240,000	-	-	-	240,000
Designated for City Facilities - La Paz	-	500,000	-	-	500,000
Designated for FEMA Disaster Capital Projects	(3,033,111)	79,000	2,743,824	-	(5,697,935)
Total General Fund	22,785,145	47,107,338	37,888,386	(655,878)	31,348,219
Gas Tax Fund	3,965	235,216	100,000	-	139,181
Traffic Safety Fund	20,368	200,900	50,000	-	171,268
Proposition A Fund	189,672	264,210	186,500	-	267,382
Proposition C Fund	165,143	219,496	40,000	-	344,639
Measure R Fund	129,339	165,140	-	-	294,479
Measure M Fund	200,598	186,872	-	-	387,470
RMRA (SB1) Fund	92,344	214,447	-	-	306,791
Air Quality Management Fund	95,843	16,800	-	(15,813)	96,830
Solid Waste Management Fund	33,721	145,606	158,601	-	20,726
Parkland Development In-Lieu Fund	71,118	38,936	50,000	-	60,054
Art in Public Places In-Lieu Fund	34,570	100	-	-	34,670
Quimby Fund	3,710	100	-	-	3,810
COPS Brulte Grant Fund	-	155,948	152,114	-	3,834
CDBG	-	20,404	18,990	-	1,414
Grants Fund	-	4,598,282	300,000	(4,298,282)	-
Civic Center Wastewater Treatment Facility AD	-	2,405,056	2,405,056	-	-
Big Rock LMD	168,469	314,244	391,809	-	90,904
Malibu Road LMD	82,856	57,415	76,747	-	63,524
Calle Del Barco LMD	89,677	63,780	79,622	-	73,835
Carbon Beach Undergrounding CFD	-	230,613	230,613	-	-
Broad Beach Assessment District	-	139,587	139,587	-	-
Total Special Revenue Funds	1,381,393	9,673,152	4,379,639	(4,314,095)	2,360,811
Capital Improvements	-	-	4,769,472	5,199,973	430,501
Total Cap. Imp. Funds	-	-	4,769,472	5,199,973	430,501
Legacy Park Project Fund	627,993	1,785,162	2,104,850	(230,000)	78,305
Total Legacy Fund	627,993	1,785,162	2,104,850	(230,000)	78,305
Civic Center Wastewater Treatment Facility	3,910,067	1,644,298	1,644,298	-	3,910,067
Total Civic Center Wastewater Treatment Fac.	3,910,067	1,644,298	1,644,298	-	3,910,067
Vehicle	220,841	85,000	113,000	-	192,841
Information Technology	144,375	563,500	591,805	-	116,070
Total Internal Service Funds	365,216	648,500	704,805	-	308,911
Total All Funds	\$ 29,069,814	\$ 60,858,450	\$ 51,491,450	\$ -	\$ 38,436,814


CITY OF MALIBU

CITY TREASURER'S CASH AND INVESTMENTS REPORT FOR THE QUARTER ENDING MARCH 31, 2020

ACCOUNT	ISSUER	TYPE	AMOUNT	CURRENT YIELD	EARNINGS TO DATE	MATURITY DATE
Cash Operating	First Bank	Checking	\$ 6,991,958	N/A		N/A
Revolving Cash Fund	Internal	Petty Cash	700	N/A		N/A
Investments	Local Agency Investment Fund (LAIF)	State of CA	49,265,576	2.29%	\$ 248,008	1 day
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.18%		11/16/2020
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.98%		11/16/2020
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.28%		11/18/2020
Investments	Wells Fargo Advisors	Federal Home Loan	200,000	1.74%		5/11/2021
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.93%		10/20/2021
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.21%		3/14/2022
Investments	Wells Fargo Advisors	Federal Home Loan	190,000	2.34%		11/8/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.29%		11/15/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.34%		11/22/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.73%		3/14/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.73%		3/15/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	3.30%		12/6/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.40%		6/19/2024
Investments	Wells Fargo Advisors	Federal Home Loan	125,000	2.40%		6/27/2024
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.92%		12/27/2027
TOTAL CASH AND INVESTMENTS			\$ 59,773,235		\$ 248,008	


In compliance with Government Code Section 53646, the Treasurer hereby certifies that sufficient cash and anticipated revenues are available to meet the City's expenditure requirements for the next six months, and further, that all investments comply with the City Council's approved investment ordinances.

Prepared by:


Lisa Soghor, Assistant City Manager

14-May-20
Date

Reviewed by:


Reva Feldman, City Manager

14-May-20
Date

TITLE		DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
PUBLIC SAFETY			
1.a.	Emergency Preparedness	PS/MS	Public Safety staff met with two Public Safety Commissioners to begin planning for the 2020 Public Safety Expo; however, the Expo is now on hold due to COVID-19. The City hosted a Crisis Communications training with key members of the EOC Team, as well as staff from neighboring cities, in attendance. The Emergency Survival Guide was printed, but distribution of the Guide is on hold due to the pandemic.
1.b.	Emergency Plan Update	PS/MS	The draft traffic study for the evacuation plan was completed and presented to the Disaster Council for review. The draft evacuation traffic plan was approved by the Disaster Council and recommended to the City Council for adoption.
1.c.	Radio Communications Enhancement	PS/MS	The CERT Team is working to acquire all of the equipment needed to install the repeater at Castro Peak. The project is now temporarily on hold due to COVID-19.
1.d.	Volunteers on Patrol (VOP)	PS/MS	The VOPs have continued their regular service to the community even after the City proclaimed the coronavirus emergency, at which point, enforcing parking restrictions has become crucial.
1.e.	Emergency Alert Systems	PS/MS	City staff kicked off implementation of Civic Ready, a mass notification system provided on the same platform as the Alert Center notifications on the City website. However, due to the coronavirus pandemic, implementation of this project is temporarily on hold.
1.f.	Emergency Warning Sirens	PS/MS/PL	The draft report on the siren sound study was completed, however, presentation of the results were delayed due to the coronavirus pandemic. Presentation is expected to be brought to the City Council when in-person Council meetings resume.
1.g.	Community Emergency Response Team (CERT)	PS/MS	Most of the Winter CERT Class was completed but was interrupted by the coronavirus pandemic. The CERT Team was activated March 13 and has been assisting the City with canvassing the community for needs and posting information for the community.
1.h.	Wildfire Safety Program	PS/MS	Staff is working with the consultant, Jensen Hughes, to develop the Community Wildfire Protection Plan. Two stakeholders meetings were held to gain public input. Home Ignition Zone Assessments appointments can now be scheduled online using Veribook, the same program used for passport appointments. Public Safety staff started a "blue dot" replacement program to replace blue reflector dots placed on roadways to indicate the location of a fire hydrant. However, many of the blue dots were missing in Malibu. Working with the Fire Department, staff was able to obtain blue dots and the Fire Safety Liaison is replacing them while he is out in the field, as needed.
1.i.	Earthquake Resiliency Initiative	PS/MS	Still on hold.
1.j.	Fire Resistant Landscaping and Maintenance	PL/PW	As directed by Council on 1/27/20, a new first reading of the ordinance to address public comments took place on 3/9/2020, and Ordinance No. 461 was adopted on 3/23/2020. The portions of the ordinance not related to the LCPA became effective on 4/23/2020. The LCPA-related portions will become effective upon certification by the CCC. Submittal of the LCPA to the CCC, delayed due to the pandemic, will occur in May 2020. CCC expects it can be a minor amendment. Staff will attend the CCC hearing and prepare follow-up documents for Council to finalize certification. Successful implementation will require an extensive outreach/education campaign since people who understand fire danger will be more likely to choose appropriate design. There will also likely be increased enforcement staff time, especially related to palm prohibition.

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
1.k.	Homelessness	PS/MS	Staff participated in a number of meetings with partner agencies to discuss ways to improve assistance to homeless individuals and increase safety for community members. A special City Council meeting was held 1/29/2020 to discuss next steps to address homelessness in Malibu. Staff was directed to pursue securing a site for a shelter and safe parking. Staff began discussions with the County regarding the potential to convert the old County courthouse into a shelter, as well as locations for a Safe Parking Program. Staff, along with two City Councilmembers and several members of the Homelessness Working Group, went to Laguna Beach to learn from their city staff and tour their Alternative Sleeping Location. The Homelessness Working Group held two meetings in the first quarter, but the March meeting was cancelled due to the coronavirus pandemic.
1.l.	Santa Monica College Satellite Campus / Sheriff's Substation	MS/PS/PL	The public meetings to discuss the potential future Sheriff Substation were put on hold due to the coronavirus pandemic.
	WOOLSEY FIRE RECOVERY		
2.a.	Community Rebuilding	All Departments	ESD: Developed improvements to customer service and internal business processes for fire rebuild projects, including additional project tracking enhancements, such as updates to electronic plan check applications and additional Environmental Health review status information. PL: Continued to use contract staff to expedite planning approvals; however, staff oversight is necessary to manage and handle special cases. Continued working as lead for fee waiver/refund implementation, and project tracking and reporting. Submittals for planning approval decreased significantly this quarter but could increase as deadlines for fee waivers and legal non-conforming project processing approach (6/30/2020 and 11/8/2020, respectively). Project is currently in construction with the County managing the project. Due to COVID-19, the replacement of the guardrails was delayed and is now estimated to be completed in Q4 FY 19-20. No update. Design is anticipated in Q4 FY 19-20; construction in FY 20-21 Staff is working on design of the retaining wall. Design estimated to be completed in Q4 FY 19-20.
2.b.	Guardrail Replacement Citywide	PW	
2.c.	Latigo Canyon Road Culvert Improvements	PW	
2.d.	Latigo Canyon Road Roadway/Retaining Wall Improvements	PW	
2.e.	Trancas Canyon Park Slope Improvements	PW/CS	No update. Design is currently underway and being performed by the City's insurance company.
2.f.	Trancas Canyon Park Planting and Irrigation Improvements	PW/CS	Project is currently in the design phase with an estimated completion in Q4 FY 19-20
2.g.	Clover Heights Storm Drain Improvements	PW	No update. The project is currently on hold.
2.h.	Birdview Avenue Road Embankment Improvements	PW	No update. Design is anticipated in Q4 FY 19-20 with construction in FY 20-21
2.i.	Broad Beach Road Water Quality Improvements	PW	No update. Design is anticipated in Q4 FY 19-20 and construction in FY 20-21
2.j.	Charmlee Wilderness Park	CS/PW	Final assessment of entire trail system and research for remediation and clearance contractor complete. Clearance and remediation work is expected to begin in Q4 FY 19-20.
	SCHOOL DISTRICT SEPARATION		
3.a.	School District Separation	MS	Ongoing. Hired a secondary school finance consultant to review the financial analysis on school district separation prepared by SMMUSD and the City consultant.
	PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER		

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
4.a.	Accessory Dwelling Unit (ADU) Ordinance (1)	PL	The Planning Commission hearing on the updated draft ordinance was delayed to allow more time to address late 2019 changes in state law. The pandemic further delayed bringing the ordinance forward due to teleconference public meetings. CCC issued a technical guidance memo on 4/21/2020. Staff will update the draft ordinance as needed and plan for a Planning Commission hearing as soon as in-person meetings resume. Staff continues to respond to inquiries about new rules, and an increase in applications is expected due to the mandatory shortened processing timelines for ADUs.
4.b.	Beachfront / Non-Beachfront Development Standards (2)	PL	On hold until Q4 FY 19-20. Work will involve ZTA and LCP amendment, PC and CC meetings locally, followed by CCC certification of LCP amendment. This amendment is important for clarifying development standards.
4.c.	TDSF Modernization Ordinance & Basement Lightwell Amendments	PL	In Q1 FY 19-20, Council removed the TDSF ordinance from the FY 19-20 Work Plan to a future date uncertain. Basement Lightwells remains on the FY 19-20 Work Plan, but there was no activity in this quarter.
4.d.	Short-Term Rental Ordinance & Enforcement Program (4)	PL/MS	The special Planning Commission public hearing for the draft ordinance and LCPA scheduled for 3/30/2020 was cancelled due to the pandemic. A new public hearing is postponed until in-person public meetings resume. In the meantime, staff, the Mayor and Mayor Pro Tem held a conference call with the CCC Executive Director and CCC staff, who provided feedback on the homesharing approach. Code Enforcement is monitoring the short-term rental email and telephone hotlines and coordinating with the Sheriff to address nuisance issues.
4.e.	Parking as a Stand-Alone Use (5)	PL	A contract planner has been assigned. The ZORACES meeting scheduled for 3/17/2020 was cancelled due to the pandemic and will be rescheduled when in-person meetings resume.
4.f.	Overnight Parking Ordinance (6)	PL/PW	PL: Council adopted Ordinance No. 460 for the Las Tunas area and the Pier/Surfrider area establishing overnight parking restrictions on alternate sides of PCH following the County approach near Topanga. On 3/2/2020, the Planning Commission approved CDP 20-010 for the Las Tunas parking signs. The CDP was not appealed. Staff expects to process the Pier/Surfrider CDP in Q4 FY 19-20. Staff will prepare the ordinance to address the additional areas directed by Council in Q4 FY 19-20.
4.g.	LCP Public Access Map	PL	Completed Q2 FY 19-20
4.h.	Housing Element 6th Cycle RHNA & 2021 Housing Element Update	PL	There has been no postponement of Housing Element deadlines due to COVID-19. The City's work continues on track with its Housing consultant on the RHNA process (estimated at 77 units), and reporting/responding to SCAG. State law also requires an update to the Safety Element. Local public hearings are expected to begin in 2Q FY 19-20; Final adoption and certification by State HCD are due in October 2021. If the City's final RHNA number stays at 77, the Safety Element update is likely to be the more complicated part of the required updates.
4.i.	Cannabis Ordinance	PL	No activity this quarter.
4.j.	Event Permits Amendments	PL	No activity this quarter.

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
4.k.	Dark Sky Ordinance Implementation	PL/ESD/CE	ESD: Outreach letter sent to all commercial property owners in City on 1/31/2020; two interdepartmental meetings in February 2020 to discuss outreach and plan technical assistance workshop; letters sent to businesses and non-residential property owners notifying of the workshop on 4/8/20, which was subsequently cancelled due to COVID-19. PL/CE: Code Enforcement worked with gas station owners on compliance. Compliance is still pending, but all owners are working cooperatively with the City.
	ENHANCE ENVIRONMENTAL EFFORTS / PROTECT AND IMPROVE WATER RESOURCES		
5.a.	Civic Center Water Treatment Facility (CCWTF)	PW/MS/PL/ESD	ESD: No updates PL: Planning has monitored stakeholder meetings and is meeting with PW on environmental review (CEQA) and CDP process for Phase 2.
5.b.	Integrated Pest Management Program/ Earth Friendly Management Policy	ESD/CS/PL	Exclusion work at the Snack Shack and Park Maintenance Building at Malibu Bluffs Park was completed. Staff continues to follow all policies and procedures of the EFMP.
5.c.	Sustainability Outreach	ESD	Hosted events related to recycling (Christmas Tree Recycling with LA County and Waste to Waves polystyrene collection). Information about events, rebate opportunities, and agency partners provided via ESD social media accounts and e-notifications. Performed outreach on plastics bans and dumpsters during Clean Bay inspections.
5.d.	Clean Water Monitoring Program	ESD/PW	ESD: Staff continues to implement the CIMP jointly with LA County Dept of Public Works and Flood Control District. The third wet weather sampling event was completed in 03/2020.
5.e.	Clean Water Regulations Compliance	ESD	Construction site inspections continued. Staff participated in Measure W funding steering committee. Staff is working on an MOU with the County for EWMP and RAA updates.
5.f.	Water and Energy Conservation	ESD/PW	ESD: DWR quarterly report submitted for Malibu Smart, filmed PSA with Mayor promoting Malibu Smart. City discussing potential energy efficiency projects with the Southern California Regional Energy Network (SoCALREN) and TRC.
5.g.	Solid Waste Management Program Enhancements	ESD/CE	ESD: Continued with Enhanced Dumpster Enforcement program, and efforts to assist businesses with organics recycling. Applied for Bottles and Cans grant through CalRecycle in 02/2020. Hosted events related to recycling (Christmas Tree Recycling with LA County and Waste to Waves polystyrene collection)
5.h.	Electric Vehicle Charging Stations	PW	Staff is working on an agreement with ChargePoint to replace the three existing EV chargers on Civic Center Way. The agreement is being reviewed by the City Attorney's office.
5.i.	Legacy Park Rehabilitation and Revegetation	CS	Test plots were monitored and evaluated. The consultant and City staff will continue to monitor the plots through 2020 before a final recommendation regarding rehabilitating specific areas is complete.
5.j.	Coastal Vulnerability Assessment	ESD/PL	ESD: Staff continued to work with consultants on community engagement. A project webpage was launched. The first public workshop scheduled for 4/30/20 was postponed due to COVID-19. Staff reviewed the Economic Analysis Methodology, Engagement Memo, and draft Community Engagement Plan. PL: No activity on this item for Q3 FY 19-20.

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
5.k.	FAA / Airplane Noise	MS	No activity this quarter. Staff continues to monitor.
5.l.	Clean Power Alliance (CPA)	ESD	Staff annotated Board meeting packets and attended CPA Board meetings. Completed CPA's Back-up Power & Resiliency at Essential Facilities RFI in coordination with PW and PS.
5.m.	FEMA Floodplain Maps	PW	Moffat & Nichol is currently working on the additional analysis for the appeal.
5.n.	Malibu Lagoon Management Plan	ESD/PL	ESD: Staff coordinated with non-profits on fundraising for the project. Non-profits confirmed they did not wish to take the lead. Staff began preparing pre-proposal application for the National Coastal Resilience grant. PL: No work on this item this quarter.
WATER AND ENERGY CONSERVATION			
6.a.	Budget Management	MS/Media	Presented the mid-year budget review for FY 19-20 to Council on 1/27/20. Staff worked to prepare for the FY 20-21 budget workshop on 4/29/20. Staff continues to monitor the State and local fiscal impacts of the coronavirus pandemic.
6.b.	General Fund Reserves	MS	An update on the status of the General Fund Reserves was included in the the mid-year budget review for FY 19-20 presented to Council 1/27/20 and will be included in the budget workshop for FY 20-21 on 4/29/20
6.c.	Departmental Audits	MS	Staff is reviewing the draft IT assessment prepared by the outside consultant. See Item 6.i.
6.d.	Debt Service Management	MS	Ongoing
6.e.	Records Management	CC	Ongoing. As of January 2020, Planning has 1075 boxes offsite.
6.f.	Improve Public Information Availability	CC/PL/ESD/MS	CC/ESD/PL: No change this quarter.
6.g.	One Call to City Hall	All Depts	Ongoing.
6.h.	City Website and Media Operations	MS	Ongoing. Staff reviewed all proposals for communications support and conducted interviews with the highest ranked proposers. Second round interviews were scheduled but were put on hold due to COVID-19.
6.i.	Information Technology Strategic Plan	MS	The consultant submitted the draft IT assessment and staff is reviewing the draft report. Next steps include a project prioritization workshop for staff, which was put on hold due to COVID-19.
6.j.	Financial Analysis Service	MS	Completed
6.k.	By-District Elections	CC	On hold. On 3/20/20, the Governor issued Executive Order N-34-20, which, in part, suspends the timeframes for conducting the hearings required for changing from an at-large method of election to a district-based election as set forth in Elections Code Section 10010 until such time as neither State nor local public health officials recommend or impose physical distancing measures.
ENGAGE THE COMMUNITY			
7.a.	Oversight of Library Services & Library Set Aside Funds	CS/MS	Coordinated two Library Speaker Series events in January and February 2020. The first 2020 Library Local Series was scheduled to take place in March, but was cancelled due to the Coronavirus Pandemic. The Library Subcommittee met on March 9, 2020 to discuss the use of Malibu Library Set Aside Funds for FY 2020-2021.
7.b.	Bluffs Park/Charmlee Park Land Swap	MS/PL/CS	No further action - lease terminated
7.c.	Skate Park Facility	CS/PL	No further action on this item. See "ITEMS ADDED OR INCREASED IN SCOPE BY COUNCIL SINCE JULY 1, 2019" below for individual updates on Temporary and Permanent Skate Park Facilities.
7.d.	Special Events	CS	Special Events, including Chumash Day and the Spring Event, were postponed due to COVID-19.
7.e.	Cultural Arts Programs and Events	CS	Coordinated the Birds and the Bees City Hall Art Exhibition, which will be installed once staff returns to City Hall. Other programs and events were placed on hold due to COVID-19.

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
7.f.	Girls Only Programming	CS	Girls Only Programming in Q3 FY 19-20 included multi-week basketball and tennis programs.
7.g.	Senior Programs and Trips	CS	Senior programs and trips in Q3 FY 19-20 included a cholesterol and hearing workshop, a diabetes workshop, an Indian food and culture tour, and a tour of the Skirball Cultural Center.
	IMPROVE AND MAINTAIN CITY PUBLIC INFRASTRUCTURE AND COMMUNITY SPACES		
8.a.	Tree Maintenance Program	PW	The contractor completed the tree inventory program. The contractor will perform tree maintenance in Q4 FY 19-20
8.b.	Routine Street Maintenance Program	PW	Ongoing
8.c.	Street Sign Retroreflectivity	PW	Completed in Q2 FY 19-20
8.d.	Stormwater Treatment Facilities Program	PW/ESD	Ongoing
8.e.	Landslide Assessment District	PW	Ongoing
8.f.	Annual Street Resurfacing Program	PW	The City received six construction bids for this project. The low bidder was Toro Construction. Staff will bring the construction contract to Council in June 2020 with construction starting in 1Q FY 20-21.
8.g.	Michael Landon Center Roof and Air Conditioning System Repairs	CS	No work on this item this quarter
8.h.	PCH at La Costa Pedestrian Improvements Project	PW	Project completed in Q2 FY 19-20
8.i.	PCH Raised Median & Channelization from Webb Way to Puerco Canyon Project	PW	Project is currently in the design phase and construction completion is estimated Q4 FY 20-21.
8.j.	Civic Center Way Improvements Project	PW/PL	PL: On 2/10/20, Council granted appeal and approved CDP with revised conditions of approval. CDP was appealed to CCC on 3/3/20. CCC staff is aware that this is a grant-funded project and indicated it will schedule the hearing as soon as possible, possibly this summer.
8.k.	PCH Signal Synchronization Project	PW	The project is currently in the design phase with construction estimated in 2021.
8.l.	Civic Center Storm Drain System Improvements	PW	Staff is finalizing the LA Co Flood Control District permit. Construction is estimated in Q4 FY 19-20.
8.m.	Storm Drain Trash Screens	PW	Staff is finalizing the design of the trash screens. Construction is estimated in Q4 FY 19-20.
8.n.	Remote Monitoring and Control of Stormwater Treatment Facility	PW	Project completed in Q2 FY 19-20
8.o.	Paradise Cove Vault Replacement Project	PW	No update.
8.p.	Westward Beach Road Improvements	PW/PL	PL: Staff attended the CCC hearing. CCC certified the LCP amendment on 3/13/2020. A CDP now needs to be processed for the project and will be heard by the Planning Commission.
8.q.	Lower Rambla Pacifico Utility Undergrounding District	PW	City staff is working on getting information from other utilities on the existing utility poles.
8.r.	Water Bottle Filling Stations	CS/PW	Project completed in Q3 FY 19-20
	ITEMS ADDED OR INCREASED IN SCOPE BY COUNCIL SINCE JULY 1, 2019		
	Rodenticide prohibition	PL	No word on scheduling for CCC hearing on LCPA yet.

TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
Workout Station at Malibu Bluffs Park	CS	Staff prepared draft construction documents for review and release by Public Works. The documents are expected to be released for bid during Q4 FY 19-20.
Shade Structures at Malibu Bluffs Park	CS	No Update
PVD Ordinance for Fire Affected Areas	PL	Staff continues to implement the ordinance.
MRCRA Coastal Access Public Works Plan	PL	No further environmental documentation or plans have been released by MRCRA for this project.
Point Dume Headlands Gate/Traffic Spikes	PW/PL	PL: CCC hearing was scheduled for 2/13/20. CCC sent a Notice of Violation to the City on 2/11/20 pertaining to the Point Dume Nature Preserve Settlement Agreement. On 2/10/20, Council directed staff to withdraw the CDP. No further activity on this application is required.
Temporary Skate Park	CS/PL/PW	CS: Construction agreements for the asphalt and equipment work were approved by the Council. Asphalt work is underway, and equipment work is expected to begin in early Q4 FY 19-20. A CDPA regarding the final location and landscape of the skate park is expected to go to the Planning Commission in Q4 FY 19-20. PL: Planning Commission will hear the CDPA in June. PW: The asphalt concrete surface and fencing for the temporary skate park work has started and is estimated to be completed in Q4 FY 19-20.
Permanent Skate Park	CS/PL/PW	The Design Agreement was awarded by the Council in February. The first Public Design meeting was scheduled but placed on hold due to COVID-19. The Public Design meeting will be rescheduled as quickly as possible after staff returns to City Hall.
Dumpster Lid Ordinance	ESD/Media/CE	ESD: Council heard first reading of the ordinance on 3/9/20. Completed 80 dumpster area inspections, issued 23 notices, and sent an informational letter and email to affected businesses regarding ordinance.
Oversight of SCE Annual Vegetation Maintenance Program	PL	Staff has overseen the consulting arborist monitoring work of SCE's annual vegetation maintenance program. No emergency permits have been necessary to date.
KBUU FM Booster Station	PL	No activity from the applicant on this project this quarter.
STR Homesharing Ordinance and LCPA	PL/MS	A special Planning Commission meeting scheduled for 3/30/20 was cancelled due to the pandemic. Staff met with Michael Lustig per Council direction to receive his input and continues working on a revised draft ordinance and LCPA. A Planning Commission public hearing will be scheduled when in-person meetings resume. In the meantime, staff will continue to coordinate with CCC staff to minimize CCC-suggested modifications. Upon certification, extensive public outreach will be needed, followed by coordination with Host Compliance and work by staff, City Code Enforcement, and the Sheriff to implement and enforce new ordinance.
ZTA for Farmer's Market Parking	PL	No activity this quarter. A meeting with County staff and Cornucopia Foundation is planned for Q4 FY 19-20. No CUP amendment has been submitted to date.
Options for Street Vending Ordinance	PW	No update.
Annual Day of Preparedness - November 9	PS/CS/MS	No update.
Climate Adaptation and Resiliency Plan	ESD/PL	ESD: Community Resilience and Adaptation Plan RFP released on 2/10/20. Consultant interviews held 2/25/20. Consultant recommendation to City Council was scheduled for 3/23/20 but was postponed due to COVID-19.

TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
Earth-Friendly Management Plan	PL/CS	No update.
Temporary Generators for PCH Signals	PW	Generators were purchased. Staff is working on generator enclosures and coordinating the temporary generator connections with Caltrans.
Vehicle Impact Protection Devices - Cross Creek	PW	No update
Legacy Park Bench Refurbishment Project	PW/CS	The Council approved the Construction Agreement for the project in Q3 FY 19-20, Work began in Q3 FY 19-20 and is expected to be completed in early Q4 FY 19-20.
District-based elections	MS/CC	
POSTPONED TO A FUTURE FISCAL YEAR		
LCP ESHA Map	PL	
Sign Ordinance ZTA	PL	
Wireless Communications Facilities Ordinance	PL	
Civic Center Specific Plan	PL	
Street light regulation ordinance in MMC 17.41	PL/PW	
Electric Fleet	PW	
City Hall Solar Project	PW	
Balloon Ban	ESD/Media/CE	
Plastic Dry Cleaning Bag Ban	ESD/Media/CE	
No Smoking Ordinance	ESD/Media/CE	
Polystyrene Ban Additions	ESD/Media/CE	
Single Use Plastic Beverage Containers Ban	ESD/Media/CE	
Environmental Commission	ESD	
Legacy Park Art Enhancement Plan	CS	
Vacant Properties	MS	
Metro Freeway Service Patrol (FSP) Pilot Program	MS	
Mobile Command Post	PS/MS	
Utilities Undergrounding Assessment District Formation / Outreach Program	PW	
Rainwater Harvesting/Downspout Redirection Program	ESD	
Grease Receptor Program	ESD	
Business Licenses	MS	
Incentives for Safer, Smaller, Lower Impact Homes	ESD/PL	
Incentives for Sustainable Building Practices	ESD	

	TITLE	DEPARTMENT	3RD QUARTER UPDATE (JAN-MAR 2020)
	Parking Meters Implementation Program	PW	
	Environmental Commission	ESD	
	TDSF Mansionization Ordinance	PL	In Q1 FY 19-20, Council removed the TDSF ordinance from the FY 19-20 Work Plan to a future date uncertain (previously combined with Basement Lightwell Ordinance - see 4c).