



# Council Agenda Report

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

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Reviewed by: Ruth F. Quinto, CPA, City Treasurer

Approved by: Steve McClary, Interim City Manager

Date prepared: June 10, 2021

Meeting date: June 28, 2021

Subject: Proposed Budget for Fiscal Year 2021-2022

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**RECOMMENDED ACTION:** 1) Adopt Resolution No. 21-38 adopting the Annual Budget for Fiscal Year 2021-2022; 2) Approve the Annual Work Plan for Fiscal Year 2021-2022; 3) Adopt Resolution No. 21-39 establishing the Appropriations Limit for Fiscal Year 2021-2022; and 4) Adopt Resolution No. 21-40 approving the Fiscal Year 2021-2022 Authorized Positions and Salary Ranges and the Grants Analyst and Public Safety Liaison Job Specifications.

**FISCAL IMPACT:** The Proposed Budget totals \$84.93 million in revenue and \$91.49 million in expenses and includes General Fund annual revenue of \$35.76 million and General Fund annual expenditures for ongoing City operations of \$39.55 million. General Fund revenue is now projected to be \$1.20 million higher than the May 24, 2021 version of the Proposed Budget.

Best municipal finance practices dictate that the City should present a balanced budget each fiscal year whereby annual General Fund operating expenditures do not exceed annual General Fund revenues. Since the Woolsey Fire and the COVID-19 pandemic, there have been decreases in several General Fund revenue sources. Additionally, the City has had increased expenditures helping residents rebuild and recover from the Woolsey Fire. In Fiscal Year 2020-2021, the City was able to support ongoing expenses by eliminating multiple projects and using funds received from the Southern California Edison (SCE) Settlement as a one-time fix. The Proposed Budget for Fiscal Year 2021-2022 also relies on a one-time fix by using reserves established by the Council in the prior year.

General Fund revenue sources appear to be recovering as the COVID-19 restrictions begin to ease. Staff will continue to monitor these trends and report back to the

Council. The City will continue to have additional consultant expenditures related to the Woolsey Fire recovery for the next two to three years. As revenues recover and these consultant costs diminish, the operating budget should move back towards equilibrium. However, the Council will need to determine an ongoing solution if General Fund expenses continue to exceed annual General Fund revenue.

To offset an expected decline in General Fund revenues due to the COVID-19 pandemic, during Fiscal Year 2020-2021, the Council established a Designated Reserve for Fiscal Year 2021-2022 Operating Expenditures in the amount of \$6.5 million. Since the May 24, 2021 public hearing of the Proposed Budget, staff has updated revenue projections, adjusted expenditures and further allocated special revenue funds. The Proposed Budget uses \$3.79 million of the designated reserve to make up the General Fund budget shortfall in Fiscal Year 2021-2022. This is \$1.53 million less than was needed in the May 24 version of the budget. As the economy continues to recover from the COVID-19 pandemic, it would be prudent to leave the remaining unused amount in the Designated Reserve for Fiscal Year 2021-2022 Operating Expenses for the following fiscal year.

WORK PLAN: This item was included as item 6.a. in the Adopted Work Plan for Fiscal Year 2020-2021.

DISCUSSION: On April 22, 2021 and May 24, 2021, the City Council discussed the Proposed Budget for Fiscal Year 2021-2022 and provided the following direction to staff, which has been included in the Annual Budget for Fiscal Year 2021-2022 (Attachment 1):

- 1) Maintain Council Work Plan priorities as follows:
  1. Public Safety
  2. Woolsey Fire Recovery
  3. School District Separation
- 2) Not add any previously postponed or additional new items to the Council Work Plan
- 3) Directed staff to include funding for two additional five-day per week Sheriff's patrol cars
- 4) Directed staff to include funding for an additional one-half motorcycle deputy, which would bring the City's Sheriff's contract from 2.5 motorcycle deputies to a full three deputies
- 5) Directed staff to include funding in the amount of \$50,000 for consultants to address commercial property Dark Sky Ordinance compliance

- 6) Directed the Administration and Finance Subcommittee (A&F) to discuss potential new revenue sources in Fiscal Year 2021-2022 and provide direction to staff

### **Changes to the Proposed Budget since April 22, 2021 and May 24, 2021**

Since the April 22, 2021 Special Budget Workshop and the May 24, 2021 public hearing of the Proposed Budget, staff has analyzed the current year revenues and expenditures received through May 28, 2021 and refined budget projections. Additionally, staff has evaluated the easing of the COVID-19 restrictions by the State of California and the County of Los Angeles.

Many revenue projections for Fiscal Year 2021-2022 have been adjusted as updated information has been obtained. Projections for overall General Fund Revenue have increased by \$1.20 million since the May 24 public hearing on the budget. Based on property tax revenue received through May, the projected amount of Secured Property Taxes for Fiscal Year 2020-2021 is now \$12.10 million. Staff has increased the estimated revenue in the Proposed Budget by \$200,000 to \$12.40 million. Expected revenue from Transient Occupancy Tax (TOT) from private rentals for the current fiscal year is now projected to be \$4.00 million based on three quarters of tax revenue. Balancing this projection with the predicted onset of the "Hosted" Short-term Rental Ordinance in the middle of the next fiscal year, staff has increased the estimated revenue in Fiscal Year 2021-2022 by \$600,000 to \$2.50 million. With the guidance of the City's sales tax consultant, HdL Companies, and revenues received through May, staff has increased the estimate for sales tax revenue by \$300,000 to \$3.50 million.

The City has received updated information from the California Department of Finance (DOF) indicating that the City will receive a total of \$2.83 million from the American Rescue Plan Act. This is approximately \$600,000 more than had been estimated originally. DOF has confirmed that the funds will be disbursed to the City in two tranches, one in June 2021 and the second in June 2022. These funds are now included in the designated fund for the American Rescue Plan Act in the Proposed Budget.

Based upon the direction from Council, funding in the amount of \$1.09 million has been added to the Public Safety budget for two additional Sheriff's patrol cars. The recommendation from the A&F Subcommittee and the Public Safety Commission was to make these two five-day per week cars. This has been included as a separate line item, so it is easy to find. Costs for the Sheriff's Summer Enforcement Team have been increased by approximately \$180,000 to account for starting this service on May 1 instead of on Memorial Day weekend. On May 24, 2021, Council recommended also adding one-half motorcycle deputy to the Sheriff's contract; \$171,416 has been included in the budget to fund this expanded service.

The Proposed Budget now includes a Public Safety Liaison position. This position was originally proposed at the midyear budget review on February 8, 2021. On December 2, 2020, the Public Safety Commission discussed various avenues for improving public safety in the City, particularly related to issues surrounding homelessness. The Commission recommended adding a position to the Public Safety office that would focus primarily on these issues. The annual cost of salary and benefits for this position would be approximately \$120,000. The budget amount for Homeless Encampment Cleanups has been reduced from \$250,000 to \$75,000 to help offset the new position and other costs.

Per Council direction, \$50,000 has been included in Building Safety – Professional Services to fund consultants to assist with Dark Sky compliance on commercial properties.

The Proposed Budget now includes an additional \$324,000 in Public Safety – Professional Services to implement the wildfire prevention grant program from the Santa Monica Mountains Conservancy.

Costs associated with by-district elections in the amount of \$72,000 have been removed from the City Clerk budget.

Based on conversations with the City's project managers for the Community Development Block Grant – Disaster Recovery (CDBG-DR) Multifamily Housing program, staff has included \$150,000 in CDBG-DR grant revenue to offset staff time and consultant costs. Of these funds, \$75,000 has been added to Planning – Professional Services for the consultants.

### **Revised Proposed Budget**

The City's annual budget is based on the City Council's Work Plan that carries out the City's mission to maintain its rural residential character by establishing programs and policies that avoid suburbanization and commercialization of its natural and cultural resources.

On November 9, 2018, the Woolsey Fire burned through Malibu. Since that time, the City Council and City staff have been committed to helping residents recover and rebuild, including waiving fees for residents rebuilding primary homes as a like-for-like or like-for-like plus 10%.

On December 19, 2019, the City received a \$13.55 million settlement for the Woolsey Fire from SCE. These funds have been used to cover costs associated with rebuilding efforts, including replacement of City infrastructure damaged by the fire. The Adopted Budget for Fiscal Year 2020-2021 relied on the one-time use of the

SCE Settlement Fund to cover costs related to the rebuilding effort from the Planning Department, Environmental Sustainability Department, Building Safety Division, and the Public Works Department. However, the Proposed Budget for Fiscal Year 2021-2022 no longer uses this one-time funding source, and costs associated with rebuilding are now being funded by the General Fund.

Prior to the outbreak of the global COVID-19 pandemic, the City was recovering from the fiscal impact of the Woolsey Fire and subsequent winter storms. Revenues in all categories were strong and had returned to pre-Woolsey Fire amounts, and the City's General Fund Undesignated Reserves were increasing. A key factor to Malibu's fiscal recovery has been that, unlike many cities, the City's general fund revenue is largely derived from property tax. Property tax comprises approximately 43% of General Fund revenue that, even in the aftermath of the Woolsey Fire and the loss of 488 single family residences, remains strong and steady.

The economic effects of the COVID-19 pandemic have negatively impacted many local revenue sources, including sales tax, TOT for hotels and motels, gas tax, and parking tax during the past year. Dining and travel restrictions imposed by the public health orders have had the greatest impact as restaurants have historically been the primary contributor to the City's sales tax revenue. While General Fund revenue is trending higher than previously predicted in the Fiscal Year 2020-2021 Budget, overall revenues are significantly less than the City's ongoing expenses for Fiscal Year 2021-2022.

Best municipal finance practices dictate that the City should present a balanced budget each fiscal year. A balanced budget is achieved when annual General Fund expenses do not exceed the annual General Fund revenue. One-time expenditures can be made from General Fund reserves; however, it is neither prudent nor practical for the City to pay ongoing expenses out of reserves. In Fiscal Year 2020-2021, the City was able to support ongoing expenses by eliminating multiple projects and using funds received from the SCE Settlement as a one-time fix. The City also used special revenue funds wherever possible to minimize General Fund use. The use of the SCE funds is no longer a viable option for the Proposed Budget for Fiscal Year 2021-2022. Likewise, many of the special revenue funds have been depleted.

On August 24, 2020, the Council established a designated reserve in the amount of \$4 million to be used to make up any budget shortfalls in the Fiscal Year 2021-2022 budget. On February 8, 2021, the Council approved adding an additional \$2.5 million to the reserve for a total of \$6.5 million. This reserve is being used to make up the difference between ongoing General Fund revenue and General Fund operating expenses, similar to the use of the SCE Settlement funds in the prior fiscal year.

The Fiscal Year 2021-2022 Proposed Budget estimates a starting General Fund Undesignated Reserve at July 1, 2021 of \$29.95 million. Notwithstanding the

negative economic impacts of the COVID-19 pandemic over the past year, the City's responsible financial practices and conservative budgeting are reflected in this overall higher number.

Despite the continued economic impacts of the COVID-19 pandemic on General Fund revenues, the projected General Fund Undesignated Reserve at June 30, 2022 is \$29.45 million. The projected reserve is 74% of the annual operating budget. This exceeds the City's goal of maintaining a minimum of 50% of the operating budget in reserves and exceeds the 65% goal necessary to retain the highest credit rating for the City. The total projected General Fund balance (including Designated and Undesignated Reserves, the SCE Woolsey Fire Settlement, the American Rescue Plan Act Fund and the FEMA/CalOES liability) at June 30, 2022 is \$37.85 million. These reserves are detailed on the Schedule of Fund Balances page of the budget.

Over the past few years, in response to declines in General Fund revenue, the City has depleted the Designated General Fund Reserve for Deferred Maintenance – City Facilities to make necessary facility repairs. The Fiscal Year 2021-2022 Proposed Budget includes a transfer of \$500,000 from the General Fund Undesignated Reserve into the Designated Reserve for Deferred Maintenance – City Facilities. With Charmlee Wilderness Park returning to City control and, given the age of the City Hall facility, it is anticipated that infrastructure repair costs will increase. Best practices dictate that the City set some funds aside annually in preparation for these costs. This can be achieved in Fiscal Year 2021-2022 while maintaining a strong General Fund Undesignated Reserve.

Revenues to the Special Revenue Fund total \$41.61 million and expenditures total \$5.07 million. Transfers of \$35.93 million to other funds will leave a projected reserve of \$9.64 million of Special Revenue Funds at Fiscal Yearend.

Revenue to the Legacy Park Project Fund totals \$1.69 million and expenditures total \$1.91 million. Transfers of \$60,000 to other funds will leave a projected Legacy Park Project Fund Reserve at June 30, 2022 of \$557,000.

Revenue to all funds is projected at \$84.93 million and expenditures for all funds are projected at \$91.49 million. The delta between revenue and expenditures is made up predominantly by the \$6.5 million General Fund Designated Reserve for Fiscal Year 2021-2022 Operating Expenses, use of special revenue funds, and projected expenditures for disaster capital improvement projects that will be reimbursed in a future fiscal year.

### **General Fund Revenue**

As the State and County continue to ease the restrictions put in place due to the COVID-19 pandemic, many of the City's major tax revenue sources are budgeted to

increase conservatively in Fiscal Year 2021-2022. Revenue projections in this version of the Proposed Budget are based on actual revenues received through May and have increased for both the current fiscal year and the next.

The City's major General Fund tax revenue sources are Property Tax, Utility User Tax, Transient Occupancy Tax, and Sales Tax.

- Secured Property Tax revenue (100-0000-3111) was originally budgeted at \$11.60 million for Fiscal Year 2020-2021. Based on revenue received through April, the projected amount for Fiscal Year 2020-2021 is \$12.10 million. Property Tax revenue is projected to increase to \$12.40 million in Fiscal Year 2021-2022. This is an increase of \$200,000 from the previous version of the budget.
- Utility User Tax (100-0000-3132) is projected to increase by \$70,000 from the Fiscal Year 2020-2021 Adopted Budget.
- Transient Occupancy Tax (TOT) (100-0000-3133) from hotel rentals is projected to increase by \$300,000 from the Fiscal Year 2020-2021 Adopted Budget. The City collects TOT from six motel/hotel properties and one RV park. The budget reflects an increase in this revenue source from very low levels during the pandemic, as well as the increase in the City's TOT rate from 12% to 15%, approved by the voters in November 2020.
- Transient Occupancy Tax (TOT) from short-term residential rentals (100-0000-3133-01) is projected to reach \$4.00 million in Fiscal Year 2020-2021 based on revenue received through April and reflecting three quarters of taxes. Short-term rentals have been a popular alternative to other travel during the pandemic and that is reflected in this revenue. The projected revenue of \$2.5 million for Fiscal Year 2021-2022 is lower than the projected amount for the current year. This is due to the anticipated "Hosted" Short-Term Rental ordinance, which will offset any potential increases as a result of the higher TOT rate of 15%.
- Franchise Fees (100-0000-3134) are budgeted to remain stable at \$650,000.
- Sales Tax (100-0000-3137) for Fiscal Year 2020-2021 is projected to exceed the original conservative projections due to the COVID-19 restrictions and reach \$3.10 million this year. Sales tax is projected to increase by an additional \$400,000 to \$3.50 million in Fiscal Year 2021-2022 as retail establishments are allowed to expand operations under new State and County guidance. The majority of the City's annual sales tax revenue is derived from restaurants, gas stations and grocery stores. It is projected to take a couple of years for sales tax to return to pre-pandemic levels.

Revenue from Licenses and Permits is budgeted to increase a total of \$359,000 from the Fiscal Year 2020-2021 Adopted Budget, and revenue from Service Charges is budgeted to increase \$501,650. These increases reflect the anticipated increase in permit applications due to the easing of COVID-19 pandemic restrictions.

The Proposed Budget for Fiscal Year 2021-2022 reflects the Council's direction to waive rebuild fees through the entire fiscal year. The multi-year fiscal impact of the fee waivers is projected to be approximately \$9.4 million of uncollected revenue in Fiscal Year 2019-2020, Fiscal Year 2020-2021, and Fiscal Year 2021-2022 combined. On May 5, 2021, the A&F Subcommittee recommended that the Council revisit the deadlines associated with the fee waivers and possibly reduce them. On May 24, 2021, Council did not provide direction to staff on the fee waivers.

### **American Rescue Plan Act**

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA). This historic plan will provide funding totaling \$65.1 billion to all 19,000 cities, towns, and villages in the United States. On June 3, 2021, the California DOF released updated allocations for non-entitlement cities (those with populations under 50,000). The payment to Malibu is now estimated to be \$2.83 million, which is \$600,000 more than the original estimate. DOF has confirmed that the City will receive the funds in two payments: The first payment should be received by the end of June 2021, and the second payment in June 2022. The budget document now reflects the first \$1.41 million payment in Fiscal Year 2020-2021. It has been set up as a General Fund Designated Reserve. The Proposed Budget also include the second payment in Fiscal Year 2021-2022.

Final guidance on eligible expenditures has yet to be provided to cities. The funds must be obligated by December 31, 2024 and expended by December 31, 2026. Initial communications from the United States Department of Treasury (Treasury Department) had indicated that the City would be able to use the funds to reimburse COVID-19 related expenditures retroactive to July 1, 2020. That guidance has changed to make the ARPA more forward-looking. The rule now states that only expenditures made from May 3, 2021 onward are eligible. The City will be responsible for providing periodic reports with detailed accounting on the uses of the ARPA funds to the Treasury Department. The Plan also contains many other designated funding sources for individuals, businesses, and infrastructure. Staff will stay abreast of these programs and provide information to the community as appropriate.

On May 10, 2021, the Treasury Department released the Interim Final Rule (IFR) on the permissible uses of the ARPA funds. The IFR is currently in its 60-day public comment period. According to the Treasury Department, the IFR will become final on



July 16, 2021. Several types of expenditures have been identified as ineligible for the ARPA, including deposits into pension funds, debt service, legal settlements and judgements, and deposits into reserves or rainy-day funds.

Based on staff review of the IFR and consultation with the City's auditors, an eligible and supportable use of the funds would be to return public sector staffing levels to those prior to the pandemic. The Proposed Budget includes the addition of 7.5 full-time equivalent (FTE) staff positions, including a Public Safety Liaison, a half-time Fire Safety Liaison, a Code Enforcement Officer, an Administrative Assistant, a Planning Technician, an Associate Civil Engineer, a Grants Analyst, and a Recreation Coordinator. The Adopted Budget for Fiscal Year 2020-2021 established a net reduction of 8.75 FTEs, including the half-time Fire Safety Liaison, an Assistant Planner, a Planning Intern, an Office Assistant, an Environmental Coordinator, a Recreation Coordinator, the Certified Plans Examiner, a Maintenance Worker and Recreation Assistants. Based upon the IFR, the positions do not need to be like for like. The Proposed Budget uses \$759,549 of the ARPA funds to cover the cost of these FTEs, which offsets the use of General Fund revenue. The City could use these funds for this purpose for the next three fiscal years, which would total approximately \$2.27 million.

The ARPA funds may also be used to promote government resiliency through disasters. Discussions with the auditors have identified the acquisition of computer software programs to streamline workflow and provide services and transparency as an eligible use. The Proposed Budget includes \$75,000 for the acquisition and implementation of a budgeting software system (BSS). The BSS will assist with operating and capital improvement budget preparation, calculate internal service charges and cost allocations, improve payroll cost projections, manage position control, provide for detailed budget reports, and include online applications that will increase governmental transparency. This cost has been included in the ARPA funds.

During the pandemic, City staff had to quickly transition to accepting permit applications electronically using existing software. Staff has been able to provide ongoing services since March 2020, but it has become apparent that the City could provide better service with upgraded technology. The procurement, upgrade, and improvement of the City's custom permitting software and other integrated programs would accelerate the transition to a digital project submittal and review process. This transition will not only speed up the permitting process but also prevent disruptions in service during emergencies such as wildfires, pandemics, and other natural disasters, which limit applicant access to City Hall and staff access to physical files and in-office resources.

These upgrades would also reduce applicant cost and project review time by improving inter-departmental coordination. For example, digital plan review software

licenses for all reviewing department staff would streamline concurrent reviews by allowing simultaneous commenting and maintaining plan version control. Significant staff and applicant time is devoted to submittal coordination and multiple rounds of reviews. Automating all or portions of this process would free up staff time to process additional entitlements, implement further streamlining processes, and work on long-term planning projects. Permit software applications can also be linked with a map-based GIS system. Together, these systems would improve staff collaboration and communication with the public while providing greater resiliency to City operations.

The initial investment in a permitting software system would be approximately \$300,000 to \$400,000. Staff asks that Council consider using some of the ARPA funds for the acquisition of this permitting software. If so directed, staff would prepare a request for proposals to solicit proposals for its acquisition and implementation.

### **Special Revenue Funds**

The Special Revenue Fund totals \$41.61 million. Gas Tax revenue is projected at \$325,000. Gas Tax revenues are based, in part, on projected fuel costs and sales, and the projected amount has increased by \$29,000 from the prior year due to anticipated lifting of COVID-19 restrictions. Traffic Safety revenue is projected to remain flat at \$200,000. Proposition A revenue is projected at \$237,000 and Proposition C revenue is projected at \$196,000. The City is projected to receive \$380,000 from Measure W – the Los Angeles County Safe Clean Water Act. This funding can be used for stormwater-related projects and maintenance. Revenue from the three Landslide Maintenance Districts, the Carbon Beach Undergrounding Community Facilities District, and the Broad Beach Undergrounding Assessment District, are also budgeted in Special Revenue funds. Revenue from the Landslide Maintenance Districts is used for operations and maintenance. Revenue from the other special districts is used to pay debt service and associated administrative costs. Grants from Los Angeles County Measures R and M for road improvement projects represent another \$18.11 million. The budget also shows a projected \$16.50 million for Phase Two of the Civic Center Water Treatment Facility. Staff is in discussions with the State Revolving Fund about loans for construction of this project.

### **Legacy Park Project Fund**

The Legacy Park Project Fund reflects revenue and expenditures associated with the City's three commercial properties, Legacy Park, and clean water projects. The Proposed Budget includes \$1.54 million of base rental income from three commercial properties. In prior years, the City also received additional funds from the percentage rental income from the Malibu Lumber Yard site. The percentage rental income has dropped significantly in recent years due to the decline of brick and mortar retail sales. Due to rental vacancies combined with the closure of non-essential

businesses during the COVID-19 pandemic, no percentage rent is anticipated in Fiscal Year 2021-2022. This revenue is used for debt service associated with the Legacy Park acquisition, operations and maintenance of Legacy Park, and other high priority clean water expenses. The available amount in the Legacy Park Project Fund has decreased from prior years as a result of the City's payment of the Civic Center Water Treatment Facility (CCWTF) Assessment District fees on behalf of its commercial property tenants and the ongoing use of these funds for clean water expenses. The City will be reimbursed the total amount of the CCWTF assessment from the commercial property tenants over time.

### **Expenditures**

The expenditures in the Proposed Budget are based on the priorities in the City Council's Work Plan and ongoing operations included as Attachment 2.

The Fiscal Year 2020-2021 Budget included significant reductions in expenses from the prior fiscal year to meet the expected \$2 million loss of General Fund revenue from the COVID-19 pandemic. All departments reduced expenditures of travel, training, operating supplies, printing, professional services, and all non-essential expenses. Certain costs could not be reduced, including property insurance, debt service, law enforcement services, and professional services for mandated activities.

Due to the projected continuing economic impacts of the COVID-19 pandemic, the Proposed Budget has been developed conservatively with a continued emphasis on streamlining services to reduce costs. In the prior year, the one-time use of the SCE Woolsey Fire Settlement fund supplemented the use of General Fund dollars. Additionally, Special Revenue funds were budgeted in lieu of General Funds, where appropriate, to reduce the use of General Funds. To offset an expected decline in General Fund revenues due to the COVID-19 pandemic, during Fiscal Year 2020-2021, the Council established a Designated Reserve for Fiscal Year 2021-2022 Operating Expenditures in the amount of \$6.5 million, of which \$3.79 million will be used to make up the General Fund budget shortfall in Fiscal Year 2021-2022.

Internal Service allocations for information technology (IT) and vehicles are assigned to each department. The Proposed Budget includes an IT allocation of \$4,500 per computer user. The physical distancing made necessary by the COVID-19 pandemic increased the City's reliance on technology to maintain operations and provide services to the community. In the prior year, to further reduce expenditures, departments were not charged the \$5,000 per vehicle assigned. Vehicle Fund reserves were used in lieu of the General Fund. In Fiscal Year 2021-2022, departments will be charged \$6,000 per vehicle assigned to begin rebuilding the Vehicle Fund.

## **Woolsey Fire Impact on Fiscal Year 2021-2022 Budget**

The City and the City's budget continue to be impacted by the 2018 Woolsey Fire. Expenditures related to the Woolsey Fire continue to be included as a stand-alone budget program, which allows the individual department budgets to reflect ongoing costs only. This budget includes expenditures for the ongoing rebuilding and recovery efforts for various professional services, including contract planners, inspectors, plan checking, and other services needed to facilitate the rebuilding of burned homes and recovery efforts of the City. In Fiscal Years 2018-2019, 2019-2020 and 2020-2021, the costs for outside consultants totaled \$5.16 million. This does not include the staff time devoted to the effort. It should be noted that the City has waived \$4.61 million in Woolsey Fire permit fees to date.

In the prior year, Planning, Building Safety, Environmental Health and Public Works staff time was allocated directly to this task. In Fiscal Year 2020-2021, the SCE Woolsey Fire Settlement Fund was used in lieu of the General Fund to support these efforts. In the Fiscal Year 2021-2022 Proposed Budget, staff time has been reallocated back to the home departments.

Staff continues to manage the high volume of document research and public records requests related to the Woolsey Fire and rebuilding. Some advertising, website and printing costs are included to make sure that all the necessary information continues to be communicated with the community. These costs also include smaller projected expenditures for storm response in the burn areas for Fiscal Year 2021-2022 than in prior fiscal years as vegetation regrowth has happened. These total Woolsey Fire operational costs are estimated at \$2.10 million in the Proposed Budget.

The City has significant capital expenditures needed to cover the repair and restoration projects necessary after the Woolsey Fire and the subsequent winter storms. These infrastructure and facility repair costs are detailed in a separate Disaster Capital Improvement Projects program for a total of \$4.50 million in expenditures for Fiscal Year 2021-2022. An additional \$2.18 million is projected to be incurred in Fiscal Year 2020-2021 following \$1.02 million in costs incurred in Fiscal Year 2019-2020, and \$3.03 million in Fiscal Year 2018-2019.

A large share of these capital expenses will be covered by FEMA, CalOES and the City's insurance policy with CalJPIA. In past disasters, these agencies have taken years to reimburse the City for these types of costs. To date, the City has received \$4.76 million in reimbursements. Staff is projecting that an additional \$1.5 million reimbursement will occur in Fiscal Year 2021-2022. The remaining \$3.75 million will remain as a liability against the General Fund until reimbursement is received. These disaster-related projects for Fiscal Year 2021-2022 include:

• Clover Heights Storm Drain Improvements	\$ 100,000
• Corral Canyon Road and Retaining Wall	\$ 500,000
• Latigo Canyon Road and Retaining Wall	\$ 608,000
• Trancas Canyon Park Improvements	\$ 231,000
• Trancas Canyon Park Slope Improvements	\$ 560,000
• Birdview Avenue Improvements	\$ 25,000
• Broad Beach Water Quality Improvements	\$ 539,000
• Encinal Canyon Road Drainage Improvements	\$ 500,000
• Malibu Road Drainage Repairs	\$ 40,000
• Westward Beach Road Shoulder Repairs	\$ 500,000
• Outdoor Warning Sirens - Design	\$ 400,000
• Malibu Park Storm Drain Improvements	\$ 500,000

### **Impact of COVID-19 on Fiscal Year 2021-2022 Budget**

Expenditures related to the City's response to the COVID-19 pandemic continue to be included in a separate budget page. These costs include expenses for personal protective equipment (PPE) and cleaning supplies, safety improvements to City facilities, and professional services related to managing State and County orders. Staff time related to developing and disseminating COVID-19 related information and organizing necessary community services will be tracked but is not budgeted in this section for Fiscal Year 2021-2022. Staff currently estimates that these costs, excluding staff time, will be \$221,000 for Fiscal Year 2021-2022 and \$679,000 for Fiscal Year 2020-2021. The City incurred \$815,000 in costs 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 some costs for safety supplies through September 14, 2021. FEMA guidelines have been shifting, and some costs regarding safety supplies and emergency communications are being deemed ineligible. The City received \$163,000 from the CARES Act for expenses the City incurred in Fiscal Year 2019-2020. Funds from the American Rescue Plan Act will no longer cover City expenses retroactive to July 1, 2020. These expenditures have been removed from the ARPA fund.

### **Expenditures by Department**

#### ***Management and Administration***

In Fiscal Year 2021-2022, the Management and Administration Department budget has increased from the prior fiscal year by \$3.50 million. Most department budgets were cut significantly in the prior year. Additionally, staff time over the past two years had been reallocated in the Woolsey Fire and COVID-19 budgets. Debt service will increase by \$542,000 reflecting the full interest and principal payments on the

Certificates of Participation (COPs) for the vacant land purchase of 2018. This number also includes \$1.26 million for the two additional Sheriff's patrol cars and the half motorcycle deputy as requested by Council on April 22, 2021 and May 24, 2021. This increase is comprised of the net impact of:

- An increase of \$37,000 in the City Council budget due to professional services related to School District Separation
- An increase of \$59,000 in Media Operations reflective of transferring staff time back from the COVID-19 budget
- An increase of \$12,000 in the City Manager budget for salaries and benefits
- An increase of \$199,000 in the City Attorney budget related to School District Separation and potential litigation costs
- An increase of \$59,000 in the City Clerk budget for the second Deputy City Clerk and professional services for public meeting software, and public records request software. The potential by-district elections costs have been removed.
- An increase of \$445,000 in the Finance Division due to the proposed new Grants Analyst position, an anticipated increase in filming as a result of the easing of COVID-19 restrictions, increased bank fees due to higher credit card use from the new online permit payment options and new budgeting software
- An increase of \$106,000 in Human Resources for higher recruitment costs, including hiring a professional firm to conduct the search for a new City Manager
- An increase of \$389,000 in Non-Departmental Services due to a projected increase in the City's insurance premiums and CalPERS liabilities. Additionally, City-wide costs for City cell phones have been moved to this budget item rather than being separated out by department. These costs have increased significantly due to the COVID-19 pandemic.
- An increase of \$110,000 in Information Services for the resumption of the City's IT Strategic Plan that had been paused due to the COVID-19 pandemic and increased equipment needs as more City work becomes digital
- A decrease of \$81,000 in the City Hall budget due to decreased property insurance premiums
- An increase of \$542,000 for Debt Service for the full interest payment on the COPs for the 2018 land acquisition

The Proposed Budget assumes that the City will not offer passport processing services in the upcoming fiscal year.

### ***Public Safety***

The Public Safety office is part of the Management and Administration Department but is listed separately here due to the complexity of its goals and activities. The overall budget for Public Safety has increased \$1.85 million from the prior fiscal year due to a combination of factors:

- There will be an increase of \$111,000 in costs charged by the Los Angeles County Sheriff's Department (LASD), including a cost of living increase and an increase charge for the Sheriff's Department Liability Trust Fund for a total increase of 1.45% from cost of the basic contract in Fiscal Year 2020-2021. The City continues to use \$156,000 in grant funds to supplement law enforcement activities, which helps to offset the amount of General Funds used for these services.
- An increase of \$1.26 million has been proposed to be added to the Sheriff's contract to fund two additional five-day per week patrol cars and an additional one-half motorcycle deputy.
- The City's contract with Los Angeles County Department of Animal Care and Control is projected to increase by \$25,000 in Fiscal Year 2021-2022. The Department had planned significant increases to its fee structure, but the pandemic further delayed those adjustments.
- An increase of \$180,000 for the LASD Summer Enforcement Team for the early deployment of the deputies on May 1 instead of Memorial Day weekend.
- The Proposed Budget includes the additional half-time Fire Liaison position that had been unfunded for Fiscal Year 2020-2021 due to the pandemic.
- The Proposed Budget includes a full time Public Safety Liaison to assist with the many issues surrounding homelessness.
- Homeless Services includes \$355,000 to fund the outreach team, and an additional \$75,000 has been allocated to Homeless Cleanups.
- \$324,000 has been added to Professional Services for the tree removal and chipper services planned under the Santa Monica Mountains Conservancy Wildfire Prevention Grant.

The planned Los Angeles County Sheriff's Station at the Santa Monica College facility is scheduled be completed in Fiscal Year 2022-2023. Preliminary estimates indicate that the City's law enforcement costs will increase approximately \$3 million a year with the new station, an amount that is currently unachievable with expected General Fund revenues and expenses.

### ***Community Services***

The Community Services budget for Fiscal Year 2021-2022 has increased a net amount of \$258,000 due to:

- A decrease of \$4,000 in Transportation Services for Dial-A-Ride services
- An increase of \$72,000 in General Recreation due to salaries and benefits
- An increase of \$70,000 in Aquatics due to increased program offerings as COVID-19 restrictions are lifted

- An increase of \$13,000 in Day Camp to reflect increased contract personnel costs due to projected higher attendance following the lifting of COVID-19 restrictions
- An increase of \$17,000 in Skate Park to reflect increased hours of the Temporary Skate Park
- A decrease of \$14,000 in Sports to reflect a reduction in contract personnel
- An increase of \$70,000 in Community Classes to reflect the anticipated increase in program attendance due to the easing of COVID-19 restrictions and the higher contract personnel costs to safely serve the community
- An increase of \$40,000 in Senior Adult Programs to reflect the anticipated increase in program attendance due to the easing of COVID-19 restrictions
- A decrease of \$70,000 in Park Maintenance due to a reduction in Professional Services
- A \$24,000 increase in Special Events due to the anticipated ability to hold large events in calendar year 2022 following the easing of COVID-19 restrictions
- An increase of \$25,000 for Malibu Arts to reflect the anticipated resumption of events due to the easing of COVID-19 restrictions

### ***Environmental Sustainability***

The budget for the Environmental Sustainability Department has increased \$245,000 for Fiscal Year 2021-2022 compared with the prior year budget as a result of:

- An increase of \$459,000 in Building Safety due to the transferring of salaries and benefits back from the Woolsey Fire Rebuilding budget and an increase in professional services, including the addition of \$50,000 for a consultant related to the Dark Sky Ordinance
- A \$128,000 increase in Wastewater Management due to the transferring of salaries and benefits back from the Woolsey Fire Rebuilding budget
- A \$353,000 decrease in Clean Water due to a decrease in Professional Services as the prior year had a one-time consultant cost for preparation of the update to the City's Enhanced Watershed Management Program (EWMP)

### ***Planning***

The Planning Department's budget has increased by \$545,000 as the result of:

- An increase of \$288,000 due to the transferring of salaries and benefits back from the Woolsey Fire Rebuilding budget, the addition of a Planning Technician position, and the addition of consultant costs related to the CDBG-DR Multifamily Housing program



- An increase of \$257,000 from the prior year for costs associated with Code Enforcement services due to the addition of another Code Enforcement Officer and an administrative position to improve this important service to the community

## ***Public Works***

The budget for Public Works has increased \$714,000 attributable to:

- An increase of \$177,000 in Street Maintenance due to an increase of contract services to manage street maintenance and trash pick-up for increased summer visitation
- A decrease of \$3,000 in Fleet Operations
- An increase of \$70,000 in Stormwater Treatment Facilities due to the replacement of two ozone generators for the Civic Center facility
- An increase of \$425,000 in Public Works Engineering that reflects the transferring of staff time back from the Woolsey Fire Rebuilding budget and the addition of one Associate Civil Engineer position

## **Capital Projects**

The Proposed Budget for Fiscal Year 2021-2022 includes an ambitious Capital Improvement Project plan. The City is required to expend Measure R and Measure M dollars before they expire. Additionally, the City will begin construction on Phase Two of the Civic Center Water Treatment Facility (CCWTF) to meet the timeline set by the Memorandum of Understanding (MOU) with the Regional Water Quality Control Board. The Capital Improvement Projects budget totals \$36.72 million for Fiscal Year 2021-2022, including:

• Annual Street Overlay	\$ 720,000
• PCH Median Improvements	\$ 4,250,000
• PCH Signal Synchronization System	\$ 9,805,000
• Civic Center Stormwater Diversion Structure	\$ 100,000
• Marie Canyon Green Streets	\$ 400,000
• CCWTF – Phase Two	\$16,500,000
• Westward Beach Road Improvements	\$ 3,845,000
• Permanent Skate Park	\$ 357,472
• Vehicle Protection Devices	\$ 100,000
• Legacy Park Paver Repair	\$ 60,000
• Malibu Bluffs South Walkway	\$ 150,000
• Trancas Canyon Park Playground Resurfacing	\$ 75,000
• PCH Overhead Warning Signs	\$ 160,000
• PCH at Trancas Right Turn Lane	\$ 250,000

Funding for most capital projects comes from outside funding sources and grants. The use of General Fund dollars has again been minimized for capital projects in Fiscal Year 2021-2022.

The Annual Street Overlay project has been increased by \$70,000 from the May 24, 2021 version of the budget and is based on the actual bids received by the City. This project will also include the installation of speed humps on Birdview Avenue. Staff added 104,000 square feet of slurry seal to the original project scope to complete upper Rambla Pacifico. The entire project cost will come from special revenue funds.

Funding for the Permanent Skate Park comes from the Case/Crummer Designated Reserve, which has a remaining balance of \$307,372. Additional funding to complete the project has yet to be identified.

Pursuant to the City's budgeting policies, unspent capital project funds on any project will be rolled over each year until the project is completed.

Of the total \$36.72 million of capital expenditures, \$18.11 million is being funded from grants, \$16.50 million from a potential State Revolving Fund (SRF) Loan for the CCWTF – Phase Two, \$1.32 million from special revenue funds, \$60,000 from the Legacy Park Project Fund, and \$732,000 from various General Fund Designated Reserves. There are no capital projects being funded from the General Fund Undesignated Reserve in Fiscal Year 2021-2022.

## **Personnel**

In the prior fiscal year, staffing levels were reduced, and a cost of living increase for staff and the deferred compensation matching program were eliminated. During the initial budget process and in the August 2020 revision, a total of 8.75 full-time equivalent positions (FTEs) were unfunded leaving a total of 88.67 FTEs. Part-time employees were reduced to 8.67 FTEs due to the significant reduction of Community Services in-person programming. On February 8, 2021, the City Council authorized the addition of a second Deputy City Clerk bringing the Fiscal Year 2020-2021 totals to 89.67 FTE.

The Proposed Budget for Fiscal Year 2021-2022 provides for 101.27 full-time equivalent positions comprised of 88 full-time employees and the equivalent of 13.27 full-time employees working as part-time employees. The 7.5 FTEs presented below are eligible to be funded through the ARPA.

Pending review and approval by the Council, the following personnel changes have been included in the Proposed Budget:

- Add: Public Safety Liaison (Public Safety): This position was originally proposed during the mid-year budget discussion for the Fiscal Year 2020-2021 Budget. On December 2, 2020, the Public Safety Commission discussed various avenues for improving public safety in the City, particularly related to issues surrounding homelessness. The Commission recommended adding a position to the Public Safety Division that would focus primarily on these issues. Additionally, if the Council opts to create a Homelessness Task Force, this position would be critical to facilitating the work of that group.

In Fiscal Year 2021-2022, this position will be funded by the ARPA fund with a net impact of \$120,000.

- Add: Fire Safety Liaison (part-time) (Public Safety): This position was originally added to the Fiscal Year 2019-2020 Budget during the mid-year budget discussion. It had not yet been filled during the Fiscal Year 2020-2021 Budget process and was unfunded as part of the pandemic-related cost reduction measures. The part-time position will be beneficial in providing robust coverage during fire season. The Public Safety Office will also be able to offer more Home Ignition Zone Assessments and other outreach to residents with the additional position.

In Fiscal Year 2021-2022, this position will be funded by the ARPA with a net impact of \$38,000.

- Add: Recreation Coordinator (Community Services): This position was eliminated in the Fiscal Year 2020-2021 Budget as part of the cost reduction measures. Community Services is projecting that programming will start slowly for the first half of the fiscal year and increase to normal levels as of January 1, 2022. This position would come online for the second half of the fiscal year to assist with providing more comprehensive programming for the community.

In Fiscal Year 2021-2022, this position will be funded by the ARPA with a net impact of \$52,000.

- Add: Planning Technician (Planning): A vacant Planning Assistant position was eliminated in Fiscal Year 2020-2021. The Planning Department has been adjusting its staffing levels to better handle the needs of the community. The Department has been hiring more junior level staff as part of its successful strategy to train and promote from within to build capacity and improve efficiency. The additional Planning Technician position will support this strategy.

In Fiscal Year 2021-2022, this position will be funded by the ARPA with a net impact of \$99,000.

- Add: Administrative Assistant (Planning – Code Enforcement): An Office Assistant in the Planning Department was eliminated in Fiscal Year 2020-2021 to reduce costs. The initial Short-Term Rental Permit process was handled by staff in the Management and Administration Department. In Fiscal Year 2021-2022, the process will be handled by the Planning Department and Code Enforcement. This position will assist in that process. Additionally, providing Code Enforcement with administrative support will enable the Code Enforcement Officers to spend more time in the field.

In Fiscal Year 2021-2022, this position will be funded by the ARPA with a net impact of \$90,000.

- Add: Code Enforcement Officer (City Hall Operations): The Code Enforcement Division's workload has significantly increased due to the adoption of new programs, including but not limited to the short-term rental permitting and enforcement program, the Dark Sky ordinance, the fire-resistant landscaping ordinance, and the locking dumpster ordinance. In addition, this Division provides enforcement of ESD programs, such as the onsite wastewater treatment systems (OWTS) permitting program, illicit discharge/water runoff into storm drains, and bans on plastic utensils, straws, Styrofoam, plastic sandbags, and rodent bait boxes. The orders surrounding COVID-19 restrictions have also increased the Division's workload. The addition of this position will provide more robust enforcement throughout the City.

In Fiscal Year 2021-2022, this position will be funded by the ARPA with a net impact of \$100,000.

- Add: Associate Civil Engineer (Public Works - Engineering): The Fiscal Year 2020-2021 Budget contains a very ambitious Capital Improvements Program. Many of those projects are time-sensitive due to their funding sources. Another Civil Engineer position will allow the Department to manage the heavy workload.

In Fiscal Year 2021-2022, the net cost of \$139,000 for this position will be funded through the ARPA.

- Add: Grants Analyst (Finance): Following the Woolsey Fire, the City has exponentially increased the number of grants from outside agencies that require detailed tracking and reporting. These include FEMA and CalOES disaster grants, FEMA Hazard Mitigation grants, CDBG Disaster Recovery funds, and the special funding related to the COVID-19 pandemic from FEMA and the ARPA. The City continues to have multiple grants from Measure R and Measure M. In Fiscal Year 2021-2022, the City will also undertake an

assessment district for Phase Two of the CCWTF. In the past, grants management occurred separately in each department. With so many more projects, consolidating grants management in the Finance Department will be more efficient.

In Fiscal Year 2021-2022, the net cost of \$120,000 will be funded through the ARPA.

The Student Intern program that was suspended in Fiscal Year 2020-2021 due to the COVID-19 pandemic will remain unfunded in the Proposed Budget. This program was handled through the City Clerk's office. The Proposed Budget does not include funding for the Student Intern program as it is unknown how many employees will be allowed in City Hall at the same time due to COVID-19 protocols.

The City typically provides an annual cost of living adjustment (COLA) to employees. The adjustment is derived from the Consumer Price Index (CPI) using the annual percentage change each February. In Fiscal Year 2020-2021, the budget did not provide a COLA for City staff to reduce expenses in anticipation of decreased revenues due to the COVID-19 pandemic. The percentage change of the CPI was 3.40% in February 2020. The percentage change of the CPI in February 2021 was 1.0%. The Proposed Budget for Fiscal Year 2021-2022 includes a COLA of 2.2% which blends the rates from the prior two years. The cost to provide this much-needed COLA to City staff is approximately \$214,000.

The City eliminated the deferred compensation matching program for employees during Fiscal Year 2020-2021 as a one-time cost saving measure. The Proposed Budget for Fiscal Year 2021-2022 includes \$89,000 in funding to reinstate this program.

The City Manager has the authority to transfer staff into previously authorized classifications provided there is no fiscal impact as a result of the transfer.

### **General Fund Grant Applications**

The General Fund Grant Program provides funding to non-profit organizations located within the City of Malibu benefiting residents of the community. The Proposed Budget for Fiscal Year 2021-2022 includes \$150,000 for the General Fund Grant program, which is consistent with the prior fiscal year. The application deadline for General Fund Grants was March 31, 2021. The City received 23 grant applications totaling over \$439,590.

The Administration & Finance Subcommittee met on May 12, 2021, to discuss the General Fund Grant Applications. The Subcommittee recommended that the following 20 organizations receive grant awards as outlined below:

• Adamson House Foundation	\$ 1,500
• American Tortoise Rescue	\$ 750
• Aurelia Foundation	\$ 1,000
• Boys and Girls Club of Malibu	\$90,000
• California Wildlife Center	\$ 2,000
• Children's Creative Workshop	\$ 750
• Children's Lifesaving Foundation	\$ 2,500
• Eco Hero Kids Foundation	\$ 500
• Emily Shane Foundation	\$ 2,000
• Friends of Malibu Urgent Care Center	\$ 5,000
• Malibu Community Labor Exchange	\$10,000
• Malibu Elementary School PTA	\$ 1,500
• Malibu High School - Shark Fund	\$ 1,500
• Malibu Jewish Center (Hand in Hand)	\$ 2,000
• Malibu Mountain Rescue Team, Inc.	\$12,500
• Malibu Women's Club	\$ 1,500
• Meals on Wheels	\$ 3,500
• Poison Free Malibu	\$ 2,500
• Sea Save Foundation	\$ 500
• Webster Elementary PTA	\$ 1,500

**TOTAL** **\$143,000**

The Subcommittee recommended that the remaining \$7,000 be held in reserve for grant needs that might arise during the fiscal year. On May 24, 2021, the City Council made no changes to the recommended grant awards.

### **City Council Work Plan**

The Fiscal Year 2021-2022 Council Work Plan (Attachment 2) is included with this report.

### **Appropriations Limit for Fiscal Year 2021-2022**

Article XIII B of the California State Constitution, commonly referred to as the Gann Appropriations Limit, was adopted in 1979 and placed limits on the amount of proceeds of taxes that State and local agencies can appropriate and spend each year. The Gann Appropriations Limit was modified by Proposition 98 in 1988 and Proposition 111 in 1990.

The limit is different for each agency and changes each year. The annual limit is based on the amount of tax proceeds that were authorized to be spent in Fiscal Year 1978-1979, modified for changes in inflation and population. Inflationary adjustments

are based on increases in the California per capita income or the increase in non-residential assessed valuation due to new construction. An adjustment is also made based on changes in Malibu's population. The State Department of Finance provides the population growth factor for both the City and the County. The City's independent auditors, Lance, Soll and Lunghard, recommend that the City calculate the appropriations limit using the higher of the two factors.

For Fiscal Year 2021-2022, the population growth factor for the County of Los Angeles is -0.89% and the population growth factor for the City of Malibu is -0.61%; therefore, the appropriations limit for Fiscal Year 2021-2022 will be based on the City's factor. For Fiscal Year 2021-2022, the California per capita personal income growth factor is 5.73%, as provided by the State Department of Finance.

For Fiscal Year 2021-2022, the estimated tax proceeds appropriated by the City Council are under the limit. The Appropriations Limit for Fiscal Year 2020-2021 is \$29,440,216. This is the maximum amount of tax proceeds the City is able to appropriate and spend in Fiscal Year 2021-2022. The Proposed Budget for Fiscal Year 2020-2021 includes \$28,111,223 of proceeds subject to the Appropriations Limit and \$35,973,318 of proceeds not subject to the Appropriations Limit. For Fiscal Year 2021-2022, the City of Malibu is \$1,328,993 under the Appropriations Limit.

Section 7910 of the State Government Code requires a governing body to annually adopt, by resolution, an appropriations limit for the upcoming fiscal year. Resolution No. 21-39 establishes the Appropriations Limit of \$29,440,216 for Fiscal Year 2021-2022.

ATTACHMENTS:

1. Fiscal Year 2021-2022 Annual Budget
2. Fiscal Year 2021-2022 Annual Work Plan
3. Resolution No. 21-38 adopting the Annual Budget for Fiscal Year 2021-2022
4. Resolution No. 21-39 establishing the Appropriations Limit for Fiscal Year 2021-2022
5. Resolution No. 21-40 approving the Fiscal Year 2021-2022 Authorized Positions and Salary Ranges and the Public Safety Liaison and Grants Analyst Job Specifications

# City of Malibu, California

## Proposed Budget

Fiscal Year 2021-2022



### City Officials

Paul Grisanti, Mayor  
Bruce Silverstein, Mayor Pro Tem  
Karen Farrer, Councilmember  
Mikke Pierson, Councilmember  
Steve Uhring, Councilmember

Steven McClary, Interim City Manager  
Lisa Soghor, Assistant City Manager  
John Cotti, Interim City Attorney  
Jesse Bobbett, Community Services Director  
Yolanda Bundy, Building Official/ESD Director  
Rob Duboux, Public Works Director  
Richard Mollica, Planning Director  
Kelsey Pettijohn, Acting City Clerk





CITY OF MALIBU  
ADOPTED BUDGET  
Fiscal Year 2021-2022

**TABLE OF CONTENTS**

---

**SUMMARIES**

Schedule of Fund Balances.....	i
Schedule of Transfers.....	ii
Revenue Summary by Fund.....	iii
Revenue Detail by Fund.....	iv
Expenditure Summary by Fund.....	viii
Expenditure Summary by Department.....	ix

**OPERATING BUDGET**

Disaster Response .....	1
Woolsey Fire and Storm Response Operations.....	2
COVID-19 Pandemic.....	4
Disaster Recovery Capital Improvement Projects .....	6
Management and Administrative Services .....	11
City Council.....	12
Media Operations.....	14
City Manager .....	16
Legal Counsel.....	18
City Clerk .....	20
Public Safety.....	22
Finance .....	24
Human Resources.....	26
Non-Departmental Services .....	28
Information Systems .....	30
Community Development Block Grant .....	32
City Hall Operations .....	34
Carbon Beach Undergrounding CFD .....	36
Broad Beach Undergrounding AD .....	38
Civic Center Wastewater Treatment Facility AD .....	40
Vacant Properties .....	42
Debt Service.....	44
Community Services .....	47
Transportation Services .....	48
General Recreation.....	50
Aquatics.....	52
Day Camps .....	54
Skate Park .....	56
Sports .....	58
Community Classes .....	60
Senior Adults .....	62
Park Maintenance .....	64
Special Events .....	66

**CITY OF MALIBU**  
ADOPTED BUDGET  
Fiscal Year 2021-2022

**TABLE OF CONTENTS**

---

Malibu Arts .....	68
Legacy Park .....	70
Environmental Sustainability Department .....	73
Building Safety and Sustainability .....	74
Wastewater Management .....	76
Clean Water Program .....	78
Solid Waste Management .....	80
Planning .....	83
Planning Department .....	84
Code Enforcement .....	86
Public Works .....	89
Street Maintenance .....	90
Fleet Operations .....	92
Stormwater Treatment Facilities .....	94
Public Works/Engineering .....	96
Civic Center Wastewater Treatment Facility .....	98
Landslide Maintenance Districts .....	100
 <b><u>CAPITAL BUDGET</u></b>	
Capital Improvement Projects .....	105
 <b><u>APPROPRIATIONS LIMIT</u></b>	
Appropriations Limit Calculation .....	115
 <b><u>APPENDIX</u></b>	
Glossary of Terms .....	A-1
Organization Chart .....	A-7
Proposed Positions .....	A-9

## SCHEDULE OF FUND BALANCES FY 2021-2022

Fund	Fund Balance July 1, 2021 (Projected)	Projected Revenues	Projected Expenditures	Transfers In/(Out)	Fund Balance June 30, 2022 (Projected)
General Fund - Undesignated	29,948,701	35,759,976	39,547,764	3,287,788	29,448,701
General Fund - Designated FY 21-22	6,500,000	-	-	(3,787,788)	2,712,212
General Fund - SCE Settlement Woolsey Fire	6,627,967	-	-	(1,044,864)	5,583,103
Designated for CIPs	580,608	-	-	(425,000)	155,608
Designated for Deferred Maintenance - City Facilities	542,520	-	30,000	500,000	1,012,520
Designated for Case/Crummer Parcel	307,372	-	-	(307,372)	-
Designated for Water Quality Settlement	102,198	-	50,000	-	52,198
Designated for Housing Element	140,000	-	-	-	140,000
Designated for City Facilities - La Paz	500,000	-	-	-	500,000
Designated for FEMA Disaster Capital Projects	(1,788,349)	1,500,000	-	(3,457,481)	(3,745,830)
Designated for American Rescue Plan	1,413,797	1,413,798	834,549	-	1,993,046
<b>Total General Fund</b>	<b>\$ 44,874,815</b>	<b>\$ 38,673,774</b>	<b>\$ 40,462,313</b>	<b>\$ (5,234,717)</b>	<b>\$ 37,851,559</b>
Gas Tax Fund	72,743	326,372	325,000	-	74,115
Traffic Safety Fund	56,558	200,900	200,000	-	57,458
Proposition A Fund	346,326	238,679	203,000	-	382,005
Proposition C Fund	164,282	198,319	65,000	(235,000)	62,601
Measure R Fund	51,322	149,239	100,000	-	100,561
Air Quality Management Fund	114,473	16,800	-	-	131,273
Solid Waste Management Fund	39,559	142,649	150,059	-	32,148
Parkland Development Fund	76,274	21,000	-	-	97,274
Art in Public Places Fund	35,683	5,250	-	-	40,933
Quimby Fund	3,833	35	-	-	3,868
COPS (Brulte) Grant Fund	-	160,000	155,000	-	5,000
Measure M Fund	445,913	168,871	140,000	(370,000)	104,784
Road Maintenance and Rehabilitation Fund	298,940	248,643	-	(315,000)	232,583
Community Development Block Grant	46,750	170,000	95,000	-	121,750
Measure W LA County Stormwater	145,328	380,100	100,000	(400,000)	25,428
Grants Fund	-	18,613,376	300,000	(18,110,000)	203,376
Civic Center Water Treatment Facility Phase One AD	6,374,949	2,617,519	2,320,862	-	6,671,606
Civic Center Water Treatment Facility Phase Two	371,403	17,100,000	-	(16,500,000)	971,403
Big Rock Mesa LMD Fund	97,290	328,339	414,780	-	10,849
Malibu Road LMD Fund	83,377	60,188	77,530	-	66,035
Calle Del Barco LMD Fund	96,888	82,318	62,530	-	116,676
Carbon Beach Undergrounding CFD Fund	87,834	236,052	227,946	-	95,941
Broad Beach Assessment District	35,499	141,720	140,767	-	36,452
<b>Total Special Revenue Funds</b>	<b>\$ 9,045,224</b>	<b>\$ 41,606,369</b>	<b>\$ 5,077,475</b>	<b>\$ (35,930,000)</b>	<b>\$ 9,644,118</b>
Capital Improvements Fund	-	-	36,722,372	36,722,372	-
Capital Improvements Fund - Disaster Projects	-	-	4,502,345	4,502,345	-
<b>Capital Improvements Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,224,717</b>	<b>\$ 41,224,717</b>	<b>\$ -</b>
Legacy Park Project Fund	833,622	1,689,067	1,905,682	(60,000)	557,007
<b>Total Legacy Fund</b>	<b>\$ 833,622</b>	<b>\$ 1,689,067</b>	<b>\$ 1,905,682</b>	<b>\$ (60,000)</b>	<b>\$ 557,007</b>
Civic Center Water Treatment Facility	(675,908)	2,210,622	1,999,500	-	(464,785)
<b>Total Civic Center Water Treatment Facility</b>	<b>\$ (675,908)</b>	<b>\$ 2,210,622</b>	<b>\$ 1,999,500</b>	<b>\$ -</b>	<b>\$ (464,785)</b>
Vehicle Fund	26,758	114,100	84,000	-	56,858
Information Technology Fund	115,858	632,100	738,689	-	9,269
<b>Total Internal Service Funds</b>	<b>\$ 142,616</b>	<b>\$ 746,200</b>	<b>\$ 822,689</b>	<b>\$ -</b>	<b>\$ 66,127</b>
<b>Total All Funds</b>	<b>\$ 54,220,368</b>	<b>\$ 84,926,032</b>	<b>\$ 91,492,375</b>	<b>\$ -</b>	<b>\$ 47,654,025</b>

## SCHEDULE OF TRANSFERS 2021-2022

Fund	Transfers In	Transfers (Out)	Description	Reference
<i>General Fund - CIP Designated</i>		(732,372)		
<i>General Fund - Disaster Response</i>		(4,502,345)		
Capital Improvements	100,000		Civic Center Stormwater Diversion Structure	9070
Capital Improvements	307,372		Permanent Skate Park	9090
Capital Improvements	100,000		Vehicle Protection Devices-City Properties	9094
Capital Improvements	150,000		Malibu Bluffs Park South Walkway	9097
Capital Improvements	75,000		Trancas Canyon Park Playground Resurfacing	9098
Capital Improvements - Woolsey Fire/Storm	100,000		Clover Heights Storm Drain Improvements	9204
Capital Improvements - Woolsey Fire/Storm	500,000		Corral Canyon Road Roadway/Retaining Wall	9205
Capital Improvements - Woolsey Fire/Storm	607,824		Latigo Canyon Roadway/Retaining Wall	9207
Capital Improvements - Woolsey Fire/Storm	231,000		Trancas Canyon Park Improvements	9209
Capital Improvements - Woolsey Fire/Storm	560,000		Trancas Canyon Park Slope Improvements	9210
Capital Improvements - Woolsey Fire/Storm	25,000		Birdview Avenue Improvements	9211
Capital Improvements - Woolsey Fire/Storm	538,521		Broad Beach Road Water Quality Improvements	9212
Capital Improvements - Woolsey Fire/Storm	500,000		Encinal Canyon Road Drainage Improvements	9213
Capital Improvements - Woolsey Fire/Storm	40,000		Malibu Road Drainage Repairs	9215
Capital Improvements - Woolsey Fire/Storm	500,000		Westward Beach Road Shoulder Repairs	9216
Capital Improvements - Woolsey Fire/Storm	400,000		Outdoor Warning Sirens - Design	9219
Capital Improvements - Woolsey Fire/Storm	500,000		Malibu Park Storm Drain Improvements	9220
<hr/>				
<i>Proposition C</i>		(235,000)		
<i>Measure M Fund</i>		(370,000)		
<i>Measure W - LA County Stormwater</i>		(400,000)		
<i>Road Maintenance and Rehabilitation (RMRA)</i>		(315,000)		
Capital Improvements	720,000		Annual Street Overlay	9002
Capital Improvements	400,000		Marie Canyon Green Streets	9072
Capital Improvements	200,000		Westward Beach Road Improvements	9082
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<i>Grants Fund</i>		(18,110,000)		
<i>AD 2015-1 State Revolving Fund Loan Grant</i>			CCWTF Phase 1 - Reimbursable	9049
Measure R Highway Operational Improvements Funds	14,305,000		Capital Improvements	310
Measure M Subregional Highway Fund	3,805,000		Westward Beach Road and Malibu Canyon Rd	9082 & 9087
<hr/>				
<i>State Revolving Fund Loan Wastewater</i>		(16,500,000)		
Capital Improvements	16,500,000		CCWTF Phase Two - Reimbursable	9075
<hr/>				
<i>Legacy Park Project Fund</i>		(60,000)		
Capital Improvements	60,000		Legacy Park Paver Repair	9096
<hr/>				
<b>Totals</b>	<b>\$41,224,717</b>	<b>\$ (41,224,717)</b>		

## REVENUE SUMMARY BY FUND

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
100 and 101 General Fund						
	Revenue From Property Taxes	13,658,762	14,279,651	14,200,000	14,792,024	15,146,000
	Revenue From Other Taxes	11,946,010	12,554,734	9,805,000	13,600,000	11,900,000
	Revenue From Licenses and Permits	2,838,871	3,931,476	2,649,000	3,526,950	3,008,000
	Revenue From Fines and Forfeitures	744,048	1,159,524	900,000	1,200,000	1,000,000
	Revenue From Other Governments	40,671	3,064,758	3,583,649	3,707,592	3,174,798
	Revenue From Service Charges	3,496,850	3,178,173	2,740,350	3,622,848	3,242,000
	Use of Money and Property	902,273	783,169	405,000	301,000	305,000
	Miscellaneous Revenue	1,662,409	1,095,489	335,500	424,887	897,976
	SCE Woolsey Fire Settlement	-	13,553,945	-	-	-
<b>Total General Fund</b>		<b>\$ 35,289,894</b>	<b>\$ 53,600,919</b>	<b>\$ 34,618,499</b>	<b>\$ 41,175,301</b>	<b>\$ 38,673,774</b>
105 Land Acquisition - COP/Grant						
	201 Gas Tax Fund	32,125,330	-	-	-	-
	202 Traffic Safety Fund	272,428	295,133	302,723	298,645	326,372
	203 Proposition A Fund	214,523	224,191	200,900	202,000	200,900
	204 Proposition C Fund	294,339	256,961	255,902	256,902	238,679
	205 Measure R Fund	218,030	214,812	212,605	213,605	198,319
	206 Air Quality Management Fund	164,260	161,013	159,970	160,970	149,239
	207 Solid Waste Management Fund	19,218	17,443	16,800	17,000	16,800
	208 Parkland Development Fund	153,325	142,980	143,200	148,150	142,649
	209 Quimby Fund	35,938	48,702	21,000	31,454	21,000
	211 COPS (Brulte) Grant Fund	107	88	100	35	35
	212 Measure M Fund	148,747	155,948	150,000	156,810	160,000
	213 Road Maintenance and Rehabilitation Fund	186,074	182,600	181,214	182,714	168,871
	214 Art in Public Places Fund	242,445	222,934	218,825	228,662	248,643
	215 Community Development Block Grant Fund	34,570	813	5,250	300	5,250
	218 Measure W Fund	16,068	18,844	113,750	113,750	170,000
	225 Grants Fund	-	-	390,100	379,722	380,100
	290 Big Rock Mesa LMD Fund	938,345	1,010,185	12,680,917	7,035,917	18,613,376
	291 Malibu Road LMD Fund	319,801	313,787	323,876	322,676	328,339
	292 Calle Del Barco LMD Fund	59,889	56,707	59,160	59,160	60,188
	516 Civic Center Water Treatment Facility Phase 1	54,893	54,365	72,323	72,223	82,318
	517 Civic Center Water Treatment Facility Phase 2	2,592,039	2,730,581	2,627,519	2,617,519	2,617,519
	712 Carbon Beach Undergrounding CFD Fund	500,000	1,088,212	2,000,000	1,520,000	17,100,000
	713 Broad Beach Assessment District	237,894	224,876	236,332	236,047	236,052
	715 Civic Center Water Treatment Facility AD	157,140	134,620	142,710	141,720	141,720
		2,623,334	-	-	-	-
<b>Total Special Revenue Funds</b>		<b>\$ 41,608,737</b>	<b>\$ 7,555,795</b>	<b>\$ 20,515,176</b>	<b>\$ 14,395,981</b>	<b>\$ 41,606,369</b>
500 Legacy Park Fund						
		2,045,197	1,823,832	1,799,934	1,793,889	1,689,067
<b>Total Legacy Park Project Fund</b>		<b>\$ 2,045,197</b>	<b>\$ 1,823,832</b>	<b>\$ 1,799,934</b>	<b>\$ 1,793,889</b>	<b>\$ 1,689,067</b>
515 CCWTF Fund						
		1,096,426	1,607,468	1,611,081	1,610,981	2,210,622
<b>Total CCWTF Fund</b>		<b>\$ 1,096,426</b>	<b>\$ 1,607,468</b>	<b>\$ 1,611,081</b>	<b>\$ 1,610,981</b>	<b>\$ 2,210,622</b>
601 Vehicle Fund						
		76,850	87,671	42,500	43,000	114,100
602 Information Technology Fund						
		553,777	564,411	473,100	473,500	632,100
<b>Total Internal Service Funds</b>		<b>\$ 630,627</b>	<b>\$ 652,082</b>	<b>\$ 515,600</b>	<b>\$ 516,500</b>	<b>\$ 746,200</b>
<b>Total Revenue - All Funds</b>		<b>\$ 80,670,881</b>	<b>\$ 65,240,096</b>	<b>\$ 59,060,290</b>	<b>\$ 59,492,652</b>	<b>\$ 84,926,032</b>

# REVENUE DETAIL BY FUND

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>100 and 101 General Fund</b>						
3111	Current Year Secured Property Tax	11,148,066	11,673,506	11,600,000	12,100,000	12,400,000
3112	Current Year Unsecured Property Tax	434,144	434,248	425,000	425,000	425,000
3113	Homeowner's Exemption	62,639	60,830	60,000	60,000	60,000
3114	Prior Year Secured Property Tax	41	2,082	5,000	50	1,000
3115	Prior Year Unsecured Property Tax	12,526	13,773	10,000	16,295	10,000
3118	Property Tax In-Lieu	2,001,346	2,095,212	2,100,000	2,190,679	2,250,000
	<b>Revenue From Property Taxes</b>	<b>\$ 13,658,762</b>	<b>\$ 14,279,651</b>	<b>\$ 14,200,000</b>	<b>\$ 14,792,024</b>	<b>\$ 15,146,000</b>
3131	Documentary Transfer Tax	540,656	596,332	750,000	1,400,000	750,000
3132	Utility User's Tax	2,094,120	2,163,932	2,030,000	2,050,000	2,100,000
3133	Transient Occupancy Tax - Hotels and Motels	2,089,091	1,902,987	1,700,000	1,900,000	2,000,000
3133-01	Transient Occupancy Tax - Private Rentals	2,461,194	3,047,766	1,800,000	4,000,000	2,500,000
3134	Franchise Fees	665,677	662,911	650,000	725,000	650,000
3137	Sales and Use Tax	3,710,123	3,788,472	2,550,000	3,100,000	3,500,000
3138	Parking Tax	385,149	392,334	325,000	425,000	400,000
	<b>Revenue From Other Taxes</b>	<b>\$ 11,946,010</b>	<b>\$ 12,554,734</b>	<b>\$ 9,805,000</b>	<b>\$ 13,600,000</b>	<b>\$ 11,900,000</b>
3201	Alarm Permits	32,247	32,371	30,000	32,000	30,000
3202	Film Permits	389,323	349,891	225,000	410,000	360,000
3203	Building Permits	707,194	1,370,314	700,000	1,000,000	900,000
3203-01	Special Investigation Fees	14,446	6,564	7,500	11,000	6,500
3204	Wastewater Treatment System Permits	34,995	34,344	35,000	45,000	35,000
3205	Plumbing Permits	113,560	145,705	110,000	150,000	110,000
3207	Mechanical Permits	68,505	88,924	70,000	110,000	80,000
3208	Electrical Permit Fees	183,605	263,615	170,000	210,000	170,000
3209	Grading/Drainage Permit Fees	52,240	93,334	65,000	95,000	65,000
3210	Miscellaneous Permits	39,708	47,158	40,000	33,000	30,000
3418	OWTS Operating Permit Fees	255,814	357,908	320,000	430,000	320,000
3420	Parking Permits	1,535	1,701	1,500	950	1,500
3421	Planning Review Fees	945,699	1,139,647	875,000	1,000,000	900,000
	<b>Revenue From Licenses and Permits</b>	<b>\$ 2,838,871</b>	<b>\$ 3,931,476</b>	<b>\$ 2,649,000</b>	<b>\$ 3,526,950</b>	<b>\$ 3,008,000</b>
3250	Parking Citation Fines	744,048	1,159,524	900,000	1,200,000	1,000,000
	<b>Revenue From Fines and Forfeitures</b>	<b>\$ 744,048</b>	<b>\$ 1,159,524</b>	<b>\$ 900,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,000,000</b>
3314	State Mandated Cost Reimbursement	-	-	-	-	-
3316	Motor Vehicle In-Lieu Fees	6,219	10,008	5,000	9,274	5,000
3318	Street Sweeping Reimbursements	34,452	51,678	50,000	50,000	50,000
3321	COVID-19 Budget Act of 2020	-	-	163,104	163,104	-
3322	American Rescue Plan	-	-	1,413,797	1,413,797	1,413,798
3341	FEMA/OES Reimbursements	-	3,003,072	1,660,748	1,780,417	1,500,000
3373	Proposition A Recreation	-	-	85,000	85,000	-
3381	LA County EWMP Reimbursement	-	-	206,000	206,000	206,000
	<b>Revenue From Other Governments</b>	<b>\$ 40,671</b>	<b>\$ 3,064,758</b>	<b>\$ 3,583,649</b>	<b>\$ 3,707,592</b>	<b>\$ 3,174,798</b>
3408	Biology Review Fees	108,320	113,374	110,000	140,000	100,000
3409	Document Retention Fees	12,979	12,042	10,000	13,000	12,000
3410	Building Plan Check Fees	972,420	880,866	725,000	975,000	800,000
3410-01	Administrative Plan Check Processing Fee	34,168	32,376	30,000	45,000	35,000
3411	Inspector Plan Check Fees	125,049	77,296	75,000	145,000	100,000
3412	Geo Soils Engineering Fees	526,816	625,413	560,000	825,000	600,000
3413	Other Plan Check Fees	42,265	30,941	30,000	23,075	20,000
3414	Environmental Health Review Fees	341,404	380,380	355,000	400,000	350,000
3415	Grading/Drainage Plan Review Fees	31,004	24,953	25,000	9,500	25,000
3416	Code Enforcement Investigation Fees	43,369	40,404	40,000	60,000	50,000
3419	Credit Card Fees	35,964	36,629	60,000	80,000	80,000
3422	OWTS Practitioners Fees	3,157	21,726	23,000	2,420	23,000
3425	CA Building Standards Commission Fee	287	1,210	3,000	2,000	3,000
3427	Technology Enhancement Fee	11,923	19,528	70,000	110,000	80,000
3431	Public Works/Engineering Fees	368,353	352,899	250,000	340,000	300,000
3432	WQMP Fees	67,369	53,229	50,000	18,000	50,000
3433	Banner Hanging Fees	630	323	500	-	500
3434	TOT Registration Fees	500	1,025	500	325	-
3434-01	Short-Term Rental Permit Fee	-	-	58,800	81,144	90,000
3434-02	Short-Term Rental Violation Fines	-	-	-	1,500	2,000
3435	Administrative Permit Processing Fees	84,302	83,960	65,000	75,000	75,000
3436	Electric Vehicle Charger Fees	-	-	1,000	-	1,000
3441	Sale of Publications and Materials	2,579	510	2,000	-	2,000
3444	Returned Check Service Fees	385	388	500	300	500
3446	Vehicle Release Impound Fees	2,040	-	2,000	-	5,000
3447	Election Fees	1,058	-	20,000	1,814	-
3448	Subpoena Fees	350	5,650	5,000	900	5,000

## REVENUE DETAIL BY FUND

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>General Fund (Continued)</b>						
3449	False Alarm Service Charge	16,881	16,917	15,000	14,000	12,000
3450	Residential Decals	1,175	3,675	3,000	3,100	2,000
3451	Passport Processing Fees	35,530	20,595	-	-	-
3461	Municipal Facility Use Fees	271,760	113,914	10,000	8,000	22,000
3464	Sports Program	66,085	40,202	34,500	30,000	42,000
3464-01	Girls Youth Sports	-	8,397	4,800	-	7,000
3466	Aquatics Program	121,674	93,134	80,000	132,000	156,000
3467	Day Camp	60,344	24,657	11,750	70,000	55,000
3468	Senior Adult Program	16,662	12,875	-	120	20,000
3469	Skate Park	-	-	-	-	7,000
3470	Recreation/Community Class Registration	80,019	46,923	10,000	16,650	100,000
3472	Special Events	10,029	1,762	-	-	10,000
	<b>Revenue From Service Charges</b>	<b>\$ 3,496,850</b>	<b>\$ 3,178,173</b>	<b>\$ 2,740,350</b>	<b>\$ 3,622,848</b>	<b>\$ 3,242,000</b>
3501	Interest Earnings	873,692	766,907	400,000	300,000	300,000
3505	City Hall Use Fees	28,581	16,262	5,000	1,000	5,000
	<b>Use of Money and Property</b>	<b>\$ 902,273</b>	<b>\$ 783,169</b>	<b>\$ 405,000</b>	<b>\$ 301,000</b>	<b>\$ 305,000</b>
3600	Proceeds From Grants	266,756	443,284	266,000	268,477	824,476
3602	Proposition A Transportation Funds Exchange	337,500	-	-	-	-
3901	Settlements	10,150	10,151	30,000	-	10,000
3902	Legal Fees	-	-	2,500	-	2,500
3904	TOT Private Rental Penalties	1,417	7,835	1,000	96,059	25,000
3905	Miscellaneous Reimbursements	29,774	24,040	25,000	56,988	25,000
3920	Donations	1,006,200	600,000	5,000	-	5,000
3940	Sale of Surplus Property	1,719	360	1,000	350	1,000
3943	Miscellaneous Revenue	8,893	9,819	5,000	3,013	5,000
	<b>Miscellaneous Revenue</b>	<b>\$ 1,662,409</b>	<b>\$ 1,095,489</b>	<b>\$ 335,500</b>	<b>\$ 424,887</b>	<b>\$ 897,976</b>
<b>Subtotal General Fund</b>		<b>\$ 35,289,894</b>	<b>\$ 40,046,974</b>	<b>\$ 34,618,499</b>	<b>\$ 41,175,301</b>	<b>\$ 38,673,774</b>
3901-01	SCE Woolsey Fire Settlement	-	13,553,945	-	-	-
	<b>Woolsey Fire Settlement</b>	<b>\$ -</b>	<b>\$ 13,553,945</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total General Fund</b>		<b>\$ 35,289,894</b>	<b>\$ 53,600,919</b>	<b>\$ 34,618,499</b>	<b>\$ 41,175,301</b>	<b>\$ 38,673,774</b>
<b>Special Revenue Funds</b>						
<b>105 Land Acquisition - COP/Grant</b>						
3600	Land Acquisition - Grants	7,356,225	-	-	-	-
3950	Land Acquisition - COPs	24,769,105	-	-	-	-
	<b>Total Land Acquisition</b>	<b>\$ 32,125,330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>201 Gas Tax Fund</b>						
3315	Highway User's Fees	253,974	277,525	301,723	296,145	325,372
3318	Traffic Congestion Relief	14,216	14,216	-	-	-
3501	Interest Earning	4,238	3,392	1,000	2,500	1,000
	<b>Total Gas Tax Fund</b>	<b>\$ 272,428</b>	<b>\$ 295,133</b>	<b>\$ 302,723</b>	<b>\$ 298,645</b>	<b>\$ 326,372</b>
<b>202 Traffic Safety Fund</b>						
3312	Fines & Forfeitures	211,573	221,458	200,000	200,000	200,000
3501	Interest Earnings	2,950	2,733	900	2,000	900
	<b>Total Traffic Safety Fund</b>	<b>\$ 214,523</b>	<b>\$ 224,191</b>	<b>\$ 200,900</b>	<b>\$ 202,000</b>	<b>\$ 200,900</b>
<b>203 Proposition A Fund</b>						
3371	Prop A Funds	279,184	251,275	253,902	253,902	236,679
3501	Interest Earnings	15,155	5,686	2,000	3,000	2,000
	<b>Total Proposition A Fund</b>	<b>\$ 294,339</b>	<b>\$ 256,961</b>	<b>\$ 255,902</b>	<b>\$ 256,902</b>	<b>\$ 238,679</b>
<b>204 Proposition C Fund</b>						
3372	Prop C Funds	212,187	208,433	210,605	210,605	196,319
3501	Interest Earnings	5,843	6,379	2,000	3,000	2,000
	<b>Total Proposition C Fund</b>	<b>\$ 218,030</b>	<b>\$ 214,812</b>	<b>\$ 212,605</b>	<b>\$ 213,605</b>	<b>\$ 198,319</b>
<b>205 Measure R Fund</b>						
3374	Measure R Annual Allocation	159,186	156,101	157,970	157,970	147,239
3501	Interest Earnings	5,074	4,912	2,000	3,000	2,000
	<b>Total Measure R Fund</b>	<b>\$ 164,260</b>	<b>\$ 161,013</b>	<b>\$ 159,970</b>	<b>\$ 160,970</b>	<b>\$ 149,239</b>



## REVENUE DETAIL BY FUND

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>Special Revenue Funds (Continued)</b>						
<b>206 Air Quality Management Fund</b>						
3377	AQMD Funds	16,806	15,123	16,000	16,000	16,000
3501	Interest Earnings	2,412	2,320	800	1,000	800
	<b>Total Air Quality Management Fund</b>	<b>\$ 19,218</b>	<b>\$ 17,443</b>	<b>\$ 16,800</b>	<b>\$ 17,000</b>	<b>\$ 16,800</b>
<b>207 Solid Waste Management Fund</b>						
3311	Solid Waste Management Surcharge	131,397	124,055	120,000	120,000	120,000
3434	Recycling Fees	17,024	16,693	18,000	18,000	17,449
3501	Interest Earnings	684	126	200	150	200
3600	Grant Proceeds	4,220	2,106	5,000	10,000	5,000
	<b>Total Solid Waste Management Fund</b>	<b>\$ 153,325</b>	<b>\$ 142,980</b>	<b>\$ 143,200</b>	<b>\$ 148,150</b>	<b>\$ 142,649</b>
<b>208 Parkland Development Fund</b>						
3135	Parkland Development Fees	32,896	46,364	20,000	30,254	20,000
3501	Interest Earnings	3,042	2,338	1,000	1,200	1,000
	<b>Total Parkland Development Fund</b>	<b>\$ 35,938</b>	<b>\$ 48,702</b>	<b>\$ 21,000</b>	<b>\$ 31,454</b>	<b>\$ 21,000</b>
<b>209 Quimby Fund</b>						
3501	Interest Earnings	107	88	100	35	35
	<b>Total Quimby Fund</b>	<b>\$ 107</b>	<b>\$ 88</b>	<b>\$ 100</b>	<b>\$ 35</b>	<b>\$ 35</b>
<b>211 COPS (Brulte) Grant Fund</b>						
3600	Proceeds From Grants (Brulte)	148,747	155,948	150,000	156,810	160,000
	<b>Total COPS (Brulte) Fund</b>	<b>\$ 148,747</b>	<b>\$ 155,948</b>	<b>\$ 150,000</b>	<b>\$ 156,810</b>	<b>\$ 160,000</b>
<b>212 Measure M Fund</b>						
3375	Measure M Annual Allocation	179,221	175,780	179,214	179,214	166,871
3501	Interest Earnings	6,853	6,820	2,000	3,500	2,000
	<b>Total Measure M Fund</b>	<b>\$ 186,074</b>	<b>\$ 182,600</b>	<b>\$ 181,214</b>	<b>\$ 182,714</b>	<b>\$ 168,871</b>
<b>213 Road Maintenance and Rehabilitation (RMRA) Fund</b>						
3319	SB1 Annual Allocation	237,608	219,010	217,325	225,662	247,143
3501	Interest Earnings	4,837	3,924	1,500	3,000	1,500
	<b>Total Road Maintenance &amp; Rehabilitation Fund</b>	<b>\$ 242,445</b>	<b>\$ 222,934</b>	<b>\$ 218,825</b>	<b>\$ 228,662</b>	<b>\$ 248,643</b>
<b>214 Art in Public Places Fund</b>						
3135	Art in Public Places Fees	34,570	-	5,000	-	5,000
3501	Interest Earnings	-	813	250	300	250
	<b>Total Parkland Development Fund</b>	<b>\$ 34,570</b>	<b>\$ 813</b>	<b>\$ 5,250</b>	<b>\$ 300</b>	<b>\$ 5,250</b>
<b>215 Community Development Block Grant Fund</b>						
3600	Proceeds From Grants	16,068	18,844	113,750	113,750	20,000
3600-01	Proceeds From Grants - Disaster Recovery	-	-	-	-	150,000
	<b>Total Comm. Dev. Block Grant Fund</b>	<b>\$ 16,068</b>	<b>\$ 18,844</b>	<b>\$ 113,750</b>	<b>\$ 113,750</b>	<b>\$ 170,000</b>
<b>218 Measure W - LA County Stormwater Fund</b>						
3379	Measure W Annual Allocation	-	-	390,000	379,622	380,000
3501	Interest Earnings	-	-	100	100	100
	<b>Total Measure W - LA County Stormwater Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 390,100</b>	<b>\$ 379,722</b>	<b>\$ 380,100</b>
<b>225 Grants Fund</b>						
3376	TDA	-	-	-	-	8,596
3600	Proceeds From Grants	938,345	1,010,185	12,680,917	7,035,917	18,604,780
	<b>Total Grants Fund</b>	<b>\$ 938,345</b>	<b>\$ 1,010,185</b>	<b>\$ 12,680,917</b>	<b>\$ 7,035,917</b>	<b>\$ 18,613,376</b>
<b>290 Big Rock LMD Fund</b>						
3116	Big Rock Mesa Assessment	312,832	310,479	321,876	321,876	327,539
3501	Interest Earnings	6,969	3,308	2,000	800	800
	<b>Total Big Rock LMD Fund</b>	<b>\$ 319,801</b>	<b>\$ 313,787</b>	<b>\$ 323,876</b>	<b>\$ 322,676</b>	<b>\$ 328,339</b>
<b>291 Malibu Road LMD Fund</b>						
3116	Malibu Road Assessment	57,824	54,589	58,360	58,360	59,388
3501	Interest Earnings	2,065	2,118	800	800	800
	<b>Total Malibu Road LMD Fund</b>	<b>\$ 59,889</b>	<b>\$ 56,707</b>	<b>\$ 59,160</b>	<b>\$ 59,160</b>	<b>\$ 60,188</b>
<b>292 Calle Del Barco LMD Fund</b>						
3116	Calle Del Barco Assessment	52,268	52,226	71,523	71,523	81,618
3501	Interest Earnings	2,625	2,139	800	700	700
	<b>Total Calle Del Barco LMD Fund</b>	<b>\$ 54,893</b>	<b>\$ 54,365</b>	<b>\$ 72,323</b>	<b>\$ 72,223</b>	<b>\$ 82,318</b>

## REVENUE DETAIL BY FUND

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>Special Revenue Funds (Continued)</b>						
<b>516 Civic Center Water Treatment Facility AD</b>						
3501	Interest Earnings	-	155,351	40,000	30,000	30,000
3915	Civic Center Water Treatment Facility AD	2,592,039	2,575,230	2,587,519	2,587,519	2,587,519
	<b>Total Civic Ctr Water Treatment Facility AD</b>	<b>\$ 2,592,039</b>	<b>\$ 2,730,581</b>	<b>\$ 2,627,519</b>	<b>\$ 2,617,519</b>	<b>\$ 2,617,519</b>
<b>517 Civic Center Water Treatment Facility - Phase Two</b>						
3501	Interest Earnings	-	58,212	-	20,000	-
3950	CCWTF - Phase Two Construction	-	-	-	-	16,500,000
2080	CCWTF - Phase Two Contributions	500,000	1,030,000	2,000,000	1,500,000	600,000
	<b>Total Civic Ctr Water Treatment Facility CFD</b>	<b>\$ 500,000</b>	<b>\$ 1,088,212</b>	<b>\$ 2,000,000</b>	<b>\$ 1,520,000</b>	<b>\$ 17,100,000</b>
<b>712 Carbon Beach Undergrounding CFD</b>						
3915	Carbon Beach Undergrounding Assessment	237,139	224,503	236,032	236,032	236,032
3501	Interest Earnings	755	373	300	15	20
	<b>Total Carbon Beach Undergrounding CFD</b>	<b>\$ 237,894</b>	<b>\$ 224,876</b>	<b>\$ 236,332</b>	<b>\$ 236,047</b>	<b>\$ 236,052</b>
<b>713 Broad Beach Assessment District</b>						
3915	Broad Beach Undergrounding Assessment	154,627	132,886	141,710	141,710	141,710
3501	Interest Earnings	2,513	1,734	1,000	10	10
	<b>Total Broad Beach Undergrounding AD</b>	<b>\$ 157,140</b>	<b>\$ 134,620</b>	<b>\$ 142,710</b>	<b>\$ 141,720</b>	<b>\$ 141,720</b>
<b>715 Civic Center Water Treatment Facility AD - Construction</b>						
3501	Interest Earnings	-	-	-	-	-
3600	SWRCB Grant	477,705	-	-	-	-
3950-01	Recycled Water Loan	1,145,799	-	-	-	-
3950-02	Water Loan	999,830	-	-	-	-
	<b>Total Broad Beach Undergrounding AD</b>	<b>\$ 2,623,334</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Special Revenue Funds</b>		<b>\$ 41,608,737</b>	<b>\$ 7,555,795</b>	<b>\$ 20,515,176</b>	<b>\$ 14,395,981</b>	<b>\$ 41,606,369</b>
<b>500 Legacy Park Project Fund</b>						
3501	Interest Earnings	36,539	23,863	20,000	6,000	6,000
3505	Proceeds From Rent	1,582,656	1,513,064	1,511,684	1,519,639	1,538,067
3373	Prop A Recreation	292,795	100,523	123,250	123,250	-
3905	Miscellaneous Revenue	133,207	186,382	145,000	145,000	145,000
	<b>Total Legacy Park Project Fund</b>	<b>\$ 2,045,197</b>	<b>\$ 1,823,832</b>	<b>\$ 1,799,934</b>	<b>\$ 1,793,889</b>	<b>\$ 1,689,067</b>
<b>Total Legacy Park Project Fund</b>		<b>\$ 2,045,197</b>	<b>\$ 1,823,832</b>	<b>\$ 1,799,934</b>	<b>\$ 1,793,889</b>	<b>\$ 1,689,067</b>
<b>515 Civic Center Wastewater Treatment Facility (CCWTF) Fund</b>						
3501	Interest Earnings	-	-	100	-	-
3510	Sewer Services	1,087,918	1,610,929	1,610,981	1,610,981	2,210,622
3943	Miscellaneous Revenue	8,508	(3,461)	-	-	-
	<b>Total CCWTF Fund</b>	<b>\$ 1,096,426</b>	<b>\$ 1,607,468</b>	<b>\$ 1,611,081</b>	<b>\$ 1,610,981</b>	<b>\$ 2,210,622</b>
<b>Total CCWTF Fund</b>		<b>\$ 1,096,426</b>	<b>\$ 1,607,468</b>	<b>\$ 1,611,081</b>	<b>\$ 1,610,981</b>	<b>\$ 2,210,622</b>
<b>Internal Service Funds</b>						
<b>601 Vehicle Fund</b>						
3501	Interest Earnings	1,850	2,671	500	1,000	100
3951	Vehicle Charges	75,000	85,000	42,000	42,000	114,000
	<b>Total Vehicle Fund</b>	<b>\$ 76,850</b>	<b>\$ 87,671</b>	<b>\$ 42,500</b>	<b>\$ 43,000</b>	<b>\$ 114,100</b>
<b>602 Information Technology Fund</b>						
3501	Interest Earnings	277	911	100	500	100
3952	Information Technology Charges	553,500	563,500	473,000	473,000	632,000
	<b>Total Information Technology Fund</b>	<b>\$ 553,777</b>	<b>\$ 564,411</b>	<b>\$ 473,100</b>	<b>\$ 473,500</b>	<b>\$ 632,100</b>
<b>Total Internal Service Funds</b>		<b>\$ 630,627</b>	<b>\$ 652,082</b>	<b>\$ 515,600</b>	<b>\$ 516,500</b>	<b>\$ 746,200</b>
<b>Total Revenue - All Funds</b>		<b>\$ 80,670,881</b>	<b>\$ 65,240,096</b>	<b>\$ 59,060,290</b>	<b>\$ 59,492,652</b>	<b>\$ 84,926,032</b>

## EXPENDITURE SUMMARY BY FUND

Fund	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>General Fund</b>	<b>\$ 44,699,823</b>	<b>\$ 35,179,343</b>	<b>\$ 41,441,202</b>	<b>\$ 37,857,980</b>	<b>\$ 45,697,030</b>
<b>Special Revenue Funds</b>					
Gas Tax Fund	285,000	100,000	425,000	425,000	325,000
Traffic Safety Fund	205,000	50,000	340,000	340,000	200,000
Proposition A Fund	100,272	164,489	207,000	105,000	203,000
Proposition C Fund	135,000	40,000	435,000	389,279	300,000
Measure R Fund	120,000	-	400,000	400,000	100,000
Air Quality Management Fund	-	813	15,000	15,000	-
Solid Waste Management Fund	159,223	148,498	163,602	136,794	150,059
Parkland Development In-Lieu Fund	49,450	-	75,000	75,000	-
Quimby Fund	-	-	-	-	-
COPS (Brulte) Fund	148,747	155,948	150,000	156,810	155,000
Measure M Fund	120,000	-	320,000	120,000	510,000
Road Maintenance and Rehabilitation Fund	225,000	-	245,000	245,000	315,000
Community Development Block Grant Fund	16,068	18,841	67,000	67,000	95,000
Measure W Fund	-	-	376,248	234,394	500,000
Grants Fund	1,288,810	2,211,905	14,765,917	9,123,637	18,410,000
Big Rock Mesa LMD Fund	392,270	360,305	397,467	347,337	414,780
Malibu Road LMD Fund	37,435	32,432	83,693	82,914	77,530
Calle Del Barco LMD Fund	49,350	54,464	65,193	64,914	62,530
Carbon Beach Undergrounding CFD Fund	224,971	224,818	235,001	229,980	227,946
Broad Beach Undergrounding AD	135,560	137,465	142,436	138,019	140,767
Land Acquisition	29,500,000	-	-	-	-
Civic Center Water Treatment Facility Phase One AD	3,514,340	2,463,276	2,480,963	4,648,575	2,320,862
Civic Center Water Treatment Facility Phase Two AD	-	-	-	-	16,500,000
<b>Total Special Revenue Funds</b>	<b>\$ 36,706,496</b>	<b>\$ 6,163,254</b>	<b>\$ 21,389,520</b>	<b>\$ 17,344,653</b>	<b>\$ 41,007,475</b>
<b>Legacy Park Project Fund</b>					
Legacy Park Project Fund	1,582,646	2,143,759	1,925,908	1,918,512	1,965,682
<b>Legacy Park Project Fund</b>	<b>\$ 1,582,646</b>	<b>\$ 2,143,759</b>	<b>\$ 1,925,908</b>	<b>\$ 1,918,512</b>	<b>\$ 1,965,682</b>
<b>Civic Center Water Treatment Facility</b>					
Civic Center Water Treatment Facility	1,201,608	1,829,620	1,962,325	1,959,555	1,999,500
<b>Civic Center Water Treatment Facility</b>	<b>\$ 1,201,608</b>	<b>\$ 1,829,620</b>	<b>\$ 1,962,325</b>	<b>\$ 1,959,555</b>	<b>\$ 1,999,500</b>
<b>Internal Service Funds</b>					
Vehicle Fund	81,843	212,417	227,000	211,754	84,000
Information Technology Fund	503,564	540,888	628,421	525,540	738,689
<b>Total Internal Service Funds</b>	<b>\$ 585,407</b>	<b>\$ 753,305</b>	<b>\$ 855,421</b>	<b>\$ 737,294</b>	<b>\$ 822,689</b>
<b>Total All Funds</b>	<b>\$ 84,775,980</b>	<b>\$ 46,069,281</b>	<b>\$ 67,574,376</b>	<b>\$ 59,817,995</b>	<b>\$ 91,492,375</b>

## EXPENDITURE SUMMARY BY DEPARTMENT

Department	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>General Fund</b>					
<b>Management and Administration</b>					
7001 City Council	635,215	554,298	619,245	624,044	655,986
7002 Media Operations	392,067	358,546	515,265	479,479	573,832
7003 City Manager	656,515	519,304	684,800	829,329	696,784
7005 Legal Counsel	858,114	771,748	919,796	1,184,796	1,119,209
7007 City Clerk	364,794	344,173	482,022	488,844	540,820
7021-31 Public Safety	8,126,412	8,800,034	10,064,721	10,251,302	11,898,562
7054 Finance	1,233,936	1,124,289	1,081,051	1,220,185	1,525,856
7058 Human Resources	276,313	276,373	314,341	317,983	419,964
7059 Non-Departmental Services	2,186,981	2,331,364	2,291,693	2,173,007	2,681,115
9050 City Hall	636,834	670,950	891,526	763,189	810,004
9088 Land Acquisition	13,625,655	255,517	297,500	297,420	292,420
9050-74 Debt Service - City Hall and Trancas Field	1,506,650	2,099,750	2,648,050	2,603,613	3,190,001
<b>Total Management and Administration</b>	<b>\$ 30,499,486</b>	<b>\$ 18,106,346</b>	<b>\$ 20,810,010</b>	<b>\$ 21,233,190</b>	<b>\$ 24,404,553</b>
<b>Community Services</b>					
4001 General Recreation	641,173	648,211	687,115	614,735	758,957
4002 Aquatics	224,791	205,164	270,708	274,097	340,701
4004 Day Camp	69,769	62,080	83,772	55,489	96,897
4005 Skate Park	-	-	82,378	68,509	99,396
4006 Sports	106,240	87,959	121,287	52,350	107,680
4007 Community Classes	133,462	102,407	96,890	73,911	167,290
4008 Senior Adult Program	157,273	132,857	137,615	84,658	177,338
4010 Park Maintenance	798,362	949,162	1,132,011	1,095,661	1,137,273
4011 Special Events	115,105	128,275	120,045	96,480	143,817
4012 Malibu Arts	153,454	155,362	151,472	131,349	176,372
<b>Total Community Services</b>	<b>\$ 2,399,629</b>	<b>\$ 2,471,477</b>	<b>\$ 2,883,293</b>	<b>\$ 2,547,238</b>	<b>\$ 3,205,721</b>
<b>Environmental Sustainability Department</b>					
2004 Building Safety and Sustainability	2,326,501	2,206,883	2,030,996	1,803,467	2,489,483
2010 Wastewater Management	670,453	610,300	639,388	545,126	767,478
3003 Clean Water Program	517,764	585,494	1,390,430	1,194,234	1,037,438
3004 Solid Waste Management	-	-	50,000	50,000	75,000
<b>Total Environmental Sustainability</b>	<b>\$ 3,514,718</b>	<b>\$ 3,402,677</b>	<b>\$ 4,110,814</b>	<b>\$ 3,592,826</b>	<b>\$ 4,369,399</b>
<b>Planning Department</b>					
2001 Planning	2,329,694	2,574,810	2,617,026	2,560,545	2,830,499
2012 Code Enforcement	322,767	350,142	366,909	349,115	623,925
<b>Total Planning Department</b>	<b>\$ 2,652,461</b>	<b>\$ 2,924,952</b>	<b>\$ 2,983,935</b>	<b>\$ 2,909,660</b>	<b>\$ 3,454,424</b>
<b>Public Works</b>					
3001 Street Maintenance	805,861	1,442,652	488,929	513,140	1,080,779
3005 Fleet Operations	-	-	-	-	140,000
3007 City Facilities	8,497	75,100	106,000	95,000	176,100
3008 Public Works	702,608	918,352	807,184	779,917	1,351,836
<b>Total Public Works</b>	<b>\$ 1,516,966</b>	<b>\$ 2,436,104</b>	<b>\$ 1,402,113</b>	<b>\$ 1,388,056</b>	<b>\$ 2,748,715</b>
<b>Disaster Response</b>					
3002 Fire Rebuilds and Storm Response	3,373,455	3,074,073	3,140,105	2,931,336	2,099,000
3002-19 COVID-19 Response	-	815,258	284,000	665,871	180,500
<b>Total Disaster Response</b>	<b>\$ 3,373,455</b>	<b>\$ 3,889,331</b>	<b>\$ 3,424,105</b>	<b>\$ 3,597,207</b>	<b>\$ 2,279,500</b>
<b>Total General Fund</b>	<b>\$ 43,956,715</b>	<b>\$ 33,230,887</b>	<b>\$ 35,614,270</b>	<b>\$ 35,268,177</b>	<b>\$ 40,462,313</b>

## EXPENDITURE SUMMARY BY DEPARTMENT

Department	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>Special Revenue Funds</b>					
3001 Street Maintenance	460,000	190,000	1,200,000	1,200,000	785,000
3003 Clean Water Program	-	-	-	112,394	-
3007 Stormwater Treatment Facilities	-	-	100,000	100,000	100,000
3004 Solid Waste Management	144,223	148,498	163,602	136,794	150,059
3008 Public Works	345,000	300,000	465,000	465,000	345,000
3009 Transportation Services	100,272	164,489	207,000	105,000	203,000
4010 Park Maintenance	-	-	75,000	75,000	-
6002 Big Rock Mesa LMD	392,270	360,305	397,467	347,337	414,780
6003 Malibu Road LMD	37,435	32,432	83,693	82,914	77,530
6004 Calle Del Barco LMD	49,350	54,464	65,193	64,914	62,530
9048 Carbon Beach Undergrounding CFD	224,971	224,818	235,001	229,980	227,946
9052 Broad Beach Undergrounding AD	135,560	137,465	142,436	138,019	140,767
9049 Civic Center Wastewater Treatment AD	3,514,340	2,463,276	2,480,963	4,648,575	2,320,862
9088 Land Acquisition	29,500,000	-	-	-	-
7031 Public Safety	148,747	155,948	150,000	156,810	155,000
7070 Community Development Block Grant (CDBG)	16,068	18,841	67,000	67,000	95,000

<b>Total Special Revenue Funds</b>	<b>\$ 35,068,236</b>	<b>\$ 4,250,536</b>	<b>\$ 5,832,355</b>	<b>\$ 7,929,737</b>	<b>\$ 5,077,475</b>
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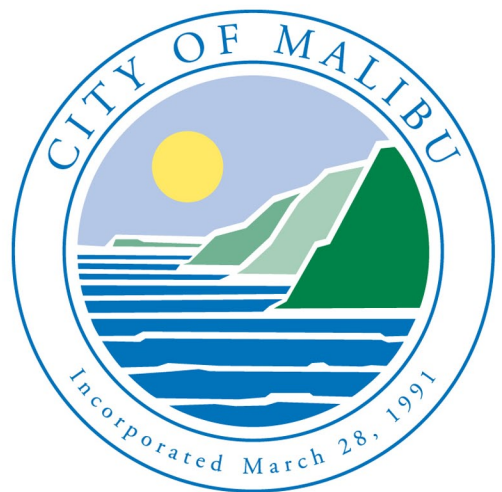
<b>Capital Project Funds</b>					
9002 Annual Street Overlay	670,779	-	600,000	554,279	720,000
9058 PCH Intersection Improvements	152,213	198,322	-	-	-
9059 PCH Median Improvements	205,325	383,318	3,000,000	1,200,000	4,250,000
9061 Civic Center Way Improvements	190,994	54,950	4,505,917	4,505,917	-
9065 Malibu Community Labor Exchange Trailer	-	-	-	-	-
9066 PCH Signal Synchronization System Improvements	440,278	423,912	1,200,000	1,000,000	9,805,000
9070 Civic Center Stormwater Diversion Structure	28,806	13,151	100,000	6,000	100,000
9072 Marie Canyon Green Streets	23,752	-	276,248	22,000	400,000
9073 Stormdrain Trash Screens	-	-	35,000	35,000	-
9075 CCWTF - Phase Two	-	851,403	2,000,000	2,000,000	16,500,000
9078 City Hall Solar Power Project	149,058	-	-	-	-
9079 City Hall Roof Project	8,248	187	289,530	289,530	-
9081 CCWTF Lateral Connections Improvements	150,000	150,000	-	-	-
9082 Westward Beach Road Improvements	75,960	17,315	3,875,000	30,000	3,845,000
9083 Heathercliff Road Safety Improvements	18,315	-	-	-	-
9084 Electric Vehicle Charging Stations	1,720	813	15,000	15,000	-
9085 Anchor Sculpture Base	49,450	-	-	-	-
9089 Temporary Skate Park	-	586,933	150,000	595	-
9090 Permanent Skate Park	-	-	55,000	105,100	307,372
9091 Civic Center Way Stormdrain Repair	-	158,496	-	-	-
9092 Bluffs Park Workout Stations	-	-	40,000	42,720	-
9093 Bluff Park Shade Structure	-	-	45,000	45,000	-
9094 Vehicle Protection Devices - City Properties	-	-	100,000	-	100,000
9095 Malibu Slope Repairs	-	-	-	-	-
9096 Legacy Park Paver Repair	-	-	-	-	60,000
9097 Malibu Bluffs Park South Walkway	-	-	-	-	150,000
9098 Trancas Canyon Park Playground Resurfacing	-	-	-	-	75,000
9099 PCH Overhead Warning Signs	-	-	-	-	160,000
9100 PCH at Trancas Canyon Road Right Turn Lane	-	-	-	-	250,000

<b>Disaster Capital Improvement Projects</b>					
9200 Woolsey Fire & Storm Response Capital Projects	245,276	1,022,374	5,132,402	2,188,578	4,502,345

<b>Total Capital Project Funds</b>	<b>\$ 2,410,174</b>	<b>\$ 3,861,174</b>	<b>\$ 21,419,097</b>	<b>\$ 12,039,719</b>	<b>\$ 41,224,717</b>
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## EXPENDITURE SUMMARY BY DEPARTMENT

Department		2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>Legacy Park Fund</b>						
3003	Clean Water Program	250,000	200,000	-	-	-
3007	Stormwater Treatment Facilities	215,000	100,000	-	-	-
7004	Legacy Park Debt Service	534,551	1,124,551	1,093,500	1,093,500	1,093,838
7008	Legacy Park Operations	554,289	719,208	797,408	790,012	811,844
<b>Total Legacy Park Project Fund</b>		<b>\$ 1,553,840</b>	<b>\$ 2,143,759</b>	<b>\$ 1,890,908</b>	<b>\$ 1,883,512</b>	<b>\$ 1,905,682</b>
<b>Civic Center Water Treatment Facility (CCWTF) Fund</b>						
3010	Civic Center Water Treatment Facility	1,201,608	1,829,620	1,962,325	1,959,555	1,999,500
<b>Total CCWTF Fund</b>		<b>\$ 1,201,608</b>	<b>\$ 1,829,620</b>	<b>\$ 1,962,325</b>	<b>\$ 1,959,555</b>	<b>\$ 1,999,500</b>
<b>Internal Service Funds</b>						
601	Vehicle Fund	81,843	212,417	227,000	211,754	84,000
602	Information Systems Fund	503,564	540,888	628,421	525,540	738,689
<b>Total Internal Service Funds</b>		<b>\$ 585,407</b>	<b>\$ 753,305</b>	<b>\$ 855,421</b>	<b>\$ 737,294</b>	<b>\$ 822,689</b>
<b>Total All Funds</b>		<b>\$ 84,775,980</b>	<b>\$ 46,069,281</b>	<b>\$ 67,574,376</b>	<b>\$ 59,817,995</b>	<b>\$ 91,492,375</b>



# DISASTER RESPONSE

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
3002	Woolsey Fire & Storm Response	3,373,455	3,074,073	3,140,105	2,931,336	2,099,000
3002-19	COVID-19 Response	-	815,258	284,000	665,871	180,500
9200	Disaster Capital Improvement Projects	245,276	1,022,374	5,132,402	2,188,578	4,502,345
<b>Total</b>		<b>\$ 3,618,731</b>	<b>\$ 4,911,705</b>	<b>\$ 8,556,507</b>	<b>\$ 5,785,785</b>	<b>\$ 6,781,845</b>



# WOOLSEY FIRE AND STORM RESPONSE OPERATIONS

The Fiscal Year 2021-2022 Budget includes expenditures to address the ongoing operational costs spanning multiple departments to address recovery and rebuilding efforts as a result of the Woolsey Fire. These costs include various professional services, including contract planners, inspectors, plan checking, and other services. It also include some costs for advertising, website and printing costs have been included to make sure that all the necessary information is being communicated extensively with the community. In Fiscal Year 2021-2022, City personnel costs associated with the City's fire rebuild effort will no longer be applied directly to this program and all costs associated with this program will no longer be charged against the City's SCE Settlement funds.

Based on the limited storm response projected in Fiscal Year 2020-2021 to safeguard the burned areas of the City, the amount funding for storm response has been reduced for Fiscal Year 2021-2022.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
<b>Environmental Sustainability:</b>			
ESD Director/Building Official	0.00	0.50	0.00
Sr. Building Inspector	0.00	1.00	0.00
Environmental Health Administrator	0.00	0.50	0.00
Sr. Permit Services Technician	0.00	1.00	0.00
<b>Planning:</b>			
Planning Director	0.00	0.50	0.00
Assistant Planning Director	0.00	0.50	0.00
Planning Technician	0.00	1.00	0.00
<b>Public Works:</b>			
Assistant Public Works Director	0.00	0.50	0.00
Assistant Civil Engineer	0.00	1.00	0.00
<b>Total</b>	<b>0.00</b>	<b>6.50</b>	<b>0.00</b>

## EXPENDITURE DETAIL

**Fund 100 - General Fund**

**Fund 102 - FEMA**

**Program 3002 - Woolsey Fire/Storm Response**

		2018-19	2019-20	2020-21	2020-21	2021-22
Object	Description	Actual	Actual	Adopted	Projected	Proposed
4101	Full-Time Salaries	165,461	22,420	721,224	669,392	-
4102	Part-Time Salaries	2,033	-	-	-	-
4104	Overtime	65,486	-	-	33,998	-
4201	Retirement	23,534	76,989	99,427	99,309	-
4202	Health Insurance	38	74,596	98,276	92,902	-
4203	Vision Insurance	1	981	1,378	1,584	-
4204	Dental Insurance	3	6,005	8,104	7,506	-
4205	Life Insurance	1	982	1,043	1,083	-
4208	Deferred Compensation	905	5,746	3,000	5,166	-
4209	Disability Insurance	1,586	5,021	5,399	6,293	-
4210	Other	5,619	13,568	23,754	12,605	-
<b>Total Salaries &amp; Benefits</b>		<b>\$ 264,667</b>	<b>\$ 206,308</b>	<b>\$ 961,605</b>	<b>\$ 929,836</b>	<b>\$ -</b>
5100	Professional Services	200,040	15,520	10,000	10,000	10,000
5100-01	Coastal Dev. Permit Services	-	26,618	25,000	28,000	25,000
5100-02	Planning - Fire Rebuilds	200,089	580,371	300,000	300,000	250,000
5100-03	ESD - Fire Rebuilds	286,931	1,739,888	1,400,000	1,400,000	1,500,000
5100-04	Public Works - Fire Rebuilds	12,875	105,267	245,000	200,000	255,000
5107	Contract Personnel	3,446	46,352	20,000	-	-
5120	Street Maintenance	253,551	25,744	-	-	-
5120-01	Debris Removal	664,206	-	-	-	-
5123	Storm Response	1,092,438	255,466	100,000	40,000	50,000
5126	Wall/Sidewalk Maintenance	104,576	-	-	-	-
5200	Tree Maintenance	27,255	11,225	-	-	-
5210	Service Fees & Charges	-	97	7,500	7,500	-
5300	Travel & Training	16,654	-	-	-	-
5401	Advertising & Noticing	46,235	5,242	10,000	5,000	2,500
5405	Printing	-	-	10,000	5,000	2,500
5725	Trash Pickup/Recycling	-	-	-	-	-
6160	Operating Supplies	123,264	55,325	50,000	5,000	3,000
6160-01	Emergency Supplies During Fire	75,883	-	-	-	-
6165	Website Services	-	650	1,000	1,000	1,000
6500	Motor Fuels	1,345	-	-	-	-
<b>Total Operating &amp; Maintenance</b>		<b>\$ 3,108,788</b>	<b>\$ 2,867,765</b>	<b>\$ 2,178,500</b>	<b>\$ 2,001,500</b>	<b>\$ 2,099,000</b>
<b>Total Expenditures</b>		<b>\$ 3,373,455</b>	<b>\$ 3,074,073</b>	<b>\$ 3,140,105</b>	<b>\$ 2,931,336</b>	<b>\$ 2,099,000</b>
<b>Source of Funds</b>						
SCE Woolsey Fire Settlement Fund		3,373,455	3,074,073	3,140,105	2,931,336	-
General Fund (100)		-	-	-	-	2,099,000
General Fund (FEMA) 102		-	-	-	-	-
<b>Total Source of Funds</b>		<b>\$ 3,373,455</b>	<b>\$ 3,074,073</b>	<b>\$ 3,140,105</b>	<b>\$ 2,931,336</b>	<b>\$ 2,099,000</b>

## **COVID-19 PANDEMIC**

On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in response to the increased spread of COVID-19. Additionally, on March 4, 2020, the Los Angeles County Board of Supervisors and the Department of Public Health declared a local and public health emergency in response to increased spread of COVID-19 across the country and in Los Angeles County. The City of Malibu's Emergency Operations Center (EOC) was activated on March 13. On March 16, the City Council adopted Resolution No. 20-14 ratifying the City's Emergency Services Director's Proclamation of Existence of a Local Emergency issued on March 14, 2020. The President of the United States declared a major disaster for California for the COVID-19 pandemic on March 22, 2020.

On January 25, 2021, the State announced the end of the Regional Stay at Home Order and reinstated the tier system established in the State's Blueprint for a Safer Economy. As vaccinations become more widely available, the County and the State are allowing stay at home orders and restrictions to be lifted. The State has recently announced that it aims to open fully reopen by June 15, 2021. This opening comes as the State has reached 20 million vaccinations. The State will monitor hospitalization rates, vaccine access, and vaccine efficacy against variants as the June 15 date approaches. Staff continues to closely track these developments, communicate them to the community and implement covid-safety guidelines and practices in all city operations.

The Fiscal Year 2021-2022 Budget includes expenditures to address the ongoing operational costs of the City's response to the COVID-19 pandemic. These costs include overtime for eligible staff who are helping to support the City's EOC functions, cloud commuting services to support the City's virtual EOC functions, operating supplies, and meals for EOC staff and volunteers. Advertising and printing costs have also been included to make sure that necessary information is being communicated extensively with the community. It is anticipated that these funds will be reimbursed by the American Rescue Plan signed by President Biden on March 11, 2021.

## EXPENDITURE DETAIL

Fund 100 - General Fund

Fund 102 - FEMA

Program 3002-19 - COVID-19 Response

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	-	558,798	-	279,639	-
4102	Part-Time Salaries	-	9,308	-	5,896	-
4104	Overtime	-	18,306	30,000	4,727	10,000
4201	Retirement	-	-	-	39,361	-
4202	Health Insurance	-	-	-	37,970	-
4203	Vision Insurance	-	-	-	500	-
4204	Dental Insurance	-	-	-	3,006	-
4205	Life Insurance	-	-	-	441	-
4208	Deferred Compensation	-	-	-	2,364	-
4209	Disability Insurance	-	-	-	2,469	-
4210	Other	-	-	-	5,226	-
<b>Total Salaries &amp; Benefits</b>		<b>\$ -</b>	<b>\$ 586,412</b>	<b>\$ 30,000</b>	<b>\$ 381,597</b>	<b>\$ 10,000</b>
5100	Professional Services	-	111,749	20,000	148,774	80,000
5300	Transport/Hotels/Meals	-	4,428	2,000	500	500
5401	Advertising & Noticing	-	5,382	20,000	5,000	5,000
5405	Printing	-	-	12,000	5,000	5,000
6160	Operating Supplies	-	107,287	200,000	125,000	80,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ -</b>	<b>\$ 228,846</b>	<b>\$ 254,000</b>	<b>\$ 284,274</b>	<b>\$ 170,500</b>
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 815,258</b>	<b>\$ 284,000</b>	<b>\$ 665,871</b>	<b>\$ 180,500</b>
<b>Source of Funds</b>						
General Fund 100		-	568,106	-	376,870	180,500
General Fund (FEMA) 102		-	247,152	284,000	289,000	-
General Fund (American Rescue Plan) 102		-	-	-	-	-
<b>Total Source of Funds</b>		<b>\$ -</b>	<b>\$ 815,258</b>	<b>\$ 284,000</b>	<b>\$ 665,871</b>	<b>\$ 180,500</b>

# **DISASTER RECOVERY CAPITAL IMPROVEMENT PROJECTS**

## **CORRAL CANYON ROAD CULVERT REPAIRS (9202)**

This project is located several hundred feet up Corral Canyon Road where there is a new depression in the pavement surface that was discovered after the Woolsey Fire. The pipe was damaged or partially collapsed. The project included replacing the culvert and drainage inlet and repairing the pavement. This project was completed in Fiscal Year 2019-2020.

## **CITYWIDE GUARDRAIL REPLACEMENT (9203)**

This project consists of replacing all damaged guardrails throughout the City caused by the Woolsey Fire on Encinal Canyon Road, Birdview Avenue, Wildlife Road, Latigo Canyon Road, Corral Canyon Road, and Kanan Dume Road. The design, permitting, bidding and construction of this project was coordinated with the County since they have similar projects in the area. This project was completed in Fiscal Year 2020-2021.

## **CLOVER HEIGHTS STORM DRAIN IMPROVEMENTS (9204)**

After the Woolsey Fire, the City experienced heavy rains in 2019 causing damage to the drainage system on Clover Heights. The City received grant funding through the FEMA Hazard Mitigation Grant Program for design and construction to install a new storm drain line on Clover Heights.

## **CORAL CANYON ROAD STABILIZATION PROJECT (9205)**

The project consists of removing a damaged metal pipe, replacing it with a reinforced concrete pipe, and installing a rock slope protection system outlet on Corral Canyon Road.

## **LATIGO CANYON ROAD ROADWAY/RETAINING WALL IMPROVEMENTS (9207)**

This project consists of repairing the roadway and existing timber retaining walls on Latigo Canyon Road that were damaged from the Woolsey Fire. The City will manage the design, permitting, bidding, and construction phase of the project.

## **TRANCAS CANYON PARK IMPROVEMENTS (9209)**

This project consists of repairing the damaged planting and irrigation system that was destroyed by the Woolsey Fire. The project also includes the repair of the septic system equipment in Trancas Canyon Park. The City will manage the design, permitting, bidding, and construction phase of the project.

## **TRANCAS CANYON PARK SLOPE IMPROVEMENTS (9210)**

The project consists of repairing the existing slope east of Trancas Canyon Park. The Woolsey Fire damaged the slope causing stability issues from soil and rock erosion and damaged concrete benching. The City will manage the design, permitting, bidding, and construction phase of the project.

### **BIRDVIEW AVENUE IMPROVEMENTS (9211)**

This project consists of repairs to roadway embankment cut slopes located on Birdview Avenue that have eroded due to severe storm events after the Woolsey Fire that caused mud, debris, and rock flow within the adjacent street.

### **BROAD BEACH ROAD WATER QUALITY IMPROVEMENTS (9212)**

The City owns over 800 feet of permeable pavers, landscaping and underground biofiltration devices on Broad Beach Road that were damaged by silts, mud and debris caused by storms in 2019. These items are permanent best management devices required to comply with the City's MS4 NPDES Stormwater Water Quality Permit. This project consists of repairing the permeable pavers, replacing media material in the biofilters, and replacing damaged landscaping.

### **ENCINAL CANYON ROAD DRAINAGE IMPROVEMENTS (9213)**

This project is located on Encinal Canyon Road where minor erosion areas were discovered after the severe storm events. This project will consist of repairing the minor erosion areas and damaged storm drain lines.

### **MALIBU ROAD SLOPE REPAIRS (9215)**

The existing slope adjacent to the beach access stairs at 24712 Malibu Road has eroded and has caused damaged to Malibu Road. This project will repair the existing slope and repair the pavement to Malibu Road.

### **WESTWARD BEACH ROAD SHOULDER REPAIRS (9216)**

This project consists of repairing the shoulder on Westward Beach Road that was damaged during the rainy season 2019 following the Woolsey Fire.

### **CHARMLEE PARK DEBRIS REMOVAL (9217)**

This project is located at Charmlee Park where large amounts of debris as well as damaged trees were removed from the site. This project was completed in Fiscal Year 2019-2020.

### **CHARMLEE PARK PERMANENT WORK (9218)**

Charmlee Park sustained substantial damage during the Woolsey Fire, so staff has coordinated with FEMA to address the repairs. There was damage to the buildings, picnic areas and trails. This project will be completed in Fiscal Year 2020-2021.

### **OUTDOOR WARNING SIRENS (9219)**

An Emergency Warning Siren system will improve the City's ability to alert the community by providing mechanisms to alert residents in areas without power and those who live in neighborhoods with poor cell service. Phase One of the project included a sound study to determine the optimal number and locations of individual sirens, power and infrastructure requirements, and siren sound range. The City has been awarded a FEMA Hazard Mitigation grant to fund the design, engineering and environmental compliance needed for a shovel ready project. Phase Two of the Emergency Warning Sirens project will be implementation of the design plan, including purchasing, installing, and testing the sirens. The City will apply for future grant funding for this phase of the project.

## **MALIBU PARK STORM DRAIN IMPROVEMENTS (9220)**

Multiple storm drains throughout the Malibu Park Area and on Birdview Avenue have sustained substantial damages. These damages are due to the recent rainy seasons and associated mud and debris caused by the lack of vegetation from the Woolsey Fire aftermath. These damages occurred during the 2019 rainy season that brought heavy debris and localized flooding from the surrounding burned areas. The drainage structures, slopes and roadways will be repaired within the identified project locations.

## EXPENDITURE DETAIL

### Fund 102 - Woolsey Fire & Storm Response Capital Improvement Projects

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>9202</b>	<b>Corral Canyon Culvert Improvements</b>	-	<b>18,354</b>	-	-	-
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	-	-	-	-	-
	FEMA	-	18,354	-	-	-
	Cal OES	-	-	-	-	-
<b>9203</b>	<b>Citywide Guardrail Replacement</b>	<b>244,631</b>	<b>847,922</b>	<b>1,788,578</b>	<b>1,788,578</b>	-
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	15,289	39,062	57,630	57,630	-
	FEMA	183,473	649,875	691,559	691,559	-
	Cal OES	45,868	158,985	172,890	172,890	-
	CalJPIA Reimbursement	-	-	866,500	866,500	-
<b>9204</b>	<b>Clover Heights Storm Drain Improvements</b>	-	-	-	-	<b>100,000</b>
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	-	-	-	-	25,000
	HMGP Program	-	-	-	-	75,000
<b>9205</b>	<b>Corral Canyon Road Roadway/Retaining Wall</b>	-	-	-	-	<b>500,000</b>
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	-	-	-	-	125,000
	Cal OES	-	-	-	-	375,000
<b>9207</b>	<b>Latigo Canyon Road Roadway/Retaining Wall</b>	-	<b>30,764</b>	<b>617,824</b>	<b>20,000</b>	<b>607,824</b>
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	-	1,923	38,614	20,000	28,614
	FEMA	-	23,073	463,368	-	463,368
	Cal OES	-	5,768	115,842	-	115,842
<b>9209</b>	<b>Trancas Canyon Park Improvements</b>	-	<b>5,152</b>	<b>231,000</b>	-	<b>231,000</b>
<i>Source of Funds</i>						
	CalJPIA Reimbursement	-	5,152	231,000	-	231,000
<b>9210</b>	<b>Trancas Canyon Park Slope Improvements</b>	<b>645</b>	<b>8,645</b>	<b>600,000</b>	<b>40,000</b>	<b>560,000</b>
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	40	-	-	-	-
	FEMA	484	-	-	-	-
	Cal OES	121	-	-	-	-
	CalJPIA Reimbursement	-	8,645	600,000	40,000	560,000
<b>9211</b>	<b>Birdview Avenue Improvements</b>	-	-	<b>25,000</b>	-	<b>25,000</b>
<i>Source of Funds</i>						
	Cal OES	-	-	18,750	-	18,750
	General Fund SCE Woolsey Fire Settlement	-	-	6,250	-	6,250
<b>9212</b>	<b>Broad Beach Road Water Quality Improvements</b>	-	-	<b>500,000</b>	<b>40,000</b>	<b>538,521</b>
<i>Source of Funds</i>						
	CalJPIA Reimbursement	-	-	500,000	40,000	538,521
<b>9213</b>	<b>Encinal Canyon Road Drainage Improvements</b>	-	-	<b>500,000</b>	-	<b>500,000</b>
<i>Source of Funds</i>						
	Cal OES	-	-	375,000	-	375,000
	General Fund SCE Woolsey Fire Settlement	-	-	125,000	-	125,000



## EXPENDITURE DETAIL

### Fund 102 - Woolsey Fire & Storm Response Capital Improvement Projects

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>9215</b>	<b>Malibu Road Drainage Repairs</b>	-	-	-	-	<b>40,000</b>
<i>Source of Funds</i>						
	Cal OES	-	-	-	-	30,000
	General Fund SCE Woolsey Fire Settlement	-	-	-	-	10,000
<b>9216</b>	<b>Westward Beach Road Shoulder Repairs</b>	-	-	-	-	<b>500,000</b>
<i>Source of Funds</i>						
	Cal OES	-	-	-	-	375,000
	General Fund SCE Woolsey Fire Settlement	-	-	-	-	125,000
<b>9217</b>	<b>Charmlee Park Debris Removal</b>	-	<b>69,194</b>	-	-	-
<i>Source of Funds</i>						
	FEMA	-	51,896	-	-	-
	Cal OES	-	12,974	-	-	-
	General Fund SCE Woolsey Fire Settlement	-	4,324	-	-	-
<b>9218</b>	<b>Charmlee Park Permanent Work</b>	-	<b>42,343</b>	<b>200,000</b>	<b>200,000</b>	-
<i>Source of Funds</i>						
	FEMA	-	23,735	-	-	-
	Cal OES	-	5,934	-	-	-
	General Fund SCE Woolsey Fire Settlement	-	12,674	200,000	200,000	-
<b>9219</b>	<b>Outdoor Warning Sirens - Design</b>	-	-	<b>70,000</b>	-	<b>400,000</b>
<i>Source of Funds</i>						
	HMPG Funds	-	-	52,500	-	300,000
	General Fund SCE Woolsey Fire Settlement	-	-	17,500	-	100,000
<b>9220</b>	<b>Malibu Park Storm Drain Improvements</b>	-	-	<b>600,000</b>	<b>100,000</b>	<b>500,000</b>
<i>Source of Funds</i>						
	General Fund SCE Woolsey Fire Settlement	-	-	600,000	100,000	500,000

<b>Total Expenditures</b>	<b>\$ 245,276</b>	<b>\$ 1,022,374</b>	<b>\$ 5,132,402</b>	<b>\$ 2,188,578</b>	<b>\$ 4,502,345</b>
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#### Source of Funds

General Fund SCE Woolsey Fire Settlement	15,330	57,983	1,044,994	377,630	1,044,864
Cal OES - Storm Response State Share	-	-	393,750	-	798,750
Cal OES - Woolsey Fire Response State Share	45,989	183,661	288,732	172,890	490,842
FEMA - Woolsey Fire Federal Share	183,957	766,933	1,154,927	691,559	463,368
Hazard Mitigation Program Grant	-	-	52,500	-	375,000
CalJPIA Reimbursement	-	13,797	2,197,500	946,500	1,329,521

<b>Total Source of Funds</b>	<b>\$ 245,276</b>	<b>\$ 1,022,374</b>	<b>\$ 5,132,402</b>	<b>\$ 2,188,578</b>	<b>\$ 4,502,345</b>
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# MANAGEMENT AND ADMINISTRATIVE SERVICES

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Budgeted	2020-21 Projected	2021-22 Proposed
7001	City Council	635,215	554,298	619,245	624,044	655,986
7002	Media Operations	392,067	358,546	515,265	479,479	573,832
7003	City Manager	656,515	519,304	684,800	829,329	696,784
7005	Legal Counsel	858,114	771,748	919,796	1,184,796	1,119,209
7007	City Clerk	364,794	344,173	482,022	488,844	540,820
7021-31	Public Safety	8,275,159	8,955,982	10,214,721	10,408,112	12,053,562
7054	Finance	1,233,936	1,124,289	1,081,051	1,220,185	1,525,856
7058	Human Resources	276,313	276,373	314,341	317,983	419,964
7059	Non-Departmental	2,186,981	2,331,364	2,291,693	2,173,007	2,681,115
7060	Information Systems	503,564	540,888	628,421	525,540	738,689
7070	Community Development Block Grant	16,068	18,841	67,000	67,000	20,000
9050	City Hall	636,834	670,950	891,526	763,189	810,004
9048	Carbon Beach Undergrounding	224,971	224,818	235,001	229,980	227,946
9052	Broad Beach Undergrounding	135,560	137,465	142,436	138,019	140,767
9049	Civic Ctr Water Treatment Facility	3,514,340	2,463,276	2,480,963	4,648,575	2,320,862
9088	Land Acquisition	43,125,655	255,517	297,500	297,420	292,420
Multiple	Debt Service	2,041,201	3,224,301	3,741,550	3,697,113	4,283,839
<b>Total</b>		<b>\$ 65,077,287</b>	<b>\$ 22,772,133</b>	<b>\$ 25,607,331</b>	<b>\$ 28,092,614</b>	<b>\$ 29,101,655</b>

## **CITY COUNCIL**

The City of Malibu is a general law city and operates under the Council-Manager form of government. The five-member City Council is elected at-large to serve four-year terms. The Mayor's office is rotated among all Councilmembers. As elected officials, the City Councilmembers represent the citizens of Malibu in the governing process and act on their behalf with regard to regional and local issues, as well as state and federal legislation.

The City Council is the legislative authority and sets the policies under which the City operates. Duties of the City Council include enacting legislation, such as local laws and ordinances, approving City programs, adopting the City's budget and appropriating the funds necessary to provide service to the City's residents, businesses and visitors. The City Council provides leadership through policy development regarding the current practices and future direction of the City.

The City Council convenes regular meetings on the second and fourth Mondays of each month and holds occasional special meetings. The City Council appoints the City Manager, City Attorney and City Treasurer, as well as the members of the City's Boards, Commissions and Committees.

In Fiscal Year 2021-2022, the City Council's budget contains \$150,000 for legislative consulting services. The Community Grants line item is budgeted at \$150,000 for the General Fund Grants program awarded by the City Council to non-profit community groups providing services for the benefit of Malibu residents.

The Council's travel and training budget of \$20,000 consists of \$5,000 for the Mayor and \$3,750 for each of the four Councilmembers. The Events budget covers expenses related to City Council events including the Council reorganization, ribbon cuttings and the holiday open house. The City Council events budget has been increased from \$6,000 to \$10,000 for Fiscal Year 2021-2022 in anticipation of the easing of COVID restrictions in the second half of the year.

The Memberships and Dues budget includes costs related to the City's membership in the Las Virgenes-Malibu Council of Governments (COG), the League of California Cities, the California Contract Cities Association, the Southern California Association of Governments (SCAG), the National League of Cities, Sister Cities International, the California Coastal Coalition and the National Organization to insure a sound-controlled environment (NOISE).

The Professional Services budget includes \$150,000 for services related to School District Separation in Fiscal Year 2021-2022.

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 7001 - City Council

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4102	Part-Time Salaries	33,941	33,941	33,941	33,940	33,941
4201	Retirement	4,479	9,540	4,149	3,144	2,099
4202	Health Insurance	56,852	51,298	53,157	60,349	60,816
4203	Vision Insurance	986	871	870	886	942
4204	Dental Insurance	6,042	5,211	5,211	5,239	5,670
4205	Life Insurance	702	668	668	692	712
4209	Disability Insurance	312	316	333	315	316
4210	Other	613	1,063	991	629	991
<b>Total Salaries &amp; Benefits</b>		<b>\$ 103,927</b>	<b>\$ 102,908</b>	<b>\$ 99,320</b>	<b>\$ 105,194</b>	<b>\$ 105,486</b>
5100	Professional Services	79,706	44,149	125,850	125,850	150,000
5104	Legislative Services	150,000	150,000	150,000	150,000	150,000
5300	Travel & Training	30,157	10,657	20,000	20,000	20,000
5330	Dues & Memberships	36,388	39,011	38,000	38,000	38,000
5721	Cellular Data	126	-	1,075	-	-
5930	Community Grants	89,500	81,000	50,000	50,000	150,000
5930.01	Comm Grants - Boys & Girls Club	100,000	75,000	100,000	100,000	-
6160	Operating Supplies	2,447	204	1,500	1,500	5,000
6170	Events	20,464	28,869	6,000	6,000	10,000
6201	Community Rewards	-	-	5,000	5,000	5,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 508,788</b>	<b>\$ 428,890</b>	<b>\$ 497,425</b>	<b>\$ 496,350</b>	<b>\$ 528,000</b>
8500	Information Systems Allocation	22,500	22,500	22,500	22,500	22,500
<b>Total Internal Service Charges</b>		<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>
<b>Total Expenditures</b>		<b>\$ 635,215</b>	<b>\$ 554,298</b>	<b>\$ 619,245</b>	<b>\$ 624,044</b>	<b>\$ 655,986</b>
<b>Source of Funds</b>						
General Fund 100		635,215	554,298	619,245	624,044	655,986
<b>Total Source of Funds</b>		<b>\$ 635,215</b>	<b>\$ 554,298</b>	<b>\$ 619,245</b>	<b>\$ 624,044</b>	<b>\$ 655,986</b>

## MEDIA OPERATIONS

Media Operations is responsible for the management and development of the City's communications and public relations through the use of traditional media outlets, the internet and social media. Media Operations produces printed material, graphics and videos to promote the City's programs. This division also oversees the City's website including the website's e-notification and advisory features.

The City of Malibu maintains Malibu City TV, which is also available for viewing on the City's website and YouTube channel. Programming includes live and tape-delay broadcasts of City Council and Planning Commission meetings, Mayor and City Councilmember programming, City produced informational videos, public service announcements and information regarding community events. The Media Operations budget also includes the cost to hire a firm to provide closed captioning services for City Council and Planning Commission meetings.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Media Information Officer	1.00	1.00	1.00
Media Analyst	0.00	1.00	1.00
Senior Media Technician	1.00	0.00	0.00
Media Technician	1.00	1.00	1.00
Graphic Artist	1.00	1.00	1.00
Graphic Design Intern	0.00	0.00	0.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 7002 - Media Operations

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	241,212	219,920	290,221	260,116	310,440
4102	Part-Time Salaries	322	-	-	-	-
4104	Overtime	791	2,209	2,500	5,415	6,000
4201	Retirement	23,745	22,851	31,459	28,811	33,592
4202	Health Insurance	35,552	31,535	49,596	46,707	52,404
4203	Vision Insurance	409	368	543	480	543
4204	Dental Insurance	2,912	2,474	3,716	3,192	3,716
4205	Life Insurance	422	352	483	463	483
4209	Disability Insurance	2,198	2,010	2,796	2,365	2,887
4210	Other	8,221	7,509	12,701	4,840	13,217
<b>Total Salaries &amp; Benefits</b>		<b>\$ 315,784</b>	<b>\$ 289,228</b>	<b>\$ 394,015</b>	<b>\$ 352,390</b>	<b>\$ 423,282</b>
5100	Professional Services	3,607	22,036	50,000	50,000	45,000
5107	Contract Personnel	-	-	-	-	-
5300	Travel & Training	2,664	1,220	2,000	500	2,500
5330	Dues & Memberships	985	1	500	756	800
5340	Transportation & Mileage	88	154	250	51	250
5401	Advertising & Noticing	11,251	3,166	3,000	9,000	6,000
5405	Printing	-	-	2,500	2,500	2,500
5640	Equipment Maintenance	745	66	1,500	1,500	4,000
6160	Operating Supplies	3,671	2,099	3,000	3,000	5,000
6165	Website Services	17,498	14,539	15,000	16,781	15,000
6170	Events	58	-	500	-	1,000
6200	Publications	-	-	-	-	500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 40,567</b>	<b>\$ 43,281</b>	<b>\$ 78,250</b>	<b>\$ 84,089</b>	<b>\$ 82,550</b>
7600	Other Equipment	3,871	3,948	10,000	10,000	25,000
7800	Equipment	13,845	4,089	15,000	15,000	25,000
<b>Total Capital Outlay</b>		<b>\$ 17,716</b>	<b>\$ 8,037</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>
8500	Information Systems Allocation	18,000	18,000	18,000	18,000	18,000
<b>Total Internal Service Charges</b>		<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>
<b>Total Expenditures</b>		<b>\$ 392,067</b>	<b>\$ 358,546</b>	<b>\$ 515,265</b>	<b>\$ 479,479</b>	<b>\$ 573,832</b>
<b>Source of Funds</b>						
General Fund 100		392,067	358,546	515,265	479,479	573,832
<b>Total Source of Funds</b>		<b>\$ 392,067</b>	<b>\$ 358,546</b>	<b>\$ 515,265</b>	<b>\$ 479,479</b>	<b>\$ 573,832</b>

## CITY MANAGER

The City Manager is appointed by the City Council to carry out its policies and direction. Responsible for oversight of all City operations and delivery of public services, the City Manager provides leadership and direction to the City's management team in developing policy recommendations and responding to directives of the City Council.

In addition to performing the day-to-day activities associated with management of the organization, the City Manager's office implements special projects authorized by the City Council, oversees implementation of the Council's legislative agenda, provides direction on the annual budget process and supports the City Council in the development and adoption of City policy.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
City Manager	1.00	1.00	1.00
Deputy City Manager	0.00	0.00	0.00
Assistant to the City Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## EXPENDITURE DETAIL

**Fund 100 - General**  
**Program 7003 - City Manager**

Object	Description	2018-19	2019-20	2020-21	2020-21	2021-22
		Actual	Actual	Adopted	Projected	Proposed
4101	Full-Time Salaries	452,227	364,497	456,617	490,879	467,737
4101	City Manager Severance Pay	-	-	-	150,000	-
4104	Overtime	1,785	2,007	1,000	2,951	2,000
4201	Retirement	73,516	61,232	85,597	68,675	86,999
4202	Health Insurance	43,027	35,967	47,731	40,151	42,020
4203	Vision Insurance	642	518	655	509	561
4204	Dental Insurance	3,978	3,136	3,978	2,969	3,257
4205	Life Insurance	1,127	798	1,077	775	1,077
4208	Deferred Compensation	14,129	10,546	14,880	9,922	14,880
4209	Disability Insurance	4,064	3,148	2,646	3,269	4,350
4210	Other	9,194	7,525	19,119	11,979	19,403
<b>Total Salaries &amp; Benefits</b>		<b>\$ 603,689</b>	<b>\$ 489,374</b>	<b>\$ 633,300</b>	<b>\$ 782,079</b>	<b>\$ 642,284</b>
5100	Professional Services	15,000	-	25,000	25,000	25,000
5300	Travel & Training	15,187	11,149	9,000	5,000	10,000
5330	Dues & Memberships	1,990	3,464	3,000	3,000	3,500
5721	Telephone	480	464	-	-	-
6160	Operating Supplies	2,169	1,353	1,000	750	2,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 34,826</b>	<b>\$ 16,430</b>	<b>\$ 38,000</b>	<b>\$ 33,750</b>	<b>\$ 41,000</b>
8500	Information Systems Allocation	18,000	13,500	13,500	13,500	13,500
<b>Total Internal Service Charges</b>		<b>\$ 18,000</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
<b>Total Expenditures</b>		<b>\$ 656,515</b>	<b>\$ 519,304</b>	<b>\$ 684,800</b>	<b>\$ 829,329</b>	<b>\$ 696,784</b>
<b>Source of Funds</b>						
General Fund 100		656,515	519,304	684,800	829,329	696,784
<b>Total Source of Funds</b>		<b>\$ 656,515</b>	<b>\$ 519,304</b>	<b>\$ 684,800</b>	<b>\$ 829,329</b>	<b>\$ 696,784</b>



## **LEGAL COUNSEL**

The City of Malibu contracts for legal services to provide counsel to the City Council, City staff, and City Boards, Commissions and Committees. The City contracts with the firm Best, Best & Krieger LLP to represent the City in litigation, manage outside counsel representing the City, draft ordinances and resolutions, review claims and contracts, counsel the City regarding personnel, law enforcement, land use and public works issues, and supervise another firm in the prosecution of violations of the City Municipal Code in criminal court.

The Fiscal Year 2021-2022 Budget includes \$150,000 to cover legal services related to School District Separation.

## EXPENDITURE DETAIL

Fund 100 - General

Program 7005 - Legal Counsel

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
5100	Professional Services	-	26,253	73,747	73,747	75,000
5100-01	Investigations	-	-	-	80,000	-
5101	General Legal Counsel	291,600	291,600	316,049	316,049	319,209
5101-01	School District Legal Services	-	-	-	115,000	150,000
5102	Litigation	524,675	431,004	425,000	525,000	500,000
5103	Criminal Prosecution	41,839	22,891	75,000	75,000	75,000
5550	Settlements	-	-	30,000	-	-
<b>Total Operating &amp; Maintenance</b>		<b>\$ 858,114</b>	<b>\$ 771,748</b>	<b>\$ 919,796</b>	<b>\$ 1,184,796</b>	<b>\$ 1,119,209</b>
<b>Total Expenditures</b>						
		<b>\$ 858,114</b>	<b>\$ 771,748</b>	<b>\$ 919,796</b>	<b>\$ 1,184,796</b>	<b>\$ 1,119,209</b>
<b>Source of Funds</b>						
General Fund 100		858,114	771,748	919,796	1,184,796	1,119,209
<b>Total Source of Funds</b>		<b>\$ 858,114</b>	<b>\$ 771,748</b>	<b>\$ 919,796</b>	<b>\$ 1,184,796</b>	<b>\$ 1,119,209</b>

## CITY CLERK

The City Clerk is the local official who administers democratic processes, such as elections, access to City records, and all legislative actions ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state and local statutes, including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships and arranges for ceremonial and official functions.

As Custodian of Official Records, the City Clerk maintains all official City documents, archives and legislative history. The City Clerk's Office oversees the document imaging and records management program. Additionally, the City Clerk conducts and certifies all municipal elections, administers oaths and affirmations, and manages legal requirements for public notice and for the filing of referenda, initiatives, recall petitions, annual Statements of Economic Interest and Campaign Disclosure Statements.

The City Clerk serves as Clerk of the Council attending, monitoring and retaining complete records of all City Council proceedings.

The City Clerk's Office maintains the live web streaming and video archives of City Council meetings and oversees passport acceptance services and document recording with Los Angeles County. Additionally, the City Clerk oversees the citywide student internship program to encourage high school and college students to participate in local government. The hours of the student internship program have been removed in Fiscal Year 2021-2022 to accommodate other budget priorities.

On February 8, 2021, as part of the Mid-Year Budget Amendment process, the City Council authorized the addition of a second Deputy City Clerk to assist with the increased workload handled by the City Clerk's office which has been included in the Fiscal Year 2021-2022 Budget.

The Fiscal Year 2021-2022 City Clerk professional services budget includes costs associated with potential work related to districting and funding for services to facilitate virtual meetings, online public records requests and digital signatures.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	2.00
Student Interns	0.50	0.00	0.00
<b>Total</b>	<b>2.50</b>	<b>2.00</b>	<b>3.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 7007 - City Clerk

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	183,229	191,291	200,841	229,115	290,960
4103	Interns/Temporary Salaries	12,607	3,228	-	-	-
4104	Overtime	241	-	250	957	250
4201	Retirement	25,594	26,365	29,621	27,475	45,415
4202	Health Insurance	23,050	24,114	25,570	24,746	45,674
4203	Vision Insurance	310	308	316	268	519
4204	Dental Insurance	1,858	1,813	1,858	1,538	3,084
4205	Life Insurance	386	375	388	343	568
4208	Deferred Compensation	2,922	2,925	3,000	2,643	3,000
4209	Disability Insurance	1,687	1,748	1,606	1,714	2,706
4210	Other	2,890	2,886	5,172	3,508	8,795
<b>Total Salaries &amp; Benefits</b>		<b>\$ 254,774</b>	<b>\$ 255,053</b>	<b>\$ 268,622</b>	<b>\$ 292,307</b>	<b>\$ 400,970</b>
5100	Professional Services	50,244	37,134	75,000	75,000	48,500
5100-01	Document Imaging Services	3,068	8,795	10,000	10,000	25,000
5107	Contract Personnel	-	1,784	25,000	25,000	25,000
5150	Elections	26,003	395	50,000	50,000	1,000
5205	Postage	-	1,866	100	37	100
5300	Travel & Training	6,490	4,841	5,000	5,000	10,000
5330	Dues & Memberships	465	503	500	500	750
5340	Transportation & Mileage	614	385	800	-	500
5401	Advertising & Noticing	1,358	11,425	10,500	10,500	5,000
5405	Printing	-	-	15,000	-	-
6130	Records Management	706	-	1,000	-	-
6160	Operating Supplies	2,939	3,064	3,000	3,000	5,000
6200	Publications	4,633	5,428	4,000	4,000	5,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 96,520</b>	<b>\$ 75,620</b>	<b>\$ 199,900</b>	<b>\$ 183,037</b>	<b>\$ 126,350</b>
8500	Information Systems Allocation	13,500	13,500	13,500	13,500	13,500
<b>Total Internal Service Charges</b>		<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
<b>Total Expenditures</b>		<b>\$ 364,794</b>	<b>\$ 344,173</b>	<b>\$ 482,022</b>	<b>\$ 488,844</b>	<b>\$ 540,820</b>
<b>Source of Funds</b>						
General Fund 100		364,794	344,173	482,022	488,844	540,820
<b>Total Source of Funds</b>		<b>\$ 364,794</b>	<b>\$ 344,173</b>	<b>\$ 482,022</b>	<b>\$ 488,844</b>	<b>\$ 540,820</b>

## PUBLIC SAFETY

The City's public safety services are comprised of in-house public safety and emergency preparedness programs and contract services, including law enforcement, fire, and animal control, which are provided by the County of Los Angeles.

The Public Safety Office oversees the in-house public safety and emergency preparedness programs including maintaining the City's Emergency Operations Center (EOC) and disaster notification systems, City EOC team training, staff safety training on emergency protocols, emergency plan development and maintenance, coordinating with outside agencies to develop and improve interagency response procedures, overseeing the Community Emergency Response Team (CERT), neighborhood fire safety and preparedness, providing support to the Sheriff's Volunteers on Patrol (VOP), and implementation of the City's Homelessness Strategic Plan.

The Public Safety staff interact with the community to provide public education opportunities, is the primary contact for outside organizations and law enforcement regarding issues related to homelessness and serves as part of the City Manager's management team. The Fiscal Year 2021-2022 Budget includes two new positions: 1) a Public Safety liaison to assist with public safety issues related to homelessness; and 2) an additional part-time Fire Safety Liaison to provide Home Hazard Assessments, public outreach and robust coverage during fire season.

The Public Safety Office also provides leadership in the City's ongoing response to the COVID-19 pandemic, including EOC operations, safety protocol implementation, and outreach.

The Fiscal Year 2021-2022 Budget includes \$324,000 in professional services for tree removal services planned under the Santa Monica Mountains Conservancy Wildfire Prevention Grant.

The Los Angeles County Fire Department provides fire services including fire emergency response, paramedic services, and fire prevention and inspections. The Malibu residents pay for these services annually through their property tax bills. The Los Angeles County Department of Animal Care and Control provides animal rescue, licensing, abuse investigation, and adoptions.

Law enforcement services provided by the Los Angeles Sheriff's Department include general law, traffic, parking enforcement, administration, summer beach enforcement, and specialized community policing services. Parking citation processing and hearings are also contracted.

This budget also reflects an increase to the contract with the Los Angeles County Sheriff's Department for the cost of service based on increased operating costs. The cost of service has grown due to increases in administrative costs and the costs of the Liability Trust Fund. In Fiscal Year 2021-2022, the contract will increase by 1.45%, which is an increase of almost \$111,000 from the prior year. The budget also includes the Sheriff's summer enforcement services.

The Fiscal Year 2021-2022 Budget includes funding for additional Sheriff's services including approximately \$1.26 million to provide two additional Sheriff's patrol cars and an additional one-half a motorcycle deputy and \$180,000 to fund the Summer Enforcement Team starting May 1.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Public Safety Manager	1.00	1.00	1.00
Fire Safety Liaison	1.00	1.00	1.50
Public Safety Liaison	0.00	0.00	1.00
Public Safety Specialist	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>4.50</b>

## EXPENDITURE DETAIL

Fund 100 - General

Fund 211 - Brulte

Program 7021 - Emergency Management

Program 7031 - Public Safety Services

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	160,694	199,426	259,983	208,037	363,735
4102	Part-Time Salaries	-	-	-	-	36,200
4104	Overtime	-	2,532	2,500	4,156	3,000
4201	Retirement	21,619	23,468	34,707	26,181	43,570
4202	Health Insurance	26,420	23,403	30,715	31,106	81,344
4203	Vision Insurance	421	343	447	422	1,115
4204	Dental Insurance	2,520	1,954	2,625	2,429	6,610
4205	Life Insurance	247	309	384	302	526
4209	Disability Insurance	1,489	1,805	2,147	1,788	3,719
4210	Other	4,494	10,719	8,005	9,717	15,499
<b>Total Salaries &amp; Benefits</b>		<b>\$ 217,904</b>	<b>\$ 263,959</b>	<b>\$ 341,513</b>	<b>\$ 284,139</b>	<b>\$ 555,318</b>
5100	Professional Services	21,026	193,726	150,000	150,000	393,000
5100-01	CHP On-call Services	-	-	100,000	100,000	100,000
5106	L.A. Co. Animal Control	94,769	59,180	105,000	105,000	125,000
5114	L.A. Co. Fire Base Year Fee	2,536	2,536	2,600	2,536	2,600
5115	L.A. Co. Sheriff's Services	6,875,715	7,256,549	7,794,859	7,794,859	7,907,884
5115	L.A. Co. Sheriff's Extra Car	-	-	140,000	140,000	1,263,363
5116	L.A. Co. Sheriff's Services-Beach Team	672,868	707,957	710,249	951,578	893,396
5119	Homeless Outreach and Support Services	144,270	300,244	434,000	434,000	355,000
5119-01	Homeless Encampment Cleanups	-	-	100,000	100,000	75,000
5300	Travel & Training	3,333	3,535	5,000	5,000	7,000
5330	Dues & Memberships	1,019	130	1,000	1,000	1,000
5340	Transportation & Mileage	1,181	963	500	150	500
5405	Printing	-	1,440	28,000	28,000	6,000
5640	Equipment Maintenance	4,200	5,920	6,000	15,195	15,000
5721	Telephone	9,793	12,024	13,000	13,000	13,000
6160	Operating Supplies	57,729	85,247	111,000	111,000	85,000
6160.01	VOP Supplies	-	1,871	2,000	2,654	5,000
6400	Clothing & Emergency Gear	2,722	5,201	5,000	5,000	5,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 7,891,161</b>	<b>\$ 8,636,523</b>	<b>\$ 9,708,208</b>	<b>\$ 9,958,972</b>	<b>\$ 11,252,743</b>
7800	Other Equipment	115,594	-	124,500	124,500	175,000
<b>Total Capital Outlay</b>		<b>\$ 115,594</b>	<b>\$ -</b>	<b>\$ 124,500</b>	<b>\$ 124,500</b>	<b>\$ 175,000</b>
8100	Vehicle Allocation	10,000	15,000	-	-	30,000
8500	Information Systems Allocation	40,500	40,500	40,500	40,500	40,500
<b>Total Internal Service Charges</b>		<b>\$ 50,500</b>	<b>\$ 55,500</b>	<b>\$ 40,500</b>	<b>\$ 40,500</b>	<b>\$ 70,500</b>
<b>Total Expenditures</b>		<b>\$ 8,275,159</b>	<b>\$ 8,955,982</b>	<b>\$ 10,214,721</b>	<b>\$ 10,408,112</b>	<b>\$ 12,053,562</b>
<b>Source of Funds</b>						
General Fund 100		8,126,412	8,800,034	10,064,721	10,251,302	11,742,079
American Rescue Plan Act of 2021		-	-	-	-	156,483
Brulte Fund 211		148,747	155,948	150,000	156,810	155,000
<b>Total Source of Funds</b>		<b>\$ 8,275,159</b>	<b>\$ 8,955,982</b>	<b>\$ 10,214,721</b>	<b>\$ 10,408,112</b>	<b>\$ 12,053,562</b>

## FINANCE

As part of the Management and Administration Department, the Finance division is responsible for advising City officials on the City's financial position and providing timely financial information necessary for decision making. This is achieved through financial reporting and compliance in accordance with generally accepted accounting principles, budget development and financial systems administration.

The Finance division provides the following services: maintenance of accurate, reliable financial information and records for all City funds; bi-weekly payroll; preparation and distribution of warrants for payment of invoices and contracts; coordination of state, federal and independent audits of the City's financial management systems and records; oversight of the City's debt service requirements; preparation of accurate and timely annual reports including the Annual Budget and Comprehensive Annual Financial Report; collection activities to assure payment of accounts receivable; procurement of supplies and equipment; processing of purchase orders; maintenance of fixed asset records; and monitoring of grant administration.

The Finance division is also responsible for film permit activities, which are provided by a contract service provider, as indicated in line item 5117.

The Finance division professional services budget (line item 5100-00) includes the cost for the City's accounting and auditing services.

City Treasurer functions are budgeted in the Finance division (line item 5100-01). The City Treasurer is appointed by and serves at the will of the City Council. The Treasurer assures the administration and management of all City monies and funds and provides accountability to the citizens of Malibu. The Treasurer's responsibilities include the investment of idle funds and reporting of such activities to the City Council and other government agencies. The City Treasurer oversees the City's investment portfolio which is invested in accordance with the City's adopted investment policy.

In response to COVID-19, the City has increased the number of payments it receives online which incur credit card fees. In Fiscal Year 2021-2022, this increase is reflected in higher Banking Fees.

The Fiscal Year 2021-2022 Budget includes funding for the acquisition and implementation of a budgeting software system (BSS). The BSS will assist with operating and capital improvement (CIP) budget preparation, calculate internal service charges and cost allocations, improve payroll cost projections, manage position control, provide for detailed budget reports, and include online applications that will increase governmental transparency. The Budget also includes a new Grants Analyst position to assist with the increase in the number of grants from outside agencies the City has received in the aftermath of the Woolsey Fire and the COVID-19 pandemic that require detailed tracking and reporting. It is anticipated that the costs for this position will be covered through the American Rescue Plan Act (ARPA), grants and special revenue.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Assistant City Manager	1.00	1.00	1.00
Finance Manager	1.00	0.82	0.82
Financial Analyst	0.87	0.00	0.00
Accounting Technician	0.00	0.67	0.73
Senior Accounting Clerk	0.80	0.00	0.00
Accounting Clerk	1.00	2.00	2.00
Grants Analyst	0.00	0.00	1.00
<b>Total</b>	<b>4.67</b>	<b>4.49</b>	<b>5.55</b>

## EXPENDITURE DETAIL

**Fund 100 - General**  
**Program 7054 - Finance**

Object	Description	2018-19	2019-20	2020-21	2020-21	2021-22
		Actual	Actual	Adopted	Projected	Proposed
4101	Full-Time Salaries	522,354	429,236	425,851	389,917	572,505
4104	Overtime	-	94	500	44	500
4201	Retirement	77,675	59,601	68,305	59,149	87,336
4202	Health Insurance	55,113	44,112	51,239	43,977	74,046
4203	Vision Insurance	837	535	729	577	939
4204	Dental Insurance	4,984	3,071	4,197	3,248	5,465
4205	Life Insurance	859	623	735	590	884
4208	Deferred Compensation	2,840	2,406	3,000	2,440	3,000
4209	Disability Insurance	4,843	3,652	2,981	3,543	5,324
4210	Other	12,448	10,727	16,014	6,585	19,356
<b>Total Salaries &amp; Benefits</b>		<b>\$ 681,953</b>	<b>\$ 554,057</b>	<b>\$ 573,551</b>	<b>\$ 510,070</b>	<b>\$ 769,356</b>
5100	Professional Services	121,227	165,279	200,000	200,000	185,000
5100-01	City Treasurer	3,882	1,050	13,750	20,983	40,000
5117	Film Permit Consultant	293,414	268,431	168,750	307,500	270,000
5210	Service Fees & Charges	-	4,218	-	600	500
5211	Bank Service Fees	61,345	67,625	60,000	109,322	100,000
5300	Travel & Training	8,318	2,904	4,000	4,000	10,000
5330	Dues & Memberships	1,820	1,675	3,500	3,500	5,000
5340	Transportation & Mileage	595	230	500	-	500
5401	Advertising & Noticing	126	499	500	1,562	1,500
5405	Printing	10,979	7,758	5,000	11,148	10,000
6120	Computer Software	22,649	23,713	25,000	25,000	100,000
6160	Operating Supplies	5,128	4,348	4,000	4,000	7,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 529,483</b>	<b>\$ 547,732</b>	<b>\$ 485,000</b>	<b>\$ 687,615</b>	<b>\$ 729,500</b>
8500	Information Systems Allocation	22,500	22,500	22,500	22,500	27,000
<b>Total Internal Service Charges</b>		<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 27,000</b>
<b>Total Expenditures</b>		<b>\$ 1,233,936</b>	<b>\$ 1,124,289</b>	<b>\$ 1,081,051</b>	<b>\$ 1,220,185</b>	<b>\$ 1,525,856</b>
<b>Source of Funds</b>						
General Fund 100		1,233,936	1,124,289	1,081,051	1,220,185	1,331,076
American Rescue Plan Act of 2021		-	-	-	-	194,780
<b>Total Source of Funds</b>		<b>\$ 1,233,936</b>	<b>\$ 1,124,289</b>	<b>\$ 1,081,051</b>	<b>\$ 1,220,185</b>	<b>\$ 1,525,856</b>



## HUMAN RESOURCES

The Human Resources division of the Management and Administration Department provides support services to City employees in the areas of recruitment, selection, classification and compensation; equal employment opportunity; performance evaluation; training and development; employee benefits, services, and programs; personnel record keeping; and employee relations, including discipline and administration of federal and state employment laws.

The Fiscal Year 2021-2022 Budget includes an additional \$70,000 for professional services to assist in the recruitment of a new City Manager and an additional \$15,000 for expenses related to recruitment activities for various City positions.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Human Resources Manager	1.00	1.00	1.00
Human Resources Technician	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 7058 - Human Resources

Object	Description	2018-19	2019-20	2020-21	2020-21	2021-22
		Actual	Actual	Adopted	Projected	Proposed
4101	Full-Time Salaries	163,340	144,254	174,508	168,675	183,698
4104	Overtime	486	-	250	323	250
4201	Retirement	21,176	9,877	32,713	32,013	34,168
4202	Health Insurance	22,823	49,068	40,643	41,415	43,232
4203	Vision Insurance	310	349	410	392	410
4204	Dental Insurance	1,805	2,248	2,579	2,420	2,579
4205	Life Insurance	243	237	285	280	285
4209	Disability Insurance	1,481	1,299	1,553	1,577	1,708
4210	Other	4,990	4,208	7,100	3,097	7,334
<b>Total Salaries &amp; Benefits</b>		<b>\$ 216,654</b>	<b>\$ 211,540</b>	<b>\$ 260,041</b>	<b>\$ 250,192</b>	<b>\$ 273,664</b>
5100	Professional Services	10,181	6,080	10,000	10,000	80,000
5100-01	Employee Health Awareness	3,715	2,285	3,000	-	3,000
5300	Travel & Training	100	1,751	500	500	4,000
5320	Recruitment Expense	20,878	24,110	15,000	31,790	30,000
5330	Dues & Memberships	2,015	1,666	1,500	1,500	2,500
5340	Transportation & Mileage	44	226	300	-	300
6160	Operating Supplies	6,866	4,870	5,000	5,000	7,500
6170	Events	6,860	14,845	10,000	10,000	10,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 50,659</b>	<b>\$ 55,833</b>	<b>\$ 45,300</b>	<b>\$ 58,790</b>	<b>\$ 137,300</b>
8500	Information Systems Allocation	9,000	9,000	9,000	9,000	9,000
<b>Total Internal Service Charges</b>		<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
<b>Total Expenditures</b>		<b>\$ 276,313</b>	<b>\$ 276,373</b>	<b>\$ 314,341</b>	<b>\$ 317,983</b>	<b>\$ 419,964</b>
<b>Source of Funds</b>						
General Fund 100		276,313	276,373	314,341	317,983	419,964
<b>Total Source of Funds</b>		<b>\$ 276,313</b>	<b>\$ 276,373</b>	<b>\$ 314,341</b>	<b>\$ 317,983</b>	<b>\$ 419,964</b>

## NON-DEPARTMENTAL SERVICES

The non-departmental program accounts for the centralization of services provided for the benefit of all departments. These services include fixed asset management; insurance premiums; claims settlements; receptionist services; printing; postage; telephone; and equipment leases. Expenses include retiree health premiums and other post-employment benefit costs.

In response to the coronavirus pandemic and the need for more staff to work remotely, there has been an increase in non-department telephone expenditures. These additional expenditures have been offset by reductions in off-site storage, equipment leases and operating supplies.

This program accounts for the expenditures related to the Joint Use Agreement between the Santa Monica-Malibu Unified School District and the City of Malibu. This agreement provides for the joint operation and maintenance of school district facilities including ball fields, tennis courts and the swimming pool at Malibu High School.

Also included in this program is the risk management function, which maintains responsibility for all the City's insurance needs, including property, workers' compensation, fidelity bonds, special events, and auto liability. The goal of the risk management function is to apply loss prevention and control measures through identification and analysis of loss exposure in the areas of liability, workers' compensation, and property loss. The City is a member of the California Joint Powers Insurance Authority, which provides for the pooling of self-insured losses of its member cities.

The budget for non-departmental services also includes funding for the City's required payments under the Governmental Accounting Standards Board (GASB) for retiree health costs and for the City's CalPERS liability payment. These costs are reviewed every two years as mandated.

In Fiscal Year 2021-2022 there is an increase of \$400,000 in non-departmental services due to a projected increase in the City's insurance premiums and CalPERS liabilities. There is a projected increase in the City's insurance premiums of \$60,000. Additionally, City-wide costs for City cell phones have been moved to this budget item rather than being separated out by department. These costs have increased significantly due to the COVID-19 pandemic.

In 2009, the City began contributing to a Prefunding Program through CalPERS to address the City's unfunded Other Post Employment Benefits (OPEB) liability. As of 2021, the City currently has enough reserves in this account for the OPEB liability to be fully funded.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Office Assistant/Receptionist	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 7059 - Non-Departmental Services

Object	Description	2018-19	2019-20	2020-21	2020-21	2021-22
		Actual	Actual	Adopted	Projected	Proposed
4101	Full-Time Salaries	96,449	78,478	98,982	84,895	102,543
4104	Overtime	-	158	250	1,416	1,750
4201	Retirement	12,122	9,813	13,650	11,439	13,911
4202	Health Insurance	16,379	13,245	24,321	22,906	25,473
4203	Vision Insurance	240	190	316	288	316
4204	Dental Insurance	1,370	1,158	1,858	1,569	1,858
4205	Life Insurance	249	170	241	213	241
4209	Disability Insurance	927	724	970	789	954
4210	Other	5,059	7,528	5,174	9,227	5,265
4212	Retiree Health Insurance	169,876	202,929	217,000	235,335	260,000
4217	Other Post Employment Benefits	554,124	522,071	280,000	280,000	300,000
4218	CalPERS Liabilities	267,785	347,863	408,931	408,931	496,082
<b>Total Salaries &amp; Benefits</b>		<b>\$ 1,124,580</b>	<b>\$ 1,184,327</b>	<b>\$ 1,051,693</b>	<b>\$ 1,057,007</b>	<b>\$ 1,208,392</b>
5205	Postage	32,869	26,988	25,000	20,000	30,000
5210	Service Fees and Charges	7,502	7,866	7,500	7,500	7,500
5300	Travel & Training	3,173	762	500	500	3,000
5510	Insurance Premiums	474,689	677,162	630,000	600,000	682,223
5640	Equipment Maintenance	26,544	30,150	40,000	25,000	25,000
5720	Off-site Storage	38,609	25,620	30,000	30,000	30,000
5721	Telephone	17,967	24,736	150,000	100,000	150,000
5800	Equipment Leases	35,914	26,088	27,000	23,000	27,000
5921	Joint Use Agreement - SMMUSD	145,396	92,700	220,000	220,000	220,000
6140	Office Equipment	-	3,292	5,000	5,000	5,000
6160	Operating Supplies	51,515	46,691	40,000	25,000	50,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 834,178</b>	<b>\$ 962,055</b>	<b>\$ 1,175,000</b>	<b>\$ 1,056,000</b>	<b>\$ 1,229,723</b>
7600	Equipment/Furniture	73,223	19,982	15,000	10,000	25,000
<b>Total Capital Outlay</b>		<b>\$ 73,223</b>	<b>\$ 19,982</b>	<b>\$ 15,000</b>	<b>\$ 10,000</b>	<b>\$ 25,000</b>
8100	Vehicle Allocation	20,000	20,000	-	-	18,000
8500	Information Systems Allocation	135,000	145,000	50,000	50,000	200,000
<b>Total Internal Service Charges</b>		<b>\$ 155,000</b>	<b>\$ 165,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 218,000</b>
<b>Total Expenditures</b>		<b>\$ 2,186,981</b>	<b>\$ 2,331,364</b>	<b>\$ 2,291,693</b>	<b>\$ 2,173,007</b>	<b>\$ 2,681,115</b>
<b>Source of Funds</b>						
General Fund 100		2,186,981	2,331,364	2,291,693	2,173,007	2,681,115
<b>Total Source of Funds</b>		<b>\$ 2,186,981</b>	<b>\$ 2,331,364</b>	<b>\$ 2,291,693</b>	<b>\$ 2,173,007</b>	<b>\$ 2,681,115</b>

## INFORMATION SYSTEMS

The Information Systems division provides support and advisory services for all City automated information and communications systems. The division supports the City's telephone system as well as the local area network which consists of 49 servers and over 192 personal computers. The Information Systems Fund derives its revenue from a service charge to each department of \$4,500 per computer which contributes towards the maintenance and future replacement of equipment.

The City initiated an Information Technology Strategic Plan in Fiscal Year 2018-2019. The plan was temporarily put on hold due to the Woolsey Fire and the COVID-19 pandemic and is anticipated to be completed in Fiscal Year 2021-2022. The Fiscal Year 2021-2022 Budget also includes funding in Information Systems division professional services for a cybersecurity assessment as well as funding for additional telephone services, computer software, GIS software and security training for Information Systems division staff.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Information Systems Manager	1.00	1.00	1.00
Information Systems Technician	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## EXPENDITURE DETAIL

**Fund 602 - Information Systems Fund**  
**Program 7060 - Information Systems**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	188,427	177,918	195,112	172,754	206,970
4104	Overtime	574	1,342	1,000	325	1,000
4201	Retirement	25,950	25,379	30,163	28,283	31,122
4202	Health Insurance	27,625	28,949	40,019	36,613	42,705
4203	Vision Insurance	439	421	537	448	537
4204	Dental Insurance	2,625	2,499	3,219	2,627	3,219
4205	Life Insurance	251	216	285	220	285
4209	Disability Insurance	1,719	1,550	1,460	1,562	1,925
4210	Other	5,358	4,741	7,626	3,223	7,928
<b>Total Salaries &amp; Benefits</b>		<b>\$ 252,968</b>	<b>\$ 243,015</b>	<b>\$ 279,421</b>	<b>\$ 246,056</b>	<b>\$ 295,689</b>
5100	Professional Services	3,930	64,529	90,000	50,000	114,000
5107	Contract Personnel	-	3,366	-	28,931	-
5300	Travel & Training	5,006	1,557	2,500	1,500	10,000
5330	Dues & Memberships	1,939	778	2,000	1,000	2,000
5630	Computer Maintenance	1,662	2,592	4,000	2,000	4,000
5721	Telephone	28,061	35,704	28,000	28,553	55,000
6120	Computer Software	81,533	61,938	80,000	80,000	103,000
6160	Operating Supplies	4,162	5,069	7,500	2,500	5,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 126,293</b>	<b>\$ 175,533</b>	<b>\$ 214,000</b>	<b>\$ 194,484</b>	<b>\$ 293,000</b>
7400	Computer Equipment	93,433	90,890	100,000	50,000	100,000
7500	GIS Software	30,870	31,450	35,000	35,000	50,000
<b>Total Capital Outlay</b>		<b>\$ 124,303</b>	<b>\$ 122,340</b>	<b>\$ 135,000</b>	<b>\$ 85,000</b>	<b>\$ 150,000</b>
<b>Total Expenditures</b>		<b>\$ 503,564</b>	<b>\$ 540,888</b>	<b>\$ 628,421</b>	<b>\$ 525,540</b>	<b>\$ 738,689</b>
<b>Source of Funds</b>						
Information Systems Fund		503,564	540,888	628,421	525,540	738,689
<b>Total Source of Funds</b>		<b>\$ 503,564</b>	<b>\$ 540,888</b>	<b>\$ 628,421</b>	<b>\$ 525,540</b>	<b>\$ 738,689</b>

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

The Community Support program accounts for funds provided by the Community Development Block Grant (CDBG) program, administered by the Federal Government's Department of Housing and Urban Development (HUD) and passed through Los Angeles County's Community Development Authority (LACDA) to the City of Malibu.

CDBG funds provide for service programs and capital projects benefiting low and moderate-income residents of the community. The City is anticipated to receive approximately \$65,000 to support such programs in Fiscal Year 2021-2022. Per the CDBG guidelines, funding for public service programs is limited to 15% and 85% for capital projects. In recent years, LACDA has granted the City exceptions to this funding allocation on a case by case basis.

## EXPENDITURE DETAIL

Fund 215 - Community Development Block Grant (CDBG)

Program 7070 - CDBG Programs

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
5931	CDBG Grants	6,839	7,255	55,000	55,000	8,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 6,839</b>	<b>\$ 7,255</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 8,000</b>
7800	Other Equipment	9,229	11,586	12,000	12,000	12,000
<b>Total Capital Outlay</b>		<b>\$ 9,229</b>	<b>\$ 11,586</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
<b>Total Expenditures</b>		<b>\$ 16,068</b>	<b>\$ 18,841</b>	<b>\$ 67,000</b>	<b>\$ 67,000</b>	<b>\$ 20,000</b>
<b>Source of Funds</b>						
CDBG Fund 215		16,068	18,841	67,000	67,000	20,000
<b>Total Source of Funds</b>		<b>\$ 16,068</b>	<b>\$ 18,841</b>	<b>\$ 67,000</b>	<b>\$ 67,000</b>	<b>\$ 20,000</b>



## CITY HALL OPERATIONS

City Hall houses all City Departments in a 35,000 square foot building. Planning, Building Safety, Environmental Health and Public Works all have public counter hours in City Hall. The Community Services Department hosts a wide range of programming in the building, including housing the City's Senior Center. The building has a civic theater that serves as the City Council chambers and is used for other public meetings and workshops.

The City typically hosts special community events in the building and makes it available to outside groups for rental. Similarly, the public lobbies are typically used for changing art exhibitions throughout the year. In Fiscal Year 2021-2022, the City will continue to adjust these uses in response to the COVID-19 pandemic.

In Fiscal Year 2021-2022, the sewer service fees for City Hall are projected to increase \$11,000 and the insurance premium for the building is projected to increase by approximately \$49,000.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Senior Maintenance Worker	1.00	1.00	1.00
Maintenance Worker	0.75	0.00	0.00
<b>Total</b>	<b>1.75</b>	<b>1.00</b>	<b>1.00</b>

## EXPENDITURE DETAIL

### Fund 103 - General

### Program 9050 - City Hall Operations

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	67,353	75,771	127,099	68,597	78,548
4102	Part-Time Salaries	-	12,585	-	9,307	-
4104	Overtime	-	46	500	-	500
4201	Retirement	11,535	13,449	18,120	14,004	14,610
4202	Health Insurance	15,367	22,108	35,341	21,394	18,797
4203	Vision Insurance	199	264	410	211	203
4204	Dental Insurance	1,226	1,632	2,579	1,240	1,226
4205	Life Insurance	147	173	285	155	142
4209	Disability Insurance	637	788	1,246	730	731
4210	Other	2,277	2,572	4,591	3,788	3,328
<b>Total Salaries &amp; Benefits</b>		<b>\$ 98,741</b>	<b>\$ 129,388</b>	<b>\$ 190,171</b>	<b>\$ 119,425</b>	<b>\$ 118,084</b>
5100	Professional Services	103,400	84,062	125,000	125,000	125,000
5210	Service Fees and Charges	4,359	3,859	3,500	3,579	2,920
5510	Insurance Premiums	170,000	177,084	221,355	245,580	160,000
5610	Facilities Maintenance	135,573	104,138	85,000	98,564	100,000
5612	Sewer Service Fees	22,906	32,332	31,000	30,541	42,000
5721	Telephone	3,917	4,154	4,500	4,500	4,500
5722	Electricity	63,422	74,030	85,000	75,000	85,000
5723	Water	8,241	7,384	8,000	8,000	8,000
6160	Operating Supplies	3,720	3,655	8,000	8,000	25,000
6300	Tools & Minor Equipment	1,628	1,621	1,000	1,000	10,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 517,166</b>	<b>\$ 492,319</b>	<b>\$ 572,355</b>	<b>\$ 599,764</b>	<b>\$ 562,420</b>
7300	Leasehold Improvements	9,676	21,886	95,000	25,000	100,000
7800	Equipment	6,751	22,857	25,000	10,000	25,000
<b>Total Capital Outlay</b>		<b>\$ 16,427</b>	<b>\$ 44,743</b>	<b>\$ 120,000</b>	<b>\$ 35,000</b>	<b>\$ 125,000</b>
8500	Information Systems Allocation	4,500	4,500	9,000	9,000	4,500
<b>Total Internal Service Charges</b>		<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 4,500</b>
<b>Total Expenditures</b>		<b>\$ 636,834</b>	<b>\$ 670,950</b>	<b>\$ 891,526</b>	<b>\$ 763,189</b>	<b>\$ 810,004</b>
<b>Source of Funds</b>						
General Fund 103		636,834	670,950	891,526	763,189	810,004
<b>Total Source of Funds</b>		<b>\$ 636,834</b>	<b>\$ 670,950</b>	<b>\$ 891,526</b>	<b>\$ 763,189</b>	<b>\$ 810,004</b>

## CARBON BEACH UNDERGROUNDING COMMUNITY FACILITIES DISTRICT

In 2008-2009, the City assisted a group of 21 property owners in the Carbon Beach area with the formation of a Community Facilities District (CFD). The CFD provides a mechanism for the property owners to finance the undergrounding of utilities in the Carbon Beach area along Pacific Coast Highway. Each property within the CFD pays for the undergrounding project via annual assessments levied against the properties through the Los Angeles County Assessor's Office.

The CFD places no fiscal impact on the City. Bonds were sold as a part of the process and all costs of issuing the bonds were paid from proceeds of the bond sale. Funds are administered by US Bank, which acts as the fiscal agent and trustee for the CFD.

The City contracts with a financial services firm to manage the Carbon Beach Undergrounding CFD.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Accounting Technician	0.00	0.00	0.13
Senior Accounting Clerk	0.19	0.19	0.00
<b>Total</b>	<b>0.19</b>	<b>0.19</b>	<b>0.13</b>

## EXPENDITURE DETAIL

### Fund 712 - Carbon Beach Undergrounding Communities Facilities District (CFD)

#### Program 9048 - Carbon Beach Undergrounding

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	10,607	11,066	9,941	10,193	9,796
4104	Overtime	-	11	-	-	-
4201	Retirement	770	779	783	795	757
4202	Health Insurance	1,460	1,592	1,391	1,378	1,195
4203	Vision Insurance	21	21	18	17	14
4204	Dental Insurance	120	119	100	95	80
4205	Life Insurance	26	19	16	15	13
4209	Disability Insurance	100	102	97	94	91
4210	Other	405	401	462	199	418
<b>Total Salaries &amp; Benefits</b>		<b>\$ 13,509</b>	<b>\$ 14,110</b>	<b>\$ 12,808</b>	<b>\$ 12,787</b>	<b>\$ 12,365</b>
5100	Professional Services	7,474	5,095	12,193	12,193	11,943
5810	Debt Service - Interest	93,988	90,613	90,000	90,000	83,638
5820	Debt Service - Principal	110,000	115,000	120,000	115,000	120,000
<b>Total Debt Service</b>		<b>\$ 211,462</b>	<b>\$ 210,708</b>	<b>\$ 222,193</b>	<b>\$ 217,193</b>	<b>\$ 215,581</b>
<b>Total Expenditures</b>		<b>\$ 224,971</b>	<b>\$ 224,818</b>	<b>\$ 235,001</b>	<b>\$ 229,980</b>	<b>\$ 227,946</b>
<b>Source of Funds</b>						
Carbon Beach Undergrounding CFD		224,971	224,818	235,001	229,980	227,946
<b>Total Source of Funds</b>		<b>\$ 224,971</b>	<b>\$ 224,818</b>	<b>\$ 235,001</b>	<b>\$ 229,980</b>	<b>\$ 227,946</b>

## **BROAD BEACH UNDERGROUND UTILITIES ASSESSMENT DISTRICT**

In Fiscal Year 2009-2010, the City assisted a group of property owners in the Broad Beach Road area with the formation of an Assessment District (AD). The AD provides a mechanism for the property owners to finance the undergrounding of utilities in the Broad Beach Road area along Pacific Coast Highway. Each property within the AD pays for the undergrounding project via annual assessments levied against the properties through the Los Angeles County Assessor's Office.

The AD does not place any fiscal impact on the City. Bonds were sold as part of the process and all costs of issuing the bonds were paid from proceeds of the bond sale. Funds are administered by US Bank, which acts as the fiscal agent and trustee for the AD.

The City contracts with a financial services firm to manage the Broad Beach Undergrounding AD. In Fiscal Year 2021-2022, the consultant costs are set to increase and the City staff time to oversee the district has been reduced accordingly.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Senior Accounting Clerk	0.01	0.00	0.00
<b>Total</b>	<b>0.01</b>	<b>0.00</b>	<b>0.00</b>

## EXPENDITURE DETAIL

### Fund 713 - Broad Beach Undergrounding Assessment District (AD)

#### Program 9052 - Broad Beach Undergrounding

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	558	474	-	-	-
4201	Retirement	41	34	-	-	-
4202	Health Insurance	77	69	-	-	-
4203	Vision Insurance	1	1	-	-	-
4204	Dental Insurance	6	5	-	-	-
4205	Life Insurance	1	1	-	-	-
4209	Disability Insurance	5	5	-	-	-
4210	Other	21	18	-	-	-
<b>Total Salaries &amp; Benefits</b>		<b>\$ 710</b>	<b>\$ 607</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5100	Professional Services	5,107	3,897	6,998	6,998	6,856
5810	Debt Service - Interest	89,743	87,961	85,438	86,021	83,911
5820	Debt Service - Principal	40,000	45,000	50,000	45,000	50,000
<b>Total Debt Service</b>		<b>\$ 134,850</b>	<b>\$ 136,858</b>	<b>\$ 142,436</b>	<b>\$ 138,019</b>	<b>\$ 140,767</b>
<b>Total Expenditures</b>		<b>\$ 135,560</b>	<b>\$ 137,465</b>	<b>\$ 142,436</b>	<b>\$ 138,019</b>	<b>\$ 140,767</b>
<b>Source of Funds</b>						
Broad Beach Undergrounding AD		135,560	137,465	142,436	138,019	140,767
<b>Total Source of Funds</b>		<b>\$ 135,560</b>	<b>\$ 137,465</b>	<b>\$ 142,436</b>	<b>\$ 138,019</b>	<b>\$ 140,767</b>

## **CIVIC CENTER WASTEWATER TREATMENT FACILITY ASSESSMENT DISTRICT**

On January 25, 2016, the City of Malibu Assessment District (AD) No. 2015-1 was approved for the Civic Center Wastewater Treatment Facility. The AD provided a mechanism for property owners in the Civic Center area to finance the design and construction of the Wastewater Treatment Facility. After the approval of the Assessment District, the City was able to secure funding from the State Water Resources Control Board (SWRCB) State Revolving Fund (SRF) program, including a grant of \$9.5 million and \$50.7 million in low interest loans. Additional bond funding was issued in the amount of \$6.2 million to cover costs ineligible under the SRF funding. Construction of the facility commenced in July 2016. The facility was completed and fully operational in September 2018.

The loan and bonds will be repaid through the AD. Each property within the AD will pay for the project via annual assessments levied against the properties through the Los Angeles County Assessor's Office. These assessments began in Fiscal Year 2018-2019. The City and the County of Los Angeles prepaid the assessments for their existing properties within Phase One. The annual assessments for the new vacant properties the City purchased in Fiscal Year 2018-2019 are accounted for in Division 9088.

Costs for the operation and maintenance of the facility are included in the current budget in Division 3010.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Accounting Technician	0.00	0.17	0.14
<b>Total</b>	<b>0.00</b>	<b>0.17</b>	<b>0.14</b>

## EXPENDITURE DETAIL

**Fund 715 - Civic Center Wastewater Treatment Facility Assessment District (AD)**

**Program 9049 - Civic Center Wastewater Treatment Plant**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	7,569	325	11,048	11,333	10,993
4201	Retirement	1,257	-	870	885	850
4202	Health Insurance	624	-	1,546	1,537	1,341
4203	Vision Insurance	9	-	20	19	16
4204	Dental Insurance	51	-	111	106	90
4205	Life Insurance	8	-	17	16	14
4209	Disability Insurance	69	-	108	105	102
4210	Other	211	-	514	221	469
<b>Total Salaries &amp; Benefits</b>		<b>\$ 9,798</b>	<b>\$ 325</b>	<b>\$ 14,234</b>	<b>\$ 14,222</b>	<b>\$ 13,875</b>
5100	Professional Services	7,662	7,400	13,568	13,568	13,927
5810	Debt Service - Interest	282,981	281,519	276,481	228,688	176,043
5810.01	SRF Repayment - Interest	631,244	649,063	625,809	635,341	616,146
5810.03	Prepayment Premium	-	-	-	64,950	-
5820	Debt Service - Principal	-	130,000	135,000	2,295,000	85,000
5820.01	SRF Repayment - Principal	1,265,198	1,394,969	1,415,871	1,396,806	1,415,871
<b>Total Debt Service</b>		<b>\$ 2,187,085</b>	<b>\$ 2,462,951</b>	<b>\$ 2,466,729</b>	<b>\$ 4,634,353</b>	<b>\$ 2,306,987</b>
9049	Construction - Undergrounding	1,317,457	-	-	-	-
<b>Total Capital Outlay</b>		<b>\$ 1,317,457</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 3,514,340</b>	<b>\$ 2,463,276</b>	<b>\$ 2,480,963</b>	<b>\$ 4,648,575</b>	<b>\$ 2,320,862</b>
<b>Source of Funds</b>						
Civic Center Wastewater AD		3,514,340	2,463,276	2,480,963	4,648,575	2,320,862
<b>Total Source of Funds</b>		<b>\$ 3,514,340</b>	<b>\$ 2,463,276</b>	<b>\$ 2,480,963</b>	<b>\$ 4,648,575</b>	<b>\$ 2,320,862</b>



## **VACANT PROPERTIES**

On November 30, 2016, the City closed escrow on approximately 35 acres of vacant land located at Trancas Canyon Road and Pacific Coast Highway, commonly known as Trancas Field. This \$11.4 million acquisition was funded through the issuance of Certificates of Participation (COP) 2016A. The acquisition of the property resolved one of the City's longest standing legal disputes. The property remains vacant.

On April 23, 2018, the Council authorized a funding plan to purchase three vacant properties totaling 29.24 acres, including 23575 Civic Center Way, which is commonly known as Sycamore Village or the Ioki parcel and consists of 9.65 acres located on the northeast corner of Civic Center Way and Stuart Ranch Road; a 1.11-acre parcel located on the southwest corner of Civic Center Way and Webb Way, and an 18.48-acre parcel located on the south side of Pacific Coast Highway just east of Heathercliff Road.

The properties at 23575 Civic Center Way and southwest corner of Civic Center Way and Webb Way are both part of City of Malibu Civic Center Wastewater Treatment Facility Assessment District (AD) No. 2015-1 approved on January 25, 2016. The annual assessment for these two parcels is \$260,000.

On February 12, 2020, the La Paz property was dedicated to the City. This property is also a part of AD No. 2015-1. The annual assessment for this parcel is \$20,000 and has been included in this budget.

The Fiscal Year 2021-2022 Budget also includes funding to perform brush clearance and cover service fees on all vacant parcels.

## EXPENDITURE DETAIL

### Fund 105 - General

### Program 9088 - Vacant Land

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
5100	Professional Services	12,385	-	-	-	-
5127	Weed Abatement	15,738	-	10,000	10,000	10,000
5210	Service Fees and Charges	-	2,420	2,500	2,420	2,420
5610	Facilities Maintenance	13,581	-	-	-	-
5613	Assessment Dist - CCWTF	252,878	253,097	285,000	285,000	280,000
5830	Cost of Issuance	330,692	-	-	-	-
6160	Operating Supplies	381	-	-	-	-
<b>Total Operating &amp; Maintenance</b>		<b>\$ 625,655</b>	<b>\$ 255,517</b>	<b>\$ 297,500</b>	<b>\$ 297,420</b>	<b>\$ 292,420</b>
7102	Land Acquisition	42,500,000	-	-	-	-
<b>Total Capital Outlay</b>		<b>\$ 42,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 43,125,655</b>	<b>\$ 255,517</b>	<b>\$ 297,500</b>	<b>\$ 297,420</b>	<b>\$ 292,420</b>
<b>Source of Funds</b>						
General Fund Undesignated Reserves		13,000,000	-	-	-	-
General Fund - 105		625,655	255,517	297,500	297,420	292,420
Certificates of Participation 2018		22,143,775	-	-	-	-
LA County - Measure M & R		7,356,225	-	-	-	-
<b>Total Source of Funds</b>		<b>\$ 43,125,655</b>	<b>\$ 255,517</b>	<b>\$ 297,500</b>	<b>\$ 297,420</b>	<b>\$ 292,420</b>

## **DEBT SERVICE**

The City of Malibu has used the issuance of Certificates of Participation (COPs) for a variety of purposes including the acquisition of property and capital improvements. The City used debt to acquire and improve Legacy Park and City Hall. It also used debt to acquire vacant lands including Trancas Field, 23575 Civic Center Way, the parcel located on the southwest corner of Civic Center Way and Webb Way, and the parcel located on the south side of Pacific Coast Highway just east of Heathercliff Road. Rental income from the commercial properties pays for the debt service on Legacy Park. Debt service for City Hall and the vacant lands is paid out of the General Fund. The expenses related to that debt are shown together in one division.

In accordance with the funding plan authorized by City Council on April 23, 2018, the City will be responsible for the full annual debt service of \$1,094,001 for the vacant lands at 23575 Civic Center Way, the parcel located on the southwest corner of Civic Center Way and Webb Way, and the parcel located on the south side of Pacific Coast Highway just east of Heathercliff Road in Fiscal Year 2021-2022.

## EXPENDITURE DETAIL

Fund 103, Fund 104 and Fund 105 - General

Fund 500 Legacy Park

Program 7004 Legacy Park

Program 9050 City Hall

Program 9074 Trancas Field

Program 9088 Land Acquisition

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>Program 7004 - Legacy Park</b>						
5810	Debt Service - Interest	534,551	534,551	488,500	488,500	473,838
5820	Debt Service - Principal	-	590,000	605,000	605,000	620,000
<b>Total Debt Service</b>		<b>\$ 534,551</b>	<b>\$ 1,124,551</b>	<b>\$ 1,093,500</b>	<b>\$ 1,093,500</b>	<b>\$ 1,093,838</b>
<b>Program 9050 - City Hall</b>						
5810	Debt Service - Interest	876,650	859,075	838,300	838,300	813,350
5820	Debt Service - Principal	630,000	645,000	665,000	665,000	690,000
<b>Total Debt Service</b>		<b>\$ 1,506,650</b>	<b>\$ 1,504,075</b>	<b>\$ 1,503,300</b>	<b>\$ 1,503,300</b>	<b>\$ 1,503,350</b>
<b>Program 9074 - Trancas Field</b>						
5810	Debt Service - Interest	-	400,675	394,750	394,750	387,650
5820	Debt Service - Principal	-	195,000	200,000	200,000	205,000
<b>Total Debt Service</b>		<b>\$ -</b>	<b>\$ 595,675</b>	<b>\$ 594,750</b>	<b>\$ 594,750</b>	<b>\$ 592,650</b>
<b>Program 9088 - Land Acquisition</b>						
5810	Debt Service - Interest	-	-	550,000	505,563	1,009,001
5820	Debt Service - Principal	-	-	-	-	85,000
<b>Total Debt Service</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 550,000</b>	<b>\$ 505,563</b>	<b>\$ 1,094,001</b>
<b>Total Expenditures</b>		<b>\$ 2,041,201</b>	<b>\$ 3,224,301</b>	<b>\$ 3,741,550</b>	<b>\$ 3,697,113</b>	<b>\$ 4,283,839</b>
<b>Source of Funds</b>						
General Fund 103		1,506,650	1,504,075	1,503,300	1,503,300	1,503,350
General Fund 104		-	595,675	594,750	594,750	592,650
General Fund 105		-	-	550,000	505,563	1,094,001
Legacy Park Project Fund 500		534,551	1,124,551	1,093,500	1,093,500	1,093,838
<b>Total Source of Funds</b>		<b>\$ 2,041,201</b>	<b>\$ 3,224,301</b>	<b>\$ 3,741,550</b>	<b>\$ 3,697,113</b>	<b>\$ 4,283,839</b>



# COMMUNITY SERVICES

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
3009	Transportation Services	100,272	164,489	207,000	105,000	203,000
4001	General Recreation	641,173	648,211	687,115	614,735	758,957
4002	Aquatics	224,791	205,164	270,708	274,097	340,701
4004	Day Camp	69,769	62,080	83,772	55,489	96,897
4005	Skate Park	-	-	82,378	68,509	99,396
4006	Sports	106,240	87,959	121,287	52,350	107,680
4007	Community Classes	133,462	102,407	96,890	73,911	167,290
4008	Senior Adult Program	157,273	132,857	137,615	84,658	177,338
4010	Park Maintenance	798,362	949,162	1,207,011	1,170,661	1,137,273
4011	Special Events	115,105	128,275	120,045	96,480	143,817
4012	Malibu Arts	153,454	155,362	151,472	131,349	176,372
7008	Legacy Park Operations	554,289	719,208	797,408	790,012	811,844
<b>Total</b>		<b>\$ 3,054,190</b>	<b>\$ 3,355,174</b>	<b>\$ 3,962,701</b>	<b>\$ 3,517,250</b>	<b>\$ 4,220,565</b>

## **TRANSPORTATION SERVICES**

The Transportation services program provides Dial-A-Ride services to Malibu seniors (60 years and older) and disabled citizens through the City's service provider, Ventura Transit Systems. The service is funded by Proposition A transportation funds, which are allocated by the Los Angeles County Metropolitan Transit Authority.

Passengers pay \$1.00 each way for trips to the Malibu Senior Center, \$2.00 each way for trips within City boundaries, and \$4.00 each way for trips outside City limits. Currently, 160 people are registered for the service, with over 1,200 passenger trips provided under this program annually.

## EXPENDITURE DETAIL

### Fund 203 - Proposition A

### Program 3009 - Transportation Services

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4210	Other	2,500	2,500	4,000	4,000	4,000
<b>Total Salaries &amp; Benefits</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
5100	Professional Services	-	-	1,000	1,000	1,000
5145	Dial-A-Ride Services	88,591	154,213	190,000	100,000	190,000
5148	Special Events Rec Transit - Seniors	9,181	7,776	12,000	-	8,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 97,772</b>	<b>\$ 161,989</b>	<b>\$ 203,000</b>	<b>\$ 101,000</b>	<b>\$ 199,000</b>
<b>Total Expenditures</b>		<b>\$ 100,272</b>	<b>\$ 164,489</b>	<b>\$ 207,000</b>	<b>\$ 105,000</b>	<b>\$ 203,000</b>
<b>Source of Funds</b>						
Proposition A Fund 203		100,272	164,489	207,000	105,000	203,000
<b>Total Source of Funds</b>		<b>\$ 100,272</b>	<b>\$ 164,489</b>	<b>\$ 207,000</b>	<b>\$ 105,000</b>	<b>\$ 203,000</b>



## GENERAL RECREATION

The Community Services Department provides enriching recreational experiences designed to enhance the quality of life for Malibu residents while preserving resources and upholding the values of the Malibu community.

The Department offers a variety of innovative and cost-effective programs and events. Staff regularly evaluates new trends and feedback from participants to ensure that programs and events remain fresh while retaining their historic character and charm. The Department also partners with various outside agencies such as the Malibu Library, Boys and Girls Club Malibu, and local businesses to coordinate programs and events.

In addition to park development, the Department is responsible for providing safe, clean, and well-maintained parks and recreation facilities. Staff strives to continually improve facilities while protecting the natural and cultural resources in surrounding areas. The City's facilities are home to several community organizations such as Malibu Little League, American Youth Soccer Organization, Pony League Baseball, Trancas Riders and Ropers, and the Malibu Aquatics Foundation. The Department also oversees the use of school facilities for these programs through a Master Use Agreement with the Santa Monica-Malibu Unified School District.

An increased social media presence has helped the Department successfully engage with the public through Instagram, Twitter, and Facebook. Staff regularly creates new and exciting content and stories while maintaining a constant online presence to ensure that information is current and relevant to subscribers.

The administrative section of the Department oversees the management and operational functions, including capital improvement projects, budget administration, grant procurement, production of the City's Quarterly Newsletter and Recreation Guide, facility use permits, and administrative support for the Malibu Arts Commission, Harry Barovsky Memorial Youth Commission, and the Parks & Recreation Commission.

The Department currently operates with nine full-time employees and 25 part-time and seasonal employees. Contract instructors and volunteers are also used to support programs and activities throughout the year..

Several Community Services Department programs and events were postponed or canceled during Fiscal Year 2020-2021 and one Recreation Coordinator position was eliminated due to the COVID-19 pandemic. Many of these programs and events are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources. The Fiscal Year 2021-2022 Budget reinstates the Recreation Coordinator position for the second half of the year as more comprehensive programming for the community increases to normal levels. This position will be funded by the American Rescue Plan Act (ARPA).

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Community Services Director	0.80	0.80	0.80
Comm. Services Deputy Director	0.70	0.70	0.70
Recreation Supervisor	0.45	0.70	0.65
Recreation Coordinator	0.50	0.20	0.60
Administrative Assistant	0.95	0.95	0.95
Media Assistant	0.12	0.06	0.05
Recreation Assistant	2.92	2.12	2.50
<b>Total</b>	<b>6.44</b>	<b>5.53</b>	<b>6.25</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4001 - General Recreation

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	316,582	326,656	364,449	345,940	403,027
4102	Part-Time Salaries	86,504	90,919	74,549	66,185	91,933
4104	Overtime	762	1,135	1,000	141	1,000
4201	Retirement	44,987	45,276	56,233	53,828	61,311
4202	Health Insurance	46,530	43,038	50,402	49,621	56,941
4203	Vision Insurance	680	581	660	617	713
4204	Dental Insurance	4,186	3,622	3,990	3,659	4,302
4205	Life Insurance	620	524	613	592	667
4208	Deferred Compensation	2,949	2,150	2,400	2,359	2,400
4209	Disability Insurance	2,873	2,875	2,676	3,171	3,748
4210	Other	9,691	24,214	13,943	14,894	15,800
<b>Total Salaries &amp; Benefits</b>		<b>\$ 516,364</b>	<b>\$ 540,990</b>	<b>\$ 570,915</b>	<b>\$ 541,008</b>	<b>\$ 641,841</b>
5100	Professional Services	7,823	2,482	6,800	6,800	3,500
5107	Contract Personnel	1,800	-	500	-	1,600
5205	Postage	7,725	8,000	8,000	8,000	8,000
5300	Travel & Training	3,866	1,910	2,000	500	6,000
5330	Dues & Memberships	2,500	1,040	2,000	2,000	2,400
5340	Transportation & Mileage	343	186	300	-	300
5401	Advertising & Noticing	112	75	1,000	500	1,400
5405	Printing	39,171	30,057	41,500	500	41,600
5721	Telephone	11,638	15,392	10,000	12,171	12,600
6120	Computer Software	3,300	4,020	5,600	3,600	6,700
6160	Operating Supplies	15,031	12,559	7,000	8,156	12,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 93,309</b>	<b>\$ 75,721</b>	<b>\$ 84,700</b>	<b>\$ 42,227</b>	<b>\$ 96,100</b>
8500	Information Systems Allocation	31,500	31,500	31,500	31,500	31,500
<b>Total Internal Service Charges</b>		<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 21,016</b>
<b>Total Expenditures</b>		<b>\$ 641,173</b>	<b>\$ 648,211</b>	<b>\$ 687,115</b>	<b>\$ 614,735</b>	<b>\$ 758,957</b>
<b>Source of Funds</b>						
General Fund 100		641,173	648,211	687,115	614,735	751,130
American Rescue Plan Act of 2021		-	-	-	-	7,827
<b>Total Source of Funds</b>		<b>\$ 641,173</b>	<b>\$ 648,211</b>	<b>\$ 687,115</b>	<b>\$ 614,735</b>	<b>\$ 758,957</b>

## AQUATICS

The City operates aquatics programming at the Malibu Community Pool at Malibu High School through a Master Use Agreement with the Santa Monica-Malibu Unified School District.

The Department offers more than 1,600 hours of programming annually for residents of all ages. Swim lessons for all skill levels are offered during the fall, spring, and summer for children ages 1-17. Introductory programs teach water safety and confidence, while advanced programs focus on stroke refinement, conditioning, and diving techniques. The Malibu Seawolves Swim Team and Youth Water Polo are competitive programs taught by contract instructors for swimmers ages 8-14.

Aquatic programs for adults include the year-round Malibu Masters Swim Club in partnership with the Malibu Aquatic Foundation and Aqua Aerobics, which is offered during the summer and fall. Special events include Water Safety Day, Splish, Splash, Storytime in coordination with the Malibu Library, CineMalibu Dive-In Movie, and Leo Cabrillo State Lifeguard tryouts.

Additionally, the City maintains high safety standards for Lifeguards and Managers, including over 350 dedicated training hours annually for Lifeguard Certification, First Aid/CPR/AED Certification, Water Safety Instructor Training, and Title 22 Training.

Several Aquatics programs were postponed or canceled during Fiscal Year 2020-2021 due to the COVID-19 pandemic. Many of these programs are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.30	0.30	0.40
Recreation Coordinator	0.00	0.20	0.10
Pool Manager	0.89	0.73	0.85
Lifeguard	2.19	1.77	2.65
<b>Total</b>	<b>3.38</b>	<b>3.00</b>	<b>4.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4002 - Aquatics

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	27,821	26,119	42,652	40,185	48,170
4102	Part-Time Salaries	79,500	84,576	88,984	113,221	125,999
4104	Overtime	253	205	250	-	250
4201	Retirement	7,794	6,932	12,508	9,192	14,599
4202	Health Insurance	13,677	13,888	16,340	17,335	19,713
4203	Vision Insurance	209	200	236	220	258
4204	Dental Insurance	1,230	1,150	1,357	1,215	1,493
4205	Life Insurance	148	136	170	169	170
4209	Disability Insurance	429	408	1,267	556	1,620
4210	Other	3,075	6,171	5,344	5,403	6,429
<b>Total Salaries &amp; Benefits</b>		<b>\$ 134,136</b>	<b>\$ 139,785</b>	<b>\$ 169,108</b>	<b>\$ 187,497</b>	<b>\$ 218,701</b>
5107	Contract Personnel	81,396	58,520	92,000	80,000	110,000
5300	Travel & Training	407	1,140	1,200	600	1,400
5330	Dues & Memberships	2,530	1,888	2,800	2,000	2,500
5401	Advertising & Noticing	115	26	1,100	500	1,100
6160	Operating Supplies	6,207	3,805	4,500	3,500	7,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 90,655</b>	<b>\$ 65,379</b>	<b>\$ 101,600</b>	<b>\$ 86,600</b>	<b>\$ 122,000</b>
<b>Total Expenditures</b>		<b>\$ 224,791</b>	<b>\$ 205,164</b>	<b>\$ 270,708</b>	<b>\$ 274,097</b>	<b>\$ 340,701</b>
<b>Source of Funds</b>						
General Fund 100		224,791	205,164	270,708	274,097	340,701
<b>Total Source of Funds</b>		<b>\$ 224,791</b>	<b>\$ 205,164</b>	<b>\$ 270,708</b>	<b>\$ 274,097</b>	<b>\$ 340,701</b>

## DAY CAMPS

Day Camps consist of supervised camps and activities during winter and spring breaks, as well as the summer months. Most camps take place at Malibu Bluffs Park except sport-specific camps requiring special facilities such as tennis, basketball, volleyball, and track and field. Sport-specific camps take place at Santa Monica-Malibu Unified School District facilities.

Sports camps offered by the Department include baseball, basketball, flag football, soccer, tennis, softball, and volleyball. In addition to athletic programming, the City offers enrichment camps for children ages 3-6, including Science, Technology, Engineering, Art and Mathematics (STEAM) programming, music, marine biology, animation, animal adventures, and Lego™ engineering.

The popular Surf Camp takes place during spring break and summer break, with more than 160 local youth participating in the program annually. The camp takes place at Surfrider Beach near the Malibu Pier.

Several Day Camps were reduced or canceled during Fiscal Year 2020-2021 due to the COVID-19 pandemic. Many of these programs are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.10	0.10	0.10
Recreation Coordinator	0.20	0.20	0.30
Recreation Assistant	0.34	0.22	0.38
<b>Total</b>	<b>0.64</b>	<b>0.52</b>	<b>0.78</b>

## EXPENDITURE DETAIL

**Fund 100 - General**  
**Program 4004 - Day Camp**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	15,798	21,293	23,104	9,287	20,506
4102	Part-Time Salaries	6,959	4,367	7,484	5,084	13,780
4104	Overtime	42	120	250	-	250
4201	Retirement	1,690	2,417	2,979	1,851	3,993
4202	Health Insurance	999	2,772	4,002	2,292	5,183
4203	Vision Insurance	39	50	56	32	64
4204	Dental Insurance	226	291	326	192	388
4205	Life Insurance	28	31	34	14	36
4209	Disability Insurance	154	190	219	87	191
4210	Other	394	498	918	250	1,206
<b>Total Salaries &amp; Benefits</b>		<b>\$ 26,329</b>	<b>\$ 32,029</b>	<b>\$ 39,372</b>	<b>\$ 19,089</b>	<b>\$ 45,597</b>
5107	Contract Personnel	37,781	26,066	38,000	30,000	43,000
5401	Advertising & Noticing	191	-	800	800	800
6160	Operating Supplies	5,468	3,985	5,600	5,600	7,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 43,440</b>	<b>\$ 30,051</b>	<b>\$ 44,400</b>	<b>\$ 36,400</b>	<b>\$ 51,300</b>
<b>Total Expenditures</b>		<b>\$ 69,769</b>	<b>\$ 62,080</b>	<b>\$ 83,772</b>	<b>\$ 55,489</b>	<b>\$ 96,897</b>
<b>Source of Funds</b>						
General Fund 100		69,769	62,080	83,772	55,489	81,244
American Rescue Plan Act of 2021		-	-	-	-	15,653
<b>Total Source of Funds</b>		<b>\$ 69,769</b>	<b>\$ 62,080</b>	<b>\$ 83,772</b>	<b>\$ 55,489</b>	<b>\$ 96,897</b>

## SKATE PARK

The Temporary Skate Park opened in July 2020, giving local skaters their first public skate space since the closure of Papa Jacks Skate Park in 2011. The 12,320 square foot skate park features transition and street style elements in a progressive design, crafted with input from local skaters.

A large drop-off area and ample parking was also included in the project, to ensure safe access for skaters and parents. The Temporary Skate Park will be in place for 24-30 months while a permanent skate park is designed and built on east side the same parcel.

Beginning in Fiscal Year 2021-2022, staff will coordinate skate classes and programs at the Temporary Skate Park to encourage skill development and interaction amongst local youth. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.00	0.15	0.20
Recreation Coordinator	0.00	0.00	0.10
Recreation Assistant	0.00	0.13	1.53
<b>Total</b>	<b>0.00</b>	<b>0.28</b>	<b>1.83</b>

## EXPENDITURE DETAIL

**Fund 100 - General**  
**Program 4005 - Skate Park**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	-	-	9,998	-	24,460
4102	Part-Time Salaries	-	-	40,085	38,616	54,689
4104	Overtime	-	-	250	8	250
4201	Retirement	-	-	853	499	2,602
4202	Health Insurance	-	-	1,279	-	1,827
4203	Vision Insurance	-	-	17	-	20
4204	Dental Insurance	-	-	95	-	123
4205	Life Insurance	-	-	15	-	43
4209	Disability Insurance	-	-	98	-	227
4210	Other	-	-	388	560	2,156
<b>Total Salaries &amp; Benefits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 53,078</b>	<b>\$ 39,682</b>	<b>\$ 86,396</b>
5100	Professional Services	-	-	-	4,620	-
5107	Contract Personnel	-	-	25,800	20,000	5,500
5401	Advertising	-	-	-	585	3,000
5640	Equipment Maintenance	-	-	1,500	1,000	2,500
6160	Operating Supplies	-	-	2,000	2,623	2,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,300</b>	<b>\$ 28,827</b>	<b>\$ 13,000</b>
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,378</b>	<b>\$ 68,509</b>	<b>\$ 99,396</b>
<b>Source of Funds</b>						
General Fund 100		-	-	82,378	68,509	99,396
<b>Total Source of Funds</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,378</b>	<b>\$ 68,509</b>	<b>\$ 99,396</b>



## SPORTS

Youth sports programs are designed for boys and girls in grades kindergarten through 8<sup>th</sup>. City staff, volunteer coaches, and independent contract instructors lead competitive sports leagues. Programs for younger athletes include flag football, basketball, and coach-pitch baseball with the focus on sportsmanship, fundamentals, and communication. In addition to recreation and instruction, the middle school sports program serves as a feeder program for high school athletics, including volleyball, basketball, cross country, cheerleading, and tennis.

Girl-specific sports programs, clinics, and sports leagues are also offered throughout each year, including volleyball, tennis, basketball, and softball.

The Itty Bitty sports program gives children under the age of five an introduction to sports over a four to six week period. Contract instructors focus on age-appropriate activities and games that include fundamentals and sport concepts. Children in the Itty Bitty classes also receive a medal or participation award at the end of the program.

Adults have an opportunity to play in the drop-in basketball program at the Malibu High School gymnasium throughout the year. Adult softball leagues are held at Malibu Bluffs Park, allowing adults to engage in athletics during the summer and fall season.

Sports programs were canceled during Fiscal Year 2020-2021 due to the COVID-19 Pandemic. These programs are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.10	0.10	0.10
Recreation Coordinator	0.30	0.35	0.30
Recreation Assistant	1.02	0.73	0.95
<b>Total</b>	<b>1.42</b>	<b>1.18</b>	<b>1.35</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4006 - Sports

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	38,898	26,815	33,102	9,440	20,506
4102	Part-Time Salaries	20,541	18,536	25,605	6,152	34,900
4104	Overtime	102	173	250	-	250
4201	Retirement	3,922	3,014	4,002	1,874	4,268
4202	Health Insurance	1,998	3,217	5,280	2,292	5,183
4203	Vision Insurance	88	61	73	22	64
4204	Dental Insurance	515	351	421	148	388
4205	Life Insurance	67	40	49	14	36
4209	Disability Insurance	366	258	317	87	191
4210	Other	1,002	778	1,638	271	1,744
<b>Total Salaries &amp; Benefits</b>		<b>\$ 67,499</b>	<b>\$ 53,243</b>	<b>\$ 70,737</b>	<b>\$ 20,300</b>	<b>\$ 67,530</b>
5107	Contract Personnel	16,253	13,182	23,800	20,000	16,600
5107.01	Contract Personnel - Girls Sports	-	4,661	6,000	-	6,000
5300	Travel & Training	-	735	1,200	500	-
5330	Dues & Memberships	183	-	250	250	250
5340	Transportation & Mileage	317	103	300	300	300
5401	Advertising & Noticing	4,099	1,274	1,000	1,000	2,000
6160	Operating Supplies	17,889	14,761	18,000	10,000	15,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 38,741</b>	<b>\$ 34,716</b>	<b>\$ 50,550</b>	<b>\$ 32,050</b>	<b>\$ 40,150</b>
<b>Total Expenditures</b>		<b>\$ 106,240</b>	<b>\$ 87,959</b>	<b>\$ 121,287</b>	<b>\$ 52,350</b>	<b>\$ 107,680</b>
<b>Source of Funds</b>						
General Fund 100		106,240	87,959	121,287	52,350	92,027
American Rescue Plan Act of 2021		-	-	-	-	15,653
<b>Total Source of Funds</b>		<b>\$ 106,240</b>	<b>\$ 87,959</b>	<b>\$ 121,287</b>	<b>\$ 52,350</b>	<b>\$ 107,680</b>

## COMMUNITY CLASSES

Community classes cover a broad spectrum of educational and recreational opportunities for people of all ages and interests. Classes take place at City facilities as well as shared-use facilities. The Department also offers after-school enrichment programs in coordination with the Boys and Girls Club of Malibu for children in Kindergarten through 5<sup>th</sup> grade.

Parent & Me programs focus on providing children with opportunities to develop social, cognitive, and motor skills while bonding with a caregiver. Preschool classes focus on the development of social skills, coordination, and self-expression through art classes, music, and theater arts. School-aged children continue to develop social skills and explore their interests while participating in programs such as sports, music, acting, computer science, dance, and art.

Programs for adults provide opportunities for social interaction, developing a hobby, fitness, or improving a skill. The Department offers one-day workshops on a variety of topics, including health and wellness, crafts, cooking, and writing. The workshops give participants a chance to learn new skills or hobbies in a brief one-day class.

Additional teen programming is coordinated with the assistance of the Harry Barovsky Memorial Youth Commission. The programs and activities promote self-confidence, health, volunteerism, and educational programs.

Several community classes and programs were reduced or canceled during Fiscal Year 2020-2021 due to the COVID-19 Pandemic. These programs are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.25	0.20	0.20
Recreation Coordinator	0.40	0.40	0.35
Recreation Assistant	0.50	0.27	0.34
<b>Total</b>	<b>1.15</b>	<b>0.87</b>	<b>0.89</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4007 - Community Classes

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	61,529	45,647	44,323	39,952	42,527
4102	Part-Time Salaries	2,671	4,735	4,584	2,671	12,523
4104	Overtime	42	244	250	137	250
4201	Retirement	4,928	3,287	3,615	3,277	3,450
4202	Health Insurance	7,111	3,453	7,068	7,613	6,394
4203	Vision Insurance	116	48	81	97	71
4204	Dental Insurance	668	269	490	457	429
4205	Life Insurance	109	82	85	81	78
4209	Disability Insurance	582	423	434	377	395
4210	Other	2,033	1,300	1,910	747	1,873
<b>Total Salaries &amp; Benefits</b>		<b>\$ 79,789</b>	<b>\$ 59,488</b>	<b>\$ 62,840</b>	<b>\$ 55,411</b>	<b>\$ 67,990</b>
5107	Contract Personnel	49,629	40,773	27,000	15,000	89,250
5300	Travel & Training	-	97	1,200	-	1,500
5330	Dues & Memberships	790	836	800	500	1,000
5340	Transportation & Mileage	-	-	350	-	350
5401	Advertising and Noticing	31	-	2,700	1,000	2,700
6160	Operating Supplies	3,223	1,213	2,000	2,000	4,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 53,673</b>	<b>\$ 42,919</b>	<b>\$ 34,050</b>	<b>\$ 18,500</b>	<b>\$ 99,300</b>
<b>Total Expenditures</b>		<b>\$ 133,462</b>	<b>\$ 102,407</b>	<b>\$ 96,890</b>	<b>\$ 73,911</b>	<b>\$ 167,290</b>
<b>Source of Funds</b>						
General Fund 100		133,462	102,407	96,890	73,911	167,290
<b>Total Source of Funds</b>		<b>\$ 133,462</b>	<b>\$ 102,407</b>	<b>\$ 96,890</b>	<b>\$ 73,911</b>	<b>\$ 167,290</b>

## SENIOR ADULTS

The City's Senior and Active Adult Center, located in Malibu City Hall offers various recreational programs at low or no cost to participants, including choir, tap dance, art, and yoga. Additional outreach programs such as health screenings, technology assistance, and financial planning provide valuable information to seniors.

The Department works with vendors and medical professionals to offer free informational lectures on various topics, including Alzheimer's awareness, nutrition, wellness, and healthy aging. Emeritus College uses City facilities to provide enrichment classes such as modern poetry, autobiography, creative writing, and drawing.

The Senior Center hosts the Monthly Luncheon event with catered food, live entertainment, and raffle prizes. Approximately 80 seniors attend the monthly event, which partners with local businesses that donate food and raffle prizes.

The Senior Center is open Monday through Friday for social interaction, outreach services, and programming. The Center provides access to resources in the form of library materials, DVDs, and computers with internet service and Wi-Fi capabilities. Fitness activities, luncheons, and monthly excursions afford a variety of opportunities for participants to become involved in community programs.

Senior classes and programs were canceled during Fiscal Year 2020-2021 due to the COVID-19 Pandemic. Many of these programs are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.10	0.10	0.15
Recreation Coordinator	0.80	0.70	0.70
Recreation Assistant	0.98	0.69	1.15
<b>Total</b>	<b>1.88</b>	<b>1.49</b>	<b>2.00</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4008 - Senior Adults

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	57,406	45,646	56,431	54,148	64,547
4102	Part-Time Salaries	27,977	26,946	20,446	2,781	43,541
4104	Overtime	131	68	250	-	250
4201	Retirement	5,330	4,545	5,824	5,403	7,233
4202	Health Insurance	9,207	7,913	7,878	7,898	9,292
4203	Vision Insurance	122	117	113	108	129
4204	Dental Insurance	705	665	642	605	742
4205	Life Insurance	133	123	114	113	121
4209	Disability Insurance	536	547	545	525	600
4210	Other	2,374	1,971	3,122	1,076	3,883
<b>Total Salaries &amp; Benefits</b>		<b>\$ 103,921</b>	<b>\$ 88,541</b>	<b>\$ 95,365</b>	<b>\$ 72,658</b>	<b>\$ 130,338</b>
5107	Contract Personnel	26,097	21,140	15,000	5,000	21,000
5205	Postage	5,800	5,000	5,000	2,000	5,000
5300	Travel & Training	1,628	997	1,200	-	1,200
5340	Transportation & Mileage	78	51	350	-	350
6160	Operating Supplies	16,535	14,733	16,000	5,000	16,000
6175	Recreation Transportation	3,214	2,395	1,200	-	1,200
6176	Recreation Trip Admissions	-	-	3,500	-	2,250
<b>Total Operating &amp; Maintenance</b>		<b>\$ 53,352</b>	<b>\$ 44,316</b>	<b>\$ 42,250</b>	<b>\$ 12,000</b>	<b>\$ 47,000</b>
<b>Total Expenditures</b>		<b>\$ 157,273</b>	<b>\$ 132,857</b>	<b>\$ 137,615</b>	<b>\$ 84,658</b>	<b>\$ 177,338</b>
<b>Source of Funds</b>						
General Fund 100		157,273	132,857	137,615	84,658	177,338
<b>Total Source of Funds</b>		<b>\$ 157,273</b>	<b>\$ 132,857</b>	<b>\$ 137,615</b>	<b>\$ 84,658</b>	<b>\$ 177,338</b>

# PARK MAINTENANCE

The primary goal of the Park Maintenance Division is to provide safe and clean facilities while protecting the natural resources and surrounding areas. Landscape and facility maintenance is conducted for the following areas:

- Charmlee Wilderness Park located at 2577 Encinal Canyon Road consists of 532 acres of open space and hiking trails within the Santa Monica Mountains Coastal Slope Environment. The park was heavily damaged during the 2018 Woolsey Fire, but reopened to the public in October 2020.
- Malibu Bluffs Park located at 24250 Pacific Coast Highway (PCH) is a ten-acre community park that includes two baseball fields, a multi-use sports field, three playground areas, three picnic areas, a workout station, a community center building, restrooms (3 sets), parking lot, sidewalks, six acres of turf area, full recycled water irrigation system, native vegetation, and landscaped areas adjacent to the community center and parking lot.
- Temporary Skate Park is located at 24250 Pacific Coast Highway (PCH) and features 13,320 square feet of skateable space for all ages. The skate park opened to the public in July 2020 and will be in place during the design and construction of a permanent skate park on the same parcel.
- Malibu Equestrian Park located at 6225 Merritt Drive consists of two riding arenas, a picnic area, restroom building, riding trails, parking lots and native vegetation.
- Trancas Canyon Park located at 6050 Trancas Canyon Road is a six and one-half acre neighborhood park containing an access road, vehicle parking, playground, dog park, restroom building, picnic shelter, full irrigation system, native vegetation and one and one quarter (1¼) acre turf field.
- Las Flores Creek Park located at 3805 Las Flores Creek Road is a four-acre neighborhood park situated along Las Flores Creek with walking paths, restroom building, picnic areas, playground, full irrigation system and native vegetation.
- Legacy Park located at 23500 Civic Center Way is a fifteen-acre park consisting of native vegetation (xeriscape), full irrigation system and pedestrian walkways.
- Three Medians located at John Tyler Ave and PCH, Malibu Canyon Rd and Civic Center Way, and PCH at Webb Way.
- Streetscape, walkways, and native vegetation along Cross Creek Road and Civic Center Way

Maintenance expenses for Legacy Park are covered in the Legacy Park Division Budget 7008.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Parks Supervisor	0.75	0.75	0.75
Park Maintenance Worker	0.75	0.75	0.75
Recreation Assistant	0.82	0.82	0.80
<b>Total</b>	<b>2.32</b>	<b>2.32</b>	<b>2.30</b>

## EXPENDITURE DETAIL

**Fund 100 - General**  
**Program 4010 - Park Maintenance**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	118,606	121,222	126,662	122,089	131,049
4102	Part-Time Salaries	18,968	22,980	28,746	15,771	28,689
4104	Overtime	157	283	500	53	500
4201	Retirement	20,632	21,677	24,118	23,892	24,748
4202	Health Insurance	29,965	32,395	34,458	35,485	36,653
4203	Vision Insurance	491	494	501	480	501
4204	Dental Insurance	2,989	2,949	2,989	2,793	2,989
4205	Life Insurance	221	211	213	213	213
4209	Disability Insurance	1,130	1,109	1,173	1,164	1,219
4210	Other	3,959	4,508	5,951	5,112	6,061
<b>Total Salaries &amp; Benefits</b>		<b>\$ 197,118</b>	<b>\$ 207,828</b>	<b>\$ 225,311</b>	<b>\$ 207,052</b>	<b>\$ 232,623</b>
5100	Professional Services	258,655	275,537	406,000	400,000	375,000
5127	Weed Abatement	16,823	42,555	75,000	75,000	75,500
5130	Parks Maintenance	133,786	192,239	160,000	155,307	160,000
5300	Travel & Training	1,180	230	1,600	1,000	3,000
5340	Transportation & Mileage	-	-	400	-	350
5610	Facilities Maintenance	34,206	23,513	47,000	47,000	64,000
5612	Sewer Service Fees	2,158	4,669	5,500	3,140	7,500
5640	Equipment Maintenance	384	996	1,300	1,000	1,300
5710	Facilities Rent	6,339	5,011	5,000	18,243	7,000
5721	Telephone	5,865	6,261	7,000	6,944	7,000
5722	Electricity	11,930	8,181	20,000	10,000	20,000
5723	Water	85,711	85,162	85,000	75,000	85,000
5725	Trash Pickup/Recycling	-	-	-	-	11,000
6160	Operating Supplies	7,849	12,489	17,000	21,628	17,000
6300	Tools & Minor Equipment	4,158	3,611	4,000	2,909	4,000
6400	Clothing & Emergency Gear	1,281	1,350	1,900	2,046	2,000
6600	Equipment Parts	-	420	1,000	391	1,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 570,325</b>	<b>\$ 662,224</b>	<b>\$ 837,700</b>	<b>\$ 819,609</b>	<b>\$ 840,650</b>
7300	Capital Outlay	11,919	60,110	30,000	30,000	30,000
7800	Equipment	-	-	-	-	13,000
<b>Total Capital Outlay</b>		<b>\$ 11,919</b>	<b>\$ 60,110</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 43,000</b>
8100	Vehicle Allocation	10,000	10,000	-	-	12,000
8500	Information Systems Allocation	9,000	9,000	9,000	9,000	9,000
<b>Total Internal Service Charges</b>		<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 21,000</b>
<b>Total Expenditures</b>		<b>\$ 798,362</b>	<b>\$ 949,162</b>	<b>\$ 1,102,011</b>	<b>\$ 1,065,661</b>	<b>\$ 1,137,273</b>
<b>Source of Funds</b>						
General Fund 100		798,362	949,162	1,102,011	1,065,661	1,107,273
Deferred Maintenance - City Facilities Reserve		-	-	30,000	30,000	30,000
Parkland Development Fund		-	-	75,000	75,000	-
<b>Total Source of Funds</b>		<b>\$ 798,362</b>	<b>\$ 949,162</b>	<b>\$ 1,207,011</b>	<b>\$ 1,170,661</b>	<b>\$ 1,137,273</b>



## SPECIAL EVENTS

The Community Services Department coordinates several special events throughout the year, including Chumash Day, Breakfast with Santa, the Halloween Carnival, Spring Spectacular, Touch-A-Truck, and the Student Art Exhibit. Additional smaller events such as Tiny Tot Olympics, CineMalibu, and Gold Hunt are also held annually.

Special event programming have evolved and grown over the past, including the City's Cars and Coffee monthly event as well as teen events sponsored by the Harry Barovsky Memorial Youth Commission.

The Department continues to strive toward zero-waste events by implementing new options for trash disposal such as composting, recycling, utilizing landfill containers, reducing the number of plastic give-a-ways, and reusing decorations.

In-person special events were canceled during Fiscal Year 2020-2021 due to the COVID-19 Pandemic. Many of these events are expected to resume in the second half of Fiscal Year 2021-2022 as COVID-19 restrictions are eased. Providing these events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Recreation Supervisor	0.60	0.40	0.20
Recreation Coordinator	0.60	0.60	0.35
Recreation Assistant	0.86	0.50	0.54
<b>Total</b>	<b>2.06</b>	<b>1.50</b>	<b>1.09</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4011 - Special Events

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	20,738	73,228	75,858	62,907	41,347
4102	Part-Time Salaries	20,613	15,041	3,496	1,515	19,807
4104	Overtime	-	597	1,000	151	1,000
4201	Retirement	1,665	6,260	7,263	6,148	4,198
4202	Health Insurance	1,534	5,191	11,015	9,931	6,648
4203	Vision Insurance	22	79	137	121	78
4204	Dental Insurance	126	453	816	728	469
4205	Life Insurance	33	119	138	122	75
4209	Disability Insurance	176	684	736	605	385
4210	Other	839	1,878	3,186	1,252	2,060
<b>Total Salaries &amp; Benefits</b>		<b>\$ 45,746</b>	<b>\$ 103,530</b>	<b>\$ 103,645</b>	<b>\$ 83,480</b>	<b>\$ 76,067</b>
5107	Contract Personnel	20,136	2,825	4,500	2,500	22,500
5330	Dues & Memberships	1,274	1,712	-	-	2,000
5401	Advertising & Noticing	2,707	772	1,000	1,000	5,750
5640	Equipment Maintenance	1,600	-	200	-	500
6160	Operating Supplies	35,067	14,936	6,200	5,000	28,000
6175	Recreation Transportation	4,075	-	-	-	4,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 64,859</b>	<b>\$ 20,245</b>	<b>\$ 11,900</b>	<b>\$ 8,500</b>	<b>\$ 63,250</b>
8500	Information Systems Allocation	4,500	4,500	4,500	4,500	4,500
<b>Total Internal Service Charges</b>		<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>
<b>Total Expenditures</b>		<b>\$ 115,105</b>	<b>\$ 128,275</b>	<b>\$ 120,045</b>	<b>\$ 96,480</b>	<b>\$ 143,817</b>
<b>Source of Funds</b>						
General Fund 100		115,105	128,275	120,045	96,480	141,208
American Rescue Plan Act of 2021		-	-	-	-	2,609
<b>Total Source of Funds</b>		<b>\$ 115,105</b>	<b>\$ 128,275</b>	<b>\$ 120,045</b>	<b>\$ 96,480</b>	<b>\$ 143,817</b>

# MALIBU ARTS

The Community Services Department works with the Malibu Arts Commission to coordinate and produce several programs and projects related to arts within the Malibu community.

The Arts in Education program benefits local schools and features various speakers from different artistic backgrounds and art workshops for children across all grade levels. The program has provided students with insight into potential careers and creative expression they may not have otherwise received through existing school programs.

The Malibu Poet Laureate program continues to grow. The recruitment period for the City's fourth Poet Laureate began in Spring 2021 and the appointment will take place in Fiscal Year 2021-2022. The Poet Laureate will work with members of the Poety Laureate Committee to conduct poetry programs, writing workshops, and open-mic events for adults. Former Malibu Poet Laureate Ricardo Means Ybarra continues to engage with student poets through the Arts in Education program. The Poet Laureate Committee also works with community partners such as the Malibu Library and Pepperdine University to promote literary arts. *Call to the Wall* remains a popular event and encompasses literary art, visual art, music, and dance.

City Hall Art Exhibitions have allowed community artists to showcase their work in a public setting. Seasonal exhibitions feature up to 90 local artists and commence with an opening reception to recognize contributing artists and their work. Additionally, the Arts Commission is exploring options to host outdoor Art Exhibitions during Fiscal Year 2021-2022.

In-person Cultural Arts programs and events were canceled during Fiscal Year 2020-2021 due to the COVID-19 Pandemic. Many of these programs and events are expected to resume as COVID-19 restrictions are eased during Fiscal Year 2021-2022. Providing these programs and events in accordance with public health guidelines requires more staffing and resources.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Community Services Director	0.20	0.20	0.20
Comm. Services Deputy Director	0.30	0.30	0.30
Recreation Supervisor	0.10	0.10	0.00
Recreation Coordinator	0.20	0.20	0.20
Administrative Assistant	0.05	0.05	0.05
Recreation Assistant	0.17	0.17	0.38
<b>Total</b>	<b>1.02</b>	<b>1.02</b>	<b>1.13</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 4012 - Malibu Arts

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	88,285	91,399	99,680	84,552	88,340
4102	Part-Time Salaries	3,255	5,598	1,774	1,981	14,506
4104	Overtime	194	158	250	-	250
4201	Retirement	13,697	13,599	16,951	15,257	16,245
4202	Health Insurance	14,950	10,792	13,454	11,715	11,876
4203	Vision Insurance	195	140	158	130	122
4204	Dental Insurance	1,238	850	958	801	758
4205	Life Insurance	121	128	146	123	130
4208	Deferred Compensation	-	525	600	590	600
4209	Disability Insurance	805	787	693	766	822
4210	Other	2,312	1,933	3,308	1,433	3,224
<b>Total Salaries &amp; Benefits</b>		<b>\$ 125,052</b>	<b>\$ 125,909</b>	<b>\$ 137,972</b>	<b>\$ 117,349</b>	<b>\$ 136,872</b>
5107	Contract Personnel	8,550	13,600	2,000	2,500	14,000
5300	Travel & Training	-	-	-	-	1,000
5330	Dues & Membership	-	-	-	-	1,000
5401	Advertising & Noticing	6,062	4,676	3,500	3,500	9,000
6160	Operating Supplies	9,290	6,677	3,500	3,500	10,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 23,902</b>	<b>\$ 24,953</b>	<b>\$ 9,000</b>	<b>\$ 9,500</b>	<b>\$ 35,000</b>
8500	Information Systems Allocation	4,500	4,500	4,500	4,500	4,500
<b>Total Internal Service Charges</b>		<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>
<b>Total Expenditures</b>		<b>\$ 153,454</b>	<b>\$ 155,362</b>	<b>\$ 151,472</b>	<b>\$ 131,349</b>	<b>\$ 176,372</b>
<b>Source of Funds</b>						
General Fund 100		153,454	155,362	151,472	131,349	165,937
American Rescue Plan Act of 2021		-	-	-	-	10,435
<b>Total Source of Funds</b>		<b>\$ 153,454</b>	<b>\$ 155,362</b>	<b>\$ 151,472</b>	<b>\$ 131,349</b>	<b>\$ 176,372</b>

## LEGACY PARK

In 2006, the City of Malibu purchased the 20-acre parcel located in the Civic Center at the southeast corner of Civic Center Way and Webb Way. The site consists of approximately 17 acres of vacant land and three acres of commercially developed property. The \$25 million property was purchased using a combination of state and local grants, community donations, debt financing and City General Fund dollars.

The vacant property was developed as a passive park and is now used as the dispersal site for treated wastewater and stormwater in the Civic Center area. The three buildings have remained as commercial tenants and provide a revenue source for the City to fund the payments of the debt financing as well as project planning and design costs, insurance, maintenance, and property management of the site. Certain clean water related expenses are also funded by this revenue source including Clean Water (3003) and City Facilities (3007).

In 2018, the City partnered with a consultant to begin the Legacy Park Rehabilitation Project. The project's purpose is to analyze growing conditions within the park to determine which native plant species are best suited to the soil and irrigation. The analysis was completed in 2019, and 15 test plots were planted throughout the park. Due to the success of the original 15 plots, 10 additional test plots were planted in Fiscal Year 2020-2021. Funding to extend the agreement with the project consultant is included in the Budget for Fiscal Year 2021-2022 to ensure the continued success of the project and the park.

Debt service is budgeted to Department 7004 and the Operations of the property are budgeted to Department 7008.

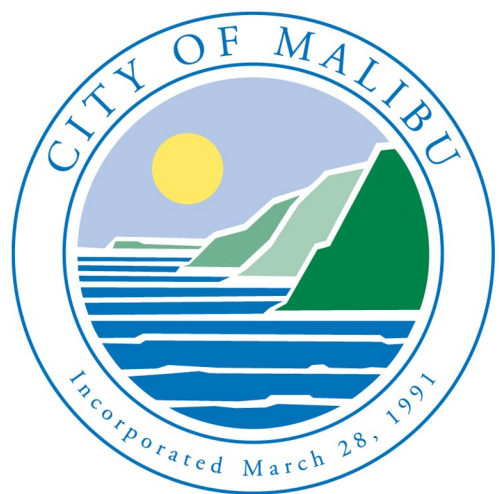
Staff salaries and professional services directly related to Legacy Park are charged directly to this account. Additionally, the charge for sewer service fees to account for the connection to the Civic Center Water Treatment Facility will increase as wastewater rates are projected to increase significantly starting in Fiscal Year 2021-2022. These sewer service fees will be reimbursed by the commercial tenants.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-21 Proposed</b>
Parks Supervisor	0.25	0.25	0.25
Park Maintenance Worker	0.25	0.25	0.25
Recreation Assistant	0.46	0.46	0.65
<b>Total</b>	<b>0.96</b>	<b>0.96</b>	<b>1.15</b>

## EXPENDITURE DETAIL

**Fund 500 - Legacy Park**  
**Program 7008 - Legacy Park Operations**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	39,729	40,306	42,221	40,969	43,683
4102	Part-Time Salaries	12,466	5,264	17,520	5,254	22,517
4104	Overtime	-	87	250	17	250
4201	Retirement	6,812	7,194	8,142	7,964	8,418
4202	Health Insurance	9,988	10,798	11,486	11,829	12,218
4203	Vision Insurance	164	165	167	166	167
4204	Dental Insurance	996	983	996	992	996
4205	Life Insurance	74	70	71	71	71
4209	Disability Insurance	368	371	391	392	406
4210	Other	1,382	1,296	2,186	839	2,351
<b>Total Salaries &amp; Benefits</b>		<b>\$ 71,979</b>	<b>\$ 66,534</b>	<b>\$ 83,430</b>	<b>\$ 68,492</b>	<b>\$ 91,077</b>
5100	Professional Services	140,160	269,703	275,000	275,000	215,000
5130	Park Maintenance	82,478	100,355	86,000	85,000	92,000
5210	Service Fees and Charges	1,101	1,101	1,000	1,101	1,760
5510	Insurance Premiums	116,952	119,982	149,978	152,734	168,007
5610	Facilities Maintenance - Buildings	39,094	2,221	60,000	50,000	60,000
5612	Sewer Service Fees	65,650	89,325	88,000	87,534	120,000
5722	Electricity	16,544	18,048	18,000	16,331	18,000
5723	Water	17,722	39,666	26,000	43,821	40,000
6160	Operating Supplies	2,609	862	10,000	10,000	6,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 482,310</b>	<b>\$ 641,263</b>	<b>\$ 713,978</b>	<b>\$ 721,521</b>	<b>\$ 720,767</b>
7300	Improvements	-	11,411	-	-	-
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 11,411</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 554,289</b>	<b>\$ 719,208</b>	<b>\$ 797,408</b>	<b>\$ 790,012</b>	<b>\$ 811,844</b>
<b>Source of Funds</b>						
Legacy Park Project Fund 500		554,289	719,208	797,408	790,012	811,844
<b>Total Source of Funds</b>		<b>\$ 554,289</b>	<b>\$ 719,208</b>	<b>\$ 797,408</b>	<b>\$ 790,012</b>	<b>\$ 811,844</b>



# ENVIRONMENTAL SUSTAINABILITY DEPARTMENT

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
2004	Building Safety/Sustainability	2,326,501	2,206,883	2,030,996	1,803,467	2,489,483
2010	Wastewater Management	670,453	610,300	639,388	545,126	767,478
3003	Clean Water	767,764	785,494	1,390,430	1,306,628	1,037,438
3004	Solid Waste Management	144,223	148,498	213,602	186,794	225,059
<b>Total</b>		<b>\$ 3,908,941</b>	<b>\$ 3,751,175</b>	<b>\$ 4,274,416</b>	<b>\$ 3,842,015</b>	<b>\$ 4,519,458</b>



## BUILDING SAFETY AND SUSTAINABILITY

The Building Safety and Sustainability Program ensures that building projects within the City comply with all applicable codes to safeguard the health and safety of the community, private and public property, and the environment. Building Safety staff foster a sustainable community by facilitating the implementation of building construction, repair, and maintenance practices that minimize negative environmental impacts. Program staff oversee the City's sustainability program, which include outreach, incentives, and events relating to water conservation, energy efficiency, and renewable energy. Program staff also explore innovative options to increase environmental sustainability citywide. The program is funded through the General Fund with revenue support derived from building permit and inspection fees and grant awards.

Building Safety consultant expenses associated with the Woolsey Fire are accounted for in Division 3002. Staff time previously allocated to the Woolsey Fire in Fiscal Year 2020-2021 has been returned to this Department in the current year.

In the Fiscal Year 2021-2022 Budget, funding in the amount of \$50,000 has been added to professional services for consultants to address commercial property compliance with the City's Dark Sky Ordinance.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
ESD Director/Building Official	0.25	0.25	0.25
Deputy Building Official	0.00	0.00	0.50
ESD Manager	0.50	0.50	0.00
Associate Civil Engineer	0.00	0.00	1.00
Certified Plans Examiner	1.00	1.00	0.00
Senior Building Inspector	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00
Environmental Sustainability Analyst	1.00	1.00	1.00
Senior Permit Services Technician	2.00	2.00	2.00
Administrative Analyst	1.00	1.00	1.00
Office Assistant	2.00	2.00	2.00
<b>Total</b>	<b>10.75</b>	<b>10.75</b>	<b>10.75</b>

## EXPENDITURE DETAIL

### Fund 101 - General

#### Program 2004 - Building Safety and Sustainability

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	814,081	809,340	808,589	635,952	934,310
4102	Part-Time Salaries	7,965	1,146	-	-	-
4104	Overtime	2,875	15,889	2,000	6,037	25,000
4201	Retirement	119,308	108,969	104,532	69,919	114,050
4202	Health Insurance	114,412	125,087	111,208	90,893	141,778
4203	Vision Insurance	1,658	1,745	1,550	1,136	1,816
4204	Dental Insurance	10,078	10,301	9,122	6,447	10,557
4205	Life Insurance	1,259	1,150	1,112	778	1,289
4208	Deferred Compensation	728	527	750	699	750
4209	Disability Insurance	7,665	7,509	6,620	5,427	8,689
4210	Other	23,890	28,428	30,613	19,447	37,745
<b>Total Salaries &amp; Benefits</b>		<b>\$ 1,103,919</b>	<b>\$ 1,110,091</b>	<b>\$ 1,076,096</b>	<b>\$ 836,735</b>	<b>\$ 1,275,983</b>
5100	Professional Services	1,095,549	927,410	858,000	858,000	1,045,000
5107	Contract Personnel	16,973	8,394	-	-	-
5210	Service Fees and Charges	9,305	44,176	7,500	22,252	30,000
5300	Travel & Training	10,412	7,969	10,000	5,000	13,500
5330	Dues & Memberships	707	1,783	2,500	2,500	2,500
5340	Mileage	766	372	1,000	-	500
5401	Advertising & Noticing	156	887	400	2,180	1,000
5405	Printing	416	1,936	2,000	2,000	2,000
5415	Public Records Printing	9,262	16,925	13,000	14,000	30,000
5721	Telephone	2,457	3,615	-	-	-
6130	Records Retention	4,847	7,457	2,500	2,500	10,000
6160	Operating Supplies	5,694	5,742	3,000	3,000	5,000
6200	Publications	345	4,748	4,000	4,000	4,000
6400	Clothing & Emergency Gear	1,193	878	1,500	1,800	2,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 1,158,082</b>	<b>\$ 1,032,292</b>	<b>\$ 905,400</b>	<b>\$ 917,232</b>	<b>\$ 1,146,000</b>
8100	Vehicle Allocation	15,000	15,000	-	-	18,000
8500	Information Systems Allocation	49,500	49,500	49,500	49,500	49,500
<b>Total Internal Service Charges</b>		<b>\$ 64,500</b>	<b>\$ 64,500</b>	<b>\$ 49,500</b>	<b>\$ 49,500</b>	<b>\$ 67,500</b>
<b>Total Expenditures</b>		<b>\$ 2,326,501</b>	<b>\$ 2,206,883</b>	<b>\$ 2,030,996</b>	<b>\$ 1,803,467</b>	<b>\$ 2,489,483</b>
<b>Source of Funds</b>						
General Fund 101		2,326,501	2,206,883	2,030,996	1,803,467	2,489,483
<b>Total Source of Funds</b>		<b>\$ 2,326,501</b>	<b>\$ 2,206,883</b>	<b>\$ 2,030,996</b>	<b>\$ 1,803,467</b>	<b>\$ 2,489,483</b>

## WASTEWATER MANAGEMENT PROGRAM

The Wastewater Management Program administers permitting, plan review, and oversight programs for Onsite Wastewater Treatment Systems (OWTS). Wastewater Management staff review development projects for OWTS compliance with Local Coastal Program requirements and state and local ordinances. The Program strives to maintain OWTS as a sustainable method of sewage disposal within the City. The statewide OWTS Policy establishes minimum requirements for local agencies permitting OWTS, and Wastewater Management staff maintain City codes and OWTS guidelines in conformance with these requirements. Wastewater Management staff also assist City Code Enforcement and Clean Water Program personnel in conducting investigations of wastewater related spills and illicit discharges. The program is funded through the General Fund with revenue support derived from plan review fees and OWTS permit fees.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
ESD Director/Building Official	0.25	0.00	0.25
Deputy Building Official	0.00	0.00	0.50
ESD Manager	0.50	0.50	0.00
Environmental Health Administrator	1.00	1.00	1.00
Wastewater Management Program Specialist	1.00	1.00	1.00
Permit Services Technician	1.00	1.00	1.00
<b>Total</b>	<b>3.75</b>	<b>3.50</b>	<b>3.75</b>

## EXPENDITURE DETAIL

### Fund 101 - General

### Program 2010 - Wastewater Management

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	345,985	345,894	270,901	220,447	373,502
4104	Overtime	-	694	-	225	250
4201	Retirement	52,600	53,117	43,027	21,495	55,415
4202	Health Insurance	58,395	59,570	50,250	38,288	56,861
4203	Vision Insurance	958	936	781	479	675
4204	Dental Insurance	5,772	5,546	4,618	2,881	4,130
4205	Life Insurance	563	496	384	278	552
4208	Deferred Compensation	728	527	-	-	750
4209	Disability Insurance	3,263	3,094	2,194	1,528	3,474
4210	Other	9,581	12,134	10,883	4,655	12,868
<b>Total Salaries &amp; Benefits</b>		<b>\$ 477,845</b>	<b>\$ 482,008</b>	<b>\$ 383,038</b>	<b>\$ 290,276</b>	<b>\$ 508,478</b>
5100	Professional Services	176,510	111,474	240,000	240,000	240,000
5300	Travel & Training	1,100	831	1,500	500	2,500
5330	Dues & Memberships	207	465	350	350	500
5340	Transportation & Mileage	94	-	-	-	-
5721	Telephone	936	1,038	-	-	-
6160	Operating Supplies	261	984	1,000	500	2,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 179,108</b>	<b>\$ 114,792</b>	<b>\$ 242,850</b>	<b>\$ 241,350</b>	<b>\$ 245,500</b>
8500	Information Systems Allocation	13,500	13,500	13,500	13,500	13,500
<b>Total Internal Service Charges</b>		<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
<b>Total Expenditures</b>		<b>\$ 670,453</b>	<b>\$ 610,300</b>	<b>\$ 639,388</b>	<b>\$ 545,126</b>	<b>\$ 767,478</b>
<b>Source of Funds</b>						
General Fund 101		670,453	610,300	639,388	545,126	767,478
<b>Total Source of Funds</b>		<b>\$ 670,453</b>	<b>\$ 610,300</b>	<b>\$ 639,388</b>	<b>\$ 545,126</b>	<b>\$ 767,478</b>

## CLEAN WATER PROGRAM

The Clean Water Program serves to protect local surface waters (creeks, streams, and the ocean) and groundwater through actions that minimize and eliminate impacts of human activities that could adversely affect water quality and water supply. Program tasks are implemented using a holistic approach that includes education, outreach, conservation, and regulatory compliance projects. The program implements water quality monitoring and reporting tasks as required for City compliance with regulatory provisions of the Federal Clean Water Act and State Porter Cologne Act. As a local agency member of several regional cooperative partnerships and initiatives, the program contributes support to various water quality control projects and studies within the coastal watersheds of the North Santa Monica Bay, including the Malibu Creek and Lagoon Watershed. The program is funded through a combination of the Legacy Park Fund and the General Fund.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
ESD Director/Building Official	0.25	0.25	0.25
Environmental Program Coordinator	1.60	0.80	0.80
Administrative Assistant	1.00	1.00	1.00
<b>Total</b>	<b>2.85</b>	<b>2.05</b>	<b>2.05</b>

## EXPENDITURE DETAIL

### Fund 101 - General

### Program 3003 - Clean Water Program

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	240,583	245,951	220,490	157,068	201,686
4104	Overtime	-	137	-	827	500
4201	Retirement	35,326	35,233	33,005	28,305	37,514
4202	Health Insurance	36,662	39,356	41,844	31,453	30,487
4203	Vision Insurance	521	545	560	400	344
4204	Dental Insurance	3,127	3,231	3,326	2,107	2,038
4205	Life Insurance	416	372	335	235	319
4208	Deferred Compensation	728	527	-	-	750
4209	Disability Insurance	2,274	2,148	2,114	1,437	1,876
4210	Other	6,610	6,692	9,068	6,309	6,494
<b>Total Salaries &amp; Benefits</b>		<b>\$ 326,247</b>	<b>\$ 334,192</b>	<b>\$ 310,742</b>	<b>\$ 228,140</b>	<b>\$ 282,008</b>
5100	Professional Services	80,152	108,920	662,000	662,000	170,000
5100-02	Coordinated Integrated Monitoring Program	337,550	323,864	398,488	398,488	557,230
5300	Travel & Training	1,912	665	1,000	-	5,000
5330	Dues & Memberships	872	693	1,000	1,000	1,000
5340	Mileage	188	401	200	-	200
5401	Advertising & Noticing	1,733	-	-	-	1,500
5405	Printing	1,971	439	1,000	1,000	4,000
5721	Telephone	667	666	-	-	-
6160	Operating Supplies	2,972	2,154	2,500	2,500	3,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 428,017</b>	<b>\$ 437,802</b>	<b>\$ 1,066,188</b>	<b>\$ 1,064,988</b>	<b>\$ 741,930</b>
8500	Information Systems Allocation	13,500	13,500	13,500	13,500	13,500
<b>Total Internal Service Charges</b>		<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
<b>Total Expenditures</b>		<b>\$ 767,764</b>	<b>\$ 785,494</b>	<b>\$ 1,390,430</b>	<b>\$ 1,306,628</b>	<b>\$ 1,037,438</b>
<b>Source of Funds</b>						
General Fund 101		517,764	532,423	1,290,430	1,094,234	987,438
General Fund 100 - Water Quality Settlement		-	53,071	100,000	100,000	50,000
Measure W - LA County Stormwater		-	-	-	112,394	-
Legacy Park Fund 500		250,000	200,000	-	-	-
<b>Total Source of Funds</b>		<b>\$ 767,764</b>	<b>\$ 785,494</b>	<b>\$ 1,390,430</b>	<b>\$ 1,306,628</b>	<b>\$ 1,037,438</b>

## SOLID WASTE MANAGEMENT

The Solid Waste Management Program implements the City's waste reduction, recycling, household hazardous waste, hauling policies, and other programmatic elements to meet the solid waste collection and diversion requirements mandated by state laws and regulations. Staff are preparing for the implementation of SB 1383, the most significant waste reduction law in California in the last 30 years. SB 1383 requires the City to provide organic collection services to all residents and businesses, establish an edible food recovery program, and procure recyclable and recovered organic products by 2022.

Activities of the Solid Waste Management Program include: residential and commercial disposal of recyclables, organic waste, landscape waste, and landfilled trash; mandatory recycling, and organics recycling program; edible food recovery program; inspections and monitoring for commercial business compliance; special collection events for hard to dispose of items; solid waste hauler permits; tracking and reporting to the State; and public education and outreach. The program is funded through the Solid Waste Management Fund with revenue support derived from waste hauler surcharge and recycling fees, as well as grant proceeds.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
ESD Director/Building Official	0.25	0.25	0.25
Sr. Env. Program Coordinator	0.00	0.00	0.00
Environmental Program Coordinator	0.40	0.20	0.20
<b>Total</b>	<b>0.65</b>	<b>0.45</b>	<b>0.45</b>

## EXPENDITURE DETAIL

### Fund 207 - Waste Management

### Program 3004 - Solid Waste Management

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	77,585	85,111	84,826	65,533	69,705
4104	Overtime	-	-	-	-	-
4201	Retirement	11,568	11,515	13,820	12,200	12,965
4202	Health Insurance	6,609	9,235	10,617	6,772	6,579
4203	Vision Insurance	101	132	140	80	73
4204	Dental Insurance	594	777	831	473	433
4205	Life Insurance	135	117	146	115	117
4208	Deferred Compensation	728	527	750	699	750
4209	Disability Insurance	704	666	573	616	648
4210	Other	1,568	1,781	2,699	1,104	1,789
<b>Total Salaries &amp; Benefits</b>		<b>\$ 99,592</b>	<b>\$ 109,861</b>	<b>\$ 114,402</b>	<b>\$ 87,592</b>	<b>\$ 93,059</b>
5100	Professional Services	35,567	33,331	40,000	40,000	70,000
5100.01	Dumpster Lid Enforcement	-	-	50,000	50,000	50,000
5401	Advertising & Noticing	3,454	2,218	2,500	2,500	4,000
5405	Printing	360	215	200	200	500
5850	Recycling Supplies	4,220	2,106	5,000	5,002	5,000
6160	Operating Supplies	1,030	767	1,500	1,500	2,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 44,631</b>	<b>\$ 38,637</b>	<b>\$ 99,200</b>	<b>\$ 99,202</b>	<b>\$ 132,000</b>
<b>Total Expenditures</b>		<b>\$ 144,223</b>	<b>\$ 148,498</b>	<b>\$ 213,602</b>	<b>\$ 186,794</b>	<b>\$ 225,059</b>
<b>Source of Funds</b>						
Solid Waste Management Fund 207		144,223	148,498	163,602	136,794	150,059
General Fund - 100		-	-	50,000	50,000	75,000
<b>Total Source of Funds</b>		<b>\$ 144,223</b>	<b>\$ 148,498</b>	<b>\$ 213,602</b>	<b>\$ 186,794</b>	<b>\$ 225,059</b>





# PLANNING

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
2001	Planning	2,329,694	2,574,810	2,617,026	2,560,545	2,905,499
2012	Code Enforcement	322,767	350,142	366,909	349,115	623,925
<b>Total</b>		<b>\$ 2,652,461</b>	<b>\$ 2,924,952</b>	<b>\$ 2,983,935</b>	<b>\$ 2,909,660</b>	<b>\$ 3,529,424</b>

## PLANNING DEPARTMENT

The Planning Department assists the community in planning for the future and managing development consistent with the community vision, while meeting City regulatory obligations. Staff provide a wide range of professional advice and services to the public, applicants, outside agencies, the Planning Commission and the City Council. The Planning Department provides Current and Long Range Planning, Biological Services and Code Enforcement, as well as a robust public information and records management program. The Department also monitors the projects and activities of other agencies.

Current Planning includes reviewing entitlement requests for planning conformance and condition compliance and conducting California Environmental Quality Act environmental review.

Long Range Planning includes General Plan, Zoning Ordinance and Local Coastal Program updates in response to Council priorities, regulatory changes and community needs, plus preparation of special studies and coordination with other agencies (e.g., California Coastal Commission and Southern California Association of Governments) on recreational access, natural resources, affordable housing and transportation. The Department also provides GIS mapping and data.

Biological Services include review of project biology reports, landscape plans and landscape water conservation compliance, as well as staff support to the Environmental Review Board and the maintenance of Environmentally Sensitive Habitat Area maps.

The Department provides staff support to the Planning Commission, Zoning Ordinance Revisions and Code Enforcement Subcommittee (ZORACES), Environmental Review Board and Subdivision Review Committee, as well as project-specific committees as needed.

The Fiscal Year 2021-2022 Budget includes an additional Planning Technician position to support the department and its strategy to build capacity and improve customer service. This position will be funded by the American Rescue Plan Act (ARPA).

Planning Department consultant expenses associated with the Woolsey Fire are accounted for in Division 3002. Staff time previously allocated to the Woolsey Fire in Fiscal Year 2020-2021 has been returned to this Department in the current year.

In the Fiscal Year 2021-2022 Budget, funding in the amount of \$75,000 has been added to Professional Services for consultants to assist with the implementation of the Community Development Block Grant – Disaster Recovery Multifamily Housing Program.

<b>Staffing</b>	<b>2019-20 Budget</b>	<b>2020-21 Adopted</b>	<b>2021-22 Proposed</b>
Planning Director	1.00	0.50	1.00
Assistant Planning Director	1.00	0.50	1.00
Principal Planner	1.00	1.00	1.00
Senior Planner	1.00	0.00	0.00
Associate Planner	4.00	4.00	4.00
Assistant Planner	4.00	3.00	3.00
Planning Technician	2.00	3.00	4.00
Sr. Administrative Analyst	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Senior Office Assistant	1.00	0.00	0.00
Office Assistant	2.00	2.00	2.00
Planning Intern	0.50	0.00	0.00
<b>Total</b>	<b>19.50</b>	<b>16.00</b>	<b>18.00</b>

## EXPENDITURE DETAIL

### Fund 101 - General

#### Program 2001 - Current/Advanced Planning

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	1,258,772	1,436,566	1,230,841	1,210,224	1,537,385
4102	Part-Time Salaries	9,698	-	-	-	-
4104	Overtime	37,230	16,754	5,000	7,248	5,000
4201	Retirement	158,088	168,844	156,183	145,954	199,175
4202	Health Insurance	198,324	205,690	193,701	190,033	240,771
4203	Vision Insurance	2,943	2,909	2,722	2,505	3,196
4204	Dental Insurance	17,728	17,130	15,943	14,333	18,730
4205	Life Insurance	2,221	2,115	1,847	1,711	2,289
4208	Deferred Compensation	2,864	2,786	1,500	1,132	3,000
4209	Disability Insurance	11,879	12,793	10,776	10,702	14,298
4210	Other	35,432	39,059	48,013	22,004	59,155
<b>Total Salaries &amp; Benefits</b>		<b>\$ 1,735,179</b>	<b>\$ 1,904,646</b>	<b>\$ 1,666,526</b>	<b>\$ 1,605,845</b>	<b>\$ 2,082,999</b>
5100	Professional Services	380,563	457,597	605,000	605,000	560,000
5100-01	Coastal Dev. Permit Services	89,375	74,095	95,000	95,000	95,000
5210	Service Fees & Charges	10,830	16,957	15,000	15,000	15,000
5300	Travel & Training	2,943	1,242	2,000	2,000	5,000
5330	Dues & Memberships	3,764	5,132	2,500	2,500	5,000
5340	Mileage	407	242	500	500	500
5401	Advertising & Noticing	7,132	12,706	35,000	39,000	40,000
5721	Telephone	468	3,669	-	-	-
6160	Operating Supplies	8,281	6,461	5,000	5,000	10,000
6200	Publications	752	2,063	500	700	2,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 504,515</b>	<b>\$ 580,164</b>	<b>\$ 760,500</b>	<b>\$ 764,700</b>	<b>\$ 732,500</b>
8500	Information Systems Allocation	90,000	90,000	90,000	90,000	90,000
<b>Total Internal Service Charges</b>		<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>
<b>Total Expenditures</b>		<b>\$ 2,329,694</b>	<b>\$ 2,574,810</b>	<b>\$ 2,517,026</b>	<b>\$ 2,460,545</b>	<b>\$ 2,905,499</b>
<b>Source of Funds</b>						
General Fund 101		2,329,694	2,574,810	2,517,026	2,460,545	2,731,365
American Rescue Plan Act of 2021		-	-	-	-	99,134
CDBG Fund 215 - Disaster Recovery		-	-	-	-	75,000
Designated for Housing Element		-	-	100,000	100,000	-
<b>Total Source of Funds</b>		<b>\$ 2,329,694</b>	<b>\$ 2,574,810</b>	<b>\$ 2,617,026</b>	<b>\$ 2,560,545</b>	<b>\$ 2,905,499</b>

## CODE ENFORCEMENT

Code Enforcement is responsible for enforcement of the Malibu Municipal Code, the Local Coastal Program, Building Code, and other State and County laws to promote and protect public health, safety and welfare, and the environment. These duties involve responding to questions on a wide range of code compliance areas from the public and outside agencies, and investigating formal complaints. Code Enforcement performs investigations using records, permitting data and extensive field investigation. Staff also work closely with property owners or other responsible parties to determine the appropriate course of action to resolve issues and provides assistance through the abatement process.

Code Enforcement actively coordinates with other City staff including Planning, Building Safety, Geotechnical, Environmental Health and Public Works staff as well as State and County agencies to share information, clarify requirements, and coordinate solutions for code compliance issues. Voluntary compliance is the preferred and most common path. In cases where standard abatement processes are not successful, the Code Enforcement staff work with the City Attorney and City Prosecuting Attorney on administrative remedies and, when necessary, litigation.

The Fiscal Year 2021-2022 Budget includes an additional Code Enforcement Officer and an Administrative Assistant. The additional personnel will assist with enforcement of the City's short-term rental permit program and enable Code Enforcement Officers to spend more time in the field. These positions will be funded by the American Rescue Plan Act (ARPA).

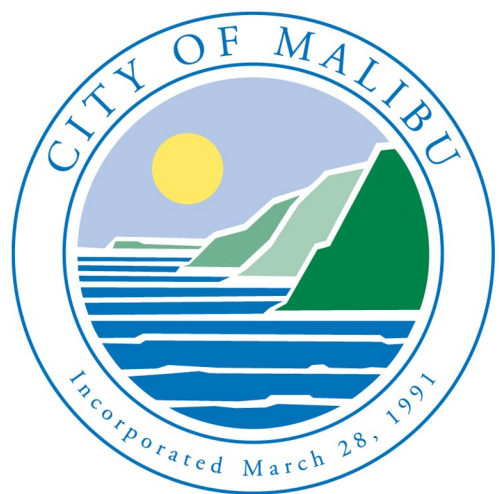
<b>Staffing</b>	<b>2019-20 Adopted</b>	<b>2020-21 Adopted</b>	<b>2021-22 Proposed</b>
Code Enforcement Manager	0.00	1.00	1.00
Sr. Code Enforcement Officer	1.00	0.00	0.00
Code Enforcement Officer	2.00	2.00	3.00
Administrative Assistant	0.00	0.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>5.00</b>

## EXPENDITURE DETAIL

### Fund 101 - General

### Program 2012 - Code Enforcement

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	213,280	240,737	251,824	240,755	399,302
4104	Overtime	364	725	500	-	2,500
4201	Retirement	22,975	26,883	30,602	30,140	56,556
4202	Health Insurance	38,164	41,104	46,890	46,369	85,089
4203	Vision Insurance	516	570	655	616	1,060
4204	Dental Insurance	3,354	3,539	3,978	3,679	6,429
4205	Life Insurance	362	386	384	371	668
4209	Disability Insurance	1,920	2,218	2,379	2,273	3,714
4210	Other	5,180	6,530	9,097	4,412	15,508
<b>Total Salaries &amp; Benefits</b>		<b>\$ 286,115</b>	<b>\$ 322,692</b>	<b>\$ 346,309</b>	<b>\$ 328,615</b>	<b>\$ 570,825</b>
5100	Professional Services	11,165	-	5,000	5,000	10,000
5210	Service Fees & Charges	-	28	100	-	100
5300	Travel & Training	86	589	500	500	1,000
5330	Dues & Memberships	380	411	500	500	500
5721	Telephone	1,497	1,750	-	-	-
6160	Operating Supplies	24	1,172	1,000	1,000	1,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 13,152</b>	<b>\$ 3,950</b>	<b>\$ 7,100</b>	<b>\$ 7,000</b>	<b>\$ 12,600</b>
8100	Vehicle Allocation	10,000	10,000	-	-	18,000
8500	Information Systems Allocation	13,500	13,500	13,500	13,500	22,500
<b>Total Internal Service Charges</b>		<b>\$ 23,500</b>	<b>\$ 23,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 40,500</b>
<b>Total Expenditures</b>		<b>\$ 322,767</b>	<b>\$ 350,142</b>	<b>\$ 366,909</b>	<b>\$ 349,115</b>	<b>\$ 623,925</b>
<b>Source of Funds</b>						
General Fund 101		322,767	350,142	366,909	349,115	431,176
American Rescue Plan Act of 2021		-	-	-	-	192,749
<b>Total Source of Funds</b>		<b>\$ 322,767</b>	<b>\$ 350,142</b>	<b>\$ 366,909</b>	<b>\$ 349,115</b>	<b>\$ 623,925</b>



# PUBLIC WORKS

## Department Expenditures by Program

Department	Program	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
3001	Street Maintenance	1,265,861	1,632,652	1,688,929	1,713,140	1,865,779
3005	Fleet Operations	81,843	212,417	227,000	211,754	224,000
3007	Stormwater Treatment Facilities	223,497	175,100	206,000	195,000	276,100
3008	Public Works Engineering	1,047,608	1,218,352	1,272,184	1,244,917	1,696,836
3010	CCWTF	1,201,608	1,829,620	1,962,325	1,959,555	1,999,500
6002-4	Landslide Maintenance Districts	479,055	447,201	546,353	495,165	554,841
<b>Total</b>		<b>\$ 4,299,472</b>	<b>\$ 5,515,342</b>	<b>\$ 5,902,791</b>	<b>\$ 5,819,530</b>	<b>\$ 6,617,056</b>



## STREET MAINTENANCE

The Street Maintenance Program is responsible for all activities related to the repair, replacement, and maintenance of 45 centerline miles of City-owned streets. The replacement value of 7,000,000 square feet of pavement is approximately \$42,000,000 at the current cost of \$6.00 per square foot.

The budget for Fiscal Year 2021-2022 includes the following:

- Maintaining the City-owned streets on a regular basis, including but not limited to filling potholes, replacing street signs, weed abatement, maintaining sidewalks and public walkways, and cleaning and maintaining storm drains. The program also includes street sweeping on City-owned streets and parking lots.
- Performing pavement condition inspections on City streets. This inspection data will be used to update the City's Pavement Management Plan.
- Sweeping City streets. The City's sweeping contractor will conduct weekly sweeping of Pacific Coast Highway and monthly sweeping of City streets, facilities, and parking lots.
- Maintaining the City-owned traffic signals, flashing beacons and speed radar signs.

Street Maintenance activities are funded through the General Fund, Gas Tax, Traffic Safety Funds and Waste Management Funds.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Public Works Superintendent	1.60	1.35	1.35
Public Works Inspector	0.80	0.80	0.80
<b>Total</b>	<b>2.40</b>	<b>2.15</b>	<b>2.15</b>

## EXPENDITURE DETAIL

**Fund 100 - General Fund**

**Fund 201 - Gas Tax**

**Program 3001 - Street Maintenance**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	164,368	223,849	225,307	219,645	234,830
4104	Overtime	2,584	143	1,000	70	1,000
4201	Retirement	27,528	34,826	35,585	34,151	36,678
4202	Health Insurance	31,963	37,293	36,944	36,511	39,042
4203	Vision Insurance	524	571	542	500	542
4204	Dental Insurance	3,188	3,388	3,196	2,867	3,196
4205	Life Insurance	236	266	271	251	271
4209	Disability Insurance	1,515	2,011	1,790	1,934	2,184
4210	Other	4,428	5,838	8,594	3,893	8,837
<b>Total Salaries &amp; Benefits</b>		<b>\$ 236,334</b>	<b>\$ 308,185</b>	<b>\$ 313,229</b>	<b>\$ 299,821</b>	<b>\$ 326,579</b>
5100	Professional Services	15,292	11,340	20,000	20,000	20,000
5120	Street Maintenance	573,039	653,155	714,200	714,200	732,200
5120-02	Street Maintenance - Summer	-	-	50,000	50,000	150,000
5121-01	Street Sweeping	55,305	82,800	83,000	83,000	83,000
5123	Storm Response	423	41,488	50,000	90,684	50,000
5123.01	Storm Drain System Maintenance	70,418	72,007	100,000	100,000	100,000
5124	Traffic Signal Maintenance	86,576	75,334	83,000	83,000	85,000
5126	Wall/Sidewalk Maintenance	9,608	-	-	-	-
5127	Weed Abatement	67,497	106,041	65,000	65,000	75,000
5200	Tree Maintenance	1,335	81,999	45,000	45,000	45,000
5300	Travel & Training	1,655	888	1,000	500	2,000
5721	Telephone - Changeable Message	3,066	3,685	2,000	2,000	5,000
5722	Electricity	20,020	26,364	25,000	22,434	30,000
5725	Trash Pickup/Recycling	60,954	44,172	45,000	45,000	47,000
6160	Operating Supplies	36,013	61,518	40,000	40,000	60,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 1,001,201</b>	<b>\$ 1,260,791</b>	<b>\$ 1,323,200</b>	<b>\$ 1,360,818</b>	<b>\$ 1,484,200</b>
7800	Equipment	9,326	35,176	39,000	39,000	23,500
<b>Total Capital Outlay</b>		<b>\$ 9,326</b>	<b>\$ 35,176</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>	<b>\$ 23,500</b>
8100	Vehicle Allocation	10,000	15,000	-	-	18,000
8500	Information Systems Allocation	9,000	13,500	13,500	13,500	13,500
<b>Total Internal Services</b>		<b>\$ 19,000</b>	<b>\$ 28,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 31,500</b>
<b>Total Expenditures</b>		<b>\$ 1,265,861</b>	<b>\$ 1,632,652</b>	<b>\$ 1,688,929</b>	<b>\$ 1,713,140</b>	<b>\$ 1,865,779</b>
<b>Source of Funds</b>						
General Fund 100		805,861	1,442,652	488,929	513,140	1,080,779
Gas Tax Fund 201		265,000	100,000	300,000	300,000	300,000
Traffic Safety Fund 202		180,000	50,000	300,000	300,000	180,000
Solid Waste Management Fund 207		15,000	-	-	-	-
Proposition C Fund 204		-	40,000	200,000	200,000	65,000
Measure M Fund		-	-	-	-	140,000
Measure R Fund		-	-	400,000	400,000	100,000
<b>Total Source of Funds</b>		<b>\$ 1,265,861</b>	<b>\$ 1,632,652</b>	<b>\$ 1,688,929</b>	<b>\$ 1,713,140</b>	<b>\$ 1,865,779</b>

## **FLEET OPERATIONS**

The Fleet Operations program is responsible for the cost-effective repair, preventative maintenance, fueling, and eventual replacement of the City's vehicle fleet. This program has also implemented clean air programs relative to vehicles to ensure that the City is doing its part to reduce pollution and improve air quality. The City currently maintains an Electric Vehicle Charging Station in the Malibu Civic Center area.

Fleet Operations are accounted for in the Vehicle Fund, which generates revenue by charging each department with maintenance and rental fees. The City's fleet of seventeen vehicles includes two pickup trucks, nine sport utility vehicles, and six sedans. Of these seventeen vehicles, twelve operate on gasoline and six are hybrids.

Pursuant to the direction of the City Council, new vehicles will be hybrids. Once the City is able to expand its electric vehicle charging capabilities, older vehicles will be replaced, whenever possible, with electric vehicles.

## EXPENDITURE DETAIL

**Fund 601 - Vehicle; Fund 206 - Air Quality**  
**Program 3005 - Fleet Operations**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
5610	Facility Maintenance	-	-	2,000	2,000	4,000
5722	Electricity	4,674	3,644	6,000	4,010	6,000
6330	Vehicle Maintenance	16,988	24,024	25,000	29,300	34,000
6500	Motor Fuel	29,730	35,763	40,000	22,444	40,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 51,392</b>	<b>\$ 63,431</b>	<b>\$ 73,000</b>	<b>\$ 57,754</b>	<b>\$ 84,000</b>
7700	Equipment - Vehicles	30,451	148,986	154,000	154,000	140,000
7800	Equipment	-	-	-	-	-
<b>Total Capital Outlay</b>		<b>\$ 30,451</b>	<b>\$ 148,986</b>	<b>\$ 154,000</b>	<b>\$ 154,000</b>	<b>\$ 140,000</b>
<b>Total Expenditures</b>		<b>\$ 81,843</b>	<b>\$ 212,417</b>	<b>\$ 227,000</b>	<b>\$ 211,754</b>	<b>\$ 224,000</b>
<b>Source of Funds</b>						
General Fund 100		-	-	-	-	140,000
Air Quality Management Fund 206		-	-	-	-	-
Vehicle Fund 601		81,843	212,417	227,000	211,754	84,000
<b>Total Source of Funds</b>		<b>\$ 81,843</b>	<b>\$ 212,417</b>	<b>\$ 227,000</b>	<b>\$ 211,754</b>	<b>\$ 224,000</b>

## **STORMWATER TREATMENT FACILITIES**

The Stormwater Treatment Facilities program is responsible for all activities related to the repair and replacement of equipment and the maintenance of these facilities.

In 2007, the City completed the construction of the Civic Center Stormwater Treatment Facility. This facility was the first major component in the implementation of the Malibu Civic Center Integrated Water Quality Management Plan. The facility is a key element in the Legacy Park stormwater management system and is designed to reduce pollution in Malibu Creek, Malibu Lagoon and Surfrider Beach.

Dry weather and first flush runoff flows are pumped from three major storm drains in the Civic Center area and then they are treated in a 3-step process of screening, filtering and disinfecting at a rate of up to 1,400 gallons per minute. The City reuses the treated water for irrigation of landscaping in the Civic Center area and Legacy Park.

In 2010, the City also constructed the Paradise Cove Stormwater Treatment Facility. This facility is designed to capture, clean and disinfect up to approximately 1,000 gallons per minute of stormwater and urban runoff from Ramirez Creek and the surrounding watershed. The facility has three different filtration systems to efficiently remove trash, sediment and bacteria.

Facility Maintenance activities are funded by the General Fund and the City's Measure W Los Angeles County Stormwater Annual Allocation.

## EXPENDITURE DETAIL

### Fund 100 - General Fund

#### Program 3007 - Stormwater Treatment Facilities

Object	Description	2018-19	2019-20	2020-21	2020-21	2021-22
		Actual	Actual	Adopted	Projected	Proposed
5610	Facilities Maintenance (Civic Center)	47,106	46,956	47,000	47,000	47,100
5610-01	Facilities Maintenance (Paradise Cove)	46,956	46,956	47,000	47,000	47,000
5655	Stormwater Monitoring	5,805	215	5,000	-	5,000
5721	Telephone	1,790	1,854	2,000	2,000	2,000
5722	Electricity	16,273	14,386	20,000	15,000	20,000
5723	Water	6,138	3,082	5,000	4,000	5,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 124,068</b>	<b>\$ 113,449</b>	<b>\$ 126,000</b>	<b>\$ 115,000</b>	<b>\$ 126,100</b>
7800	Equipment (Civic Center)	99,429	61,651	30,000	30,000	100,000
7800	Equipment (Paradise Cove)	-	-	50,000	50,000	50,000
<b>Total Capital Outlay</b>		<b>\$ 99,429</b>	<b>\$ 61,651</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 150,000</b>
<b>Total Expenditures</b>		<b>\$ 223,497</b>	<b>\$ 175,100</b>	<b>\$ 206,000</b>	<b>\$ 195,000</b>	<b>\$ 276,100</b>
<b>Source of Funds</b>						
General Fund 100		8,497	75,100	106,000	95,000	176,100
Measure W - LA County Stormwater		-	-	100,000	100,000	100,000
Legacy Park Fund 500		215,000	100,000	-	-	-
<b>Total Source of Funds</b>		<b>\$ 223,497</b>	<b>\$ 175,100</b>	<b>\$ 206,000</b>	<b>\$ 195,000</b>	<b>\$ 276,100</b>

## PUBLIC WORKS/ENGINEERING

The Public Works/Engineering Department manages the development and implementation of the Capital Improvement Program, street and maintenance programs, and engineering activities for the City including: review of proposed land development, formation of new special assessment districts, and the issuance of Special Event, Sidewalk Vending and Encroachment Permits.

Land development review involves the review of all new building and or grading permit applications for impacts to public infrastructure, off-site drainage impacts, stormwater quality and flood plain management. It also involves review of all proposed land subdivisions in accordance with the Subdivision Map Act.

The Public Works/Engineering Department also provides staff support for the creation of various utility undergrounding districts, manages the implementation of capital improvement and emergency disaster projects, conducts traffic surveys, and manages the preservation of survey monuments that control the location of subdivision boundaries and road right-of-way centerlines.

The budget for Fiscal Year 2021-2022 includes \$53,000 for three crossing guards at Malibu High School, Malibu Middle School, and Juan Cabrillo Elementary School.

Public Works/Engineering activities are funded by the General Fund, Gas Tax and Traffic Safety Funds. Staff time previously allocated to the Woolsey Fire in Fiscal Year 2020-2021 has been returned to this Department in the current year.

The Fiscal Year 2021-2022 Budget includes an additional Associate Civil Engineer to assist with the implementation of the City's Capital Improvements Program. This position will be funded by the American Rescue Plan Act (ARPA).

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Public Works Director	0.90	0.90	0.90
Assistant Public Works Director	1.00	0.50	1.00
Senior Civil Engineer	0.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	2.00
Assistant Civil Engineer	2.00	1.00	1.00
Public Works Superintendent	0.40	0.40	0.40
Public Works Inspector	0.20	0.20	0.20
Senior Administrative Assistant	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
<b>Total</b>	<b>7.50</b>	<b>7.00</b>	<b>8.50</b>

## EXPENDITURE DETAIL

### Fund 100 - General

### Program 3008 - Public Works/Engineering

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	536,142	598,602	650,425	640,801	964,134
4104	Overtime	1,109	208	1,000	163	1,000
4201	Retirement	93,584	82,215	83,867	78,088	136,819
4202	Health Insurance	125,021	106,183	101,321	101,659	125,849
4203	Vision Insurance	1,968	1,579	1,481	1,503	2,091
4204	Dental Insurance	12,063	9,430	8,917	8,709	12,411
4205	Life Insurance	1,201	1,061	1,025	1,041	1,337
4208	Deferred Compensation	2,700	2,651	2,700	2,705	2,700
4209	Disability Insurance	6,884	6,728	4,832	5,788	8,966
4210	Other	17,858	17,429	20,116	10,460	30,779
<b>Total Salaries &amp; Benefits</b>		<b>\$ 798,529</b>	<b>\$ 826,086</b>	<b>\$ 875,684</b>	<b>\$ 850,917</b>	<b>\$ 1,286,086</b>
5100	Professional Services	178,863	311,699	270,000	270,000	275,000
5125	Traffic Engineering	15,398	28,806	70,000	70,000	70,000
5210	Service Fees and Charges	8,539	8,539	12,000	12,000	14,000
5300	Travel & Training	439	722	1,500	1,000	5,000
5330	Dues & Memberships	4,420	2,211	4,500	3,000	5,000
5340	Mileage	511	78	500	-	500
5401	Advertising & Noticing	288	312	500	500	750
5405	Printing	-	1,000	-	-	1,000
5721	Telephone	1,796	2,325	-	-	-
6120	Computer Software	1,690	-	2,000	2,000	2,000
6160	Operating Supplies	5,633	5,074	4,000	4,000	6,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 217,578</b>	<b>\$ 360,766</b>	<b>\$ 365,000</b>	<b>\$ 362,500</b>	<b>\$ 379,250</b>
8500	Information Systems Allocation	31,500	31,500	31,500	31,500	31,500
<b>Total Internal Service Charges</b>		<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 31,500</b>	<b>\$ 31,500</b>
<b>Total Expenditures</b>		<b>\$ 1,047,608</b>	<b>\$ 1,218,352</b>	<b>\$ 1,272,184</b>	<b>\$ 1,244,917</b>	<b>\$ 1,696,836</b>
<b>Source of Funds</b>						
General Fund 100		702,608	918,352	807,184	779,917	1,212,610
Gas Tax Fund 201		20,000	-	125,000	125,000	25,000
Traffic Safety Fund 202		25,000	-	40,000	40,000	20,000
American Rescue Plan Act of 2021		-	-	-	-	139,226
CIP Grants		300,000	300,000	300,000	300,000	300,000
<b>Total Source of Funds</b>		<b>\$ 1,047,608</b>	<b>\$ 1,218,352</b>	<b>\$ 1,272,184</b>	<b>\$ 1,244,917</b>	<b>\$ 1,696,836</b>



# CIVIC CENTER WASTEWATER TREATMENT FACILITY

In 2011, the Los Angeles Regional Water Quality Control Board (RWQCB) approved a Memorandum of Understanding (MOU) with the City of Malibu. The MOU was amended in 2014 and again in 2017. The MOU is between the City, the RWQCB, and the State Water Resources Control Board (SWRCB). The MOU commits the City to lead the efforts to work with property owners to design and construct a centralized wastewater treatment facility in the Civic Center area. Under the MOU, both commercial and residential property owners in the Civic Center area are required to fund and connect to the centralized wastewater treatment facility in phases. Phase One was completed in September 2018, Phase Two requires connection by November 2024 and Phase Three (if necessary) by November 2028.

The construction of Phase One was completed in Fiscal Year 2017-2018. A wastewater and recycled water rate study was completed to develop the utility rates the City will be assessing the property owners connected to the Civic Center Wastewater Treatment Facility. The design for Phase Two was initiated in August 2019 and is scheduled to be completed in this fiscal year.

Department 3010 reflects the operation, maintenance and management of the Civic Center Wastewater Treatment Facility, treatment plant, collection system and the re-use and dispersal facility. Revenue generated from the utility rates will be used to offset these expenses. Also included is water quality testing and monitoring costs and other expenses as required in the MOU.

All operation and maintenance costs associated with the Civic Center Wastewater Treatment Facility (CCWTF) are paid by revenue generated by the wastewater and recycled water service fees. When the wastewater rates were first developed, they were based on estimated costs for running the facility. After almost three years of operation, it is evident that some costs are higher than originally anticipated. The City is responsible for costs applicable to City-owned properties located within the boundaries of the assessment district and those expenses are included in the annual budget. In addition, for Fiscal Year 2018-2019 and Fiscal Year 2019-2020, a General Fund Loan in the amount of \$327,334 was used to cover the additional expenses to operate and maintain the CCWTF.

On May 11, 2020, the City Council discussed the wastewater and recycled water rates and directed staff to postpone raising the wastewater and recycled water rates due to the economic impacts of the COVID-19 pandemic and to continue to use the current wastewater and recycled water rates for Fiscal Year 2020-2021. Additionally, the Council directed staff to treat the excess operating costs of the CCWTF as a loan from the General Fund to the CCWTF O&M Fund with a repayment term of three years commencing in Fiscal Year 2021-2022. The repayment of the General Fund Loan will be built into the new wastewater and recycled water rates for the next three fiscal years.

The Proposed Budget for Fiscal Year 2021-2022 anticipates expenditures of \$1,967,500 for the CCWTF. The proposed new wastewater and recycled water rates will generate sufficient revenue to cover the operation, maintenance, management costs, and the first year of loan repayment.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Public Works Superintendent	0.00	0.25	0.25
Finance Manager	0.00	0.18	0.18
Financial Analyst	0.13	0.00	0.00
<b>Total</b>	<b>0.13</b>	<b>0.43</b>	<b>0.43</b>

## EXPENDITURE DETAIL

### Fund 515 - CCWTF

#### Program 3010 - Civic Center Water Treatment Facility

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	4,951	17,161	56,719	56,719	58,205
4201	Retirement	774	2,620	10,633	10,633	10,826
4202	Health Insurance	384	1,069	7,141	7,141	7,608
4203	Vision Insurance	6	14	104	104	104
4204	Dental Insurance	32	80	613	613	611
4205	Life Insurance	5	13	54	54	53
4209	Disability Insurance	42	136	380	380	541
4210	Other	130	396	2,018	2,018	2,051
<b>Total Salaries &amp; Benefits</b>		<b>\$ 6,324</b>	<b>\$ 21,489</b>	<b>\$ 77,662</b>	<b>\$ 77,662</b>	<b>\$ 80,000</b>
5100	Professional Services	7,821	44,097	50,000	50,000	50,000
5210	Service Fees and Charges	8,369	8,255	68,000	78,966	37,000
5510	Insurance Premiums	-	214,233	149,463	135,785	182,000
5611	WTF Maintenance	853,283	1,156,059	1,155,000	1,155,000	1,155,000
5612	Sewer Service Fees	981	1,308	1,200	1,308	1,500
5613	Assessment District - CCWTF	2,724	1,443	3,000	3,000	3,000
5640	Equipment Maintenance	18,510	15,200	29,000	28,834	51,000
5656	Water Quality Testing & Monitoring	155,770	160,800	167,500	167,500	167,500
5721	Telephone	6,614	6,316	13,000	13,000	11,000
5722	Electricity & Gas	96,657	138,257	145,000	145,000	145,000
5723	Water	3,126	2,503	3,000	3,000	3,000
5725	Trash Pickup/Recycling	2,490	2,443	3,500	3,500	3,500
5725-01	Biosolids Disposal	8,820	32,532	45,000	45,000	55,000
5810	Interest Expense - GF Loan	-	2,167	5,000	5,000	8,000
6160	Operating Supplies	4,534	2,983	10,000	10,000	10,000
6161	Chemical Supplies	24,276	19,535	35,000	35,000	35,000
6500	Motor Fuel	1,309	-	2,000	2,000	2,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 1,195,284</b>	<b>\$ 1,808,131</b>	<b>\$ 1,884,663</b>	<b>\$ 1,881,893</b>	<b>\$ 1,919,500</b>
<b>Total Expenditures</b>		<b>\$ 1,201,608</b>	<b>\$ 1,829,620</b>	<b>\$ 1,962,325</b>	<b>\$ 1,959,555</b>	<b>\$ 1,999,500</b>
<b>Source of Funds</b>						
General Fund Loan		105,182	222,152	351,244	348,574	-
CCWTF Fund 515		1,096,426	1,607,468	1,611,081	1,610,981	1,999,500
<b>Total Source of Funds</b>		<b>\$ 1,201,608</b>	<b>\$ 1,829,620</b>	<b>\$ 1,962,325</b>	<b>\$ 1,959,555</b>	<b>\$ 1,999,500</b>

## LANDSLIDE MAINTENANCE DISTRICTS

The Landslide Maintenance District Program provides administration and maintenance services for three separate assessment districts including approximately 326 properties in the Big Rock Mesa area, 74 properties in the Calle Del Barco area, and 38 properties in the Malibu Road area. Each year the City renews each assessment district through legal procedures defined in the Streets and Highways code. Property owners within each district pay for the services received through annual assessments levied against the properties by the Los Angeles County Assessor's Office.

The program's administrative and maintenance services include the installation and maintenance of dewatering wells, monitoring water levels and slide activities, and preparation of annual assessment and geology reports.

<b>Staffing</b>	<b>2019-20 Actual</b>	<b>2020-21 Budget</b>	<b>2021-22 Proposed</b>
Public Works Director	0.10	0.10	0.10
<b>Total</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>

## EXPENDITURE DETAIL

**Fund 290 - Big Rock Mesa Landslide Maintenance District (LMD)**

**Program 6002 - Big Rock Mesa LMD**

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	9,114	9,900	9,525	10,003	10,027
4201	Retirement	1,307	1,629	1,786	1,790	1,865
4202	Health Insurance	977	982	1,020	1,029	1,053
4203	Vision Insurance	15	16	17	16	17
4204	Dental Insurance	91	98	100	98	100
4205	Life Insurance	19	19	19	20	19
4208	Deferred Compensation	150	147	150	151	150
4209	Disability Insurance	69	85	44	88	93
4210	Other	132	143	244	152	257
<b>Total Salaries &amp; Benefits</b>		<b>\$ 11,874</b>	<b>\$ 13,019</b>	<b>\$ 12,905</b>	<b>\$ 13,346</b>	<b>\$ 13,580</b>
5100	Professional Services	244,105	223,075	255,322	238,200	243,200
5210	Service Fees & Charges	7,895	8,953	9,000	9,786	9,000
5401	Advertising & Noticing	-	159	240	240	500
5722	Electricity	15,138	14,415	20,000	14,265	20,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 267,138</b>	<b>\$ 246,602</b>	<b>\$ 284,562</b>	<b>\$ 262,491</b>	<b>\$ 272,700</b>
7903	Storm Drain Improvements	113,258	100,684	100,000	71,500	128,500
<b>Total Capital Outlay</b>		<b>\$ 113,258</b>	<b>\$ 100,684</b>	<b>\$ 100,000</b>	<b>\$ 71,500</b>	<b>\$ 128,500</b>
<b>Total Expenditures</b>		<b>\$ 392,270</b>	<b>\$ 360,305</b>	<b>\$ 397,467</b>	<b>\$ 347,337</b>	<b>\$ 414,780</b>
<b>Source of Funds</b>						
Landslide Maintenance District Fund		392,270	360,305	397,467	347,337	414,780
<b>Total Source of Funds</b>		<b>\$ 392,270</b>	<b>\$ 360,305</b>	<b>\$ 397,467</b>	<b>\$ 347,337</b>	<b>\$ 414,780</b>

## EXPENDITURE DETAIL

**Fund 291 - Malibu Road Landslide Maintenance District (LMD)**

**Program 6003 - Malibu Road LMD**

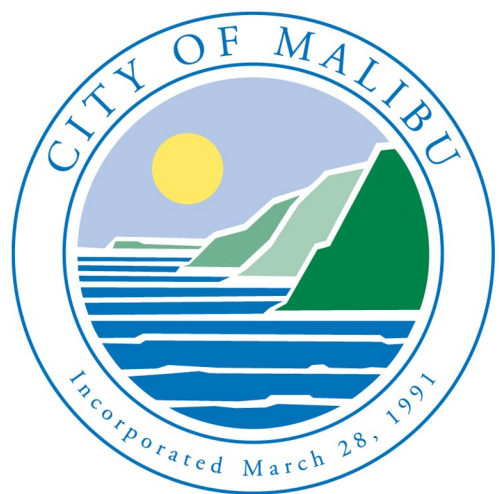
Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	4,557	4,950	4,763	5,002	5,013
4201	Retirement	654	815	893	895	932
4202	Health Insurance	489	491	510	514	526
4203	Vision Insurance	8	8	8	9	8
4204	Dental Insurance	46	49	50	49	50
4205	Life Insurance	9	10	10	10	10
4208	Deferred Compensation	75	74	75	75	75
4209	Disability Insurance	34	42	22	45	47
4210	Other	66	72	122	76	128
<b>Total Salaries &amp; Benefits</b>		<b>\$ 5,938</b>	<b>\$ 6,511</b>	<b>\$ 6,453</b>	<b>\$ 6,674</b>	<b>\$ 6,790</b>
5100	Professional Services	30,430	24,507	55,000	55,000	48,500
5401	Advertising & Noticing	-	153	240	240	240
5722	Electricity	1,067	1,261	2,000	1,000	2,000
<b>Total Operating &amp; Maintenance</b>		<b>\$ 31,497</b>	<b>\$ 25,921</b>	<b>\$ 57,240</b>	<b>\$ 56,240</b>	<b>\$ 50,740</b>
7903	Storm Drain Improvements	-	-	20,000	20,000	20,000
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>Total Expenditures</b>		<b>\$ 37,435</b>	<b>\$ 32,432</b>	<b>\$ 83,693</b>	<b>\$ 82,914</b>	<b>\$ 77,530</b>
<b>Source of Funds</b>						
Landslide Maintenance District Fund		37,435	32,432	83,693	82,914	77,530
<b>Total Source of Funds</b>		<b>\$ 37,435</b>	<b>\$ 32,432</b>	<b>\$ 83,693</b>	<b>\$ 82,914</b>	<b>\$ 77,530</b>

## EXPENDITURE DETAIL

### Fund 292 - Calle del Barco Landslide Maintenance District (LMD)

#### Program 6004 - Calle del Barco LMD

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
4101	Full-Time Salaries	4,557	4,950	4,763	5,002	5,013
4201	Retirement	654	815	893	895	932
4202	Health Insurance	489	491	510	514	526
4203	Vision Insurance	7	8	8	9	8
4204	Dental Insurance	46	49	50	49	50
4205	Life Insurance	9	10	10	10	10
4208	Deferred Compensation	75	74	75	75	75
4209	Disability Insurance	34	42	22	45	47
4210	Other	66	72	122	76	128
<b>Total Salaries &amp; Benefits</b>		<b>\$ 5,937</b>	<b>\$ 6,511</b>	<b>\$ 6,453</b>	<b>\$ 6,674</b>	<b>\$ 6,790</b>
5100	Professional Services	36,911	47,381	55,000	55,000	52,000
5401	Advertising & Noticing	-	159	240	240	240
5722	Electricity	773	413	1,500	1,000	1,500
<b>Total Operating &amp; Maintenance</b>		<b>\$ 37,684</b>	<b>\$ 47,953</b>	<b>\$ 56,740</b>	<b>\$ 56,240</b>	<b>\$ 53,740</b>
7903	Storm Drain Improvements	5,729	-	2,000	2,000	2,000
<b>Total Capital Outlay</b>		<b>\$ 5,729</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>Total Expenditures</b>		<b>\$ 49,350</b>	<b>\$ 54,464</b>	<b>\$ 65,193</b>	<b>\$ 64,914</b>	<b>\$ 62,530</b>
<b>Source of Funds</b>						
Landslide Maintenance District Fund		49,350	54,464	65,193	64,914	62,530
<b>Total Source of Funds</b>		<b>\$ 49,350</b>	<b>\$ 54,464</b>	<b>\$ 65,193</b>	<b>\$ 64,914</b>	<b>\$ 62,530</b>



# CAPITAL IMPROVEMENT PROJECTS

Projects	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
Annual Street Overlay	670,779	-	600,000	554,279	720,000
PCH Intersection Improvements	152,213	198,322	-	-	-
PCH Median Improvements	205,325	383,318	3,000,000	1,200,000	4,250,000
Civic Center Way Improvements	190,994	54,950	4,505,917	4,505,917	-
PCH Signal Synchronization System	440,278	423,912	1,200,000	1,000,000	9,805,000
Civic Center Stormwater Diversion Structure	28,806	13,151	100,000	6,000	100,000
Marie Canyon Green Streets	23,752	-	276,248	22,000	400,000
Stormdrain Trash Screens	-	-	35,000	35,000	-
Civic Center Water Treatment Facility-Phase Two	-	851,403	2,000,000	2,000,000	16,500,000
City Hall Solar Power Project	149,058	-	-	-	-
City Hall Roof Project	8,248	187	289,530	289,530	-
Civic Center Wastewater Lateral Connections	150,000	150,000	-	-	-
Westward Beach Road Improvements	75,960	17,315	3,875,000	30,000	3,845,000
Heathercliff Road Safety Improvements	18,315	-	-	-	-
Electric Vehicle Charging Stations	1,720	813	15,000	15,000	-
Anchor Sculpture Base	49,450	-	-	-	-
Temporary Skate Park	-	586,933	150,000	595	-
Permanent Skate Park	-	-	55,000	105,100	307,372
Civic Center Way Stormdrain Repair	-	158,496	-	-	-
Bluffs Park Workout Stations	-	-	40,000	42,720	-
Bluffs Park Shade Structure	-	-	45,000	45,000	-
Vehicle Protection Devices - City Properties	-	-	100,000	-	100,000
Legacy Park Paver Repair	-	-	-	-	60,000
Malibu Bluffs Park South Walkway	-	-	-	-	150,000
Trancas Canyon Park Playground Resurfacing	-	-	-	-	75,000
PCH Overhead Warning Signs	-	-	-	-	160,000
PCH at Trancas Canyon Road Right Turn Lane	-	-	-	-	250,000
<b>Total</b>	<b>\$ 2,164,898</b>	<b>\$ 2,838,800</b>	<b>\$ 16,286,695</b>	<b>\$ 9,851,141</b>	<b>\$ 36,722,372</b>



# **CAPITAL IMPROVEMENT PROJECTS**

## **ANNUAL STREET OVERLAY (9002)**

This project includes the design and construction management of annual street resurfacing. The streets included in this project are included in the City's approved Pavement Management Plan. This project will also include the installation of speed humps on Birdview Avenue. The project added 104,000 square feet of additional slurry seal to the original project scope to complete upper Rambla Pacifico.

## **PCH INTERSECTION IMPROVEMENTS (9058)**

This project will improve two key locations along the PCH corridor in Malibu, Big Rock Drive and PCH and at PCH near the La Costa Beach Club. The PCH at Big Rock Drive Intersection Improvements Project included a revision to the existing traffic signal to add a dedicated protected left turn lane and was successfully completed in Fiscal Year 2014-2015. The La Costa Pedestrian Improvements Project will upgrade the existing crosswalk in the vicinity of La Costa Beach by installing a pedestrian activated traffic signal. Construction of this project began in Fiscal Year 2018-2019 and was completed in Fiscal Year 2019-2020.

## **PCH MEDIAN IMPROVEMENT PROJECT (9059)**

The project will promote traffic safety by channelizing the highway, regulating turn movements and improving traffic operations. The project will rehabilitate the existing medians, shoulders, and will install new raised medians along PCH from Webb Way to Puerco Canyon Road. This project is currently in the design phase with construction anticipated to be completed in Fiscal Year 2021-2022.

## **CIVIC CENTER WAY IMPROVEMENTS PROJECT (9061)**

The project consists of improving the safety for all modes of transportation on Civic Center Way from Webb Way to Malibu Canyon Road. The project will improve horizontal and vertical sight distances and create additional space for motorists, pedestrians, cyclists, and transit to travel to improve traffic safety and operational flow. The construction will be completed in Fiscal Year 2020-2021.

## **PCH SIGNAL SYNCHRONIZATION SYSTEM IMPROVEMENTS (9066)**

This project will install communication between the existing traffic signals on PCH, from Topanga Canyon Road to John Tyler Drive, and connect the signals back to the Caltrans Traffic Management Center, allowing Caltrans to control and operate the signals and the signal system remotely. The City has acquired consultants, and will be managing the design, the permit process, and the construction phase with Caltrans. Funding for the design and construction of this project will be provided through Measure R funds administered by LA Metro. This project is currently in the design and is scheduled to be completed by Fiscal Year 2022-2023.

### **CIVIC CENTER STORMWATER DIVERSION STRUCTURE (9070)**

This project consists of storm drain improvements in the Civic Center area. The improvements will promote the flow and circulation of stormwater into Legacy Park. This project is anticipated to be completed in Fiscal Year 2021-2022.

### **MARIE CANYON GREEN STREETS (9072)**

This project was identified in the City's Enhanced Watershed Management Plan (EWMP). This project includes the installation of biofilters and other stormwater water quality devices to capture and treat stormwater. The project is intended to assist with Municipal Separate Storm Sewer System (MS4) Discharge Permit requirements. This project is currently in the design phase and construction is anticipated to be completed in Fiscal Year 2021-2022.

### **STORMDRAIN TRASH SCREENS (9073)**

This project was identified in the City's EWMP. This project includes the installation of trash screens at the City's storm drain inlets to prevent debris from entering the storm drain system. The proposed trash screens comply with the Trash Total Maximum Daily Load (TMDL) requirements. This project was completed in Fiscal Year 2020-2021

### **CIVIC CENTER WATER TREATMENT FACILITY- PHASE TWO (9075)**

On June 27, 2011, the City entered into a Memorandum of Understanding (MOU) between the City and the Regional Water Quality Control Board and the State Water Resources Control Board regarding the implementation of the Basin Plan Amendment for the Malibu Civic Center Area Prohibition. The revised MOU required that commercial properties (Phase One) in the Civic Center Prohibition Area be connected to a centralized wastewater treatment facility by September 2018 and residential properties (Phase Two) by November 2024.

The Civic Center Wastewater Improvements Project is part of the City's Integrated Water Quality Management Plan that will improve water quality in Malibu Creek, Malibu Lagoon, and Surfrider Beach. The development of a community wastewater collection, treatment, reuse, and dispersal facility will replace existing individual on-site wastewater treatment systems in the City's Civic Center area.

Phase One of this project was completed in Fiscal Year 2018-2019. The design of Phase Two of this project was initiated in August 2019. This phase of the project expands the wastewater collection and recycled water system to include those properties in Malibu Colony, the condos on Civic Center Way, HRL, and a portion of Serra Retreat. In addition, the treatment plant will be expanded to treat the additional wastewater from these properties. The work will include preparing a coastal development permit, construction plans, project specifications and cost estimates. It is anticipated that the project will begin construction in 2022.

### **CITY HALL SOLAR POWER PROJECT (9078)**

This project consists of the installation of a solar power system at City Hall. This project will also include electric vehicle charging stations. The project will serve to reduce the City's overall electricity consumption and cost. This project was placed on hold for Fiscal Year 2019-2020 to accommodate other budget priorities resulting from the Woolsey Fire and remains on hold in Fiscal Year 2021-2022.

### **CITY HALL ROOF (9079)**

When the initial renovations of City Hall were undertaken, there was not enough funding to replace the roof of the building. The roof currently has leaks in several locations. This project will replace the roof at City Hall. This project will be completed in Fiscal Year 2020-2021.

### **CCWTF LATERAL CONNECTIONS IMPROVEMENTS (9081)**

This project consisted of making the connection from City Hall to the new CCWTF sewer and reclaimed water lines. The project was completed in Fiscal Year 2019-2020.

### **WESTWARD BEACH ROAD IMPROVEMENTS (9082)**

This project consists of improving the parking spaces on Westward Beach Road from Birdview Avenue to approximately 1,100 feet west. The project also includes a 12' wide combination sidewalk and bicycle path and a bicycle connection from PCH to Westward Beach. A new concrete sand barrier will be placed between the beach and the proposed parking area to prevent sand from going on the new sidewalk and parking area. This project is currently in the design phase. It is anticipated that construction will begin in Fiscal Year 2021-2022.

### **HEATHERCLIFF ROAD SAFETY IMPROVEMENTS (9083)**

This project will address safety issues along Heathercliff Road. The first phase of the project includes engineering and design. This project is currently in the conceptual design phase. This project is on hold due to the Woolsey Fire and COVID-19 pandemic.

### **ELECTRIC VEHICLE CHARGING STATIONS (9084)**

This project will upgrade the existing charging stations along Civic Center Way. This project was completed in Fiscal Year 2019-2020.

### **ANCHOR SCULPTURE BASE (9085)**

This project consists of installation of a base for the Anchor Sculpture that was donated to the City. The base and sculpture were installed at Legacy Park for public viewing. The project was completed in Fiscal Year 2018-2019.

### **TEMPORARY SKATE PARK (9089)**

During Fiscal Year 2019-2020, City Council approved the use of the Crummer/Case property adjacent to Malibu Bluffs Park as the location for a temporary skate park. This project consists of constructing a new asphalt concrete surface, fencing, parking and above ground skate park elements to the vacant lot. The project was completed during the summer of 2020.

### **PERMANENT SKATE PARK (9090)**

This project consists of designing and constructing a permanent skate park of a 12,500-square-foot in-ground concrete skate park on the Crummer/Case Property adjacent to Malibu Bluffs Park. The project includes parking and additional site amenities such as trash cans, benches, tables, and restrooms.

The project is currently in the design phase. Construction of the Permanent Skate Park is expected to begin after the design process is completed and funding sources have been identified. Construction is anticipated to take approximately 14-16 months.

### **CIVIC CENTER STORM DRAIN REPAIRS (9091)**

The existing corrugated metal storm drainpipe located on Civic Center Way and adjacent to the Civic Center Water Treatment Facility was starting to fail and was causing roadway damage. This project consists of replacing the deteriorated corrugated metal storm drainpipe on Civic Center Way with a new reinforced concrete pipe and repairing the roadway. This project was completed in Fiscal Year 2019-2020.

### **BLUFFS PARK WORKOUT STATION (9092)**

This project consists of the installation of a small workout station in the current zip line area at Malibu Bluffs Park. The project will include new poured in place safety surfacing and signage demonstrating the proper use of the equipment. The project will be funded through the City's Proposition A Park Funds. This project was completed in Fiscal Year 2020-2021.

### **BLUFFS PARK SHADE STRUCTURE (9093)**

This project consists of the installation of four single-post shade structures at Malibu Bluffs Park. Two of the shade structures will be located at the Michael Landon Center Playground, with the other two located at the baseball field picnic area. The project will be funded through the City's Proposition A Park Funds.

### **VEHICLE PROTECTION DEVICES (9094)**

Malibu Municipal Code Section 17.48.070 requires vehicle impact protection devices to be installed for all parking spaces located adjacent to any outdoor pedestrian seating area.

There are two locations within the City's right-of-way and City-owned property that would require a vehicle impact protection device. The first location is on Cross Creek Road directly in front of the Taverna Tony restaurant entrance (23410 Civic Center Way). The second location is at the Malibu Coast Animal Hospital (23431 Pacific Coast Highway).

The Vehicle Protection Devices project consists of installing bollard-type devices at these locations to meet the City's Municipal Code.

### **LEGACY PARK PAVER REPAIR (9096)**

This project consists of the removal and repair of a large section of pavers on the north side of the Loop Walkway at Legacy Park. The pavers have become uneven and damaged in several areas, causing a potential safety hazard for park patrons.

### **MALIBU BLUFFS PARK SOUTH WALKWAY (9097)**

This project will replace the existing sidewalk located on the south side of Malibu Bluffs Park. Staff has repaired or replaced several different sections of the sidewalk over the past several years, but a more in-depth repair and re-leveling of the subsurface is required.

### **TRANCAS CANYON PARK PLAYGROUND RESURFACING (9098)**

This project will remove and replace the upper layer of the current playground pour-in-place safety surfacing at Trancas Canyon Park. The surfacing was installed in 2011 during the construction of the park, and staff has coordinated regular maintenance and several minor repairs since installation. The surfacing is at the end of its 10-year life and is in need of a replacement.

### **PCH OVERHEAD WARNING SIGNS (9099)**

This project was identified in the PCH Safety Study and includes the installation of overhead warning signs on PCH near Moonshadows restaurant and Big Rock Drive. Funding will be provided through Measure M funds administered by LA Metro. Staff will acquire consultants, permitting and will manage the construction phase of this project.

### **PCH AT TRANCAS CANYON ROAD RIGHT TURN LANE (9100)**

This project consists of installing a new westbound right turn lane at PCH and Trancas Canyon Road. Funding for this project will be provided through funds administered through LA Metro.

## EXPENDITURE DETAIL

### Fund 310 - Capital Improvement Projects

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>9002</b>	<b>Annual Street Overlay</b>	<b>670,779</b>	<b>-</b>	<b>600,000</b>	<b>554,279</b>	<b>720,000</b>
<i>Source of Funds</i>						
	Proposition C	135,000	-	235,000	189,279	235,000
	Measure R Annual Allocation	120,000	-	-	-	-
	Road Maintenance and Rehabilitation Account	225,000	-	245,000	245,000	315,000
	Measure M Annual Allocation	120,000	-	120,000	120,000	170,000
	General Fund CIP Designated Reserve	70,779	-	-	-	-
<b>9058</b>	<b>PCH Intersection Improvements</b>	<b>152,213</b>	<b>198,322</b>	<b>-</b>	<b>-</b>	<b>PROJECT -</b>
<i>Source of Funds</i>						
	Measure R Highway Operational Improvements	152,213	198,322	-	-	COMPLETED
<b>9059</b>	<b>PCH Median Improvements</b>	<b>205,325</b>	<b>383,318</b>	<b>3,000,000</b>	<b>1,200,000</b>	<b>4,250,000</b>
<i>Source of Funds</i>						
	Measure R Highway Operational Improvements	205,325	383,318	3,000,000	1,200,000	4,250,000
<b>9061</b>	<b>Civic Center Way Improvements</b>	<b>190,994</b>	<b>54,950</b>	<b>4,505,917</b>	<b>4,505,917</b>	<b>PROJECT -</b>
<i>Source of Funds</i>						
	Measure R Highway Operational Improvements	190,994	54,950	4,505,917	4,505,917	COMPLETED
<b>9066</b>	<b>PCH Signal Synchronization System Improvements</b>	<b>440,278</b>	<b>423,912</b>	<b>1,200,000</b>	<b>1,000,000</b>	<b>9,805,000</b>
<i>Source of Funds</i>						
	Measure R Highway Operational Improvements	440,278	423,912	1,200,000	1,000,000	9,805,000
<b>9070</b>	<b>Civic Center Stormwater Diversion Structure</b>	<b>28,806</b>	<b>13,151</b>	<b>100,000</b>	<b>6,000</b>	<b>100,000</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	-	13,151	100,000	6,000	100,000
	Legacy Park Project Funds	28,806	-	-	-	-
<b>9072</b>	<b>Marie Canyon Green Streets</b>	<b>23,752</b>	<b>-</b>	<b>276,248</b>	<b>22,000</b>	<b>400,000</b>
<i>Source of Funds</i>						
	Measure W	-	-	276,248	22,000	400,000
	General Fund CIP Designated Reserve	23,752	-	-	-	-
<b>9073</b>	<b>Stormdrain Trash Screen Improvements</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>35,000</b>	<b>PROJECT -</b>
<i>Source of Funds</i>						
	Legacy Park Project Funds	-	-	35,000	35,000	COMPLETED
<b>9075</b>	<b>Civic Center Water Treatment Facility - Phase Two</b>	<b>-</b>	<b>851,403</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>16,500,000</b>
<i>Source of Funds</i>						
	State Revolving Fund Water Loan	-	-	-	-	16,500,000
	HRL Funding Agreement	-	851,403	2,000,000	2,000,000	-
<b>9078</b>	<b>City Hall Solar Power Project</b>	<b>149,058</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>PROJECT -</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	149,058	-	-	-	ON HOLD
<b>9079</b>	<b>City Hall Roof Project</b>	<b>8,248</b>	<b>187</b>	<b>289,530</b>	<b>289,530</b>	<b>-</b>
<i>Source of Funds</i>						
	General Fund Designated for Deferred Maintenance	8,248	187	289,530	289,530	-
<b>9081</b>	<b>CCWTF Lateral Connections Improvements</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>PROJECT -</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	150,000	150,000	-	-	COMPLETED

## EXPENDITURE DETAIL

### Fund 310 - Capital Improvement Projects

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>9082</b>	<b>Westward Beach Road Improvements</b>	<b>75,960</b>	<b>17,315</b>	<b>3,875,000</b>	<b>30,000</b>	<b>3,845,000</b>
<i>Source of Funds</i>						
	Measure M Subregional Highway Fund	-	-	3,675,000	30,000	3,645,000
	Measure M Annual Allocation	-	-	200,000	-	200,000
	General Fund CIP Designated Reserve	75,960	17,315	-	-	-
<b>9083</b>	<b>Heathercliff Road Safety Improvements</b>	<b>18,315</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Source of Funds</i>						
	TDA Article 3	-	-	-	-	-
	General Fund CIP Designated Reserve	18,315	-	-	-	-
<b>9084</b>	<b>Electric Vehicle Charging Stations</b>	<b>1,720</b>	<b>813</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>
<i>Source of Funds</i>						
	AQMD Fund	-	813	15,000	15,000	-
	Mobile Source Air Pollution Reduction (MSRC)	-	-	-	-	-
	General Fund CIP Designated Reserve	1,720	-	-	-	-
<b>9085</b>	<b>Anchor Sculpture Base</b>	<b>49,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Source of Funds</i>						
	Parkland Development Fund	49,450	-	-	-	-
<b>9089</b>	<b>Temporary Skate Park</b>	<b>-</b>	<b>586,933</b>	<b>150,000</b>	<b>595</b>	<b>-</b>
<i>Source of Funds</i>						
	General Fund Case/Crummer Designated Reserve	-	586,933	150,000	595	-
<b>9090</b>	<b>Permanent Skate Park</b>	<b>-</b>	<b>-</b>	<b>55,000</b>	<b>105,100</b>	<b>307,372</b>
<i>Source of Funds</i>						
	General Fund Case/Crummer Designated Reserve	-	-	55,000	105,100	307,372
<b>9091</b>	<b>Civic Center Way Stormdrain Repair</b>	<b>-</b>	<b>158,496</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Source of Funds</i>						
	General Fund Designated for Deferred Maintenance	-	158,496	-	-	-
<b>9092</b>	<b>Bluffs Park Workout Stations</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>42,720</b>	<b>-</b>
<i>Source of Funds</i>						
	Prop A Parks funds	-	-	40,000	42,720	-
<b>9093</b>	<b>Bluffs Park Shade Structure</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>
<i>Source of Funds</i>						
	Prop A Parks funds	-	-	45,000	45,000	-
<b>9094</b>	<b>Vehicle Protection Devices - City Properties</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	-	-	100,000	-	100,000
<b>9096</b>	<b>Legacy Park Paver Repair</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>
<i>Source of Funds</i>						
	Legacy Park Project Funds	-	-	-	-	60,000

## EXPENDITURE DETAIL

### Fund 310 - Capital Improvement Projects

Object	Description	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2020-21 Projected	2021-22 Proposed
<b>9097</b>	<b>Malibu Bluffs Park South Walkway</b>	-	-	-	-	<b>150,000</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	-	-	-	-	150,000
<b>9098</b>	<b>Trancas Canyon Park Playground Resurfacing</b>	-	-	-	-	<b>75,000</b>
<i>Source of Funds</i>						
	General Fund CIP Designated Reserve	-	-	-	-	75,000
<b>9099</b>	<b>PCH Overhead Warning Signs</b>	-	-	-	-	<b>160,000</b>
<i>Source of Funds</i>						
	Measure M Subregional Highway Fund	-	-	-	-	160,000
<b>9100</b>	<b>PCH at Trancas Canyon Road Right Turn Lane</b>	-	-	-	-	<b>250,000</b>
<i>Source of Funds</i>						
	Measure R Highway Operational Improvements	-	-	-	-	250,000

<b>Total Expenditures</b>	<b>\$</b>	<b>2,164,898</b>	<b>\$</b>	<b>2,838,800</b>	<b>\$</b>	<b>16,286,695</b>	<b>\$</b>	<b>9,851,141</b>	<b>\$</b>	<b>36,722,372</b>
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### Source of Funds

General Fund CIP Designated Reserve	489,584	180,466	200,000	6,000	425,000
General Fund Designated Reserve for Deferred Maintenance	8,248	158,683	289,530	289,530	-
General Fund Case/Crummer Designated Reserve	-	586,933	205,000	105,695	307,372
Legacy Park Project Funds	28,806	-	35,000	35,000	60,000
Measure M Annual Allocation	120,000	-	320,000	120,000	370,000
Measure M Subregional Highway Funds	-	-	3,675,000	30,000	3,805,000
Measure R Annual Allocation	120,000	-	-	-	-
Measure R Highway Operational Improvements Funds	988,810	1,060,502	8,705,917	6,705,917	14,305,000
Measure W - LA County Stormwater	-	-	276,248	22,000	400,000
Proposition/Measure A LA County Parks	-	-	85,000	87,720	-
Special Revenue Fund - Parkland Development	49,450	-	-	-	-
Special Revenue Fund - Proposition C Funds	135,000	-	235,000	189,279	235,000
Special Revenue Fund - AQMD	-	813	15,000	15,000	-
Road Maintenance and Rehabilitation Account Fund (SB 1)	225,000	-	245,000	245,000	315,000
Civic Center Water Treatment Facility - Phase Two, HRL Funding	-	851,403	2,000,000	2,000,000	-
Civic Center Water Treatment Facility - Phase Two Loan	-	-	-	-	16,500,000

<b>Total Source of Funds</b>	<b>\$</b>	<b>2,164,898</b>	<b>\$</b>	<b>2,838,800</b>	<b>\$</b>	<b>16,286,695</b>	<b>\$</b>	<b>9,851,141</b>	<b>\$</b>	<b>36,722,372</b>
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## APPROPRIATIONS LIMIT CALCULATION

Article XIII B of the California State Constitution, commonly referred to as the Gann Appropriations Limit, was adopted by the California voters in 1980 and placed limits on the amount of proceeds of taxes that State and local agencies can appropriate and spend each year.

The limit is different for each agency and changes each year. The annual limit is based on the amount of tax proceeds that were authorized to be spent in Fiscal Year 1978-79, modified for changes in inflation and population. Inflationary adjustments are based on increases in the California per capita income or the increase in non-residential assessed valuation due to new construction. An adjustment is also made based on changes in Malibu's population.

Section 7910 of the State Government Code requires a governing body to annually adopt, by resolution, an appropriations limit for the upcoming fiscal year. For Fiscal Year 2021-2022, the estimated tax proceeds appropriated by the Malibu City Council are under the limit. The appropriations limit for Fiscal Year 2021-2022 is \$29,440,216. This is the maximum amount of tax proceeds the City is able to appropriate and spend in Fiscal Year 2021-2022. The appropriations subject to the limit are \$28,111,223, leaving the City with an appropriations capacity under the limit of \$1,328,993.

### Appropriation Limit Calculation

<b>FY 2020-2021 appropriation limit:</b>	<b>\$28,015,609</b>
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A. Population Adjustment	0.9939
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B. Per Capita Income Adjustment	<u>1.0573</u>
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<b>Total annual adjustment (AxB)</b>	<b>1.0509</b>
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<b>FY 2021-2022 appropriation limit:</b>	<b>\$29,440,216</b>
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Less: total appropriations subject to limit (estimated tax proceeds for FY 2021-2022)	\$28,111,223
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Remaining appropriation capacity	\$ 1,328,993
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Available capacity as a percentage of limit:	5%
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# GLOSSARY OF TERMS

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**Accounting System:** The set of records and procedures that are used to record, classify and report information on the financial status of the City.

**Accrual Basis of Accounting:** Under this accounting method, transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements. This form of accounting is used in the Enterprise and Internal Service funds.

**Agency Funds:** A fund used to account for assets held by the City of behalf of individuals, private organizations and other governments. One agency fund is the deferred compensation fund.

**Annual Budget:** A budget applicable to a single fiscal year.

**Appropriation:** Money budgeted for a given program. Appropriations are the means by which legal authority is given to expend public monies. The appropriation is the maximum level of expenditure authorized.

**Appropriation Resolution:** The official legal document approved by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are typically granted for a one-year period.

**Assessed Valuation:** The estimated value of real and personal property used by the Los Angeles County Assessor as the basis for levying property taxes.

**Budget Calendar:** The schedule of key dates which the City follows in the preparation and adoption of the budget.

**Budget Document:** The official financial spending and resource plan submitted by the City Manager and adopted by the City Council explaining the budget to the public and City Council.

**Budget Message:** A written explanation by the City Manager of the budget. The budget message explains principal budget and policy issues and presents an overview of the City Manager's budget recommendations.

**California Government Code:** State legislation providing the legal framework for municipal operations.

## GLOSSARY OF TERMS

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**California Public Employees Retirement System (CalPERS):** The retirement system run by the State of California that provides retirement benefits to public employees. The City is a member of CalPERS and employees participate in the plan.

**Capital Assets:** Assets of significant value and having a used life of more than one year with an original cost of \$3,000 or more. Capital assets are also called fixed assets.

**Capital Improvements:** Physical improvements which cost over \$5,000 and have a useful life of more than one year and involve the construction or reconstruction of a physical asset. Examples are street improvements, park improvements and facility construction.

**Capital Outlay:** A budget category that accounts for land, land improvements, buildings and structures, furniture and equipment.

**Capital Projects Fund:** In governmental accounting, a fund that accounts for financial resources that will be used for the acquisition or construction of capital facilities. The total cost of the capital project is accumulated in a capital projects fund until the project is completed, at which time the fund ceases to exist.

**Cash Basis Accounting:** A basis of accounting under which transactions are recognized only when cash is received.

**Community Development Block Grant (CDBG):** Federal grant funds that are distributed by the U.S. Department of Housing and Urban Development (HUD). Funds are passed through to the City from the Los Angeles County Community Development Commission (CDC).

**COLA:** Cost of living adjustment.

**Contingency:** A budgetary reserve set aside for emergencies for unforeseen expenditures not otherwise budgeted.

**Contract Services:** Professional service provided to the City from the private sector or other public agencies.

**Cost Allocations:** A fair and equitable methodology for identifying and distributing direct and indirect cost from a service provider to the service consumer.

## GLOSSARY OF TERMS

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**Decision Package:** A standardized format whereby departments request budgetary consideration for new programs, positions, capital equipment and reclassification.

**Department:** An organizational unit comprised of programs and activities, managed by a single director.

**Encumbrance:** Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved.

**Expenditure:** Appropriated funds that have been spent.

**FEMA:** Federal Emergency Management Agency.

**Fiscal Year:** An accounting term for the budget year. The City's fiscal year is from July 1<sup>st</sup> through June 30<sup>th</sup>.

**Fixed Assets:** Assets which are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment.

**FLSA:** The Fair Labor Standards Act which sets minimum wage, overtime pay, equal pay and Child Labor Standards for private and public sector employees.

**Full Time Equivalent (FTE):** An FTE is equal to one-full time employee at 2,080 hours per year.

**Fund:** An independent fiscal accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Accounting:** A system of accounting used by non-profits, particularly governments. Since there is no profit motive, accountability is measured instead of profitability. The main purpose is stewardship of financial resources received and expended in compliance with legal requirements.

**Fund Balance:** The difference between assets and liabilities. A positive fund balance indicates that assets exceed liabilities while the reverse is true for a deficit fund balance.

**FY:** Fiscal year

**GASB:** Governmental Accounting Standards Board.

## GLOSSARY OF TERMS

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**General Fund:** In governmental accounting, funds used to account for all assets and liabilities of a non-profit entity, except those particularly assigned for other purposes in another more specialized fund.

**GAAP (Generally Accepted Accounting Principles):** Uniform minimum standards for financial accounting and reporting. These standards govern the form and content of the basic financial statements of the City.

**Grant:** Contributions or gifts of cash or other assets from one entity to another. Generally, specific uses for the transferred property are required.

**In-Lieu Tax:** Tax levied in place of another tax or taxes. The State of California provides in-lieu motor vehicle fees to local governments to compensate for local personal property not subject to property taxes.

**Interest:** Revenue derived from the use of property or money. The City has specific rules as to where excess funds can be invested whereby interest is earned.

**Internal Service Fund:** Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City.

**Interfund Charges:** Reimbursement for services which are paid for out of one fund but benefit the programs in another fund.

**Intergovernmental Services:** Specialized services typically performed by local governments that are purchased from other governments.

**Intergovernmental Revenue:** Revenue received from other governmental agencies and municipalities.

**Licenses and Permits:** Revenues earned by the issuance of licenses or permits levied in accordance with the benefits conferred by the license or permit.

**Maintenance and Operations:** A budget category that accounts for all supplies, goods and services required to support the planned level of program or activity.

**Modified Accrual Basis:** Under this accounting method, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures for the most part are recognized when the related fund liability is incurred except for prepayments, accumulated

## GLOSSARY OF TERMS

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employee leave and long-term debt. All governmental funds, except expendable trust funds, are accounted for using the modified accrual basis of accounting.

**Object:** An expenditure classification that refers to the type of item purchased or the service obtained. Examples include personnel, supplies and contract services.

**OES:** Office of Emergency Services – State of California.

**Operating Budget:** Revenues and expenditures required to operate City activities for the next fiscal cycle (12 months).

**Operating Transfer:** When one fund makes a contribution to another fund, it becomes revenue to the receiving fund.

**Overhead Charges:** The re-capturing of the cost of services provided to other funds from the General Fund. These costs include general administration, personnel services, accounting, payroll, facility lease and maintenance, and liability charges.

**Performance Measure:** Represents the objectives of each City department along with a target date for achieving the objectives.

**Personnel Services:** A budget category that accounts for all salary and personnel related benefits required to support the planned level of program or activity.

**Program:** The defined activity designed to provide a service to the public that is the budget level for expenditures, which may span both departments and funds.

**Proposition 4:** Article XIIB of the California Constitution which limits appropriations to be the level of proceeds of taxes.

**Proposition 13:** Article XIII A of the California Constitution which imposes a 1% limit on property taxes, restricts assessments and places limitations on the levy of new taxes.

**Reserve:** An account used to indicate that a portion of the fund equity is legally restricted for a specific purpose.

**Resources:** The personnel and financial requirements of each program. Personnel resources are stated in terms of full-time equivalents, part-time and



## GLOSSARY OF TERMS

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contract positions. Financial resources are stated in terms of three major expense categories (personnel, materials and supplies and capital equipment).

**Revenue:** Amounts received for taxes, licenses, permit and fees, intergovernmental sources, service charges, interest and use of property and other income.

**Revenue Estimates:** A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically a fiscal year.

**Special Revenue Fund:** In governmental accounting, funds used to account for the proceeds of special revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for a specific purpose.

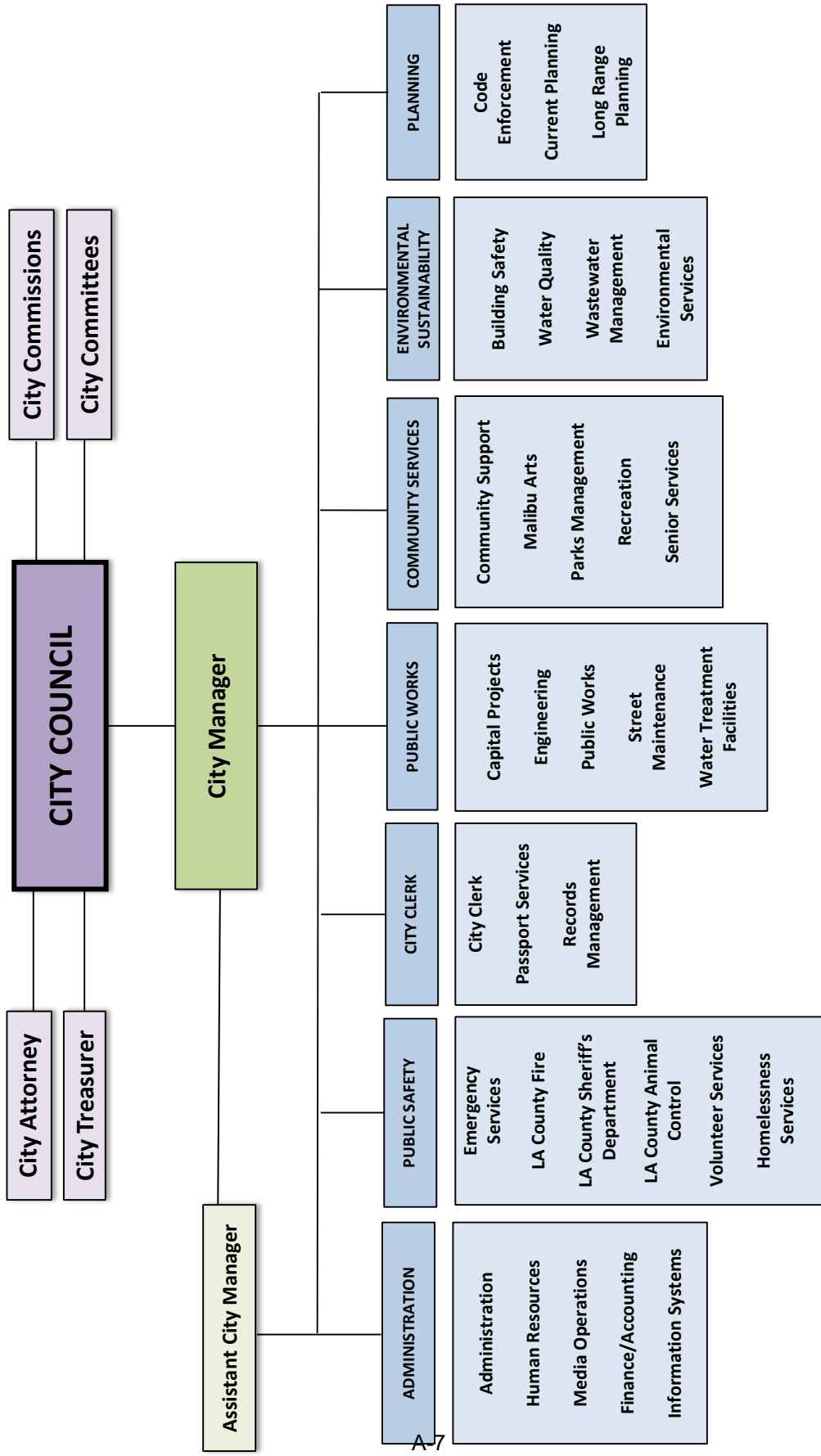
**Subventions:** Revenues collected by the State which are allocated to the City on a formula basis. Examples include motor vehicle taxes and gasoline taxes.

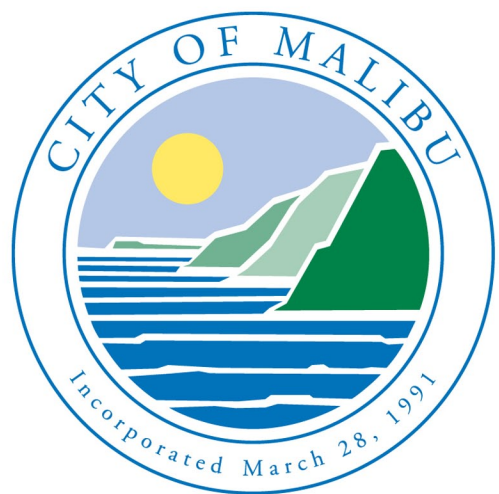
**Supplemental Appropriation:** An appropriation approved by the City Council after the initial budget is adopted.

**Supplies:** An expenditure classification for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, power, water, gas, small tools and equipment.

**Taxes:** Compulsory charges levied by the City, County and State for the purpose of financing services performed for the common benefit.

# Fiscal Year 2021-22 Proposed Organizational Chart





**CITY OF MALIBU**  
**AUTHORIZED PERSONNEL**  
**PROPOSED FOR FY 2021-2022**

		2020-21 Adopted	2020-21 Amended	2021-22 Proposed
<b>MANAGEMENT &amp; ADMINISTRATIVE SERVICES</b>				
	City Manager	1.00	1.00	1.00
	Assistant City Manager	1.00	1.00	1.00
	Public Safety Manager	1.00	1.00	1.00
	Fire Safety Liaison	1.00	1.00	1.50
	Public Safety Liaison	0.00	0.00	1.00
	Public Safety Specialist	1.00	1.00	1.00
	Assistant to the City Manager	1.00	1.00	1.00
	Executive Assistant	1.00	1.00	1.00
	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	2.00	2.00
	Human Resources Manager	1.00	1.00	1.00
	Human Resources Technician	1.00	1.00	1.00
	Media Information Officer	1.00	1.00	1.00
	Media Analyst	0.00	1.00	1.00
	Sr. Media Technician	1.00	0.00	0.00
	Media Technician	1.00	1.00	1.00
	Graphic Artist	1.00	1.00	1.00
	Finance Manager	1.00	1.00	1.00
	Accounting Technician	1.00	1.00	1.00
	Sr. Accounting Clerk	0.00	0.00	0.00
	Accounting Clerk	2.00	2.00	2.00
	Grants Administrator	0.00	0.00	1.00
	Information Systems Manager	1.00	1.00	1.00
	Information Systems Technician	1.00	1.00	1.00
	Sr. PW Maintenance Worker	1.00	1.00	1.00
	PW Maintenance Worker	0.00	0.00	0.00
	Office Assistant	1.00	1.00	1.00
	Office Assistant/Receptionist	1.00	1.00	1.00
	Student Interns	0.00	0.00	0.00
	Total	24.00	25.00	27.50
<b>ENVIRONMENTAL SUSTAINABILITY</b>				
	ESD Director/Building Official	1.00	1.00	1.00
	ESD Manager/Deputy Building Official	1.00	1.00	1.00
	Environmental Health Administrator	1.00	1.00	1.00
	Sr. Building Inspector	1.00	1.00	1.00
	Associate Civil Engineer	1.00	0.00	1.00
	Certified Plans Examiner	1.00	1.00	0.00
	Building Inspector	2.00	2.00	2.00
	Environmental Program Coordinator	1.00	1.00	1.00
	Environmental Sustainability Analyst	1.00	1.00	1.00
	Administrative Analyst	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Sr. Permit Services Technician	2.00	2.00	2.00
	Permit Services Technician	1.00	1.00	1.00
	Wastewater Man. Program Specialist	1.00	1.00	1.00
	Office Assistant	2.00	2.00	2.00
	Total	18.00	17.00	17.00

CITY OF MALIBU				
AUTHORIZED PERSONNEL				
PROPOSED FOR FY 2021-2022				
		2020-21	2020-21	2021-22
		Adopted	Amended	Proposed
<b>PLANNING DEPARTMENT</b>				
	Planning Director	1.00	1.00	1.00
	Assistant Planning Director	1.00	1.00	1.00
	Principal Planner	1.00	1.00	1.00
	Senior Planner	0.00	0.00	0.00
	Associate Planner	3.00	4.00	4.00
	Assistant Planner	3.00	3.00	3.00
	Planning Technician	4.00	3.00	4.00
	Code Enforcement Manager	0.00	1.00	1.00
	Senior Code Enforcement Officer	1.00	0.00	0.00
	Code Enforcement Officer	2.00	2.00	3.00
	Senior Administrative Analyst	1.00	1.00	1.00
	Administrative Assistant	0.00	1.00	2.00
	Senior Office Assistant	1.00	0.00	0.00
	Office Assistant	2.00	2.00	2.00
	Total	20.00	20.00	23.00
<b>PUBLIC WORKS</b>				
	Public Works Director/City Engineer	1.00	1.00	1.00
	Assistant Public Works Director/City Engineer	1.00	1.00	1.00
	Public Works Superintendent	2.00	2.00	2.00
	Senior Civil Engineer	0.00	0.00	1.00
	Associate Civil Engineer	1.00	1.00	2.00
	Assistant Civil Engineer	2.00	2.00	1.00
	Public Works Inspector	1.00	1.00	1.00
	Sr. Administrative Assistant	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Total	10.00	10.00	11.00
<b>COMMUNITY SERVICES</b>				
	Community Services Director	1.00	1.00	1.00
	Community Services Deputy Director	1.00	1.00	1.00
	Recreation Supervisor	2.00	2.00	2.00
	Recreation Coordinator	2.00	2.00	3.00
	Parks Supervisor	1.00	1.00	1.00
	Parks Maintenance Worker	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Pool Manager (Part-time)	0.73	0.73	0.85
	Lifeguards (Part-time)	1.77	1.77	2.64
	Recreation Assistants (Part-time)	6.11	5.11	7.67
	Recreation Assistants - Skate Park (Part-time)	0.00	1.00	1.53
	Media Assistant (Part-time)	0.06	0.06	0.08
	Total	17.67	17.67	22.77
<b>TOTAL EMPLOYEES</b>		<b>89.67</b>	<b>89.67</b>	<b>101.27</b>

# **City of Malibu**

## **Fiscal Year 2021-2022**

### **Proposed City Council Work Plan**

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In Fiscal Year 2019-2020 and Fiscal Year 2020-2021, the City Council established Public Safety, Woolsey Fire Recovery and School District Separation as its top three priorities. The Fiscal Year 2021-2022 Work Plan retains these items as the top priorities pending further direction from the Council.

- 1. Public Safety**
- 2. Woolsey Fire recovery and rebuilding**
- 3. School District Separation**
4. Preserve Malibu's rural residential character
5. Enhance environmental efforts; protect and improve water resources
6. Maintain fiscal sustainability and provide government transparency
7. Engage the community through arts and community programs
8. Improve and maintain the City's public infrastructure and community spaces

**1. Public Safety: Protect the Community through Law Enforcement and Emergency Management**

**a) Response to COVID-19 (All Departments)**

Staff continues to implement public health protocols at City Hall and respond to staff concerns regarding exposure to COVID and confirmed or suspected cases of COVID. The City has adapted the way it provides services and will continue to do so in a safe manner. Staff will continue to monitor new policies and regulations that impact the Malibu community and respond accordingly, including providing regular updates to the community. The City will also continue to host vaccination and testing events as needed.

**b) Law Enforcement Services (Public Safety, Management Services)**

The Los Angeles County Sheriff's Department provides law enforcement services. However, staff works regularly with the Sheriff's Department to address community safety concerns. Staff also reviews the Sheriff's regular patrol contract as well as Summer Beach Team services and provides recommendations for changes as needed.

**c) Emergency Preparedness (Public Safety, Management Services)**

Emergency preparedness efforts include outreach to the community, schools and businesses, and coordination with local law enforcement and public safety agencies. If COVID conditions permit, staff will hold a Public Safety Expo and either virtual or live public education workshops during National Preparedness Month.

In addition, City staff will participate in the required Standard Emergency Management Systems (SEMS) and National Incident Management Systems (NIMS) trainings, as well as monthly training and exercises on the virtual Emergency Operations Center (EOC) system that was established in 2020. If the pandemic improves and City Hall operations return to pre-pandemic standards, one functional

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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exercise in the City's EOC will be held in Fiscal Year 2021-2022 to ensure that the City is ready to respond in the event of a major disaster. City staff continues to conduct monthly virtual EOC exercises in order to be prepared to manage the City remotely during a disaster.

**d) Emergency Plan Update (Public Safety, Management Services)**

The City's current Emergency Operations Plan was adopted in February 2019 and requested updates to the mass evacuation plan were subsequently adopted in September 2019. Staff continues to update the plan as needed. Recent updates include the newly established Evacuation Zones. Additional updates to be completed this Fiscal Year include updates to the Communications Unit to incorporate upgrades to the handheld and broadcast radio capabilities in the City.

**e) Radio Communications Enhancement (Public Safety, Management Services)**

The City has a newly established radio repeater tower, which was established to expand and improve handheld radio capabilities. Expansion and refinement of this system will continue, along with weekly radio checks with CERT volunteers and City staff. In addition, staff continues to support local public radio broadcast reception, which is critical to emergency communication. The effectiveness of a future emergency siren system, which will be accessible throughout the City, requires a repeater tower. The tower was acquired, and a license was obtained from the FCC. The repeater is now fully functional and weekly radio checks will continue through Fiscal Year 2021-2022. Additional radio enhancements will also be explored to maximize the reach of the frequency.

**f) Volunteers on Patrol (VOP) (Public Safety, Management Services)**

The City's robust VOP program provides a valuable service to the Malibu community. The VOP provide traffic control, issue parking citations, and monitor for code enforcement issues and general safety matters. Staff will continue to enhance and improve this program and services throughout Fiscal Year 2021-2022.

**g) Emergency Alert Systems (Public Safety, Management Services)**

The City has a variety of tools to warn the public about emergency situations, including the City website's e-notification system, Nixle alerts, emergency hotline, the Everbridge disaster mass notification system, and FEMA-authorized Wireless Emergency Alerts (WEA), which go out to all cell phones within range of a specified, activated cell tower. Staff also regularly utilizes the Traffic Advisory and Utility Advisory sections of the website e-notification system to notify residents of traffic issues and power or water service interruptions in the Malibu area. Staff conducts the required monthly tests of the WEA system and regularly tests other systems as appropriate. Staff will continue to use these tools and identify additional communication tools in Fiscal Year 2021-2022.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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**h) Emergency Warning Sirens – Design (Public Safety, Management Services, Planning)**

An Emergency Warning Siren system will improve the City's ability to alert the community by providing mechanisms to alert residents in areas without power and those who live in neighborhoods with poor cell service. Phase One of the project included a sound study to determine the optimal number and locations of individual sirens, power and infrastructure requirements, and siren sound range. The City has been awarded a FEMA Hazard Mitigation Grant to fund the design, engineering and environmental compliance needed for a shovel-ready project. Phase Two of the Emergency Warning Sirens project will be implementation of the design plan, including purchasing, installing, and testing the sirens. The City will apply for future grant funding for this phase of the project.

**i) Community Emergency Response Team (CERT) (Public Safety, Management Services)**

The Community Emergency Response Team (CERT) program includes providing CERT training to residents and supporting the Malibu CERT Team. At least three CERT training classes and one CERT refresher course are normally scheduled each year. Due to COVID-19 restrictions, a virtual CERT class is currently being offered, with an in-person final drill to be held when it is safe to do so. The Malibu CERT Team has been assisting with COVID-19 testing and vaccination events. The CERT Team maintains the City's five emergency supply bins and is overseeing the expansion of the handheld radio system, in addition to providing assistance during disasters.

**j) Wildfire Safety Program (Public Safety, Management Services)**

The Fire Safety Liaison oversees the Wildfire Safety Program, which includes developing and implementing wildfire prevention and preparedness plans, conducting Home Ignition Zone Assessments to encourage effective home hardening, conducting wildfire safety public education, and implementing the Community Wildfire Protection Plan.

**k) Homelessness Outreach and Services (Public Safety, Management Services)**

In coordination with the Los Angeles County Sheriff's Department, The People Concern and the Outreach Coordinator that serves the Las Virgenes-Malibu Council of Governments (COG), Public Safety staff continue to work on solutions to assist the City's homeless population. The City will continue implementation of the Homelessness Strategic Plan, which focuses on providing homeless individuals with access to services and housing, while also ensuring public safety for everyone.

**l) Homelessness Shelter and Safe Parking Program (SPP) – Identify Site (Public Safety Management Services)**

In February 2021, the Council directed staff to develop a robust public outreach on addressing homelessness in Malibu, to explore partnerships with other jurisdictions



**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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for a joint project, and to work with the City Council to compile a list of possible locations for an Alternative Sleeping Locations and a Safe Parking Program.

**m) Oversight of SCE Annual Vegetation Maintenance Program (Planning)**

This task involves staff working with the City's contract arborist to monitor and coordinate with Southern California Edison (SCE) and its contractors on the implementation of SCE's annual vegetation management program, which occurs in the spring, and the drought resolution initiative, which involves removal of drought-damaged trees. Staff's focus is ensuring native trees and ESHA are protected concurrently with these fire hazard reduction programs.

**n) Annual Day of Preparedness – November 9 (Public Safety, Community Services, Management Services)**

To honor all those who responded to the Woolsey Fire, the City Council declared November 9 as the City's Annual Day of Preparedness with the first celebration held in 2019. A community event with a preparedness theme will be held on that day in 2021.

**2. Woolsey Fire Recovery: Facilitate Community Rebuilding and Infrastructure Improvements**

**a) Community Rebuilding (All Departments)**

All City departments have been and will continue facilitating the rebuilding of homes damaged in the Woolsey Fire. In Fiscal Year 2020-2021, the equivalent of seven full-time staff were reassigned to work on Woolsey Fire rebuilding in lieu of using contract services. In Fiscal Year 2021-2022, the staff will continue to work on the rebuilding effort, but their staff time has been moved to their home departments. Rebuilding homes remains a high priority.

**b) Community Development Block Grant – Disaster Recovery Multifamily Housing Program (Management Services, Planning)**

On March 8, 2021, Council approved the allocation of \$18,602,848 in Community Development Block Grant (CDBG) Disaster Recovery funding. Staff is working on the due diligence process and developing a grant agreement with the Department of Housing and Community Development (HCD) of California for the use of these funds. Once the grant agreement is approved, staff will need to develop a solicitation package for potential developers interested in receiving gap funding for the construction or reconstruction of eligible multifamily affordable housing units. If projects are awarded funding under this program, the City must monitor the projects for compliance with federal and State guidelines, including environmental, construction and affordability regulations.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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**c) Latigo Canyon Road Roadway/Retaining Wall Improvements (Public Works)**

This project consists of repairing the roadway and existing timber retaining walls on Latigo Canyon Road that were damaged by the Woolsey Fire.

**d) Trancas Canyon Park Slope Improvements (Public Works, Community Services)**

The project consists of repairing damages to the existing slope east of Trancas Canyon Park due to the Woolsey Fire. The fire caused stability issues from soil and rock erosion and damages to the existing concrete drainage facilities.

**e) Trancas Canyon Park Planting and Irrigation Improvements (Public Works, Community Services)**

This project consists of repairing the planting and irrigation system that was destroyed by the Woolsey Fire.

**f) Birdview Avenue Road Embankment Improvements (Public Works)**

This project consists of repairs to roadway embankment cut slopes located on Birdview Avenue that have eroded due to severe storm events after the Woolsey Fire that caused mud, debris, and rock flow within the adjacent street.

**g) Broad Beach Road Water Quality Improvements (Public Works)**

The City owns over 800 feet of permeable pavers, landscaping and underground biofiltration devices on Broad Beach Road that were damaged by silts, mud and debris caused by storms in 2019. These items are permanent best management devices required to comply with the City's MS4 NPDES Stormwater Water Quality Permit. This project consists of repairing the permeable pavers, replacing media material in the biofilters, and replacing damaged landscaping.

**h) Encinal Canyon Road Drainage Improvements (Public Works)**

This project is located on Encinal Canyon Road where minor erosion areas and storm drain lines were damaged by the severe storms that followed the Woolsey Fire. The project will consist of repairing the erosion areas and damaged storm drain lines.

**i) Malibu Park Storm Drain Improvements (Public Works)**

Multiple storm drains throughout the Malibu Park area and on Birdview Avenue have sustained substantial damages. These damages occurred during the 2019 rainy season that brought heavy debris and localized flooding from the surrounding burned areas of the Woolsey Fire. The drainage structures, slopes and roadways will be repaired within the identified project locations.

**j) Clover Heights Storm Drain Improvements Project (Public Works)**

After the Woolsey Fire, the City experienced heavy rains in 2019 causing damage to the drainage system on Clover Heights Avenue. The City received grant funding

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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through the FEMA Hazard Mitigation Grant Program for design and construction to install a new storm drain line on Clover Heights Avenue.

**k) Westward Beach Road Shoulder Repairs (Public Works)**

This project consists of repairing the shoulder on Westward Beach Road that was damaged during the 2019 rainy season following the Woolsey Fire.

**l) Storm Drain Master Plan (Public Works)**

After the Woolsey Fire, the City experienced storm damage throughout areas affected by the fire. The City received grant funding through the FEMA Hazard Mitigation Grant Program for the development of a Storm Drain Master Plan. This master plan will assist the City in future planning of infrastructure improvements to reduce storm damage.

**m) Malibu Road Slope Repairs (Public Works)**

After the Woolsey Fire, the City experienced heavy rains that caused damage to the existing slope and roadway shoulder area adjacent to 24712 Malibu Road. This project consists of repairing the existing slope and shoulder area.

**n) Corral Canyon Road Stabilization Project (Public Works)**

This project consists of constructing a new drainage outlet and a rock slope protection system outlet.

**o) Point Dume Walkway Repairs (Public Works)**

This project consists of repairs to walkways damaged in the Point Dume neighborhood as a result of the Woolsey Fire.

**3. School District Separation: Establish a Malibu Unified School District**

**a) School District – Fiscal Analysis (Management Services)**

In 2017, the City sent a letter to the Los Angeles County Office of Education (LACOE) officially submitting its petition for the unification of a new Malibu Unified School District (MUSD). In 2018, the City asked LACOE to accept and temporarily suspend the City's petition pending the outcome of negotiation efforts between the City and the Santa Monica-Malibu Unified School District (SMMUSD). The Council directed the City Manager and City Attorney to pursue negotiations with SMMUSD under the guidance of the City Council School District Separation Ad Hoc Committee. Since then, staff has worked with the Ad Hoc Committee, City consultants, and SMMUSD representatives to develop a framework for school district separation. On October 12, 2021, in response to the stalled negotiations, the Council directed staff to resubmit the City's petition to LACOE for the formation of an independent MUSD.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

The LACOE County Committee on School District Organization (County Committee) scheduled the Preliminary Hearing on the City's petition for April 17, 2021. As part of the petition process, the City must submit a comprehensive report, including detailed financial and demographic information, to the County Committee. The County Committee review process will also require presentations and additional analysis to support the petition.

As the petition continues through the local and State process, additional documentation will be required, including an Environmental Impact Report.

**4. Preserve Malibu's Rural Residential Character**

**a) Accessory Dwelling Unit (ADU) Ordinance (Planning)**

In September 2018, the Planning Commission held a public hearing on this item, provided its recommendation on the draft ordinance, and directed staff to come back with a final recommendation. In Fiscal Year 2019-2020, the Planning Commission hearing on the updated draft ordinance was postponed in order to address changes in State law that became effective January 1, 2020. During Fiscal Year 2020-2021, staff incorporated the guidance received from the California Coastal Commission (CCC) and State into a draft ordinance which will be presented to the Planning Commission and City Council. In Fiscal Year 2021-2022, the City received a Local Early Action Planning (LEAP) grant to implement technological improvements to streamline the ADU permit application process. In Fiscal Year 2021-2022, staff will submit the LCPA to the CCC for certification and monitor the progress of the LCPA review by the CCC. Staff will also administer and implement the LEAP grant.

**b) Short-Term Rental (STR) Home-Sharing Ordinance and LCPA (Planning, Management Services)**

In February 2018, the City contracted with Host Compliance, LLC to provide consulting and software services related to STR permitting, compliance monitoring and enforcement in anticipation of the adoption of an STR ordinance. In September 2018, Council directed staff to provide additional information regarding options for a ban on STR, including the financial implications and processing of a Local Coastal Program (LCP) amendment (LCPA). A financial consultant was contracted to provide analysis of the financial impacts of an STR ban. In December 2019, Council directed staff to prepare an ordinance similar to Santa Monica's home-share ordinance and initiate the necessary LCPA. Subsequent to the City's submittal of the LCPA to the CCC, in January 2021, the CCC submitted a comment letter to City staff. Due to the extensive data collection and analysis required to respond to the CCC letter, the City's formal response is in progress. Upon certification of the LCPA, an extensive public outreach program will be needed, followed by coordination with Host Compliance, Code Enforcement, and the Sheriff's Department to implement and enforce the new ordinance.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

**c) Parking as a Stand-Alone Use (Planning)**

In May 2017, Council adopted a resolution initiating a Zoning Text Amendment (ZTA)/LCPA to allow commercial parking facilities as a stand-alone use. In Fiscal Year 2019-2020, this item was presented to the Zoning Ordinance Revisions and Code Enforcement Subcommittee (ZORACES), the Planning Commission, and the City Council. At the November 2020 City Council meeting, the Council provided staff with additional guidance and requested that staff return with an amended ordinance.

On May 13, 2021, Ordinance No. 475 was presented to the City Council, and the Council declined to adopt the ordinance. Council directed staff to take an item to the Zoning Ordinance Revisions and Code Enforcement Subcommittee (ZORACES) to develop a plan for the Triangle parcel to be brought back to Council for approval.

**d) Overnight Parking Ordinance (Planning, Public Works)**

This ordinance amends the Malibu Municipal Code (MMC) to address long-term parking along PCH and City streets that interferes with public coastal access. In Fiscal Year 2019-2020, Council adopted Ordinance No. 460 establishing overnight parking restrictions on alternate sides of PCH for the Las Tunas and Malibu Pier/Surfrider Beach areas. In Fiscal Year 2020-2021, the Council adopted Ordinance No. 469 expanding the overnight parking restrictions to Corral Canyon Beach and Zuma Beach. Coastal Development Permits (CDP) have been approved and signs installed for Las Tunas, Zuma Beach, and Corral Canyon Beach. A CDP for installation of signs for the Malibu Pier/Surfrider Beach area remains to be processed. In Fiscal Year 2021-2022, staff will prepare ordinances to allow for the expansion of this program to other areas of the City as directed by the Council.

**e) Housing Element 6th Cycle RHNA and 2021 Housing Element Update (Planning)**

In March 2020, the City received its Regional Housing Needs Assessment (RHNA) allocation from the Southern California Association of Governments (SCAG). In November 2020, staff met with Cal Fire to obtain guidance on the draft Safety Element. In Fiscal Year 2020-2021, staff worked with its consultant to prepare a draft of the updated Housing Element and Safety Element. In June 2021, staff will begin to schedule public workshops and hearings on both the Housing and Safety Elements, which are due to the California Department of Housing and Community Development in October 2021.

**f) Cannabis Ordinance (Planning)**

Malibu Measure G became effective in December 2018, allowing recreational retail sales and delivery of cannabis within the City by two dispensaries. Allowing recreational use has triggered additional inspection, licensing and tax requirements that involve extensive research and coordination with other agencies and applicants.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

Staff is implementing the City's cannabis ordinance and, with the assistance of Code Enforcement staff, compliance with the City-issued Conditional Use Permit (CUP) is taking place. Ordinance No. 486 amending the City's cannabis ordinance to ensure compliance with the current County guidelines was presented to Council on May 13, 2021 and is scheduled for second reading on June 14, 2021. These updates will allow for County health inspections and business license requirements.

**g) MRCA Coastal Access Public Works Plan (Planning)**

The Mountains Recreation and Conservation Authority (MRCA) is proposing a Malibu Coastal Access Public Works Plan (PWP) for 17 public beach accessways along the coast in Malibu. The City submitted comments on the project's CEQA document in February 2020. In Fiscal Year 2021-2022, staff will follow up on this project and provide comment to MRCA. The project will extend over multiple years.

**h) Farmers Market Parking in the Civic Center (Planning)**

The Cornucopia Foundation submitted an amendment to its CUP in February 2021. Staff is working with the Cornucopia Foundation to complete the application and to schedule it for a public hearing. Approval of the amendment will allow for use of the City's loki property for farmers market parking on Sundays during construction of the Santa Monica College facility. In addition, staff is monitoring the long-term operations of the market.

**i) Wireless Communication Facilities Ordinance (Planning)**

Pursuant to the ordinance adopted by the City Council in April 2021, staff will continue to process applications pursuant to the new ordinance.

**j) Wireless Communication Facilities Mapping (Planning)**

In January 2021, Council directed staff to engage a consultant to identify and map existing wireless communication facilities in the City and maintain the maps on an ongoing basis. The City Council awarded a consultant contract for this work on April 26, 2021. Staff will work with the consultant to implement this ongoing project.

**k) Sign Regulations Code Amendments (Planning)**

In November 2020, based on recommendations received from the City Attorney's office, Council initiated amendments to the MMC and LCP to modify sign regulations to bring the code into compliance with the First Amendment of the US Constitution. In April 2021, staff presented a draft of the amendments for consideration by the Planning Commission and adoption by the City Council. Upon final approval by the City Council, staff will forward the LCPA to the CCC. In Fiscal Year 2021-2022, staff will monitor the progress of the LCPA review by the CCC.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

**l) Planning Department Operations (Planning)**

- 1) Planning - This program is responsible for assisting the community at the Public Counter, reviewing projects, short-term rental permit applications, event and other applications for consistency with the MMC and LCP, evaluating project compliance with the California Environmental Quality Act (CEQA), and maintaining regulatory documents, including the Malibu General Plan and zoning and land use maps.
- 2) Code Enforcement - This program ensures compliance with the laws and regulations in the MMC and Zoning Ordinance, including illegal construction, code violations, short-term rental violations, and all other enforcement issues, to keep the City safe.
- 3) Administration - Planning administration is responsible for the management of records, legal noticing, policy and procedures, agendas and staff reports, budget analysis, and contracts.

**m) Environmental Sustainability Department (ESD) Operations (ESD)**

- 1) Building Safety - This program is responsible for compliance and enforcement of State and local building standards, including fire rebuild, inspections, permits, plan check, code interpretation, and coastal and geological review.
- 2) Wastewater Management - This program is responsible for managing onsite wastewater systems for compliance, including plan check, the operating permit program, Local Agency Management Program, and the frequent pumping program.
- 3) Administration - ESD administration is responsible for the management of records, legal noticing, policy and procedures, agendas and staff reports, budget analysis, and contracts.

**n) Public Works Department Operations (Public Works)**

- 1) Project Review - The Public Works Department is responsible for the reviewing development projects that impact the public right of way and drainage facilities.
- 2) Surveying – The Department reviews certificates of compliance, parcel and tract maps for surveying issues.

**5. Enhance Environmental Efforts; Protect and Improve Water Resources**

**a) Civic Center Water Treatment Facility (CCWTF) – Phase Two (Public Works, Management Services, Planning, ESD)**

The construction of CCWTF Phase One was completed in Fiscal Year 2018-2019. The design of Phase Two began in Fiscal Year 2019-2020 and will be completed in Fiscal Year 2020-2021. Phase Two expands the wastewater collection and recycled water system to include properties in Malibu Colony, the condominiums on Civic Center Way, HRL Laboratories, and a portion of the Serra Canyon neighborhood. In addition, the treatment plant will be expanded to treat the additional wastewater from these properties. The work will include preparing a CDP, construction plans, project

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

specifications and cost estimates. In order to meet the mandated completion date of 2024, the project will begin construction in 2022.

**b) Integrated Pest Management Program / Earth Friendly Management Policy (EFMP) (ESD, Community Services, Planning)**

On October 28, 2013, the City Council adopted an Integrated Pest Management (IPM) Policy and Program. Staff implemented the IPM principles as best management practices in addressing pests and developed a community outreach brochure describing the dangers that rodenticides pose to local wildlife, as well as preventative measures and alternatives to rodenticide use.

In June 2019, the EFMP was adopted by Council. The policy remains in place with oversight by the Parks and Recreation Commission. Staff and contractors continue to follow all policies and procedures outlined in the EFMP.

**c) Clean Water Monitoring Program (ESD, Public Works)**

To carry out the City's regulatory obligations under the municipal separate storm sewer system (MS4) permit and related regulations, this program involves stream and ocean monitoring, as well as outreach to promote community-wide use of best management practices (BMPs). Ongoing monitoring for regulatory compliance includes implementation of the Coordinated Integrated Monitoring Program (CIMP), as required by the MS4 permit. The CIMP integrates stream monitoring events and TMDL monitoring for bacteria and trash at selected beaches and drainage courses, and in Malibu Creek. Special studies may include supplemental monitoring and assessment to develop adaptive management strategies for regulatory compliance. The City is the program manager for cost-sharing for the CIMP in a Memorandum of Understanding (MOU) with the County of Los Angeles and Los Angeles County Flood Control District. Additional opportunities under development include the City's near-shore ocean water quality project and supplemental assessments of sub-watersheds slated for stormwater treatment projects in the EWMP. Staff continues to implement the CIMP jointly with the Los Angeles County Department of Public Works and Flood Control District.

**d) Clean Water Regulations Compliance (ESD)**

The following regulatory and legal obligations are being implemented: Area of Special Biological Significance (ASBS); MS4 Permit (stormwater); NRDC/LA Waterkeeper lawsuit settlement agreement; short- and long-term compliance strategies for seven Total Maximum Daily Load (TMDL) requirements; wastewater systems management; and Civic Center Prohibition/MOU compliance. Staff is working with the County on an MOU for updates to EWMP and Reasonable Assurance Analysis (RAA), which may lead to the identification of additional, smaller-scale water quality improvement projects.



**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

**e) Legacy Park Rehabilitation Project (Community Services)**

This project began in 2019 by assessing the plant life within Legacy Park, which has historically struggled due to poor soil and water conditions. Staff worked with a consultant, Studio-MLA, to complete the assessment and develop a long-term, sustainable plan for rehabilitating plant life within the park.

After the first 18 plots were successfully established in Fiscal Year 2019-2020, 10 additional test plots were planted throughout the park in Fiscal Year 2020-2021.. The plots will be monitored and evaluated throughout 2021 to continue establishing and expanding native plant life to areas where growth has been difficult.

**f) Coastal Vulnerability Assessment (ESD, Planning)**

In September 2019, Council awarded a professional services contract for the development of a coastal vulnerability assessment. ESD staff and its coastal engineering consultants are working to perform an assessment of vulnerabilities along the local shoreline due to erosion and sea level rise to help inform City planning efforts by identifying impact thresholds at which significant planning areas, assets or coastal resources could be impacted by sea level rise. The consequence of the identified impacts will also inform City policies and programs to help minimize risk to important infrastructure, basic services and valuable resources. The vulnerabilities and consequences identified in this assessment will be used to facilitate prioritizing planning efforts to account for the urgency (time horizon) of each impact, and the importance of each impact on the community and resources. The first planned public workshop to solicit community input was postponed due to COVID-19.

**g) Clean Power Alliance (CPA) (ESD)**

CPA is a locally controlled electricity provider in Southern California offering clean renewable energy at competitive rates. CPA provides energy for Malibu at a fee that replaces what SCE would have charged. Starting in May 2018, Malibu residents and businesses chose the percentage of clean energy they wanted to receive. In October 2019, the Council approved the selection of the 100% Tier Option for CPA customers within the City, effective October 2020.

**h) Environmental Programs (ESD)**

This program is responsible for mandated clean water and solid waste compliance and reporting. Additionally, City staff oversee City-specific regulations, including locking dumpster lids, plastic bans, compliance with the Dark Sky Ordinance, and other environmental work plan items.

**i) FEMA Floodplain Maps (Public Works)**

In December 2011, FEMA began the process of revising the flood maps along the California coastline based upon new data and coastal engineering analysis, including modifications to base flood elevations. The City submitted an appeal to FEMA's proposed revisions to the flood maps, and subsequently a Letter of Map Revision

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

(LOMR). City staff and its consultants will be coordinating with FEMA on the City's appeal and LOMR.

**j) Pesticide LCPA (Planning)**

In December 2019, Council adopted the Pesticide LCPA, which was then submitted to CCC. Staff has responded to CCC information requests. The CCC had scheduled a hearing on the LCPA in March 2021. However, in coordination with Poison Free Malibu, the City requested a continuance until May 2021 to allow for additional time to evaluate and provide feedback on CCC staff's suggested modifications. On May 13, 2021, the CCC held a hearing and approved the City's LCPA with modifications. Staff will present the CCC's modifications to the Council in June 2021. In Fiscal Year 2021-2022, it is anticipated that the LCPA will be certified, and staff will need to present an ordinance to the City Council to implement and enforce the certified LCPA along with a staffing work plan to carry out the program.

**k) Dumpster Lid Ordinance Implementation and Enforcement (ESD, Media, Code Enforcement)**

In Fiscal Year 2019-2020, staff worked with City partners to draft an ordinance to require locking lids on commercial solid waste, organic waste, and recycling bins, which was adopted by Council in March 2020. As part of the ordinance, quarterly inspections are planned for the first year of implementation, along with outreach to assist local businesses with compliance. Code Enforcement staff were tasked with ensuring that businesses are compliant starting February 2021 and compliance has been achieved. Staff will continue enforcement of the Enhanced Dumpster Lid Ordinance.

**6. Fiscal Sustainability and Transparency**

**a) City Council, Commissions and Committees (All departments)**

All departments and staff participate in the preparation of agendas, staff reports and presentations for the City Council, City Commissions, Environmental Review Board, Committees and Subcommittees. Media staff, administrative staff and the City Clerk's office are responsible for the technical hosting of meetings and preparation of minutes.

**b) Public Records Requests and Subpoenas (All departments)**

All departments and staff participate in responding to public records requests and subpoenas by searching both digital and paper documents retained by the City.

**c) Budget Management (Management Services, Media)**

As part of the City's commitment to providing government transparency, user-friendly budget information is developed to help the community better understand the City's finances. Quarterly budget reports will continue to be provided to the Council

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

pursuant to the City's policies. Staff will continue to monitor the State and local fiscal impacts of the COVID-19 pandemic and recommend adjustments, as necessary.

**d) General Fund Reserves (Management Services)**

Pursuant to Council Policy No. 3, a minimum of 50% of the General Fund operating budget is to be maintained in the General Fund Undesignated Reserve. A 65% reserve is recommended to maintain the City's high credit rating. The reserves have been instrumental in helping the City weather the economic impacts of the Woolsey Fire and the COVID-19 pandemic. The proposed Fiscal Year 2021-2022 Budget provides for a 74% reserve.

**e) Debt Service Management (Management Services)**

The City has issued debt over the past 10 years for the acquisition of Legacy Park, the acquisition and improvements of City Hall, the acquisition of Trancas Field, and the acquisition of three vacant parcels of land. A Debt Management Policy was approved in Fiscal Year 2017-2018 to provide policy guidance for existing and future debt issuances and to help the City maintain its AA+/AAA credit rating.

**f) Finance Operations (Management Services)**

- 1) Audit Management - Finance staff is responsible for all City financial audits, including the interim and annual independent audit, audits of all outside funding sources, such as Metro, Air Quality Management District (AQMD), CDBG, Dial-A-Ride, Annual Street Report, Cities Financial Transaction Report, and the State Controller's Report. Other mandated reports are also prepared by this department including California Joint Powers Insurance Authority (JPIA) filings, US Census Bureau reports and other reports as required for debt service. Finance staff also prepares the Comprehensive Annual Financial Report (CAFR) as mandated by law.
- 2) Payroll Management - Finance staff is responsible for the City's biweekly payroll services, including preparation of quarterly and annual State and Federal tax filings, preparation of W-2 forms, management of employee benefit programs, and other mandated reporting requirements.
- 3) Accounts Payable and Cash Receipts - Accounts Payable functions include the processing of approximately 7,500 individual invoices annually, management of purchase orders, oversight and processing of approximately 1,000 alarm permits, preparation of warrant registers, and daily reconciliation of City accounts. Cash receipts functions involve the daily deposits of City revenues, including cash receipts from public counters, verification of receipt of funds, and regular bank reconciliations. Duties associated with billing and invoices include preparation of billings for commercial tenants, subpoena invoices, past due notices, oversight of all taxes, and late fee and penalties invoices. Short-term rentals (STR) and transient occupancy tax (TOT) tracking is also managed by Finance staff, including compliance with the MMC, calculation and billing of taxes due.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

- 4) Parking Citation Management - Finance staff serves as the liaison between the Los Angeles County Sheriff's Department, Volunteers on Patrol (VOP) and the City's citation processing service. Staff assists with citation receipts, appeals, and administrative hearings, and provides supplies and monitors equipment for the VOP and Sheriff's Department.

**g) Media Information Operations (Management Services)**

- 1) Public Messaging - The Media Team plans, creates and executes the City's public messaging about City actions, legislation, meeting, priorities and events, as well as emergency communications, including several types of emergency alerts.
- 2) Social Media and Platforms - The Media Team creates messaging content and graphics for the City website, 13 social media platforms (Twitter, Facebook and Instagram), Nextdoor, the traffic and emergency phone hotline, radio public service announcements (PSA), and printed materials, such as flyers, posters, mailers, surveys and other materials.
- 3) Press Releases - The Media Team manages media relations and crisis communications, including planning and executing press releases, and media events, coordinating media interviews, and providing briefings, talking points and speeches for City officials.
- 4) Emergency Communication - As part of the City's Emergency Operations, the Media Team coordinates all public communications and media relations with partner agencies at County, State and federal levels during emergency incidents, such as natural disasters, terrorist incidents, and public health emergencies.
- 5) Alert System – Media staff provide 24/7 coverage to ensure the community receives up-to-date traffic, weather, and emergency notifications.

**h) Media Management (Management Services)**

Media staff provide technical video and audio support for all of the City's public meetings, including City Council meetings, special meetings, town hall meetings and commission meetings.

**i) Information Technology (IT) (Management Services)**

IT staff provide support for more than 180 computers and 50 servers, as well as supporting the City-issued cell phones, tablets, copiers and other office equipment. Each year, IT staff responds to over 900 service requests from City staff and elected officials.

**j) Information Technology Strategic Plan Implementation (Management Services)**

The City conducted an assessment of its Information Technology (IT) Strategic Plan in FY 2019-2020 to better coordinate technology for City services and to streamline information access for the public. The consultant submitted the draft IT assessment, but the project prioritization workshop for staff was put on hold due to COVID-19. The pandemic highlighted the critical need for additional online services. This project will be resumed in Fiscal Year 2021-2022.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

**k) Records Management (City Clerk)**

This project allows City staff to coordinate with its records storage facility to improve records maintenance and management. The main goals include minimizing offsite storage of records and files, streamlining current records management, digitizing records for the permitting software program, and transferring records to the document imaging program. The intent is to reduce costs and increase efficiencies as the City converts paper originals into a digital format.

**l) City Website and Media Operations (Management Services)**

Media and Management staff oversee maintenance, improvements, and enhancements to the City's website and the MalibuRebuilds.org webpage with input from other departments' staff. Media staff work with other City staff to develop numerous brochures, advertisements, pamphlets, and mailers to promote and advertise various workshops, events, and services offered by the City. Other media information projects include enhancements to social media and an increase in the number of videos produced. Media staff form the core of the City's EOC Communications team for all disasters.

**m) City Clerk Operations (City Clerk)**

The City Clerk's office is responsible for compliance with requests made pursuant to the Public Records Act, recording documents, receiving and oversight of subpoenas, and monitoring of the Fair Political Practices Commission (FPPC) filings, and serves as the custodian of all City records.

**n) Develop and Implement new GIS system (Management Services, Planning, Public Works)**

Work under this program includes an assessment of the City's GIS needs and purchasing updated GIS software.

**7. Engage the Community**

**a) Oversight of Library Set Aside Funds and Speaker Series (Community Services, Management Services)**

The Malibu Library is owned and operated by the County of Los Angeles. The City and County work cooperatively to develop programming and improvements using Set Aside Funds for the Malibu community based on the MOU terms between the two agencies, which is in place until 2044 with two possible five-year extensions. In Fiscal Year 2018-2019, the City adopted the 2018 Malibu Library Needs Assessment to identify future projects and library programs. Due to the COVID-19 pandemic, the Malibu Library projects were not included in the City's Approved Work Plan for Fiscal Year 2020-2021. The Council continues to fund the Malibu Library Speaker Series established in 2013 to feature events with professional speakers on a wide variety of topics, in addition to the Local Author Series, which highlights Malibu's literary talent. Staff continues to work with the library to produce the program each year. Library

# City of Malibu

## Fiscal Year 2021-2022

### Proposed City Council Work Plan

---

Speaker Series events were cancelled in Fiscal Year 2020-2021 due to COVID-19. When in-person gatherings are permitted, staff will prepare details on the Malibu Library Set Aside Funds for Fiscal Year 2021-2022 for Council review and approval.

**b) Special Events (Community Services)**

The Community Services Department produces several events each year to engage the community, such as the Tiny Tot Olympics, Chumash Day, and the Halloween Carnival. In-person events were canceled in Fiscal Year 2020-2021 due to COVID-19; however, the Department coordinated several virtual events and online activities, including the Virtual Student Art Exhibition and Polli-Power Family Gardening and Art Grab-and-Go Kits. Many of these events are expected to resume in Fiscal Year 2021-2022 once in-person gatherings are permitted. Attendance at City special events in Fiscal Year 2021-2022 is expected to be lower than previous years due to State or County public health restrictions.

**c) Arts Programs and Events (Community Services)**

Seasonal art exhibits are produced at City Hall featuring works by Malibu-affiliated artists. In Fiscal Year 2020-2021, in-person exhibitions were cancelled; however, local artists were featured through an online art exhibition. A virtual Arts in Education session took place in early 2021 in partnership with Malibu Elementary School featuring poetry and art with local professionals. Due to the program's success, a student art exhibition was curated at the Michael Landon Center. The Community Services Department plans to curate outdoor art exhibitions in Fiscal Year 2021-2022, while following State and County public health guidelines, and will resume in-person art exhibitions at City Hall when in-person gatherings are permitted. Additionally, the Department will resume art programs, workshops, and events that were postponed or canceled in Fiscal Year 2020-2021.

**d) Girls Only Programming (Community Services)**

Staff coordinates and promotes several Girls Only sports programs. In Fiscal Year 2020-2021, the City offered free Girls Only clinics, following State and County COVID-19 public health guidelines. Due to COVID-19 restrictions, the City could not provide programs, such as Girls Only basketball, which had been offered in the past. In Fiscal Year 2021-2022, the City will resume expanded Girls Only programming once COVID-19 State and County restrictions are lifted to allow the sharing of equipment, indoor programming, and increased attendance.

**e) Senior Programs and Trips (Community Services)**

The Senior Center was closed during Fiscal Year 2020-2021 due to the COVID-19 pandemic. The City offered virtual programs, drive-thru events, virtual tech help, and wellness calls in Fiscal Year 2020-2021. Staff continued to provide the digital Senior Center Newsletter and worked with local organizations to offer seniors COVID-19 assistance, such as grocery shopping and errands.

# City of Malibu

## Fiscal Year 2021-2022

### Proposed City Council Work Plan

---

The City's Dial-A-Ride program continued offering low-cost transportation to grocery stores, medical appointments, and other essential locations throughout Fiscal Year 2020-2021. Additionally, the City offered Seniors free transportation to vaccination appointments, assisted seniors with finding vaccination appointments, and notified Seniors about a mobile vaccination site at Malibu City Hall.

In Fiscal Year 2021-2022, in-person programming is expected to resume following State and County COVID-19 public health guidelines. These programs include dance, yoga, poetry, autobiography writing, and art. Events and excursions will continue once gatherings are permitted, which may not be until the end of Fiscal Year 2021-2022.

**f) Community Services Programs and Classes (Community Services)**

Limited programming for school-aged children resumed after cancellations occurred in late Fiscal Year 2019-2020. Following the implementation of State and County COVID-19 restrictions, staff adapted by adjusting capacity limits and implementing new physical distancing, sanitizing, and online registration protocols. A variety of outdoor programs and day camps took place, including surf, soccer, basketball, tennis, theater, and cross country. Outdoor adult programming was also added in late Fiscal Year 2020-2021, including Pilates and yoga.

Early in the COVID-19 pandemic, the Community Services Department launched the Virtual Recreation Center on the City's website, which included free activities, health and mental wellness programs, cultural events, and virtual tours. The City will continue to update the Virtual Recreation Center in Fiscal Year 2021-2022 until programs return to full capacity.

The Department expects to resume and expand educational and recreational program offerings for all ages following State and County public health guidelines. These programs include art, exercise, music, theater, athletics, seniors, aquatics, day camps, and social skill development.

**g) Poet Laureate Program and Events (Community Services)**

Since 2017, the Poet Laureate program has continued to expand and promote the literary arts in Malibu. Working through the Cultural Arts Commission and Malibu Poet Laureate Committee, the Council appoints the Malibu Poet Laureate position every two years. Various programs and events are coordinated under the Program, including writing workshops, open mic events, Arts in Education sessions, Pizza and Poetry, and Poetry Anthologies. In Fiscal Year 2020-2021, the City's named its third Malibu Poet Laureate, John Strueloeff, to serve a one-year term. The appointment for the 2021-2023 Poet Laureate will take place in early Fiscal Year 2021-2022. The Poet Laureate Committee will remain active by providing various additional workshops, coordinating the annual Poetry Anthology, and more. In-person programming will resume in Fiscal Year 2021-2022 once gatherings are permitted.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

---

**h) SMMUSD Master Use Agreement and Program Partnerships (Community Services)**

In Fiscal Year 2020-2021, Council approved a new two-year Master Use Agreement with Santa Monica-Malibu Unified School District (SMMUSD). The Agreement allows the City to utilize SMMUSD facilities for various programs, including partnership programs with local youth sports organizations, and the Boys and Girls Club of Malibu. The Community Services Department manages all usage under the Master Use Agreement, including scheduling of programs, maintaining facility use calendars, and communicating issues and concerns to SMMUSD personnel.

A significant component of the Master Use Agreement is the Malibu Community Pool, which is operated during after-school hours and on weekends throughout the year. City Aquatic Programs are coordinated seasonally, including the SeaWolves swim team, Masters swim, youth swim lessons, lap swim, and aqua aerobics. During Fiscal Year 2020-2021, swim programs took place throughout the year with limited capacity due to COVID-19 restrictions. The City plans to expand and increase capacity of all swim programs in Fiscal Year 2021-2022 while following State and County public health guidelines.

Several City sports programs are held at SMMUSD facilities throughout the year, including the youth basketball league, volleyball, tennis, cross country, soccer, and open gym basketball. Indoor sports programs and leagues did not take place in Fiscal Year 2020-2021 due to COVID-19 restrictions. The City plans to resume modified sports programs in Fiscal Year 2021-2022 to meet the community's needs.

Since 2017, the City has partnered with the Boys and Girls Club of Malibu to offer after-school enrichment programs for students in Kindergarten through fifth grade. In late Fiscal Year 2020-2021, Malibu Elementary School and Webster Elementary School resumed in-person learning, and the City resumed limited enrichment programs to students who attended each school. The City plans to resume full-capacity programming and monthly workshops for all Malibu students in Fiscal Year 2021-2022.

The City partners with Malibu youth sports organizations, such as American Youth Soccer Association (AYSO) and Malibu Little League (MLL), to allow the use of City and SMMUSD facilities at no cost to the organizations during their primary seasons. Annual agreements are executed with each organization, with staff coordinating facility calendars, addressing field maintenance requests, and maintaining updated League registration records. In Fiscal Year 2020-2021, the County allowed youth sports leagues to provide clinics and games for school-aged children. Staff worked with the President of each organization to ensure compliance with County COVID-19 guidelines. The City anticipates full game schedules and increased registration for these organizations in Fiscal Year 2021-2022.



**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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**i) Youth Commission Programs and Events (Community Services)**

Council appoints up to 25 local students in grades 7-12 to serve on the Harry Barovsky Memorial Youth Commission for a one-year term. The Commission coordinates programs and events that benefit Malibu youth and local non-profit organizations. Additionally, the Commission provides feedback to the City regarding youth-specific projects, such as the Permanent Skate Park and school district separation. In Fiscal Year 2021-2022, the Commission will coordinate community-based volunteer events, including beach cleanup days, donation drives, and a youth government summit. In-person programs and events, such as teen movie nights, health and wellness events, and career and college preparation workshops will resume as COVID-19 restrictions are lifted.

**j) Facilities, Parks, and Special Event Reservations (Community Services)**

The Community Services Department coordinates over 150 reservations annually for venues owned by the City, including Malibu Bluffs Park, the Michael Landon Center, City Hall, vacant properties, and parking lots. These reservations include large private events, road race events, such as the Malibu Triathlon and Malibu 5K and Half Marathon, church services, picnics areas, film shoots, and local service and youth sports organizations' regular meetings serving more than 25,000 people. Due to the wide variety and large number of rentals, staff analyzes each request to determine the type of event, number of attendees, and any additional approvals needed by the City. Staff then collects fees, verifies insurance documents, provides day-of oversight for rentals, and works with the Planning Department and Malibu Film Office to ensure proper permits are submitted. In Fiscal Year 2020-2021, there was a decrease in facility reservations due to State and County restrictions on in-person gatherings. Staff anticipates facility reservations will resume at or near full capacity in Fiscal Year 2021-2022 as COVID-19 restrictions are lifted.

**k) Community Services Operations (Community Services)**

- 1) General Operations - Community Services Department general operations include the management and oversight of 11 parks, facilities, and open spaces within the City, totaling more than 21,500 operating hours annually. In addition to nine full-time staff, the Department hires, trains, and manages over 40 part-time staff to serve in frontline roles throughout the City.
- 2) Agreements - The Department administers approximately 30 agreements for various contractors and consultants, who perform a variety of maintenance and landscape services, teach programs, and provide consulting services for large projects.

**8. Improve and Maintain the City's Public Infrastructure and Community Spaces**

**a) Tree Maintenance Program (Public Works)**

This project requires the identification of priority tree trimming maintenance in accordance with the citywide inventory so that the City's urban forest is protected,

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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the roadways are clear of potential hazards, and liability to the City is minimized. Staff continues to maintain the City's urban forest in accordance with inventory recommendations. The City's contractor completed the tree inventory program in Fiscal Year 2019-2020 and will continue to perform tree maintenance based upon the inventory program.

**b) Routine Street Maintenance Program (Public Works)**

City crews maintain the City-owned streets on a regular and ongoing basis, including but not limited to filling potholes, replacing street signs, and other tasks as needed to keep the City safe and clean. The program also includes street sweeping on City-owned streets and parking lots, as well as along Pacific Coast Highway (PCH), and maintaining the City's stormwater drainage facilities.

**c) Maintenance, Weed Abatement, and Trail Management of Parks, Open Space, and the Civic Center (Community Services)**

Staff coordinates and oversees regular maintenance, weed abatement, and trail management for 11 City-owned parks, open spaces, vacant properties, and the Civic Center area. This work is completed by staff and contractors for over 650 acres of park and open space and eight miles of trails. Additionally, Department staff coordinates with the Public Safety office, City contractors, and the Lost Hills Sheriff's Station to complete the regular cleanup of homeless encampments and trash in City parks.

**d) Public Works Department Operations (Public Works)**

- 1) Permits - The Public Works Department manages the issuance of encroachment permits, street vending permits, transportation permits and parking permits and performs inspections of these permits.
- 2) Traffic Signal Maintenance Program - Work under this program includes the maintenance and operation of the City's traffic signals on Civic Center Way.
- 3) Assessment District and Community Facilities District Management - The Public Works Department manages the Broad Beach Road Assessment District (AD 2010-1), Carbon Beach Community Facilities District (CFD 2006-1) and the Civic Center Water Treatment Facility Phase 1 (AD 2015-1). Tasks include managing consultants, placing special assessments on properties within each district, preparing various reports, administering the tax rolls annually, and issuing delinquency notices when necessary.
- 4) Public Agencies and Utilities Coordination – The Public Works Department coordinates with other agencies and utility providers (e.g., Caltrans, Los Angeles County Waterworks District 29, Southern California Edison, etc.) on projects and programs affecting the City.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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**e) PCH at Trancas Canyon Road Right Turn Lane (Public Works)**

This project consists of installing a new westbound right turn lane on PCH at Trancas Canyon Road. Funding for this project will be provided through Measure R funds administered by LA Metro.

**f) Cliffside Drive Underground Assessment District (Public Works)**

Homeowners on Cliffside Drive east of Fernhill Drive requested their existing utilities be placed underground. Staff is working with the homeowners in the development of an assessment district to place the utilities underground. Initial funding to hire the required consultants was obtained by the homeowners.

**g) Stormwater Treatment Facilities Program (Public Works, ESD)**

Work under this program includes the maintenance and operation of the City's two stormwater treatment facilities: Civic Center Stormwater Treatment Facility and Paradise Cove Stormwater Treatment Facility. The program also includes two stormwater pump stations located on Cross Creek Road and at Malibu Lagoon. ESD staff continues coordinating with Los Angeles County for Measure W funds for stormwater treatment projects.

**h) Civic Center Water Treatment Facility (CCWTF) Operations (Public Works)**

The CCWTF is a centralized water treatment facility that treats and reuses wastewater flows from properties in the Malibu Civic Center area. The facility was completed and put into operation in October 2018. The facility can currently capture and treat up to 200,000 gallons of wastewater daily and convert the water for irrigation purposes. Staff oversees the ongoing operations and administration of this \$60 million facility. The operation and maintenance of this facility is funded through rates assessed annually to properties being served by the facility.

**i) Landslide Assessment Districts (Public Works)**

The City's ongoing management of three landslide assessment districts (Malibu Road, Calle de Barco, and Big Rock Mesa) includes maintaining and operating the groundwater dewatering equipment and monitoring groundwater levels and water quality. Work under this program also includes placing special assessments on the properties that are receiving the benefit of the landslide assessment district.

**j) 2021 Annual Street Resurfacing Project (Public Works)**

This project includes the design and construction management of the City's annual street resurfacing project. The streets in this project are included in the City's approved Pavement Management Plan. This project will also include the installation of speed humps on Birdview Avenue.

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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**k) Michael Landon Center Roof and Air Conditioning System Repairs (Community Services and Public Works)**

The roof at the Michael Landon Center is deteriorating, leaking, and in need of repairs, which will consist of the installation of new shingles and other underlying material. Additionally, one of the two commercial air conditioning systems is over 25 years old and in need of replacement.

**l) PCH Signal Synchronization Project (Public Works)**

This project will install communication between the existing traffic signals on PCH, from Topanga Canyon Road to John Tyler Drive, and connect the signals back to the Caltrans Traffic Management Center, allowing Caltrans to control and operate the signals and the signal system remotely. The City acquired consultants and will be managing the design, the permit process with Caltrans, and the construction phase of the project. Funding for the design and construction of this project will be provided through Measure R funds administered by LA Metro.

**m) Permanent Skate Park Design (Community Services, Planning, Public Works)**

In February 2020, Council awarded the professional services agreement for the design of a 12,500 square-foot permanent skate park on the east portion of the Crummer/Case Property adjacent to Malibu Bluffs Park. Two virtual public design meetings and a community survey were completed in 2020 before the Preliminary Design and site amenities were recommended by the Parks and Recreation Commission for approval by the City Council. The design will be reviewed by the Planning Commission before final approval by the Council in mid-2021. Once approved by the Council, Planning staff will process the CDP application and corresponding environmental documents before construction of the project begins.

**n) Vehicle Impact Protection Devices (Public Works)**

MMC Section 17.48.070 requires vehicle impact protection devices to be installed for all parking spaces located adjacent to any outdoor pedestrian seating area. The Vehicle Protection Devices project consists of installing bollard-type devices at two locations within the City's right-of-way and City-owned property: One is located on Cross Creek Road, directly in front of the Taverna Tony restaurant entrance (23410 Civic Center Way), and the other at the Malibu Coast Animal Hospital (23431 Pacific Coast Highway).

**o) Civic Center Stormwater Diversion Structure (Public Works)**

This project consists of storm drain improvements in the Civic Center area to promote the flow and circulation of stormwater into Legacy Park. Staff will manage the design, permitting and construction for this project.

**p) PCH Overhead Warning Signs (Public Works)**

This project was identified in the PCH Safety Study and includes the installation of overhead warning signs on PCH near 20356 PCH and Big Rock Drive. Funding will

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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be provided through Los Angeles County Measure M funds administered by LA Metro. Staff will procure consultants to perform design and permitting work and will manage the construction phase of this project.

**q) Legacy Park Paver Repair (Community Services, Public Works)**

This project consists of the removal and repair of a large section of pavers on the north side of the Loop Walkway at Legacy Park. The pavers have become uneven and damaged in several areas, causing a potential safety hazard for park patrons.

**r) Malibu Bluffs Park South Walkway Replacement Project (Community Services, Public Works)**

This project will replace the existing sidewalk located on the south side of Malibu Bluffs Park. Staff has repaired or replaced several different sections of the sidewalk over the past several years, but a more in-depth repair and releveling of the subsurface is required.

**s) Trancas Canyon Park Playground Resurfacing (Community Services, Public Works)**

This project will remove and replace the upper layer of the current playground pour-in-place safety surfacing at Trancas Canyon Park. The surfacing was installed in 2011 during the construction of the park, and staff has coordinated regular maintenance and several minor repairs since installation. The surfacing is at the end of its 10-year life and is in need of replacement.

**t) Marie Canyon Green Streets (Public Works)**

This project was identified in the City's Enhanced Watershed Management Plan (EWMP) and includes the installation of biofilters and other stormwater water quality devices to capture and treat stormwater. The project is intended to assist with MS4 Discharge Permit requirements. This project is currently in the design phase, and construction is anticipated to be completed in Fiscal Year 2021-2022.

**u) Pacific Coast Highway Median Improvements (Public Works)**

The project will promote traffic safety by channelizing the highway, regulating turn movements and improving traffic operations. The project will rehabilitate the existing medians and shoulders, and will install new raised medians along PCH from Webb Way to Puerco Canyon Road. This project is currently in the design phase with construction anticipated to be completed in Fiscal Year 2021-2022.

**v) Westward Beach Road Improvements (Public Works)**

This project consists of improving the parking spaces on Westward Beach Road from Birdview Avenue to approximately 1,100 feet west. The project also includes a 12-foot wide combination sidewalk and bicycle path and a bicycle connection from PCH to Westward Beach. A new concrete sand barrier will be placed between the beach and the proposed parking area to prevent sand from going on the new sidewalk and

**City of Malibu**  
**Fiscal Year 2021-2022**  
**Proposed City Council Work Plan**

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parking area. This project is currently in the design phase. It is anticipated that construction will begin in Fiscal Year 2021-2022.

**w) Bluffs Park Shade Structure (Community Services, Public Works)**

This project consists of the installation of four single-post shade structures at Malibu Bluffs Park. Two of the shade structures will be located at the Michael Landon Center playground and the other two are located at the baseball field picnic area. The project will be funded through the City's Proposition A Park Funds.

**x) Median Improvements Along Pacific Coast Highway (Public Works)**

The project scope includes both the installation of new raised medians and improvements to existing raised medians along Pacific Coast Highway (PCH) at the following locations: 1) from the intersection of Latigo Canyon Road to the intersection of Kanan Dume Road; 2) the intersection of Paradise Cove Road; and 3) from the intersection of Busch Drive to the intersection of Trancas Canyon Road. This project was identified in the 2015 Pacific Coast Highway (PCH) Safety Study and will be funded by Los Angeles County Measure M administered by LA Metro.

**y) Triangle Lot at the Intersection of Civic Center Way and Webb Way (Planning, Management Services)**

In September 2018, the City purchased the Triangle Lot property with funding provided by Los Angeles County Measure R administered by LA Metro for the purpose of developing a shared use park and ride facility on the site. In order for the property to be developed as such, the City must adopt amendments to the LCP and MMC to allow parking as a standalone use at the location. On May 13, 2021, Council considered an ordinance to allow stand-alone surface parking lots in the Commercial General (CG), Community Commercial (CC), and Commercial Neighborhood (CN) zoning districts as a conditionally permitted commercial use citywide which would include the Triangle Lot. Council voted not to adopt the proposed amendments and directed staff to work with the Zoning Ordinance Revisions and Code Enforcement Subcommittee (ZORACES) to review the City's funding agreement with LA Metro, specifically the shared-use park and ride requirements, to develop recommendations for the property going forward.

RESOLUTION NO. 21-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MALIBU  
ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2021-2022

The City Council of the City of Malibu does hereby find, order and resolve as follows:

SECTION 1. The City Council has reviewed the proposed budget at which time recommendations of the City Manager were considered, public testimony was received, and changes were made by the City Council.

SECTION 2. The 2021-2022 proposed budget is hereby approved and adopted as the official municipal budget for the City of Malibu.

SECTION 3. Unexpended appropriations may be carried forward to the next fiscal year provided the funds have been previously encumbered for a specific purpose or apply to authorized but incomplete projects in the Capital Improvement Plan.

SECTION 4. This resolution shall become effective as of July 1, 2021.

SECTION 5. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of June, 2021.

\_\_\_\_\_  
PAUL GRISANTI, Mayor

ATTEST:

\_\_\_\_\_  
KELSEY PETTIJOHN, Acting City Clerk  
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED  
BY THE CITY ATTORNEY'S OFFICE  
\_\_\_\_\_  
JOHN COTTI, Interim City Attorney

RESOLUTION NO. 21-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MALIBU  
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-2022

The City Council of the City of Malibu does hereby find, order and resolve as follows:

SECTION 1. Recitals.

- A. Article XIII B of the State Constitution requires the calculation of an annual appropriations limit for state and local government.
- B. The required computations to determine the appropriations limit for Fiscal Year 2021-2022 were performed and are attached as Exhibit A and B. The appropriations limit is \$29,440,216.
- C. In calculating the appropriations limit for Fiscal Year 2021-2022, the City has used the California per capita personal income growth factor of 5.73% and the population growth factor for the City of Malibu of -0.61% as provided by the State Department of Finance.

SECTION 2. The City Council hereby establishes the appropriations limit of \$29,440,216 for Fiscal Year 2021-2022.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of June 2021.

\_\_\_\_\_  
PAUL GRISANTI, Mayor

ATTEST:

\_\_\_\_\_  
KELSEY PETTIJOHN, Acting City Clerk  
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED  
BY THE CITY ATTORNEY'S OFFICE  
\_\_\_\_\_  
JOHN COTTI, Interim City Attorney



## Exhibit A

**City of Malibu**  
**Calculation of Appropriations Limit**  
**Fiscal Year 2021-2022**

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<b>Initial Limit (established by vote)</b>	<b>\$8,550,962</b>
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**PRIOR YEAR ADJUSTMENTS**

	<u>Factor</u>	<u>Amount</u>
1994-1995	1.02352	8,752,044
1995-1996	1.04720	9,165,141
1996-1997	1.06491	9,760,074
1997-1998	1.07004	10,443,683
1998-1999	1.06483	11,120,742
1999-2000	1.04540	11,625,674
2000-2001	1.08330	12,594,100
2001-2002	1.09976	13,850,538
2002-2003	1.00655	13,941,292
2003-2004	1.04510	14,569,998
2004-2005	1.05253	15,335,309
2005-2006	1.06502	16,332,421
2006-2007	1.04771	17,111,623
2007-2008	1.05172	17,996,606
2008-2009	1.05187	18,930,070
2009-2010	1.01526	19,218,863
2010-2011	0.98269	18,886,169
2011-2012	1.02900	19,433,780
2012-2013	1.04164	20,243,066
2013-2014	1.05845	21,426,340
2014-2015	1.00548	21,543,800
2015-2016	1.04671	22,550,181
2016-2017	1.06266	23,963,095
2017-2018	1.04281	24,988,963
2018-2019	1.04199	26,038,179
2019-2020	1.03840	27,037,945
2020-2021	1.03616	28,015,609

**CALCULATION OF FACTOR FOR FISCAL YEAR 2021-22**

Per Capita Change in Cost of Living	5.73%
Population Change	-0.61
Per Capita Change converted to a ratio	1.0573
Population Change converted to a ratio	0.9939
Calculation of factor (1.0573 x 0.9939)	1.05085047

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<b>FISCAL YEAR 2021-2022 ESTABLISHED LIMIT</b>	<b>\$29,440,216</b>
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Population adjustment figures are based on the State Department of Finance Reports

Inflation adjustment are based on the State Department of Finance figures used specifically  
to determine changes in the appropriation limit

Exhibit B

**City of Malibu**  
**Calculation of Proceeds of Taxes Fiscal Year 2021-2022**

Revenue Sources	Proceeds of Taxes (Subject to Limitation)	Non-Proceeds of Taxes (Not Subject to Limitation)
<b>Discretionary:</b>		
Property Taxes	\$ 15,146,000	\$ -
Documentary Transfer Tax	750,000	-
Utility Users Tax	2,100,000	-
Transient Occupancy Tax	4,500,000	-
City Franchise Fees	-	650,000
Sales and Use Tax	3,500,000	-
Parking Tax	400,000	-
Alarm Permit Fees	-	30,000
Film Permit Fees	-	360,000
Parking Citations	-	1,000,000
Motor Vehicle In-Lieu Fees	5,000	-
Vehicle Impound Fees	-	5,000
Interest Earnings	-	300,000
City Hall Use Fees	-	5,000
Adopt-A-Storm Drain Fee	-	-
All Other Revenue	-	30,000
Total Discretionary Taxes	26,401,000	2,380,000
<b>Non-Discretionary:</b>		
Building Permits	-	906,500
Coastal Development Permits	-	-
Building Plan Check Fee	-	835,000
Geo Soils Engineering Fee	-	600,000
Environmental Health Review Fee	-	350,000
Code Enforcement Investigation Fee	-	50,000
OWTS Fees	-	-
Planning Review Fee	-	900,000
Public Works Project Review Fee	-	300,000
WQMP Fee	-	50,000
False Alarm Service Charge	-	12,000
Passport Fees	-	-
Recreation Service Fees	-	419,000
Legacy Park	-	1,689,067
Civic Center Wastewater Treatment Facility	-	2,210,622
American Rescue Plan	-	1,413,798
FEMA/OES Reimbursements	-	1,500,000
LA County EWMP Reimbursement	-	206,000
All Other Fees	-	2,350,511
Total Use and Service Fees	-	13,792,498

**Restricted Revenues:**

State Gas Tax	326,372	-
Community Development Block Grant	-	170,000
Slide Assessment District Maintenance	-	470,845
Parkland Development Fees	-	21,000
Art in Public Places	-	5,250
Solidwaste Management Surcharge	-	142,649
Traffic Safety Fines and Forfeitures	-	200,900
Proposition A and C Traffic	436,998	-
Grants	-	18,613,376
Measure R	149,239	-
Measure M	168,871	-
Measure W	380,100	-
RMRA (SB1)	248,643	-
Air Quality Management District	-	16,800
Law Enforcement Grants	-	160,000
Total Restricted Revenue	1,710,223	19,800,820
<b>Total - All Revenue Sources</b>	<b>\$ 28,111,223</b>	<b>\$ 35,973,318</b>
<b>Limit 2021-2022</b>	<b>\$ 29,440,216</b>	
<b>(Over)/Under Limit</b>	<b>\$ 1,328,993</b>	

Note: since the total proceeds of taxes is lower than the limit, the other schedules were not completed.

Available capacity as a percentage of limit: 5%

RESOLUTION NO. 21-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MALIBU  
APPROVING THE AUTHORIZED POSITIONS AND SALARY RANGES  
FOR FISCAL YEAR 2021-2022 AND APPROVING THE GRANTS ANALYST  
AND PUBLIC SAFETY LIAISON JOB SPECIFICATIONS

The City Council of the City of Malibu does hereby find, order and resolve as follows:

SECTION 1. The City Council has reviewed the Authorized Positions and Salary Ranges for Fiscal Year 2021-2022 as set forth in Exhibit A.

SECTION 2. The Authorized Positions and Salary Ranges for Fiscal Year 2021-2022 incorporated herein by this reference are hereby approved.

SECTION 3. The City Manager has the authority to increase a salary range as needed for authorized positions that are required to be on call for emergency services by a maximum of three percent.

SECTION 4. The Grants Analyst and Public Safety Liaison Job Specifications, as set forth in Exhibit B, are hereby approved.

SECTION 5. This resolution shall become effective on July 1, 2021.

SECTION 6. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of June 2021.

\_\_\_\_\_  
PAUL GRISANTI, Mayor

ATTEST:

\_\_\_\_\_  
KELSEY PETTIJOHN, Acting City Clerk  
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED  
BY THE CITY ATTORNEY'S OFFICE

\_\_\_\_\_  
JOHN COTTI, Interim City Attorney

I CERTIFY THAT THE FOREGOING RESOLUTION NO. 21-40 was passed and adopted by the City Council of the City of Malibu at the adjourned regular meeting thereof held on the \_\_\_\_\_ day of June 2021 by the following vote:

AYES:	0	Councilmembers:	Grisanti, Silverstein, Farrer, Pierson, Uhring
NOES:	0		
ABSTAIN:	0		
ABSENT:	0		

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KELSEY PETTIJOHN, Acting City Clerk  
(seal)

## EXHIBIT A

CITY OF MALIBU				
AUTHORIZED PERSONNEL				
PROPOSED FOR FY 2021-2022				
		2020-21	2020-21	2021-22
		Adopted	Amended	Proposed
<b>MANAGEMENT &amp; ADMINISTRATIVE SERVICES</b>				
	City Manager	1.00	1.00	1.00
	Assistant City Manager	1.00	1.00	1.00
	Public Safety Manager	1.00	1.00	1.00
	Fire Safety Liaison	1.00	1.00	1.50
	Public Safety Liaison	0.00	0.00	1.00
	Public Safety Specialist	1.00	1.00	1.00
	Assistant to the City Manager	1.00	1.00	1.00
	Executive Assistant	1.00	1.00	1.00
	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	2.00	2.00
	Human Resources Manager	1.00	1.00	1.00
	Human Resources Technician	1.00	1.00	1.00
	Media Information Officer	1.00	1.00	1.00
	Media Analyst	0.00	1.00	1.00
	Sr. Media Technician	1.00	0.00	0.00
	Media Technician	1.00	1.00	1.00
	Graphic Artist	1.00	1.00	1.00
	Finance Manager	1.00	1.00	1.00
	Accounting Technician	1.00	1.00	1.00
	Sr. Accounting Clerk	0.00	0.00	0.00
	Accounting Clerk	2.00	2.00	2.00
	Grants Administrator	0.00	0.00	1.00
	Information Systems Manager	1.00	1.00	1.00
	Information Systems Technician	1.00	1.00	1.00
	Sr. PW Maintenance Worker	1.00	1.00	1.00
	PW Maintenance Worker	0.00	0.00	0.00
	Office Assistant	1.00	1.00	1.00
	Office Assistant/Receptionist	1.00	1.00	1.00
	Student Interns	0.00	0.00	0.00
	Total	24.00	25.00	27.50
<b>ENVIRONMENTAL SUSTAINABILITY</b>				
	ESD Director/Building Official	1.00	1.00	1.00
	ESD Manager/Deputy Building Official	1.00	1.00	1.00
	Environmental Health Administrator	1.00	1.00	1.00
	Sr. Building Inspector	1.00	1.00	1.00
	Associate Civil Engineer	1.00	0.00	1.00
	Certified Plans Examiner	1.00	1.00	0.00
	Building Inspector	2.00	2.00	2.00
	Environmental Program Coordinator	1.00	1.00	1.00
	Environmental Sustainability Analyst	1.00	1.00	1.00
	Administrative Analyst	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Sr. Permit Services Technician	2.00	2.00	2.00
	Permit Services Technician	1.00	1.00	1.00
	Wastewater Man. Program Specialist	1.00	1.00	1.00
	Office Assistant	2.00	2.00	2.00
	Total	18.00	17.00	17.00

<b>PLANNING DEPARTMENT</b>				
	Planning Director	1.00	1.00	1.00
	Assistant Planning Director	1.00	1.00	1.00
	Principal Planner	1.00	1.00	1.00
	Senior Planner	0.00	0.00	0.00
	Associate Planner	3.00	4.00	4.00
	Assistant Planner	3.00	3.00	3.00
	Planning Technician	4.00	3.00	4.00
	Code Enforcement Manager	0.00	1.00	1.00
	Senior Code Enforcement Officer	1.00	0.00	0.00
	Code Enforcement Officer	2.00	2.00	3.00
	Senior Administrative Analyst	1.00	1.00	1.00
	Administrative Assistant	0.00	1.00	2.00
	Senior Office Assistant	1.00	0.00	0.00
	Office Assistant	2.00	2.00	2.00
	<b>Total</b>	<b>20.00</b>	<b>20.00</b>	<b>23.00</b>
<b>PUBLIC WORKS</b>				
	Public Works Director/City Engineer	1.00	1.00	1.00
	Assistant Public Works Director/City Engineer	1.00	1.00	1.00
	Public Works Superintendent	2.00	2.00	2.00
	Senior Civil Engineer	0.00	0.00	1.00
	Associate Civil Engineer	1.00	1.00	2.00
	Assistant Civil Engineer	2.00	2.00	1.00
	Public Works Inspector	1.00	1.00	1.00
	Sr. Administrative Assistant	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>11.00</b>
<b>COMMUNITY SERVICES</b>				
	Community Services Director	1.00	1.00	1.00
	Community Services Deputy Director	1.00	1.00	1.00
	Recreation Supervisor	2.00	2.00	2.00
	Recreation Coordinator	2.00	2.00	3.00
	Parks Supervisor	1.00	1.00	1.00
	Parks Maintenance Worker	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Pool Manager (Part-time)	0.73	0.73	0.85
	Lifeguards (Part-time)	1.77	1.77	2.64
	Recreation Assistants (Part-time)	6.11	5.11	7.67
	Recreation Assistants - Skate Park (Part-time)	0.00	1.00	1.53
	Media Assistant (Part-time)	0.06	0.06	0.08
	<b>Total</b>	<b>17.67</b>	<b>17.67</b>	<b>22.77</b>
<b>TOTAL EMPLOYEES</b>		<b>89.67</b>	<b>89.67</b>	<b>101.27</b>

CITY OF MALIBU AUTHORIZED POSITIONS AND SALARY RANGES		
FY 2021-2022		
Classification	Salary Range	
City Manager	248,000	
Assistant City Manager	161,341	210,512
Deputy City Manager	158,306	206,554
Environmental Sustainability Director/Building Official	153,694	200,537
Public Works Director/City Engineer	153,694	200,537
Community Services Director	142,886	186,434
Planning Director	142,886	186,434
Assistant Public Works Director/Asst City Engineer	123,437	161,057
Community Services Deputy Director	123,437	161,057
Environmental Sustainability Manager/Dep Building Official	123,437	161,057
Assistant Planning Director	123,437	161,057
Finance/Accounting Manager	120,424	157,127
City Clerk	111,955	146,076
Permit Services Manager	111,955	146,076
Senior Civil Engineer	111,955	146,076
Environmental Programs Manager	108,813	141,975
Public Safety Manager	108,806	141,968
Public Works Superintendent	108,806	141,968
Code Enforcement Manager	106,627	139,124
Information Systems Manager	106,627	139,124
Associate Civil Engineer	96,708	126,180
Environmental Health Administrator	96,708	126,180
Information Systems Administrator	96,708	126,180
Principal Planner	96,708	126,180
Assistant to City Manager	92,503	120,694
Senior Planner	92,503	120,694
Recreation Manager	90,683	118,320
Certified Plans Examiner	88,102	114,953
Human Resources Manager	88,102	114,953
Senior Environmental Programs Coordinator	88,102	114,953
Senior Administrative Analyst	85,574	111,653
Supervising Building Inspector	85,574	111,653
Assistant Civil Engineer	83,545	109,009
Executive Assistant	81,217	105,971
Environmental Programs Coordinator	79,563	103,812
Environmental Sustainability Analyst	79,563	103,812
Financial Analyst	79,563	103,812
Associate Planner	79,381	103,574
Fire Safety Liaison	78,852	102,886
Public Safety Liaison	78,852	102,886
Media Information Officer	78,852	102,886
Recreation Supervisor	78,852	102,886
Parks Supervisor	77,764	101,465
Senior Building Inspector	77,622	101,282
Senior Code Enforcement Officer	77,621	101,280
Senior Public Works Inspector	77,524	101,151
Emergency Services Coordinator	76,142	99,348
Administrative Analyst	73,924	96,454



Grants Administrator	73,924	96,454
Human Resources Analyst	73,924	96,454
Media Analyst	73,924	96,454
Senior Accounting Technician	69,948	91,266
Senior Recreation Coordinator	68,570	89,468
Assistant Planner	67,657	88,277
Building Inspector	67,059	87,495
Code Enforcement Officer	67,059	87,495
Deputy City Clerk	67,059	87,495
Environmental Programs Specialist	66,724	87,061
Wastewater Management Program Specialist	66,724	87,061
Public Works Inspector	65,455	85,405
Senior Parks Maintenance Worker	64,921	84,707
Planning Technician	63,867	83,331
Senior Administrative Assistant	63,867	83,331
Senior Media Technician	63,867	83,331
Senior Permit Services Technician	63,867	83,331
Senior Public Works Maintenance Worker	63,867	83,331
Recreation Coordinator	62,339	81,338
Accounting Technician	60,826	79,365
Human Resources Technician	60,377	78,780
Administrative Assistant	56,155	73,270
Parks Maintenance Worker	56,155	73,270
Public Works Maintenance Worker	56,155	73,270
Information Systems Technician	55,164	71,977
Media Technician	55,164	71,977
Permit Services Technician	55,164	71,977
Records Management Specialist	52,723	68,792
Public Safety Specialist	52,723	68,792
Wastewater Management Program Analyst	52,589	68,618
Senior Accounting Clerk	51,284	66,915
Senior Office Assistant	48,854	63,746
Graphic Artist	48,854	63,746
Accounting Clerk	48,026	62,663
Office Assistant	42,193	55,052
Pool Manager	37,330	48,707
<b>Part-Time Positions - Hourly Rates</b>		
Recreation Assistants I (Part-time)	15.72	20.52
Recreation Assistants II (Part-time)	18.65	24.34
Media Assistant (Part-time)	18.65	24.34
Office Assistant (Part-time)	17.13	22.35
Parks Maintenance Assistant (Part-time)	15.72	20.52
Pool Manager (Part-time)	17.96	23.43
Lifeguards (Part-time)	15.72	20.52
Intern (Part-time)	15.72	20.52
Student Intern	15.00	19.57

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EXHIBIT B



**CITY OF MALIBU**

**GRANTS ANALYST**

Class Description

May 2021

FLSA: Non-Exempt

**DEFINITION**

Under direct and general supervision, performs a variety of complex budget and financial analyses to ensure compliance and proper management of grant funds to maximize financial resources and conducts and coordinates highly responsible financial and accounting work, including development, maintenance and analysis of grant accounting. Also, prepares written grant reports, funding agreement, funding agreement amendments, and staff reports. In addition, assists in the evaluation of financial transactions; performs technical, confidential and accounting support work related to the preparation and reconciliation of financial and accounting records, reports, reviews and performs a variety of studies assists with the needs of the Administrative Services Department and performs related work as required.

**SUPERVISION RECEIVED AND EXERCISED**

Receives direct and general direction by the Assistant City Manager. May exercise functional supervision over technical staff.

**CLASS CHARACTERISTICS**

This is a single-position classification that maintains and monitors the City's grants to ensure compliance and proper management of grant funds to maximize financial resources. Conducts and coordinates highly responsible financial and accounting work, including analysis and maintenance of grants accounting with only occasional instruction or assistance. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are skilled in the operating procedures and policies of the work unit. Work is normally reviewed only on completion and for overall results.

**EXAMPLES OF ESSENTIAL JOB FUNCTIONS** (Illustrative Only)

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Reviews and prepares grant reports, drawdowns and billings, and other financial information related to grants, and analyzes, monitors and maintains financial records for grants Citywide.
- Secures and maintains copies of grant agreements and MOUs and keeps abreast of grant program regulations and requirements to ensure that the City maintains its eligibility for grants awarded.
- Prepares, analyzes, and reviews reports, including staff reports to City Council for approval of grant submissions and/or acceptance of funds and ongoing grant updates
- Prepares monthly, quarterly and annual written reports, funding agreements and grant amendments as required by grant agencies.
- Generates and assists in the preparation of monthly, quarterly, and year-end financial, summary and technical reports.
- Assists staff in the identification and accounting of grant match requirements including staff time and personnel costs.

- Prepares documents for closeout of Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES), Los Angeles County Metropolitan Transportation Authority and other federal, state and local grants; ensures proper recording in accounting system; reconciles accounts; prepares drawdown requests for remaining funds.
- Conducts research, collects and analyzes financial data, responds to inquiries and coordinates with City staff to provide grant documents for compliance and financial audits conducted by regulatory agencies and auditors.
- Assists in the development of the City's budget as it relates to grants administration.
- Prepares the Single Audit Report, grant financial statements, and other required grant reports to ensure reporting compliance.
- Performs complex and technical accounting work for cash control, accounts payable and receivable, and payroll.
- Provides grant revenue and expenditure budget information to finance staff and project managers to ensure correct accounting and financial planning.
- Monitors and reports on grant expenditures, required match contributions, revenues, available grant balances and cash accounts. Assists in reconciling grant accounts and preparing accounting entries as required.
- Acts as a resource to City staff on issues relating to grants, including project timelines and funding needs. Develops reporting schedules for each grant received to ensure timeliness of required program and financial reports.
- Works with other department staff to ensure maximization of all grant revenue resources and identifies opportunities for funding reallocation to other eligible projects.
- Monitors cash flow for grant funded projects.
- Verifies, posts and records a variety of financial transactions; prepares and maintains database, records and a variety of periodic and special financial, accounting and statistical reports.
- Reconciles transactions and data as directed; records changes and resolves differences, maintains the accuracy of the accounting and financial records.
- Serves as a liaison for the Administrative Services Department with other City departments, divisions, and outside agencies; attends meetings, as necessary; provides staff support to commissions, committees and task forces, as necessary; negotiates and resolves significant and controversial issues.
- Provides highly complex staff assistance to the Assistant City Manager; prepares and presents staff reports and other necessary correspondence.
- Assists customers, departments, and employees by providing answers and information regarding specific account information, discrepancies and/or general accounting and grants procedures; and updates related files and departments on action items.
- Researches and recommends new grants and/or funding sources.
- Prepares grant applications for new grant funded projects.
- Confers with members of the public to explain accounting and grant policies and programs and to respond to complaints and requests for information.
- Assists with special projects as required.
- Performs other related duties, as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices and techniques of public administration with a specialty in grant administration and management.
- Principles and practices of municipal accounting and finance administration.
- Federal, state and local grant resources.
- Laws and regulations applicable to grant funding.
- Program and project development, implementation and evaluation.

- Microsoft Office, computerized accounting systems and computer software and systems related to finance and accounting processes.
- Report writing techniques.
- Principles of business letter writing and basic report preparation.
- Quantitative and management analysis techniques.
- Principles and practices of auditing payroll and other finance documents.
- Project management.
- Effective training and coordinating techniques.
- Effective customer service techniques.
- Records management principles and practices.

**Skill in:**

- Principles, practices and techniques of public administration with a specialty in grant administration and management.
- Federal, state and local grant resources.
- Laws and regulations applicable to grant funding.
- Program and project development, implementation and evaluation.
- Report writing techniques.
- Composing correspondence and reports independently or from brief instructions.
- Quantitative and management analysis techniques.
- Project management.
- Organizing own work, setting priorities and meeting critical time deadlines.
- Effective training and coordinating techniques.
- Ability to conduct research, identify, apply and manage grant funds.
- Prepare varied and complex accounting records, accounting transactions, financial statements, reports and analyses.
- Prepare, maintain and present accurate and organized statistical and narrative reports and records.
- Analyze and review financial data to develop forecasts and trends.
- Interpret and apply relevant laws and regulations.
- Interpret and analyze legislative proposals.
- Maintain current information and data pertaining to grant application and management.
- Making accurate arithmetic, financial and statistical computations.
- Communicate clearly and effectively, both orally and in writing.
- Provide effective customer service.
- Establish and maintain effective and cooperative working relationships with a variety of individuals including other City employees and the public.
- Work as a team member.
- Skill in: Using a personal computer and applicable software applications

**Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Equivalent to graduation from an accredited four-year college or university with major coursework in accounting, finance, business or public administration, or a related field and five (5) years of experience in municipal government, preferably with a municipal finance and/or grants management environment. Experience researching, applying for and managing grant funds is highly desirable. Possession of a Master's degree in a field outlined above or a Certified Public Accountant (CPA) certification is highly desirable.

**License:**

Must possess and maintain a valid California class C driver license and have a satisfactory driving record.

**PHYSICAL DEMANDS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Positions in this classification occasionally lift and carry reports and records that typically weigh less than 20 pounds.

**ENVIRONMENTAL ELEMENTS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**WORKING CONDITIONS**

May be required to work evening, weekend and holiday hours, City Council meetings and overtime.



## **CITY OF MALIBU**

### **PUBLIC SAFETY LIAISON**

Class Description

January 2021

FLSA: Non-Exempt

### **DEFINITION**

Under general direction, provides a full range of highly complex staff assistance as well as administrative and analytical support to the Public Safety Manager; serves as liaison between the City's Public Safety Office and the Los Angeles County Sheriff's Department to address safety concerns in the community; coordinates the efforts of law enforcement and the City's homeless outreach workers to address safety concerns related to people experiencing homelessness; serves as a liaison to the general public, City staff, appointed boards and committees, community organizations, and other governmental agencies seeking interaction with the City's Public Safety Program; and develops, organizes and presents on the City's homelessness and community safety programs, and performs related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the Public Safety Manager. May exercise functional supervision over technical and clerical staff.

### **CLASS CHARACTERISTICS**

The single-position classification is responsible for assisting the Public Safety Manager with implementing the City's programs to address homelessness and community safety, as well as public safety outreach, communication, and response functions. Successful performance of the work requires extensive professional background and skill in coordinating with public agencies particularly law enforcement departments, city code enforcement and community organizations. Responsibilities include implementing and administering consistent, credible, and professional communications and programs without direct supervision.

### **EXAMPLES OF ESSENTIAL JOB FUNCTIONS** (Illustrative Only)

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Serves as the City's liaison to the Sheriff's department regarding community safety concerns.
- Coordinates encampment clearing activities with the Los Angeles County Sheriff's Department, homeless outreach service providers and residents.
- Represents the City in the community and with local organizations to address issues related to people experiencing homelessness, crime, and other public safety concerns.
- Assists in the implementation of the City's Homelessness Strategic Plan.
- Designs, organizes, and presents community safety programs for community groups, service groups, neighborhood associations, local businesses, schools, City departments and the general public.

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- Works cooperatively with community groups, service groups, neighborhood associations, local business, schools, City departments and the Los Angeles County Sheriff's Department to promote mutual interests.
  - Responds to requests for information from the public and other sources.
  - Provides assistance to Neighborhood Watch groups and other neighborhood organizations who are concerned about safety.
  - Assists with the Public Safety Program's public communication activities including writing content for the City's website and social media platforms.
  - Develops public service announcements on safety issues and coordinates the filming and airing of announcements on media channels.
  - Assists with providing public information to the media and the community pertaining to public safety activities and responses to safety concerns.
  - Explains and interprets programs, policies and activities related to people experiencing homelessness.
  - Performs research on available grants; prepares applications and writes proposals to fund various safety and homelessness-related activities and assists in the implementation of grant funded projects and programs.
  - Responds to and resolves difficult and sensitive complaints and inquiries; provides general and specialized information and assistance.
  - Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices and procedures of homeless services, encampment management, law enforcement and public safety administration.
- Nuisance abatement and crime prevention best practices.
- Modern principles and practices of program development, research methods, administration, and evaluation.
- Functions of public agencies and public safety agencies.
- Applicable federal, state, and local laws, codes and regulations that influence public safety programs.
- Methods and techniques for report writing and presentations, contract negotiations, business correspondence and information distribution; research and reporting methods, techniques, and procedures.
- Principles and practices of sound business communication.
- Techniques for effectively representing the City with government agencies, community groups and various business, professional, regulatory, and legislative organizations.
- Techniques for dealing effectively with the public, vendors, contractors, and City staff, in person and over the telephone.
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

**Skill in:**

- Planning, organizing, and carrying out a full range of community safety education, outreach and training with minimal supervision and direction.
- Effectively representing the City's Public Safety Program in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, legislative organizations, and community groups.
- Identifying and responding to issues and concerns of City management, the City Council, outside agencies, professional groups, community groups, commissions, and committees.
- Operating modern office equipment including computer equipment; operating related software applications, including word processing, spreadsheet operations and other related areas including research and statistical analysis.
- Preparing clear and concise reports, correspondence, policies, procedures, and other written materials.
- Using English effectively to communicate in person, over the telephone and in writing.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Ability to develop procedures in accordance with the City's public safety priorities.

**Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Graduation from an accredited four-year college or university with major course work in Criminal Justice, Public Administration, or related field and three to five (3–5) years of increasingly responsible experience in public safety or homelessness programs within a local government environment is preferred; a minimum of five to ten (5-10) years of professional experience with a government agency working with community members is required.

**License:**

Must possess and maintain a valid California class C driver license and have a satisfactory driving record.

**PHYSICAL DEMANDS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information. Positions in this classification occasionally lift and carry reports and records that typically weigh less than 20 pounds.



**ENVIRONMENTAL ELEMENTS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**WORKING CONDITIONS**

May be required to work evenings, weekends, and holidays.