



Supplemental Council Agenda Report

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

Prepared by: Elizabeth Shavelson, Assistant to the City Manager

Reviewed by: Ruth F. Quinto, Interim Assistant City Manager/City Treasurer

Approved by: Steve McClary, Interim City Manager

Date prepared: January 13, 2022 Meeting date: January 24, 2022

Subject: Fiscal Year 2021-2022 Second Quarter Financial Report and Mid-Year Budget Amendments

RECOMMENDED ACTION: 1) Receive and file Fiscal Year 2021-2022 Second Quarter Financial Report; 2) Provide direction on Fiscal Year 2021-2022 City Council Priorities and Departmental Tasks including Capital Improvement Projects; and 3) Adopt Resolution No. 22-07 amending the annual budget for Fiscal Year 2021-2022.

FISCAL YEAR: The Proposed Fiscal Year 2021-2022 Mid-Year Budget Amendments total an increase of \$5.66 million in General Fund Revenue and an increase of \$770,000 in General Fund expenditures, an increase of \$18,000 in Legacy Park Fund expenditures, an increase of \$6,000 in Civic Center Water Treatment Facility Operations Fund expenditures.

In response to the economic impacts of the COVID-19 pandemic and the slow recovery projected, the City established a \$6.5 million Designated Reserve for Operating Expenditures for the Fiscal Year 2021-2022. The Adopted Budget for Fiscal Year 2021-2022 projected a transfer of \$3,787,788 from this designated reserve to balance the budget. With the proposed \$5.66 million increase in General Fund Revenue for Fiscal Year 2021-2022, the draw down from the Designated Reserve is no longer required.

The First Quarter financial report estimated the General Fund Undesignated Reserve for June 30, 2021 at \$36.8 million based on the unaudited numbers. The final audited numbers confirm that the City ended Fiscal Year 2020-2021 with a \$38.8 million Undesignated General Fund Reserve. As of December 31, 2021, the General Fund

Undesignated Reserve is projected at \$39.2 million for the year ending June 30, 2022. The City's Projected General Fund Undesignated Reserve will be approximately 97.5% of the Fiscal Year 2021-2022 operating budget and will exceed the 65% targeted reserve amount.

The Adopted Budget for Fiscal Year 2021-2022, as adopted on June 28, 2021, included an estimated \$2,099,000 in expenses attributable to the rebuilding efforts for the Woolsey Fire. The Proposed Fiscal Year 2021-2022 Mid-Year Budget Amendments propose no additions to the budgeted amount. This amount does not include FEMA and CalOES related reimbursable expenses.

It is recommended that the Council maintain the \$6.5 million Designated Reserve established for Fiscal Year 2021-2022 Operations through the end of the fiscal year as the continuing economic impacts of the COVID-19 pandemic are unpredictable.

WORK PLAN: This item was included as item 6c in the Adopted Work Plan for Fiscal Year 2021-2022.

DISCUSSION: The attached report provides revenue, expenditure and fund balance totals for the Second Quarter of Fiscal Year 2021-2022 and the proposed mid-year budget amendments (Attachment 1).

The Revenues by Fund Report (pages A-1 through A-5) reflects General Fund revenues of \$19.7 million or 51.2% of the annual budgeted amount for the fiscal year. Total revenue for all funds received through the second quarter is \$24.1 million or 28.6% of the annual budgeted amount for the fiscal year. Many revenue sources are received on a quarterly or annual basis and, as such, will be reflected when the year-end report is presented. For example, property taxes are remitted by the County after they are paid by property owners in December and April; Property Tax - In Lieu payments typically come at the end of the year; and, Transient Occupancy Tax - Private Rentals is remitted quarterly. Therefore, this report only reflects payments made in October for the period of July through September. The second quarter payments will be received by the end of January and are not included in this report. Sales Tax is remitted quarterly to the State and then passed along to the City, so there is some lag in those receipts as well. Additionally, total City revenue includes grant reimbursements for CIP expenditures that are typically received at the end of the fiscal year.

The Expenditure by Fund Report (pages A-6 through A-8) reflects budget carryovers from Fiscal Year 2020-2021, as well as the appropriations approved by the City Council for the current fiscal year in the Amended Budget column. Budget Adjustments, Carryovers, Corrections and Council Appropriations total \$948,268 through December 31, 2021. General Fund expenditures for the second quarter total \$17.5 million or 42.5%

of the annual budgeted amount. Expenditures for all funds total \$24.5 million or 26.6% of the annual budgeted amount.

Projected Fund Balances for the fiscal year-end are reflected on page A-9. The projected Undesignated Fund Balance at June 30, 2022 includes all expenses appropriated by the Council as of December 31, 2021. The City ended Fiscal Year 2020-2021 with \$38.8 million (audited) in the Undesignated General Fund Reserve. As of December 31, 2021, the projected General Fund Undesignated Reserve at June 30, 2022 is \$39.2 million. In addition, the \$6.5 million Council previously set aside as a Designated Reserve for Fiscal Year 2021-2022 Operating Expenditures is projected to remain unspent and available to be designated for other purposes.

Impacts of Ongoing COVID-19 Pandemic

With the current surge in COVID-19 cases in Los Angeles County, public health regulations are anticipated to continue to impact some revenue sources and normal City operations for the remainder of Fiscal Year 2021-2022. However, the City's major revenue sources including property tax, sales tax, transient occupancy tax (TOT), gas tax, parking tax, planning fees and building permits have significantly recovered from the initial economic impact of the pandemic. Staff will continue to monitor the economic impacts of additional surges in COVID-19 cases.

Status of Fee Waivers for Woolsey Fire Rebuilds

On November 8, 2021, the Council adopted Resolution No. 21-62 superseding and replacing Resolution No. 21-10, directing the City Manager to waive certain fees related to the rebuilding of structures that were damaged or destroyed by the Woolsey Fire on a property used as a primary residence. The updated fee waiver requirements state that an application for fee waivers must be received by June 30, 2023; all required Planning Department applications for the project must be deemed complete by June 30, 2023; all required building permits must be pulled by December 30, 2023; and no fees will be waived beyond December 30, 2023.

The Adopted Budget for Fiscal Year 2021-2022 includes sufficient funding for the consultant services required to assist all remaining Woolsey Fire property owners and is not reliant on revenue from permit fees.

Mid-Year Budget Amendments

The Mid-Year Budget Amendments are detailed on pages A-11.

General Fund Revenue Amendments

Staff is recommending the following amendments to the General Fund revenue budget which total a net increase of \$5.66 million:

- An increase of \$500,000 in Current Year Secured Property Tax (100-0000-3111). This increase is projected based on updated property tax information received from Los Angeles County.
- An increase of \$250,000 in Documentary Transfer Tax (100-0000-3131). This increase is projected due to an increased number of property sales including the \$177 million home sale that occurred in the fall.
- An increase of \$750,000 in Transient Occupancy Tax – Hotel and Motels (100-0000-3133). This increase reflects higher than anticipated transient occupancy tax received during the first two quarters of the fiscal year. Hotels and motels remit TOT monthly.
- An increase of \$2.5 million in Transient Occupancy Tax – Private Rentals (100-0000-3133-01). This increase is projected due to the delay in the California Coastal Commission's public hearing on the City's proposed Hosted Short-Term Rental Ordinance. STR permit holders are required to file TOT quarterly, therefore, the revenue received to date only reflects the first quarter of the fiscal year.
- An increase of \$1.0 million in Sales and Use Tax (100-0000-3137). Sales Tax has recovered far more quickly than originally anticipated. This number reflects the higher amount received in Fiscal Year 2020-2021 and has been developed in conjunction with the City's Sales Tax consultant, HdL Companies.
- An increase of \$6,500 in Code Enforcement – Special Investigations (101-0000-3203-01). This increase is projected due to increased enforcement.
- An increase of \$30,000 in Electrical Permit Fees (101-0000-3208). This increase is projected due to an increase in the number of permits issued.
- An increase of \$150,000 in Planning Review Fees (101-0000-3421). This increase is projected due to an increase in the number of planning applications.
- An increase of \$30,000 in Biology Review Fees (101-0000-3408). This increase is projected due to an increase in the number of biology reviews to be conducted.
- An increase of \$10,000 in Administrative Plan Check Processing Fees (101-0000-3410-01). This increase is projected due to an increased number of projects under review.

- An increase of \$75,000 in In-house Plan Check Fees (101-0000-3411). This increase is projected due to an increased number of projects under review.
- An increase of \$200,000 in Geo Soils Engineering Fees (101-0000-3412). This increase is projected due to an increased number of projects under review.
- An increase of \$15,000 in Other Plan Check Fees (101-0000-3413). This increase is projected due to an increased number of projects under review.
- An increase of \$10,000 in Code Enforcement Investigation Fees (101-0000-3416). This increase is projected due to increased enforcement.
- An increase of \$15,000 in Credit Card Fees (101-0000-3419). This increase is projected due to an increase in the use of online credit card payments.
- An increase of \$20,000 in Technology Enhancement Fees (101-0000-3427). This increase is projected due to an increased number of project applications.
- An increase of \$50,000 in Public Works/Engineering Fees (100-0000-3431). This increase is projected due to an increased number of projects under review.
- An increase of \$1,000 in Electric Vehicle Charger Fees (100-0000-3436). The City began charging fees at City-owned charging stations for the first time in Fiscal Year 2021-2022. There has been greater use of the charging stations than had originally been anticipated.
- An increase of \$70,000 in Vehicle Impound Fees (100-0000-3446). This increase is projected due to an increased fee for impounded vehicles that went into effect in Fiscal Year 2021-2022.
- An increase of \$38,000 in Municipal Facility Rental Use Fees (100-0000-3451). This increase is projected due to increased rentals of facilities and Malibu Triathlon payments.
- An increase of \$14,000 in Aquatics Program (100-0000-3466). This increase is projected due to increased participation in swim programs.
- A decrease of \$15,000 in Senior Adult Programs (100-0000-3468). This decrease is projected due to a decrease in the number of programs as a result of the ongoing COVID-19 pandemic.

- An increase of \$2,000 in Skate Park (100-0000-3469). This increase is projected due to the addition of a skate camp program.
- A decrease of \$59,000 in Recreation/Community Class Registration (100-0000-3470). This decrease is projected due to a decrease in the number of programs as a result of the ongoing COVID-19 pandemic.
- A decrease of \$7,500 in Special Events (100-0000-3472). This decrease is projected due to a decrease in the number of special events as a result of the ongoing COVID-19 pandemic.
- An increase of \$5,000 in City Hall Use Fees (100-0000-3505). This increase is projected due to increased City Hall parking lot rentals.

General Fund Expenditure Amendments

The following amendments to the adopted expenditure budget are recommended. The expenditures total an increase of \$770,000 in General Fund expenditures. An increase of \$18,000 in Legacy Park Fund expenditures, an increase of \$6,000 in Civic Center Water Treatment Facility Operations Fund expenditures and an increase of \$225,000 in Disaster Recovery Capital Improvement Fund expenditures (Point Dume Walkways – Professional Services and Storm Drain Master Plan – Professional Services) are also included:

- \$30,000 for Street Maintenance – Street Maintenance (100-3001-5120). This increase will cover additional expenses to perform additional restriping work along Kanan Dume Road.
- \$50,000 for Street Maintenance – Storm Response (100-3001-5123). This increase will cover additional expenses related to the deployment of generators to power traffic signals in response to Southern California Edison's Public Safety Power Shutoffs in the fall of 2021.
- \$250,000 for Street Maintenance – Storm Response (100-3001-5123). This increase will cover additional expenses related to the storm response and clean up after the recent heavy rains. Some of these costs may be eligible for reimbursement by CalOES. Governor Newsom made an emergency declaration for the storms preceding the Christmas holiday. Staff will continue to look into the potential for reimbursement.
- \$180,000 for City Council – Professional Services (100-7001-5100). Additional funding is needed for additional expenses related to consultant and other services to support the City's petition for Unification of a Malibu Unified School District and

to prepare for the public hearing before the Los Angeles County Office of Education's County Committee on School District Separation tentatively scheduled for Spring 2022. Consultants will produce the associated public outreach, reports and presentations for the City's petition. This additional appropriation is consistent with the Administration and Finance Subcommittee discussion and reflects the direction provided to include all anticipated costs for the remainder of the year.

- \$40,000 for Legal Services – Investigations (100-7005-5100-01). This increase will cover the additional expenses already incurred related to the investigation into the Wagner Affidavit.
- \$60,000 for Building Safety – Full-Time Salaries (101-2004-4101). Additional funding is needed to increase full-time staffing levels in the City's Building Safety Division. The addition of a Permit Technician and a Building Inspection position will assist the City's Building Safety Division respond to the City's increased number of building projects.
- \$35,000 for Solid Waste Management – Full Time Salaries (100-3004-4101). Additional funding is needed to increase full-time staffing levels in the City's Environmental Sustainability Department. The additional Sustainability Analyst is needed assist with the City wide implementation of SB 1383 Short-Lived Climate Pollutant Reduction Strategy regarding organic waste recycling.
- \$60,000 for Building Safety – Professional Services (101-2004-5100). Building Safety needs consultant services to prepare the materials necessary for establishing the permit requirements for the Dark Sky Ordinance and conduct presentations.

There will be additional consultant services needed to review permit applications and perform in-field inspections. Many properties will require an electrical permit to change fixtures to comply with the new ordinance. Building Safety staff estimates that there may be 300 permits received in the remainder of the fiscal year. The costs of the consultant services will be offset by revenue generated from permit fees. When staff has a clearer understanding of these revenues and costs, these numbers will be presented to Council.

- \$25,000 for Building Safety – Advertising and Noticing (101-2004-5401). Building Safety will need additional funds to design, print and distribute the outreach materials for the Dark Sky Ordinance. These funds will also cover advertisements in the City's local papers.
- \$64,000 to evaluate City facilities for compliance with the Dark Sky Ordinance including \$10,000 for City Hall – Professional Services (103-9050-5100); \$24,000 for Parks Maintenance – Professional Services (100-4010-5100); \$6,000 for

Stormwater Treatment Facilities – Professional Services (100-3007-5100); \$18,000 for Legacy Park Professional Services (500-7008-5100); and \$6,000 for Civic Center Water Treatment Facility – Professional Services (515-3010-5100). The Dark Sky Ordinance requires all City facilities to be compliant by October 2022. Staff will need to retain an engineer to do an evaluation of the lighting at City facilities and develop plans to bring the facilities into compliance. Costs associated for the required upgrades are not included in this midyear budget as they have not yet been determined.

Personnel

The Adopted Budget for Fiscal Year 2021-2022 provides for total number of 101.27 full-time equivalent positions (FTE) employees comprised of 88 full-time employees and 37 part-time employees (13.27 full-time equivalents). The Adopted Budget restored 7.5 FTEs that had been eliminated in response to the COVID-19 pandemic. These 7.5 positions are budgeted with funds from the American Rescue Plan Act. During the pandemic, recruitment has been a slow process, but most of these positions have been filled. Since the beginning of the fiscal year, 11 full-time employees have resigned from the City. HR staff has refilled some of these vacancies and is actively recruiting to refill the others, but all City departments are currently understaffed.

At this time, in order to address the City's Work Plan, it is recommended that three full-time positions be added. The funding necessary to fund these additional positions has been included proposed General Fund Expenditure Amendments detailed above.

- Add: Permit Technician (Building Safety): The workload experienced by the Building Safety Division has increased in recent years as a result of Woolsey Fire rebuilds and increased building activity in general. At this time, an additional Permit Technician is necessary to maintain and improve the level of service provided to the community. The total cost for this position for the remainder of Fiscal Year 2021-2022 will be approximately \$30,000. The cost for a full fiscal year would be approximately \$90,000.
- Add: Building Inspector (Building Safety): The workload experienced by the Building Safety Division has increased in recent years as a result of Woolsey Fire rebuilds and increased building activity in general. At this time, an additional Building Inspector is necessary to maintain and improve the level of service provided to the community. The total cost for this position for the remainder of Fiscal Year 2021-2022 will be approximately \$30,000. The cost for a full fiscal year would be approximately \$90,000.
- Add: Sustainability Analyst (Building Safety): The passage of SB 1383 imposes new and significant regulations on organic waste recycling which the City is required to implement and adhere to. The additional Sustainability Analyst is

necessary in order to assist with the City wide implementation of SB 1383 and maintain the level of service provided to the community. This staff position will also assist with Dark Sky outreach, the commercial dumpster ordinance, and other existing environmental programs. The total cost for this position for the remainder of Fiscal Year 2021-2022 will be approximately \$35,000. The cost for a full fiscal year would be approximately \$104,750.

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. Malibu is now estimated to receive a total of \$2.83 million in two payments to be used on eligible expenses. The US Treasury issued the Final Rule on the use of the ARPA funds on January 6, 2022. Staff is still analyzing the final guidance regarding funding eligibility. The Adopted Budget for Fiscal Year 2021-2022 uses \$759,549 of the ARPA funds to cover the cost of adding 7.5 full-time equivalent (FTE) positions to help return the City to pre-pandemic staffing levels and another \$75,000 for budget software to support the resiliency of City operations.

Permitting Software

As part of the budget discussion for Fiscal Year 2021-2022, the Council considered the procurement and implementation of permitting software to upgrade the City's technology to better serve the community during the ongoing pandemic, prevent disruptions in service during other emergencies and speed up the permitting process. It was hoped that these expenses would be eligible for reimbursement under ARPA. Staff's analysis of the Interim Final Rule in conjunction with the City's auditors indicated that this might not be an eligible expenditure under ARPA. However, the Final Rule released by the US Treasury on January 6, 2022, indicated that this expense would be an eligible expenditure. On January 10, 2022, staff received confirmation from the City's auditors of this position determination.

Permitting Software would significantly improve inter-department 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 is estimated to be approximately \$300,000 to \$400,000. The City does not currently have capacity to manage this project in-house and would need to utilize

consultant services in order to procure and implement a permitting software system with minimal disruption to ongoing city services. It is estimated that the consultant services to assist with software procurement and implementation would cost \$250,000.

Permitting software was not included in the Adopted Budget for Fiscal Year 2021-2022. The A&F Subcommittee is being asked to provide a recommendation to the City Council to move forward with the hiring of the consultant to assist with software procurement and implementation.

Anticipated Future Revenue Impacts

Hosted Short-Term Rental Ordinance

On November 23, 2020, the City Council adopted Ordinance No. 472, the Hosted Short-Term Rental (STR) Ordinance, to establish provisions to regulate short-term rental of property citywide which include, but are not limited to, requiring the presence of an onsite host during short-term rentals, primary residency requirements and multifamily restrictions. The Hosted STR Ordinance is intended to supersede the short-term rental regulations and permit program currently in place. The Hosted STR Ordinance regulations cannot go into effect until the associated amendments to the City's Local Coastal Program and Land Use Plan are certified by the California Coastal Commission (CCC). In September 2021, the CCC voted to extend the time limit to schedule the public hearing and take action on the City's proposed amendments until June 29, 2022, but the CCC may act earlier.

In Fiscal Year 2020-2021 the City received \$5.3 million (audited) in transient occupancy tax from private residential rentals, and the City staff is currently projecting to receive \$5 million from this revenue source in Fiscal Year 2021-2022. The implementation of the Hosted STR Ordinance will have an impact on this revenue which is projected to decrease significantly. The full impact of this reduction cannot be estimated at this time.

Anticipated Unfunded Expenditures

Sheriff's Substation

The Santa Monica College (SMC) Malibu Satellite Campus Project is currently in construction and is anticipated to be substantially complete in Fall 2022. As part of the project, SMC is building a 5,700 square foot Sheriff's substation. The City has been in discussion with Los Angeles County and the Los Angeles County Sheriff's Department regarding the potential staffing for the proposed substation. The preliminary cost estimate to staff the facility without jail operations is appropriately \$4 million annually. While a portion of these proposed costs may be borne by the County, the vast majority would be the responsibility of the City. Ongoing discussions are needed with the County and Sheriff's Department to evaluate staffing levels and costs before more detailed information can be provided to the Council and presented to the community for input.

This is a significant ongoing operation costs that is anticipated to begin in Fiscal Year 2022-2023 that must be considered as we move forward in the budgeting process.

Designated Reserve for Fiscal Year 2021-2022

In response to the economic impacts of the COVID-19 pandemic and the slow recovery projected, the City established a \$6.5 million Designated Reserve for Operating Expenditures for the Fiscal Year 2021-2022. The Adopted Budget for Fiscal Year 2021-2022 utilized a transfer of \$3,787,788 from this designated reserve to balance the budget. With the proposed \$5.66 million increase in General Fund Revenue in Fiscal Year 2021-2022, the drawdown from the Designated Reserve is no longer required. It is recommended that the Council maintain the \$6.5 million Designated Reserve established for Fiscal Year 2021-2022 Operations for the remainder of the fiscal year and determine whether it can be returned to the General Fund Undesignated Reserve as part of the Fiscal Year 2022-2023 budget process.

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

Fiscal Year 2021-2022 Adopted Work Plan

The Adopted Budget and proposed recommendations reflect resources necessary to achieve the tasks on the Adopted Work Plan for Fiscal Year 2021-2022 (Attachment 3). These recommendations do not include any additions to the Work Plan with the following exception:

- Staff recommends adding an item for Dark Sky Implementation to the Adopted Work Plan to reflect the proposed budget amendments and the associated staff time and resources.

Additionally, on December 21, 2021, the Malibu Arts Commission made recommendations to add a number of tasks to the Commission's Work Plan for the remainder of the fiscal year. The Commission would like to consider the creation of a Performing Arts Center in Malibu; establish an Artist-In-Residence Program; develop a plan for art installation lighting update for City Hall; fund a full-time staff position for Cultural Arts; and hire a public relations consultant for the City. In January 2022, the Community Services Department finally hired two recreation coordinators to fill two vacancies in the department. Staff needs time to be onboarded and trained before new tasks can be added.

Due to the current level of personnel vacancies throughout all departments, staff recommends that the Council not add any further additional items to the Work Plan at this time. Additionally, staff recommends addressing these potential additions to the Work Plan once a permanent City Manager is in place.

Administrative and Finance Subcommittee Recommendation

On January 12, 2022, the Administrative and Finance Subcommittee reviewed the Fiscal Year 2021-2022 Second Quarter financial information and proposed Fiscal Year 2021-2022 mid-year budget amendments and recommended that Council approve the Fiscal Year 2021-2022 mid-year budget amendments and approve the use of American Rescue Plan Act (ARPA) funds for procurement and implementation of permitting software. Staff is recommending that \$100,000 in ARPA funds be added to the budget to hire a consultant to assist the City to procure permitting software. Additional ARPA funds will be needed in Fiscal Year 2022-2023 to fund the purchase and implementation of the permitting software. This is estimated to cost approximately \$650,000. If approved by the Council, staff will update Resolution No. 22-07 (Attachment 1) to include the use of \$100,000 in ARPA funds for this purpose.

ATTACHMENTS:

1. Resolution No. 22-07
2. Proposed Fiscal Year 2021-2022 Mid-Year Budget & Financials
3. Update of Fiscal Year 2021-2022 City Council Priorities and Departmental Tasks

RESOLUTION NO. 22-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MALIBU
AMENDING 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. Since the adoption of the 2021-2022 annual budget on June 28, 2020, the City has determined that additional expenditures and adjustments are necessary, which require amending the Adopted Budget for Fiscal Year 2021-2022.

SECTION 2. The 2021-2022 annual budget is hereby amended as shown in Exhibit A. The 2021-2022 annual budget adopted June 28, 2020, by Resolution No. 21-38 as modified by Exhibit A shall be the official municipal budget for the City of Malibu.

SECTION 3. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 24th day of January 2022.

PAUL GRISANTI, Mayor

ATTEST:

KELSEY PETTIJOHN, 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

2021-2022 PROPOSED BUDGET AMENDMENTS			
Account	Description	Amount	Detail
REVENUE			
	TOTAL ADOPTED REVENUE BUDGET	\$84,322,869	
100-0000-3111	Current Year Secured Property Tax	500,000	Increased based on information from LA County
100-0000-3131	Documentary Transfer Tax	250,000	Increased property sales
100-0000-3133	Transient Occupancy Tax - Hotels and Motels	750,000	Increased hotel stays due to increased travel
100-0000-3133-01	Transient Occupancy Tax - Private Rentals	2,500,000	Increased due to delay of STR Hosted Ordinance at CCC
100-0000-3137	Sales and Use Tax	1,000,000	Higher than expected economic recovery
101-0000-3203-01	Code Enforcement - Special Investigations	6,500	Increased enforcement
101-0000-3208	Electrical Permit Fees	30,000	Increased number of permits
101-0000-3421	Planning Review Fees	150,000	Increased number of planning applications
101-0000-3408	Biology Review Fees	30,000	Increased number of reviews
101-0000-3410-01	Administrative Plan Check Processing Fee	10,000	Increased number of projects in review
101-0000-3411	In-house Plan Check Fees	75,000	Increased number of projects in review
101-0000-3412	Geo Soils Engineering Fees	200,000	Increased number of projects in review
101-0000-3413	Other Plan Check Fees	15,000	Increased number of projects in review
101-0000-3416	Code Enforcement Investigation Fees	10,000	Increased enforcement
101-0000-3419	Credit Cards Fees	15,000	Increased use of online credit card payments
101-0000-3427	Technology Enhancement Fee	20,000	Increased number of project applications
100-0000-3431	Public Works/Engineering Fees	50,000	Increased number of projects in review
100-0000-3436	Electric Vehicle Charger Fees	1,000	Increased use of City EV chargers
100-0000-3446	Vehicle Impound Fees	70,000	Increased fee for impounded vehicles in FY 21-22
100-0000-3451	Municipal Facility Use Fees	38,000	Increased rentals of facilities and Triathlon payment
100-0000-3466	Aquatics Program	14,000	Increased participation in swim programs
100-0000-3468	Senior Adult Program	(15,000)	Decreased programs due to COVID-19
100-0000-3469	Skate Park	2,000	Added a skate camp to the program
100-0000-3470	Recreation/Community Class Registration	(59,000)	Decreased programs due to COVID-19
100-0000-3472	Special Events	(7,500)	Decreased programs due to COVID-19
100-0000-3505	City Hall Use Fees	5,000	Increased rental of City Hall parking lot
	Total General Fund Revenue	5,660,000	
	Total Proposed Revenue Budget	89,982,869	
EXPENDITURES			
	TOTAL ADOPTED EXPENDITURE BUDGET	92,440,642	
	Total Adopted General Fund Expenditures	41,071,100	
General Fund			
100-3001-5120	Street Maintenance - Street Maintenance	30,000	Restriping Kanan Dume
100-3001-5123	Street Maintenance - Storm Response	50,000	PSPS generator deployment
100-3001-5123	Street Maintenance - Storm Response	250,000	Storm response and clean up after heavy rains
100-7001-5100	City Council - Professional Services	180,000	School District Separation and mediation
100-7005-5100-01	Legal Services - Investigations	40,000	Investigation of the Wagner Affidavit
101-2004-4101	Building Safety - Full-Time Salaries	60,000	Additional Permit Tech and Building Inspector
100-3004-4101	Solid Waste Management - Full Time Salaries	35,000	Additional Sustainability Analyst for SB 1383
101-2004-5100	Building Safety and Sustainability - Professional Services	60,000	Dark Sky Ordinance Consulting
101-2004-5401	Building Safety and Sustainability - Advertising & Noticing	25,000	Dark Sky Ordinance Advertising & Noticing
103-9050-5100	City Hall Operations - Professional Services	10,000	Dark Sky Ordinance Compliance Evaluation
100-4010-5100	Park Maintenance - Professional Services	24,000	Dark Sky Ordinance Compliance Evaluation
100-3007-5610	Stormwater Treatment Facilities - Facility Maintenance	6,000	Dark Sky Ordinance Compliance Evaluation
	Proposed Amended General Fund Expenditures	770,000	
Legacy Park Project Fund			
500-7008-5100	Legacy Park Operations - Professional Services	18,000	Dark Sky Ordinance Compliance Evaluation
	Proposed Amended Legacy Park Fund Expenditures	18,000	
CCWTF Operations Fund			
515-9049-5100	CCWTF Operations - Professional Services	6,000	Dark Sky Ordinance Compliance Evaluation
	Proposed Amended CCWTF Operations Fund Expenditures	6,000	
	TOTAL PROPOSED AMENDMENTS - ALL FUNDS	794,000	
	TOTAL AMENDED EXPENDITURE BUDGET (all funds)	\$93,234,642	

REVENUES BY FUND

December 31, 2021

Object	Description	2021-2022 Adopted	Amended Budget	Received 12/31/2021	Percentage Received	2021-2022 Projected
100, 101 & 103 General Fund						
3111	Current Year Secured Property Tax	\$ 12,400,000	\$ 12,400,000	\$ 5,187,790	41.8%	\$ 12,900,000
3112	Current Year Unsecured Property Tax	425,000	425,000	378,429	89.0%	425,000
3113	Homeowner's Exemption	60,000	60,000	8,933	14.9%	60,000
3114	Prior Year Secured Property Tax	1,000	1,000	-	0.0%	1,000
3115	Prior Year Unsecured Property Tax	10,000	10,000	-	0.0%	10,000
3118	Property Tax In-Lieu	2,250,000	2,250,000	-	0.0%	2,250,000
	Revenue from Property Taxes	15,146,000	15,146,000	5,575,152	36.8%	15,646,000
3131	Documentary Transfer Tax	750,000	750,000	699,799	93.3%	1,000,000
3132	Utility User's Tax	2,100,000	2,100,000	1,020,982	48.6%	2,100,000
3133	Transient Occupancy Tax - Hotels and Motels	2,000,000	2,000,000	1,557,122	77.9%	2,750,000
3133-01	Transient Occupancy Tax - Private Rentals	2,500,000	2,500,000	1,627,139	65.1%	5,000,000
3134	Franchise Fees	650,000	650,000	146,805	22.6%	650,000
3137	Sales and Use Tax	3,500,000	3,500,000	1,876,453	53.6%	4,500,000
3138	Parking Tax	400,000	400,000	236,260	59.1%	400,000
	Revenue From Other Taxes	11,900,000	11,900,000	7,164,560	60.2%	16,400,000
3201	Alarm Permits	30,000	30,000	16,040	53.5%	30,000
3202	Film Permits	360,000	360,000	239,730	66.6%	360,000
3203	Building Permits	900,000	900,000	554,784	61.6%	900,000
3203-01	Code Enforcement - Special Investigations	6,500	6,500	9,168	141.0%	13,000
3204	Wastewater Treatment System Permits	35,000	35,000	21,064	60.2%	35,000
3205	Plumbing Permits	110,000	110,000	73,066	66.4%	110,000
3207	Mechanical Permits	80,000	80,000	46,432	58.0%	80,000
3208	Electrical Permit Fees	170,000	170,000	132,455	77.9%	200,000
3209	Grading/Drainage Permit Fees	65,000	65,000	41,912	64.5%	65,000
3210	Misc. Permits	30,000	30,000	4,628	15.4%	30,000
3418	OWTS Operating Permit Fees	320,000	320,000	144,172	45.1%	320,000
3420	Parking Permits	1,500	1,500	584	38.9%	1,500
3421	Planning Review Fees	900,000	900,000	710,702	79.0%	1,050,000
	Revenue From Licenses and Permits	3,008,000	3,008,000	1,994,737	66.3%	3,194,500
3250	Parking Citations Fines	1,000,000	1,000,000	750,210	75.0%	1,000,000
	Revenue From Fines and Forfeitures	1,000,000	1,000,000	750,210	75.0%	1,000,000
3316	Motor Vehicle In-Lieu Fees	5,000	5,000	-	0.0%	5,000
3318	Street Sweeping Reimbursements	50,000	50,000	-	0.0%	50,000
3322	American Rescue Plan	1,413,798	1,413,798	1,413,798	100.0%	1,413,798
3341	FEMA/OES Reimbursements	1,500,000	1,500,000	124,000	8.3%	1,500,000
3373	Proposition A Recreation	-	-	-	0.0%	-
3381	LA County EWMP Reimbursement	206,000	72,617	72,617	100.0%	72,617
	Revenue From Other Governments	3,174,798	3,041,415	1,610,415	52.9%	3,041,415
3408	Biology Review Fees	100,000	100,000	101,721	101.7%	130,000
3409	Document Retention Fees	12,000	12,000	8,058	67.2%	12,000
3410	Building Plan Check Fees	800,000	800,000	404,517	50.6%	800,000
3410-01	Administrative Plan Check Processing Fee	35,000	35,000	29,336	83.8%	45,000
3411	In-house Plan Check Fees	100,000	100,000	123,357	123.4%	175,000
3412	Geo Soils Engineering Fees	600,000	600,000	556,835	92.8%	800,000
3413	Other Plan Check Fees	20,000	20,000	24,614	123.1%	35,000
3414	Environmental Health Review Fees	350,000	350,000	238,587	68.2%	350,000
3415	Grading/Drainage Plan Review Fees	25,000	25,000	3,366	13.5%	25,000
3416	Code Enforcement Investigation Fees	50,000	50,000	35,221	70.4%	60,000
3419	Credit Card Fees	80,000	80,000	56,204	70.3%	95,000
3422	OWTS Practitioners Fees	23,000	23,000	3,898	16.9%	23,000
3425	CA Building Standards Surcharge	3,000	3,000	1,755	58.5%	3,000

REVENUES BY FUND

December 31, 2021

Object	Description	2021-2022 Adopted	Amended Budget	Received 12/31/2021	Percentage Received	2021-2022 Projected
General Fund (Continued)						
3426	EIR Review Fees	-	-	-	0.0%	-
3427	Technology Enhancement Fee	80,000	80,000	58,077	72.6%	100,000
3431	Public Works/Engineering Fees	300,000	300,000	228,453	76.2%	350,000
3432	SUSMP Fees	50,000	50,000	6,975	14.0%	50,000
3433	Banner Hanging Fees	500	500	-	0.0%	500
3434	TOT Registration Fees	-	-	-	0.0%	-
3434-01	Short-Term Rental Permit Fee	90,000	90,000	36,437	40.5%	90,000
3434-02	Short-Term Rental Violation Fines	2,000	2,000	310	15.5%	2,000
3435	Admin Permit Processing Fees	75,000	75,000	43,991	58.7%	75,000
3436	Electric Vehicle Charger Fees	1,000	1,000	1,190	119.0%	2,000
3441	Sale of Publications and Materials	2,000	2,000	36	1.8%	2,000
3444	Returned Check Service Fees	500	500	120	24.0%	500
3446	Vehicle Release Impound Fees	5,000	5,000	64,073	1281.5%	75,000
3447	Election Fees	-	-	-	0.0%	-
3448	Subpoena Fees	5,000	5,000	2,636	52.7%	5,000
3449	False Alarm Service Charge	12,000	12,000	4,699	39.2%	12,000
3450	Residential Decals	2,000	2,000	420	21.0%	2,000
3451	Passport Processing Fees	-	-	-	0.0%	-
3461	Municipal Facility Use Fees	22,000	22,000	47,826	217.4%	60,000
3464	Youth Sports Program	42,000	42,000	25,947	61.8%	42,000
3464-01	Girls Youth Sports	7,000	7,000	4,350	62.1%	7,000
3466	Aquatics Program	156,000	156,000	114,453	73.4%	170,000
3467	Day Camp	55,000	55,000	14,062	25.6%	55,000
3468	Senior Adult Program	20,000	20,000	2,848	14.2%	5,000
3469	Skate Park	7,000	7,000	7,960	113.7%	9,000
3470	Recreation/Community Class Registration	100,000	100,000	31,003	31.0%	41,000
3471/3472	Special Events	10,000	10,000	-	0.0%	2,500
Revenue From Service Charges		3,242,000	3,242,000	2,283,335	70.4%	3,710,500
3501	Interest Earnings	300,000	300,000	68,605	22.9%	300,000
3505	City Hall Use Fees	5,000	5,000	6,934	138.7%	10,000
Use of Money and Property		305,000	305,000	75,539	24.8%	310,000
3600	Proceeds from Grants	824,476	824,476	241,744	29.3%	824,476
3602	Proposition A Transportation Funds Exchange	-	-	-	0.0%	-
3901	Settlements	10,000	10,000	-	0.0%	10,000
3902	Legal Fees	2,500	2,500	-	0.0%	2,500
3904	TOT Private Rental Penalties	25,000	25,000	-	0.0%	25,000
3905	Miscellaneous Reimbursements	25,000	25,000	18,064	72.3%	25,000
3920	Donations	5,000	5,000	-	0.0%	5,000
3940	Sale of Surplus Property	1,000	1,000	-	0.0%	1,000
3943	Miscellaneous Revenue	5,000	5,000	61	1.2%	5,000
Miscellaneous Revenue		897,976	897,976	259,869	28.9%	897,976
Total General Fund		38,673,774	38,540,391	19,713,817	51.2%	44,200,391
Special Revenue Funds						
201 Gas Tax Fund						
3315	Highway User's Fees	325,372	325,372	137,157	42.2%	325,372
3318	Traffic Congestion Relief	-	-	-	0.0%	-
3501	Interest Earnings	1,000	1,000	-	0.0%	1,000
Total Gas Tax Fund		326,372	326,372	137,157	42.0%	326,372

REVENUES BY FUND

December 31, 2021

Object	Description	2021-2022 Adopted	Amended Budget	Received 12/31/2021	Percentage Received	2021-2022 Projected
Special Revenue Funds (Continued)						
202 Traffic Safety Fund						
3312	Fines & Forfeitures	200,000	200,000	142,363	71.2%	200,000
3501	Interest Earnings	900	900	-	0.0%	900
	Total Traffic Safety Fund	200,900	200,900	142,363	70.9%	200,900
203 Proposition A Fund						
3371	Prop A Funds	236,679	236,679	191,217	80.8%	236,679
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Proposition A Fund	238,679	238,679	191,217	80.1%	238,679
204 Proposition C Fund						
3372	Prop C Funds	196,319	196,319	120,480	61.4%	196,319
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Proposition C Fund	198,319	198,319	120,480	60.8%	198,319
205 Measure R Fund						
3374	Measure R Funds	147,239	147,239	75,467	51.3%	147,239
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Measure R fund	149,239	149,239	75,467	50.6%	149,239
206 Air Quality Management Fund						
3377	AQMD Funds	16,000	16,000	3,791	23.7%	16,000
3501	Interest Earnings	800	800	-	0.0%	800
3943	Other Revenue	-	-	-	0.0%	-
	Total Air Quality Management Fund	16,800	16,800	3,791	22.6%	16,800
207 Solid Waste Management Fund						
3311	Solid Waste Management Surcharge	120,000	120,000	47,043	39.2%	120,000
3434	Recycling Fees	17,449	17,449	6,587	37.8%	17,449
3501	Interest Earnings	200	200	-	0.0%	200
3600	Grant Proceeds	5,000	5,000	4,473	89.5%	5,000
	Total Solid Waste Management Fund	142,649	142,649	58,103	40.7%	142,649
208 Parkland Development Fund						
3135	Parkland Development Fees	20,000	20,000	35,120	175.6%	20,000
3501	Interest Earnings	1,000	1,000	-	0.0%	1,000
3905	Miscellaneous Reimbursements	-	-	-	0.0%	-
	Total Park Development Fund	21,000	21,000	35,120	167.2%	21,000
209 Quimby Fund						
3501	Interest Earnings	35	35	-	0.0%	35
	Total Quimby Fund	35	35	-	0.0%	35
211 COPS (Brulte) Grant Fund						
3600	Proceeds From Grants (Brulte)	160,000	160,000	134,292	83.9%	160,000
	Total COPS (Brulte) Fund	160,000	160,000	134,292	83.9%	160,000
212 Measure M Funds						
3375	Measure M Funds	166,871	166,871	85,327	51.1%	166,871
3501	Interest Earnings	2,000	2,000	-	0.0%	2,000
	Total Measure M Fund	168,871	168,871	85,327	50.5%	168,871

REVENUES BY FUND

December 31, 2021

Object	Description	2021-2022 Adopted	Amended Budget	Received 12/31/2021	Percentage Received	2021-2022 Projected
Special Revenue Funds (Continued)						
213 Road Maintenance and Rehabilitation Act (RMRA) Fund						
3319	SB1 Annual Allocation	247,143	247,143	86,393	35.0%	247,143
3501	Interest Earnings	1,500	1,500	-	0.0%	1,500
	Total RMRA Fund	248,643	248,643	86,393	34.7%	248,643
214 Art in Public Places Fund						
3135	Art in Public Places Fees	5,000	5,000	-	0.0%	5,000
3501	Interest Earnings	250	250	-	0.0%	250
	Total Art in Public Places Fund	5,250	5,250	-	0.0%	5,250
215 Community Development Block Grant Fund						
3600	Proceeds From Grants	20,000	20,000	5,895	29.5%	20,000
3600-01	Proceeds From Grants - Disaster Recovery	150,000	150,000	-	0.0%	150,000
	Total Comm. Dev. Block Grant Fund	170,000	170,000	5,895	3.5%	170,000
218 Measure W - LA County Stormwater Fund						
3379	Measure W Annual Allocation	380,000	380,000	-	0.0%	380,000
3501	Interest Earnings	100	100	-	0.0%	100
	Total Measure W - LA County Stormwater	380,100	380,100	-	0.0%	380,100
225 Grants Fund						
3376	TDA	8,596	8,596	-	0.0%	8,596
3600	Proceeds From Grants	18,110,000	18,110,000	2,157	0.0%	18,110,000
	Total Grants Fund	18,118,596	18,118,596	2,157	0.0%	18,118,596
290 Big Rock LMD Fund						
3116	Big Rock Mesa Assessment	327,539	327,539	131,262	40.1%	327,539
3501	Interest Earnings	800	800	-	0.0%	800
	Total Big Rock LMD Fund	328,339	328,339	131,262	40.0%	328,339
291 Malibu Road LMD Fund						
3116	Malibu Road Assessment	59,388	59,388	25,536	43.0%	59,388
3501	Interest Earnings	800	800	-	0.0%	800
	Total Malibu Road LMD Fund	60,188	60,188	25,536	42.4%	60,188
292 Calle Del Barco LMD Fund						
3116	Calle Del Barco Assessment	81,618	81,618	30,911	37.9%	81,618
3501	Interest Earnings	700	700	-	0.0%	700
	Total Calle Del Barco LMD Fund	82,318	82,318	30,911	37.6%	82,318
516 Civic Center Water Treatment Facility AD						
3501	Interest Earnings	30,000	30,000	79	0.3%	30,000
3915	Civic Center Water Treatment Facility AD	2,587,519	2,587,519	1,164,157	45.0%	2,587,519
	Total Civic Ctr Water Treatment Facility AD	2,617,519	2,617,519	1,164,236	44.5%	2,617,519
517 Civic Center Water Treatment Facility - Phase Two						
3501	Interest Earnings	-	-	-	0.0%	-
3950	CCWTF - Phase Two Construction	16,500,000	16,500,000	-	0.0%	16,500,000
2080	CCWTF - Phase Two Contributions	600,000	600,000	-	0.0%	600,000
	Total Civic Ctr Water Treatment Facility AD	17,100,000	17,100,000	-	0.0%	17,100,000

REVENUES BY FUND

December 31, 2021

Object	Description	2021-2022 Adopted	Amended Budget	Received 12/31/2021	Percentage Received	2021-2022 Projected
Special Revenue Funds (Continued)						
712 Carbon Beach Undergrounding CFD Fund						
3915	Carbon Beach Undergrounding Assessment	236,032	236,032	92,204	0.0%	236,032
3501	Interest Earnings	20	20	4	0.0%	20
Total Carbon Beach Undergrounding CFD		236,052	236,052	92,208	0.0%	236,052
713 Broad Beach Assessment District						
3915	Broad Beach Undergrounding Assessment	141,710	141,710	63,578	44.9%	141,710
3501	Interest Earnings	10	10	3	30.0%	10
Total Broad Beach Undergrounding AD		141,720	141,720	63,581	44.9%	141,720
Total Special Revenue Funds		41,111,589	41,111,589	2,585,496	6.3%	41,111,589
500 Legacy Park Project Fund						
3501	Interest Earnings	6,000	6,000	-	0.0%	6,000
3505	Proceeds from Rent	1,538,067	1,538,067	851,531	55.4%	1,538,067
3905	Miscellaneous Revenue	145,000	145,000	11,436	7.9%	145,000
Total Legacy Park Project Fund		1,689,067	1,689,067	862,967	51.1%	1,689,067
Total Legacy Park Project Fund		1,689,067	1,689,067	862,967	51.1%	1,689,067
515 Civic Center Wastewater Treatment Facility O&M						
3501	Interest Earning	-	-	-	0.0%	-
3510	Sewer Service Fees	2,210,622	2,210,622	588,406	26.6%	2,210,622
Total CCWTF O&M		2,210,622	2,210,622	588,406	26.6%	2,210,622
Total CCWTF O&M Funds		2,210,622	2,210,622	588,406	26.6%	2,210,622
Internal Service Funds						
601 Vehicle Fund						
3501	Interest Earnings	100	100	-	0.0%	100
3951	Vehicle Charges	114,000	114,000	57,000	0.0%	114,000
Total Vehicle Fund		114,100	114,100	57,000	0.0%	114,100
602 Information Technology Fund						
3501	Interest Earnings	100	100	-	0.0%	100
3952	Information Technology Charges	632,000	657,000	316,000	48.1%	657,000
Total Information Technology Fund		632,100	657,100	316,000	48.1%	657,100
Total Internal Service Funds		746,200	771,200	373,000	50.0%	771,200
Total Revenue - All Funds		\$ 84,431,252	\$ 84,322,869	\$ 24,123,686	28.6%	\$ 89,982,869

Reconciliation of adopted to amended budget

Total 2021-2022 Adopted budget: \$ 84,431,252

Account	Description	Amount	
100-0000-3381	LA County EWMP Reimbursement received in FY20/21	(133,383)	Budget Correction
602-000-3952	Information Technology Charges	25,000	Budget Correction
Total Amendments		(108,383)	
Total Amendment Budget		\$ 84,322,869	

EXPENDITURES BY FUND

December 31, 2021

		Adopted Budget	Amended Budget (1)	YTD Actual	% Spent	2021-22 Projected
General Fund						
Management and Administration						
7001	City Council	\$ 655,986	\$ 655,986	\$ 329,133	50.2%	\$ 655,986
7002	Media Operations	573,832	593,832	225,617	38.0%	593,832
7003	City Manager	696,784	696,784	246,983	35.4%	696,784
7005	Legal Counsel	1,119,209	1,119,209	495,969	44.3%	1,119,209
7007	City Clerk	540,820	540,820	117,935	21.8%	540,820
7021-7031	Public Safety Services	11,898,562	12,023,562	4,541,555	37.8%	12,023,562
7054	Finance	1,525,856	1,525,856	676,987	44.4%	1,525,856
7058	Human Resources	419,964	419,964	171,439	40.8%	419,964
7059	Non Departmental Services	2,681,115	2,681,115	1,986,673	74.1%	2,681,115
103-9050	City Hall	810,004	818,684	341,203	41.7%	818,684
9088	Vacant Land	292,420	292,420	254,769	87.1%	292,420
103/104-9050/9074	Debt Service	3,190,001	3,190,001	2,095,313	65.7%	3,190,001
Total Administrative Services		24,404,553	24,558,233	11,483,576	46.8%	24,558,233
Community Services						
4001	General Recreation	758,957	758,957	322,637	42.5%	758,957
4002	Aquatics	340,701	340,701	168,037	49.3%	340,701
4004	Day Camps	96,897	96,897	51,164	52.8%	96,897
4005	Skate Park	99,396	99,396	21,989	22.1%	99,396
4006	Youth Sports	107,680	107,680	31,039	28.8%	107,680
4007	Community Programs	167,290	167,290	40,694	24.3%	167,290
4008	Senior Adult Programs	177,338	177,338	48,612	27.4%	177,338
4010	Park Maintenance	1,137,273	1,208,381	399,323	33.0%	1,208,381
4011	Special Events	143,817	143,817	27,575	19.2%	143,817
4012	Cultural Arts	176,372	176,372	58,696	33.3%	176,372
Total Community Services		3,205,721	3,276,829	1,169,766	35.7%	3,276,829
Environmental & Sustainability Development						
2004	Environmental & Building Safety	2,489,483	2,489,483	1,030,203	41.4%	2,489,483
2010	Wastewater Management	767,478	767,478	242,670	31.6%	767,478
3003	Clean Water Program	1,037,438	1,182,438	268,952	22.7%	1,182,438
3004	Solid Waste Management	75,000	75,000	-	0.0%	75,000
Total Env. & Community Development		4,369,399	4,514,399	1,541,825	34.2%	4,514,399
Planning Department						
2001	Planning	2,830,499	2,950,499	1,024,074	34.7%	2,950,499
2012	Code Enforcement	623,925	623,925	187,279	30.0%	623,925
Total Planning Department		3,454,424	3,574,424	1,211,353	33.9%	3,574,424
Public Works/Engineering						
3001	Street Maintenance	1,080,779	1,090,779	628,660	57.6%	1,090,779
3005	Fleet Operations	140,000	204,000	-	0.0%	204,000
3007	City Facilities	176,100	176,100	59,244	33.6%	176,100
3008	Public Works	1,351,836	1,396,836	650,776	46.6%	1,396,836
Total Public Works		2,748,715	2,867,715	1,338,680	46.7%	2,867,715
Disaster Response						
3002	Fire Rebuilds and Storm Response	2,099,000	2,099,000	636,566	30.3%	2,099,000
3002-19	COVID-19 Response	180,500	180,500	90,772	50.3%	180,500
Total Disaster Response		2,279,500	2,279,500	727,338	31.9%	2,279,500
Total General Fund		40,462,312	41,071,100	17,472,538	42.5%	41,071,100

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

EXPENDITURES BY FUND

December 31, 2021

		Adopted Budget	Amended Budget (1)	YTD Actual	% Spent	2021-22 Projected
Special Revenue Funds						
3001	Street Maintenance	785,000	785,000	392,500	50.0%	785,000
3003	Clean Water Program	-	-	-	0.0%	-
3004	Solid Waste Management	150,059	150,059	57,450	38.3%	150,059
3007	Stormwater Treatment Facilities	100,000	100,000	50,000	0.0%	100,000
3008	Public Works	345,000	345,000	172,500	50.0%	345,000
3009	Transportation Services	203,000	203,000	28,612	14.1%	203,000
4010	Park Maintenance	-	-	-	0.0%	-
6002	Big Rock Mesa LMD	414,780	414,780	115,863	27.9%	414,780
6003	Malibu Road LMD	77,530	77,530	37,584	48.5%	77,530
6004	Calle del Barco LMD	62,530	80,530	32,079	39.8%	80,530
9048	Carbon Beach Undergrounding CFD	227,946	227,946	145,218	63.7%	227,946
9052	Broad Beach Undergrounding AD	140,767	140,767	67,083	47.7%	140,767
9049	Civic Center Wastewater Treatment Plant AD	2,320,862	2,320,862	1,825,168	78.6%	2,320,862
7031	Public Safety	155,000	155,000	101,319	65.4%	155,000
7070	Community Development Block Grant	95,000	95,000	9,228	9.7%	95,000
Total Special Revenue Funds		5,077,474	5,095,474	3,034,604	59.6%	5,095,474
Capital Project Funds						
310	Capital Improvement Fund					
	9002 Annual Street Overlay	720,000	720,000	505,366	70.2%	720,000
	9059 PCH Median Improvements	4,250,000	4,250,000	16,327	0.4%	4,250,000
	9061 Civic Center Way Improvements	-	-	1,001	0.0%	-
	9066 PCH Signal Synchronization Imp.	9,805,000	9,805,000	157,289	1.6%	9,805,000
	9070 Civic Center Stormwater Diversion	100,000	100,000	3,210	3.2%	100,000
	9072 Marie Canyon Green Streets	400,000	400,000	-	0.0%	400,000
	9073 Stormdrain Trash Screens	-	-	-	0.0%	-
	9075 CCWTF Phase Two	16,500,000	16,500,000	733,058	4.4%	16,500,000
	9079 City Hall Roof	-	-	-	0.0%	-
	9082 Westward Beach Road	3,845,000	3,845,000	-	0.0%	3,845,000
	9089 Temporary Skate Park	-	-	-	0.0%	-
	9090 Permanent Skate Park	307,372	307,372	18,703	6.1%	307,372
	9092 Bluff Park Workout Stations	-	-	-	0.0%	-
	9093 Bluffs Park Shade Structure	-	-	-	0.0%	-
	9094 Vehicle Protection Devices City Properties	100,000	100,000	-	0.0%	100,000
	9095 Malibu Slope Repairs	-	-	-	0.0%	-
	9096 Legacy Park Paver Repair	60,000	60,000	3,560	5.9%	60,000
	9097 Malibu Bluffs Park South Walkway	150,000	150,000	-	0.0%	150,000
	9098 Trancas Cyn Park Play Resurfacing	75,000	75,000	-	0.0%	75,000
	9099 PCH Overhead Warning Signs	160,000	160,000	-	0.0%	160,000
	9100 PCH/Trancas Right Turn Lane	250,000	250,000	-	0.0%	250,000
Disaster Capital Improvement Projects						
	9200 Woolsey Fire & Storm Response CIP	4,502,345	4,727,345	233,842	4.9%	4,727,345
Total Capital Project Funds		41,224,717	41,449,717	1,672,356	4.0%	41,449,717

EXPENDITURES BY FUND

December 31, 2021

		Adopted Budget	Amended Budget (1)	YTD Actual	% Spent	2021-22 Projected
Legacy Park Project Fund						
500	7004 Legacy Park Debt Service	1,093,838	1,093,838	860,825	78.7%	1,093,838
	7008 Legacy Park Operations	811,844	853,324	292,452	34.3%	853,324
Total Legacy Park Project Fund		1,905,682	1,947,162	1,153,277	59.2%	1,947,162
Civic Center Wastewater Treatment Facility Fund						
515	3010 CCWTF Sewer Services	1,999,500	1,999,500	831,529	41.6%	1,999,500
Total CCWTF Fund		1,999,500	1,999,500	831,529	0.0%	1,999,500
Internal Service Funds						
3005	Vehicle	84,000	84,000	58,406	69.5%	84,000
7060	Information Technology	738,689	793,689	272,349	34.3%	793,689
Total Internal Service Funds		822,689	877,689	330,755	37.7%	\$ 877,689
Total All Funds		\$ 91,492,374	\$ 92,440,642	\$ 24,495,059	26.5%	\$ 92,440,642

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

Reconciliation of adopted to amended budget

Total 2021-2022 Adopted budget: **\$ 91,492,374**

Account	Description	Project	Amount	Comment	Date
100-3001-7800	Street Maintenance - Equipment	Generators	10,000	Budget Carryover	7/1/2021
100-3008-5100	Public Works - Professional Services	FEMA Flood Map	20,000	Budget Carryover	7/1/2021
100-4010-5610	Parks Maintenance - Facility Maint	Water Bottle Filler	10,000	Budget Carryover	7/1/2021
100-4010-7300	Parks Maintenance - Leasehold Imps	MLC Roof & AC	30,000	Budget Carryover	7/1/2021
100-7002-5100	Media Operations - Professional Services	Closed Captions	20,000	Budget Carryover	7/1/2021
100-7021-5100	Public Safety - Professional Services	Training	20,000	Budget Carryover	7/1/2021
100-7021-7800	Public Safety - Other Equipment	Beacon Boxes	79,000	Budget Carryover	7/1/2021
101-2001-5100	Planning - Professional Services	Wireless Mapping	120,000	Budget Carryover	7/1/2021
101-3003-5100	Clean Water - Professional Services	Ocean Health	145,000	Budget Carryover	7/1/2021
500-7008-5100	Legacy Park - Professional Services	Recycled Water	30,000	Budget Carryover	7/1/2021
601-3005-7700	Vehicles - Vehicles	VOP vehicle	64,000	Budget Carryover	7/1/2021
602-7060-5100	Information Technology - Professional Services	Strategic Assmt	55,000	Budget Carryover	7/1/2021
292-6004-7903	Calle Del Barco - Storm Drain Improvements	Storm Drain	18,000	Budget Correction	7/1/2021
100-7031-7800	Public Safety Services - Other Equipment	LPRs	26,000	Council Appropriation	9/13/2021
100-3008-5100	Public Works - Professional Services	FEMA Flood Map	25,000	Council Appropriation	9/27/2021
100-4010-5100	Park Maintenance - Professional Services	CCWay & Trash	31,108	Council Appropriation	11/30/2021
103-9050-5100	City Hall - Professional Services	Landcape Maint.	8,680	Council Appropriation	11/30/2021
500-7008-5100	Legacy Park - Professional Services	Weekend Trash	11,480	Council Appropriation	11/30/2021
102-9222-5100	Point Dume Walkways - Professional Services	Walkway Repair	100,000	Budget Correction	12/31/2021
102-9221-5100	Storm Drain Master Plan - Professional Service	Hazard Mitigation	125,000	Budget Correction	12/31/2021
			948,268		

Total 2021-2022 current amended budget: **\$ 92,440,642**

PROJECTED FUND BALANCES

December 31, 2021

FUND	Fund Balance July 1, 2021 (Audited)	Revenues Projected 12/31/2021	Expenditures Projected 12/31/2021	Transfers Budgeted 2021-2022	Fund Balance Projected June 30, 2022
General Fund - Undesignated	\$ 38,767,431	\$ 41,286,593	\$ 40,156,551	\$ (730,680)	\$ 39,166,793
General Fund - Designated for FY 21-22	6,500,000	-	-	-	6,500,000
General Fund - Designated for CIPs	194,320	-	425,000	230,680	-
General Fund - SCE Settlement Woolsey Fire	6,559,484	-	-	(1,044,864)	5,514,620
Designated for Deferred Maintenance	637,784	-	-	500,000	1,137,784
Designated for Case (Crummer) Parcel	386,957	-	-	(307,372)	79,585
Designated for Water Quality Settlement	138,171	-	30,000	-	108,171
Designated for Housing Element Program	212,400	-	50,000	-	162,400
Designated for City Facilities - La Paz	500,000	-	-	-	500,000
Designated for FEMA Disaster Projects	(1,400,795)	1,500,000	4,727,345	1,044,864	(3,583,276)
Designated for American Rescue Plan	-	1,413,798	834,549	-	579,249
Total General Fund	52,495,752	44,200,391	46,223,445	(307,372)	50,165,326
Gas Tax Fund	56,414	326,372	325,000	-	57,786
Traffic Safety Fund	71,966	200,900	200,000	-	72,866
Proposition A Fund	449,861	238,679	203,000	-	485,540
Proposition C Fund	154,592	198,319	65,000	(235,000)	52,911
Measure R Fund	43,996	149,239	100,000	-	93,235
Measure M Fund	437,703	168,871	140,000	(370,000)	96,574
RMRA (SB1) Fund	307,575	248,643	-	(315,000)	241,218
Air Quality Management Fund	118,633	16,800	-	-	135,433
Solid Waste Management Fund	73,934	142,649	150,059	-	66,524
Parkland Development In-Lieu Fund	76,113	21,000	-	-	97,113
Art in Public Places In-Lieu Fund	35,647	5,250	-	-	40,897
Quimby Fund	3,827	35	-	-	3,862
COPS Brulte Grant Fund	-	160,000	155,000	-	5,000
CDBG	-	170,000	95,000	-	75,000
Measure W LA County Stormwater	187,987	380,100	100,000	(400,000)	68,087
Grants Fund	-	18,118,596	300,000	(17,818,596)	-
CCWTF AD Phase One	6,302,329	2,617,519	2,320,862	-	6,598,986
Big Rock LMD	95,418	328,339	414,780	-	8,977
Malibu Road LMD	83,387	60,188	77,530	-	66,045
Calle Del Barco LMD	74,850	82,318	80,530	-	76,638
Carbon Beach Undergrounding CFD	-	236,052	227,946	-	8,106
Broad Beach Assessment District	-	141,720	140,767	-	953
CCWTF Phase Two	233,367	17,100,000	-	(16,500,000)	833,367
Total Special Revenue Funds	8,807,599	41,111,589	5,095,474	(35,638,596)	9,185,118
Capital Improvements	-	-	36,297,372	36,005,968	(291,404)
Total Capital Improvement Funds	-	-	36,297,372	36,005,968	(291,404)
Legacy Park Project Fund	982,793	1,689,067	1,947,162	(60,000)	664,698
Total Legacy Fund	982,793	1,689,067	1,947,162	(60,000)	664,698
Civic Center Wastewater Treatment Facility	(337,286)	2,210,622	1,999,500	-	(126,164)
Total Civic Center Wastewater Treatment Fac.	(337,286)	2,210,622	1,999,500	-	(126,164)
Vehicle	88,951	114,100	84,000	-	119,051
Information Technology	138,654	657,100	793,689	-	2,065
Total Internal Service Funds	227,605	771,200	877,689	-	121,116
Total All Funds	\$ 62,176,463	\$ 89,982,869	\$ 92,440,642	\$ -	\$ 59,718,690

2021-2022 PROPOSED BUDGET AMENDMENTS

Account	Description	Amount	Detail
REVENUE			
TOTAL ADOPTED REVENUE BUDGET \$ 84,322,869			
100-0000-3111	Current Year Secured Property Tax	500,000	Increased based on information from LA County
100-0000-3131	Documentary Transfer Tax	250,000	Increased property sales
100-0000-3133	Transient Occupancy Tax - Hotels and Motels	750,000	Increased hotel stays due to increased travel
100-0000-3133-01	Transient Occupancy Tax - Private Rentals	2,500,000	Increased due to delay of STR Hosted Ordinance at CCC
100-0000-3137	Sales and Use Tax	1,000,000	Higher than expected economic recovery
101-0000-3203-01	Code Enforcement - Special Investigations	6,500	Increased enforcement
101-0000-3208	Electrical Permit Fees	30,000	Increased number of permits
101-0000-3421	Planning Review Fees	150,000	Increased number of planning applications
101-0000-3408	Biology Review Fees	30,000	Increased number of reviews
101-0000-3410-01	Administrative Plan Check Processing Fee	10,000	Increased number of projects in review
101-0000-3411	In-house Plan Check Fees	75,000	Increased number of projects in review
101-0000-3412	Geo Soils Engineering Fees	200,000	Increased number of projects in review
101-0000-3413	Other Plan Check Fees	15,000	Increased number of projects in review
101-0000-3416	Code Enforcement Investigation Fees	10,000	Increased enforcement
101-0000-3419	Credit Cards Fees	15,000	Increased use of online credit card payments
101-0000-3427	Technology Enhancement Fee	20,000	Increased number of project applications
100-0000-3431	Public Works/Engineering Fees	50,000	Increased number of projects in review
100-0000-3436	Electric Vehicle Charger Fees	1,000	Increased use of City EV chargers
100-0000-3446	Vehicle Impound Fees	70,000	Increased fee for impounded vehicles in FY 21-22
100-0000-3451	Municipal Facility Use Fees	38,000	Increased rentals of facilities and Triathlon payment
100-0000-3466	Aquatics Program	14,000	Increased participation in swim programs
100-0000-3468	Senior Adult Program	(15,000)	Decreased programs due to COVID-19
100-0000-3469	Skate Park	2,000	Added a skate camp to the program
100-0000-3470	Recreation/Community Class Registration	(59,000)	Decreased programs due to COVID-19
100-0000-3472	Special Events	(7,500)	Decreased programs due to COVID-19
100-0000-3505	City Hall Use Fees	5,000	Increased rental of City Hall parking lot
Total General Fund Revenue		5,660,000	
Total Proposed Revenue Budget		89,982,869	

EXPENDITURES

TOTAL ADOPTED EXPENDITURE BUDGET 92,440,642

Total Adopted General Fund Expenditures 41,071,100

General Fund

100-3001-5120	Street Maintenance - Street Maintenance	30,000	Restriping Kanan Dume
100-3001-5123	Street Maintenance - Storm Response	50,000	PSPS generator deployment
100-3001-5123	Street Maintenance - Storm Response	250,000	Storm response and clean up after heavy rains
100-7001-5100	City Council - Professional Services	180,000	School District Separation and mediation
100-7005-5100-01	Legal Services - Investigations	40,000	Investigation of the Wagner Affidavit
101-2004-4101	Building Safety - Full-Time Salaries	60,000	Additional Permit Tech and Building Inspector
100-3004-4101	Solid Waste Management - Full Time Salaries	35,000	Additional Sustainability Analyst for SB 1383
101-2004-5100	Building Safety and Sustainability - Professional Services	60,000	Dark Sky Ordinance Consulting
101-2004-5401	Building Safety and Sustainability - Advertising & Noticing	25,000	Dark Sky Ordinance Advertising & Noticing
103-9050-5100	City Hall Operations - Professional Services	10,000	Dark Sky Ordinance Compliance Evaluation
100-4010-5100	Park Maintenance - Professional Services	24,000	Dark Sky Ordinance Compliance Evaluation
100-3007-5610	Stormwater Treatment Facilities - Facility Maintenance	6,000	Dark Sky Ordinance Compliance Evaluation
Proposed Amended General Fund Expenditures		770,000	

Legacy Park Project Fund

500-7008-5100	Legacy Park Operations - Professional Services	18,000	Dark Sky Ordinance Compliance Evaluation
Proposed Amended Legacy Park Fund Expenditures		18,000	

CCWTF Operations Fund

515-9049-5100	CCWTF Operations - Professional Services	6,000	Dark Sky Ordinance Compliance Evaluation
Proposed Amended CCWTF Operations Fund Expenditures		6,000	

TOTAL PROPOSED AMENDMENTS - ALL FUNDS 794,000

TOTAL AMENDED EXPENDITURE BUDGET (all funds) \$ 93,234,642

CITY OF MALIBU

CITY TREASURER'S CASH AND INVESTMENTS REPORT
FOR THE QUARTER ENDING DECEMBER 31, 2021


ACCOUNT	ISSUER	TYPE	AMOUNT	CURRENT YIELD	EARNINGS TO DATE *	MATURITY DATE
Cash Operating	First Bank	Checking	\$ 19,438,669	N/A		N/A
Revolving Cash Fund	Internal	Petty Cash	700	N/A	N/A	N/A
Investments	Local Agency Investment Fund (LAIF)	State of CA	49,376,339	0.24%	\$ 30,048	1 day
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.24%		3/14/2022
Investments	Wells Fargo Advisors	Federal Home Loan	190,000	2.35%		11/8/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.30%		11/15/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.35%		11/22/2022
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.76%		3/14/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.76%		3/15/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	3.36%		12/6/2023
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	2.39%		6/19/2024
Investments	Wells Fargo Advisors	Federal Home Loan	125,000	2.39%		6/27/2024
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.10%		10/29/2026
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.15%		12/8/2026
Investments	Wells Fargo Advisors	Federal Home Loan	250,000	1.93%		12/27/2027
TOTAL CASH AND INVESTMENTS			<u>\$ 71,630,707</u>		<u>\$ 30,048</u>	

* LAIF Interest amount and yield for the quarter was not available as of the date of this report.

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

Prepared by:


Lisa Soghor, Assistant City Manager


Date

Reviewed by:


Ruth F. Quinto, City Treasurer


Date

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
1.	PUBLIC SAFETY		
1.a.	Response to COVID-19	All Departments	<p>Staff continued to implement public health protocols at City Hall while serving the public in-person and virtually. New LA County, State, and federal guidance was pushed out to the community via all media platforms.</p> <p>PL: Staff prepared a Council staff report to provide an update on the Temporary Restaurant Recovery and Temporary Signage programs. Code Enforcement staff conducted site inspections to survey temporary restaurant seating areas.</p>
1.b.	Law Enforcement Services	(PS/MS)	PS: Staff continues to monitor and analyze the activities of the additional Sheriff's Patrol Units to evaluate the impact. Staff is also working with the Sheriff's Department to implement the License Plate Reader cameras. The County is finalizing an MOU for this service.
1.b.	Emergency Preparedness	PS/MS	PS: Staff has continued the PSPS training for Seniors. Nearly 65% of the grant funded batter back-ups associated with this program have been distributed to program participants.
1.c.	Emergency Plan Update	PS/MS	PS: Staff began reviewing and updating Part One of the Emergency Plan.
1.d.	Radio Communications Enhancement	PS/MS	PS: Staff continue to work with the CERT team to enhance radio communications. Staff trained Public Works staff on the use of the radios.
1.e.	Volunteers on Patrol (VOP)	PS/MS	PS: Staff continue to support the needs of the VOPs as needed.
1.f.	Emergency Alert Systems	PS/MS	PS: No update.
1.g.	Emergency Warning Sirens - Design	PS/MS/PL/PW	PW - Agreement with Acoustic Technology approved at the 11/30 City Council meeting
1.h.	Emergency Warning Sirens - Construction	PS/MS/PL	PL: No update.
1.i.	Community Emergency Response Team (CERT)	PS/MS	PS: Staff participated in monthly meetings and is preparing for future CERT classes.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
1.j.	Wildfire Safety Program	PS/MS	PS: Staff has been working with the tree removal contractor to remove hazard trees in the community. Staff is also continuing to conduct home ignition assessments and are working with FlameMapper and the Fire Department to finalize maps for the Beacon Boxes.
1.k.	Homelessness Outreach and Services	PS/MS	PS: Staff worked extensively with the LASD HOST Team to clear encampments in high fire risk areas, including a large encampment in Zuma Creek. Staff has also explored additional options, such as the home reunification strategy the West Coast Care implements in Venice.
1.l.	Homelessness Shelter and Safe Parking Program	PS/MS	PS: Staff worked with the Homelessness Task Force which established an Ad Hoc Committee to develop a recommendation for an alternative sleeping location.
1.m.	Oversight of SCE Annual Vegetation Maintenance Program	PL	PL: Staff completed the agreement with Alison Lancaster, new City Arborist. The City has not reviewed any pruning since May 2021 due to coordination issues with the SCE team. Staff will delegate the coordination of this project to Joyce Parker-Bozylinski, Contract Planner, in order to resolve inter-agency coordination issues.
1.n.	Annual Day of Preparedness - November 9	PS/CS/MS	PS/MS: Staff developed a video that was shown on the Anniversary Date.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
2.	WOOLSEY FIRE RECOVERY		
2.a.	Community Rebuilding	All Departments	<p>ESD: In-house ESD staff levels remain consistent to ensure staff is available for the expected high-level of project submittals. In this quarter, there were 118 Woolsey plan reviews submitted and 117 Woolsey Fire permits of all types (Building, Plumbing, Electrical and Mechanical). There were 1,109 Woolsey Fire inspections.</p> <p>PLN: The fire rebuild contract planner continues to work with fire rebuild victims for in-person and virtual consultations. In Q2, the number of rebuild applications increased by 40% - a total of 66 rebuild applications were submitted; 29 were approved; and a total of 141 rebuild application are currently under review; 668 applications have been approved since the Woosley Fire and are currently still in the plan review process. A total of 328 single-family residences have been approved.</p> <p>The Department received 19 time extensions to submit a planning verification or obtain a building permit after the established deadlines, 13 of which will be reviewed by the Planning Commission in Q3. In addition, the Department continues to implement the Woolsey Fire Fee Waiver applications.</p>
2.b.	Community Development Block Grant - Disaster Recovery Multifamily Housing Program	MS/PL	PL - No update.
2.c.	Latigo Canyon Road Roadway/Retaining Wall Improvements	PW	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in Feb. 2022.
2.d.	Trancas Canyon Park Slope Improvements	PW/CS	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in Feb. 2022.
2.e.	Trancas Canyon Park Planting and Irrigation Improvements	PW/CS	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in Feb. 2022.
2.f.	Birdview Avenue Road Embankment Improvements	PW	Project completed.
2.g.	Broad Beach Road Water Quality Improvements	PW	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in Feb. 2022.
2.h.	Encinal Canyon Road Drainage Improvements	PW	The project design has been placed on hold due to staff availability. Project design will start upon available staff resources.
2.i.	Malibu Park Storm Drain Improvements	PW	Project completed.
2.j.	Clover Heights Storm Drain Improvements Project	PW	A project RFQ will be issued in February 2022.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
2.k.	Westward Beach Road Shoulder Repairs	PW	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in July 2022. PL: In Q1, the CDP was approved by the Planning Commission. Subsequently, the CDP was appealed to the California Coastal Commission. In Q2, the City Council withdrew the CDP. Planning staff is awaiting the final redesigned project to process the new CDP.
2.l.	Storm Drain Master Plan	PW	Agreement with Kasraie Consulting approved at the 12/13 City Council meeting
2.m.	Malibu Road Slope Repairs	PW	Consultant engineer is working on the final design of this project. Design is anticipated to be completed in the Spring of 2022.
2.n.	Corral Canyon Road Stabilization Projects	PW	No update.
2.o.	Point Dume Walkway Repairs	PW	The design of this project will be completed in Q3
3.	SCHOOL DISTRICT SEPARATION		
3.a.	School District - Fiscal Analysis	MS	The LA County Office of Education's County Committee on School District Organization (County Committee) held a public hearing on the City's petition on November 10, 2021. The City gave a presentation on the hearing and provided the County Committee with supplemental materials in advance of the hearing. The County Committee is planning to hold public meeting in March 2022 to vote on the City's petition. The City is preparing to submit its feasibility study to the County Committee by February 2022. As part of this effort, the City conducted a visioning study for the potential future Malibu Unified School District and the consultant team will provide an update to the City Council on the visioning work in January 2022.
4.	PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER		
4.a.	Accessory Dwelling Unit (ADU) Ordinance	PL	PL: in Q2, staff completed the revisions to the ZTA and LCPA that were recommended by the Planning Commission. This item was scheduled for the December 6, 2021 hearing; however, due to the amount of items continued by the Planning Commission to this meeting, the hearing was continued to January 18. In conjunction with the Media team, staff has conducted public outreach via the City's website and social media sites.
4.b.	Short-Term Rental (STR) "Home-Sharing" Ordinance and LCPA	PL/MS	PL: No update, pending review by CCC.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
4.c.	Parking as a Stand-Alone Use	PL	PL: No update.
4.d.	Overnight Parking Ordinance	PL/PW	PL: In Q2, on October 18, 2021 the Planning Commission was presented with the CDP to allow for the installation of the signs necessary to implement Ordinance 493.
4.e.	Housing Element 6th Cycle RHNA & 2021 Housing Element Update	PL	PL: In Q2, staff completed the revised draft version of the Housing Element Update which addressed the HCD's October 18, 2021 comment. In November 2021, staff presented the report to the Planning Commission. The project is scheduled for City Council consideration in Q3.
4.f.	Cannabis Ordinance	PL	PL: Ordinance No. 486, which amended the City's cannabis ordinance that ensured compliance with the current County guidelines, went into effect on July 27, 2021. These updates allow the County to conduct plan review and health inspections for cannabis retailers within the City. The ordinance also implements the County's business license requirements for cannabis retailers. The contractual agreement between the City and the County Public Health Department to grant the County authority to perform public health permitting, plan review and approval, and inspection and enforcement services for cannabis retailer storefront operators has been fully executed and is currently in effect. To date, both of the local cannabis retailers have initiated compliance with County public health and business license requirements.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
4.g.	MRCA Coastal Access Public Works Plan	PL	PL: On August 18, 2021, City staff attended a meeting with the MRCA and members of the public about the La Costa beach accessway. At that meeting the MRCA informed the City that they may remove that accessway from the Public Works Plan and obtain permits directly from the City. The City continues to work with MRCA to establish a solution to abate the notice of violation issued by the California Coastal Commission on July 28, 2021 while addressing the need for a functional and safe public beach accessway at La Costa Beach.
4.h.	Farmers Market Parking in the Civic Center	PL	In Q2, staff presented the Zoning Text Amendment to the Planning Commission and City Council. Ordinance No. 495 was adopted on 11/30/21 and held the 2nd reading on December 13, 2021. In Q3, staff will working with the Farmers Markert operator to obtain a temporary use permit for continued use of the property during the college construction.
4.i.	Wireless Communications Facilities Ordinance	PL	In Q2, staff met with Community stakeholders to go over the CCC's comments to the City's LCP amendment. City staff will continue to work on a response to the CCC's comments.
4.j.	Wireless Communications Facilities Mapping	PL	In Q2, HR Green competed the second of five phases to map all wireless facilities in the City. For logistical reasons, Phases 3 and 4 will be postponed until Phase 5 is completed, which is in progress.
4.k.	Sign Regulations Code Amendments	PL	PL: Staff is currently working on the response to the CCC with the help of City Attorney's office.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
4.I.1.	Planning Department Operations - Planning	PL	<p>In Q2, two Associate Planners resigned which impacted long range planning efforts and the processing of current applications. Staff has been working to fill these vacancies.</p> <p>In Q2, staff has processed numerous appeals of coastal development permit and wireless applications. Staff has continued to work on complex projects such as the Westward Beach Rd CDP and Coastal Commission Appeal, Sea View Hotel LCP amendment, hearings on the Malibu Inn Motel and the Malibu Country Inn, and the preparation of the Ryokan Project Initial Study/Negative Declaration.</p> <p>Planning Metrics: 48 Average Planner Caseload 85 Fire Rebuild Contract Planner Caseload 386 City Department referrals routed for review of new and revised plans 2,269 applications moved through the planning process - a decision issued, moved into building plan check, permit issuance, or have been completed 264 planning applications were submitted 163 decisions issued 7 Council Appeal Resolutions 60 Incomplete Letters Issued 1 Initial Study / Negative Declaration Issued</p>
4.I.2.	Planning Department Operations - Code Enforcement	PL	<p>In Q2, Code Enforcement focused on the following efforts: *Continued compliance checks with all businesses in obtaining locking dumpsters and has adopted measures to ensure continued compliance of locking dumpsters *Continuing to monitor and enforce the Short-Term Rental program from licensing to enforcement, complaints, and violations. Staff reviewed 61 STR applications *Interviewed and hired a third code enforcement officer to assist with STR applications and compliance and compliance with the Dark Sky Ordinance.</p> <p>Additionally, in Q2, Code Enforcement staff has: Opened 33 new cases Closed 55 cases Logged in 21 complaints Septic 1 Issued 18 Stop Work Orders Conducted roaming weekend patrols in the City Monitored Point Dume for gas leave blowers Monitored social media apps for events and shows that would require event permits.</p>

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
4.l.3.	Planning Department Operations - Administration	PL	<p>During Q2, a Planning Commission recording secretary was hired in November 2021, an office assistant was promoted to the new Administrative Assistant position in the Code Enforcement Division, and staff recruited for the Office Assistant vacancy. Manage the Woolsey Fire fee waiver program and refunds; monitor change of ownership and collect fees; maintain statistics and reports.</p> <p>Commissions - In addition to managing the agenda packet for Planning Commission and ERB, staff implemented a system to donate time at Planning Commisison meetings.</p> <p>Online Data - Maintains online databases and reports including Event Permit Report, Open Code Enforcement Cases, Active Commercial Projects, and Pending WCF Permits.</p> <p>In addition, the Administrative team processed the following documents:</p> <ul style="list-style-type: none"> 5 Planning Commission Agendas 33 Planning Commission Agenda Reports 56 Pieces of Correspondence processed 8 Planning Commission Resolutions processed 1,833 Documents upload to OnBase 111 Public Records Request completed 42 In-House Records Request Appointments 13 Public Notices prepared <p>CEQA</p> <ul style="list-style-type: none"> 24 CEQA Notices of Exemptions filed 1 CEQA Notice of Determination filed 1 Distributed one Initial Study / Negative Declaration
4.m.1.	Environmental Sustainability Department (ESD) Operations - Building Safety	ESD	Completed 2,954 Woolsey and Non-Woolsey Fire Building Safety Inspections, 558 Permits, and 289 Plan Checks. ESD completed 3,105 overall inspections, including NPDES, illicit discharge and Clean Bay Restaurant.
4.m.2.	Environmental Sustainability Department (ESD) Operations - Wastewater Management	ESD	290 Environmental Health Plan Reviews, 37 of which are Woolsey Fire properties. Continue to review Short-Term Rental applications for compliance. 80 STR applications reviewed this quarter. Issued 159 operating permits and sent 175 Notices Continue to manage Designers (23), Inspectors (22), Installers (33), Operation & Maintenance (27)

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
4.m.3.	Environmental Sustainability Department (ESD) Operations - Administration	ESD	Records Management - 2,339 documents uploaded to OnBase. 99 record requests completed; with an average of a 3-day response time and 19 in-house appointments. Continue Agenda and Staff Report Management and Budget Analysis. Community outreach - 509 emails/texts for Grading Policy in Rainy Season; 698 emails/texts for Christmas Tree Recycling; 698 emails/texts for New Organics Recycling Program Grant Administration - Administered five (5) grants/interagency funding, including IRWM (Malibu Smart), Measure W, CIMP. and EWMP, and Beverage Container Recycling Submitted Municipal Storm Water Permit Annual Report, CCWTF Groundwater and Surface Water Monitoring, NSMBCW CIMP and TMDL Monitoring; Tracked quarterly Solid Waste Diversion/Disposal for 23 permitted haulers; Reviewed and approved 1 large event and 16 Construction Recycling Reports - a total of 4,235 tons was recycled; Continue contract management for 15 existing consultants. Responded to 832 general public inquiries. Maintain 33 webpages.
4.n.1.	Public Works Department Operations - Project Review	PW	Public Works continues to review development applications.
4.n.2.	Public Works Department Operations - Surveying	PW	Ongoing
5.	ENHANCE ENVIRONMENTAL EFFORTS / PROTECT AND IMPROVE WATER RESOURCES		
5.a.	Civic Center Water Treatment Facility - Phase Two (CCWTF)	PW/MS/PL/ESD	<p>PW - The city received approval by the Regional Board to modify the due date to form the proposed assessment district. The revised due date is not June 20, 2022 to form the assessment district. Staff is continuing to reach out to the individual property owners to obtain the required easements. Staff has met with the State Water Board to obtain information regarding possible grants the project could be eligible for. State Water Board indicated that any project grants will not be available until next fiscal year. Project design team is working on finalizing the project bid documents.</p> <p>PL: No update.</p>
5.b.	Integrated Pest Management Program/ Earth Friendly Management Policy (EFMP)	ESD/CS/PL	<p>ESD: No update.</p> <p>PL: No update.</p>

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
5.c.	Clean Water Monitoring Program	ESD/PW	Staff conducted 25 commercial Inspections
5.d.	Clean Water Regulations Compliance	ESD	Staff conducted 32 commercial inspections and 125 construction site inspections for second quarter. Staff continues to monitor for illicit discharges, as mandated by the Water Board's commercial inspection program. Staff continues to monitor illicit discharges and continues to do commercial compliance inspections.
5.e.	Legacy Park Rehabilitation Project	CS	Staff worked with the consultant to install 7 new test plots and 125 new plantings to continue establishing native vegetation and limit the ability of non-native vegetation to thrive throughout the park
5.f.	Coastal Vulnerability Assessment	ESD/PL	ESD: Due to COVID-19 delaying the community engagement workshops, the Coastal Vulnerability Assessment agreement was extended to 10/01/23. Consultants on hold while staff internally reviews draft documents. PL: No update.
5.g.	Clean Power Alliance (CPA)	ESD	Prepared outreach for the statewide Time of Use (TOU) rate transition that will take place March 2022. Continued monthly Board meeting support by reviewing agendas and sending notes to Councilmembers/CPA Board Directors Pierson and Uhring. In November 2021, Malibu's Overall CPA Participation was 97.37% .
5.h.	Environmental Programs	ESD	Continue promoting Malibu Smart incentives and bi-weekly project management meetings and submitted quarterly grant report to state. Hosted HHW/e-waste event, Christmas Tree Recycling, and promoted LA County's HHW/E-Waste event at the Library. Collaborated with Pepperdine University students on environmental programs advertisement and attended final presentations. Continued SB 1383 planning and implementation including publish organic recycling and food recovery webpages, inform all departments of procurement requirements, draft EPPP update, develop outreach materials with Media, drafted and brought MWELO ordinance for Council first reading and adoption. Coordinated with LA County on the MGDD SB 1383 roll out and attended Capacity Planning webinar.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
5.i.	FEMA Floodplain Maps	PW	The City's consultant re-submitted the additional analysis and responses to FEMA regarding the City's LOMR.
5.j.	Pesticide LCPA	PL	Staff has meet with Community stakeholders during the months of November and December to discuss a draft policy. Staff has taken the comments from both of those meetings and composed a draft policy that will be presented to ZORACES in Q3.
5.k.	Dumpster Lid Ordinance Implementation and Enforcement	ESD/Media/CE	ESD: Conducted 32 quarterly inspections (total of 263 inspections completed by ESD since ordinance went into effect). 100% locking lid service compliance at Malibu restaurants and shopping centers.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
6.	FISCAL SUSTAINABILITY AND TRANSPARENCY		
6.a.	City Council, Commissions and Committees	All Departments	<p>City Council</p> <p>15 Agendas</p> <p>105 Agenda Reports</p> <p>118 Pieces of Correspondence Processed</p> <p>Planning Commission</p> <p>6 Agendas</p> <p>33 Agenda Reports</p> <p>56 Pieces of Correspondence Processed</p> <p>8 Resolutions adopted</p> <p>Environmental Review Board</p> <p>1 Agenda</p> <p>1 Agenda Report</p> <p>Harry Barovsky Memorial Youth Commission</p> <p>3 Agenda</p> <p>13 Agenda Reports</p> <p>Homelessness Task Force</p> <p>3 Agendas</p> <p>19 Agenda Reports</p> <p>Malibu Arts Commission</p> <p>3 Agendas</p> <p>11 Agenda Reports</p> <p>Parks and Recreation Commission</p> <p>2 Agendas</p> <p>7 Agenda Reports</p> <p>Public Safety Commission</p> <p>2 Agendas</p> <p>4 Agenda Reports</p>
6.b.	Public Records Requests and Subpoenas	All Departments	The City has responded to 171 public records requests and produced over 3,000 documents
6.c.	Budget Management	MS/Media	Mid-year budget and financials will be presented to Council on January 24, 2022. Council awarded a contract for budget software on November 8, 2021. Staff is working with the software provider to implement the budget software with the goal of utilizing it in the preparation of the Fiscal Year 2022-2023 budget.
6.d.	General Fund Reserves	MS	As of December 31, 2021, the projected General Fund Undesignated Reserve at June 30, 2022 will be \$39.2 million
6.e.	Debt Service Management	MS	Payments were issued for the City's November debt service payments.
6.f.1.	Finance Operations - Audit Management	MS	The City's audit firm completed their audit of the City's financial statements in December and found that all statements presented fairly in all material respects. Additionally, staff worked with the auditors to finalize the Annual Comprehensive Financial Report for FY 20-21.
6.f.2.	Finance Operations - Payroll Management	MS	In the first quarter, staff processed payroll for an average of 108 employees per pay period. This included the processing of 7 new hires.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
6.f.3.	Finance Operations - Accounts Payable and Cash Receipts	MS	Finance staff issued 682 AP checks, paying over \$11 million in expenditures; and, completed more than 1,600 cash receipt transactions, collecting \$18.1 million in revenue.
6.f.4.	Finance Operations - Parking Citation Management	MS	Staff oversaw the processing of 2,644 parking citations, which includes \$196,269 in original fines (Note: Not all fines are collectible since some may be contested or are correctable violations.) The City also conducted 95 Parking Citation Hearings.
6.g.	Media Information Operations	MS	Staff continued to provide updates to the community through the City's website, Nixle, Everbridge and social media platforms. In Q2, staff released: 71 alerts for emergency, traffic, utility and weather 17 Nixle advisory messages 1 Everbridge alert 1,885 social media posts 89 enotifications 32 press releases
6.h.	Media Management	MS	Media staff facilitated 43 City Council and Commission meetings and other meetings via the Zoom platform
6.i.	Information Technology	MS	Ongoing
6.j.	Information Technology Strategic Plan Implementation	MS	Reviewed American Recovery Plan Act for funding available for the procurement and implementation of permitting software.
6.k.	Records Management	CC	Staff has uploaded a total 5,239 records to OnBase in Q2. 976 boxes offsite (Planning)
6.l.	City Website and Media Operations	MS	Ongoing
6.m.	City Clerk Operations	CC	Ongoing
6.n.	Develop and Implement New GIS System	PW	Completed
6.o.	Develop and Implement new Permitting Software Program	MS/PL/ESD/PW	ESD: No updates PL: No updates.
7.	ENGAGE THE COMMUNITY		
7.a.	Oversight of Library Set Aside Funds & Speaker Series	CS/MS	One virtual event occurred in Q2 with approximately 145 people viewing the YouTube lecture with astrophysicist Dr. Jessie Christiansen. The City and LA County Library are planning virtual speakers in Q3, in addition to coordinating the local speaker series program.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
7.b.	Special Events	CS	The CineMalibu outdoor movie took place in Q2 with over 100 people in attendance. Safety measures were in place, including distancing circles and mask requirements. Cars and Coffee also took place bi-monthly, with approximately 60 people attending each event. During Q3, the Department will host the annual Student Art Exhibition and Chumash Day.
7.c.	Arts Programs and Events	CS	The Malibu Arts Commission curated two art exhibitions in Q2, including "An Eye to the Future" with 13 local artists and "Deliver Me" with artist Tom Fritz. With the assistance of the Arts Commission, videos were produced, which included artist interviews and information on the show.
7.d.	Girls-Only Programming	CS	A girls-only skateboarding clinic was offered in Q2, which reached maximum capacity. Many families requested a second clinic, which is planned during Q3.
7.e.	Senior Programs and Trips	CS	The Senior Center remains closed due to the COVID-19 pandemic. Weekly fitness programs continue to take place outdoors at Malibu Bluffs Park. During Q2, limited capacity indoor programs took place at the Michael Landon Center. Staff adheres to COVID-19 safety measures and conducts temperature checks and health screenings to help reduce the spread of COVID-19. Senior trips are still on hold due to social distancing and gathering restrictions.
7.f.	Community Services Programs and Classes	CS	Staff coordinated over 45 programs and classes for over 475 participants. Programs during Q2 included water polo, basketball, knitting, and autumn hikes.
7.g.	Poet Laureate Programs and Events	CS	Malibu Poet Laureate Ann Buxie conducted three complimentary virtual poetry workshops in Q2, and workshops will continue through Q3. Arts in Education poetry workshops took place at Malibu Middle School and Malibu Elementary School. During Q3, the Poet Laureate Committee has Arts in Education workshops planned at Malibu High School, Webster Elementary School, and a second workshop at Malibu Elementary School. Local poets have also contributed poems for Verse About Town. Poems are displayed at parks and the Malibu Library and are changed monthly.
7.h.	SMMUSD Master Use Agreement and Program Partnerships	CS	Over 90 students participated in the afterschool programs held at Malibu Elementary School and Webster Elementary School in partnership with the BGCM. Staff continues to evaluate and adjust COVID-19 safety measures to align with school policies.
7.i.	Youth Commission Programs and Events	CS	The Commission hosted Canned Food Drive benefitting BGCM food pantry, a Holiday Toy Drive, and a Homeless Toiletry Drive benefitting The Peoples Concern. During Q3, the Commission will host the annual Youth Government Summit with community leaders and environmental advocates.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
7.j.	Facility, Parks, and Special Event Reservations	CS	The Department processed 18 facility rental requests for 5 Malibu Bluffs Park, 10 City Hall parking lot rentals, 3 rentals for the Ioki Property during Q2. Additionally, the Malibu Half Marathon and 5K took place in November and staff worked with event organizers, City Departments, and other agencies to ensure compliance.
7.k.1.	Community Services Operations - General	CS	Ongoing. Department staff continue to monitor and adjust procedures related to COVID-19 protocols for part-time employees, contract instructors, and participants.
7.k.2.	Community Services Operations - Agreements	CS	A new agreement with Southwest Offset Printing was approved by the Council, which will allow the department to resume production and mailing of the quarterly newsletter and recreation guide. Additionally, two amendments were processed with Ventura Transit System and Enhanced Landscape Management. The amendment with VTS expanded Dial-A-Ride service to the Calabasas area, and the amendment with Enhanced added City Hall, the Civic Center Way Improvement Project area, and weekend trash service to the current agreement.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
8.	IMPROVE AND MAINTAIN CITY PUBLIC INFRASTRUCTURE AND COMMUNITY SPACES		
8.a.	Tree Maintenance Program	PW	No work was performed this quarter. Work under this item is anticipated in Q3.
8.b.	Routine Street Maintenance Program	PW	Ongoing
8.c.	Maintenance, Weed Abatement, and Trail Management of Parks, Open Space, and the Civic Center	CS	Managed landscape maintenance for all City parks, medians, and the Civic Center area. Trail crews continued working at Charmlee Wilderness Park to complete trail clearance and erosion mitigation for park trails following significant storm and wind events in Q2. Additional weed abatement is scheduled at the Trancas Open Space during Q3. Funding for the work will be paid for through a grant and completed by the Charmlee contractor, MCS.
8.d.1.	Public Works Department Operations - Permits	PW	71 encroachment permits 32 Transportation Permits 8 parking permits 1 sidewalk vending permits
8.d.2.	Public Works Department Operations - Traffic Signal Maintenance Program	PW	Ongoing
8.d.3.	Public Works Department Operations - Assessment District and Community Facilities District Management	PW	Ongoing
8.d.4.	Public Works Department Operations - Outside Agency & Utilities Coordination	PW	Ongoing. Staff had a quarterly coordination meeting with Caltrans to discuss City and Caltrans' projects.
8.e.	PCH at Trancas Canyon Road Right Turn Lane	PW	A consultant has been selected and a new agreement will be sent to Council in February 2022.
8.f.	Cliffside Drive Underground Assessment District	PW	Waiting for one last utility to finalize their estimate. Anticipating that this will be completed in February 2022.
8.g.	Stormwater Treatment Facilities Program	PW/ESD	ESD: On 12/30, ESD successfully submitted the Measure W annual expenditure report to the LA County Flood Control District. PW - Operations are ongoing.
8.h.	Civic Center Water Treatment Facilities Operations	PW	Ongoing
8.i.	Landslide Assessment District	PW	Ongoing
8.j.	2021 Annual Street Resurfacing Program	PW	Project completed
8.k.	Michael Landon Center Roof and Air Conditioning System Repairs	ESD/PW	ESD: No updates
8.l.	PCH Signal Synchronization Project	PW	Final plans have been submitted to Caltrans for review. Anticipating this being completed in the next quarter.

**FISCAL YEAR 2021-2022
WORK PLAN**

	TITLE	DEPARTMENT	SECOND QUARTER UPDATE
8.m.	Permanent Skate Park Design	CS/PL/PW	PL: No update CS: The consultant completed the 2nd set of draft plans and began the review process to finalize the plans. The draft documents are expected to be reviewed by the Planning Commission as soon as possible.
8.n.	Vehicle Impact Protection Devices	PW	No work was performed this quarter
8.o.	Civic Center Stormwater Diversion Structure	PW	Project completed
8.p.	PCH Overhead Warning Signs	PW	No work was performed this quarter
8.q.	Legacy Park Paver Repair	CS/PW	Pending, if needed per Q1 update
8.r.	Malibu Bluffs Park South Walkway Replacement	CS/PW	Pending
8.s.	Trancas Canyon Park Playground Resurfacing	CS/PW	Pending
8.t.	Marie Canyon Green Streets	PW	No update. Still working on final design in Q3.
8.u.	Pacific Coast Highway Median Improvements	PW	Caltrans has approved the project. Preparing the construction documents. A CM has been selected and an agreement will be brought to Council in Q3.
8.v.	Westward Beach Road Improvements	PW	Project alternatives are being discussed at the PW and PS Commissions. A recommendation will be given to City Council.
8.w.	Bluffs Park Shade Structure	CS/PW	Project is currently being designed.
8.x.	Median Improvements along Pacific Coast Highway	PW	No work was performed this quarter
8.y.	Triangle Lot at the Intersection of Civic Center Way and Webb Way	PL/MS	PL - No update.
	NEW ITEM PROPOSED:		
	Dark Sky Ordinance Implementation	ESD/PL	ESD: Began outreach efforts, including budget, postcard preparation and website update. Estimated costs for city facilities. PL: In Q2, staff presented the ZTA to extend the compliance periods to the Planning Commission and City Council. Plan Review: Staff entered into an agreement with Benya Burnett Consultancy to review the six gas stations which is in progress.