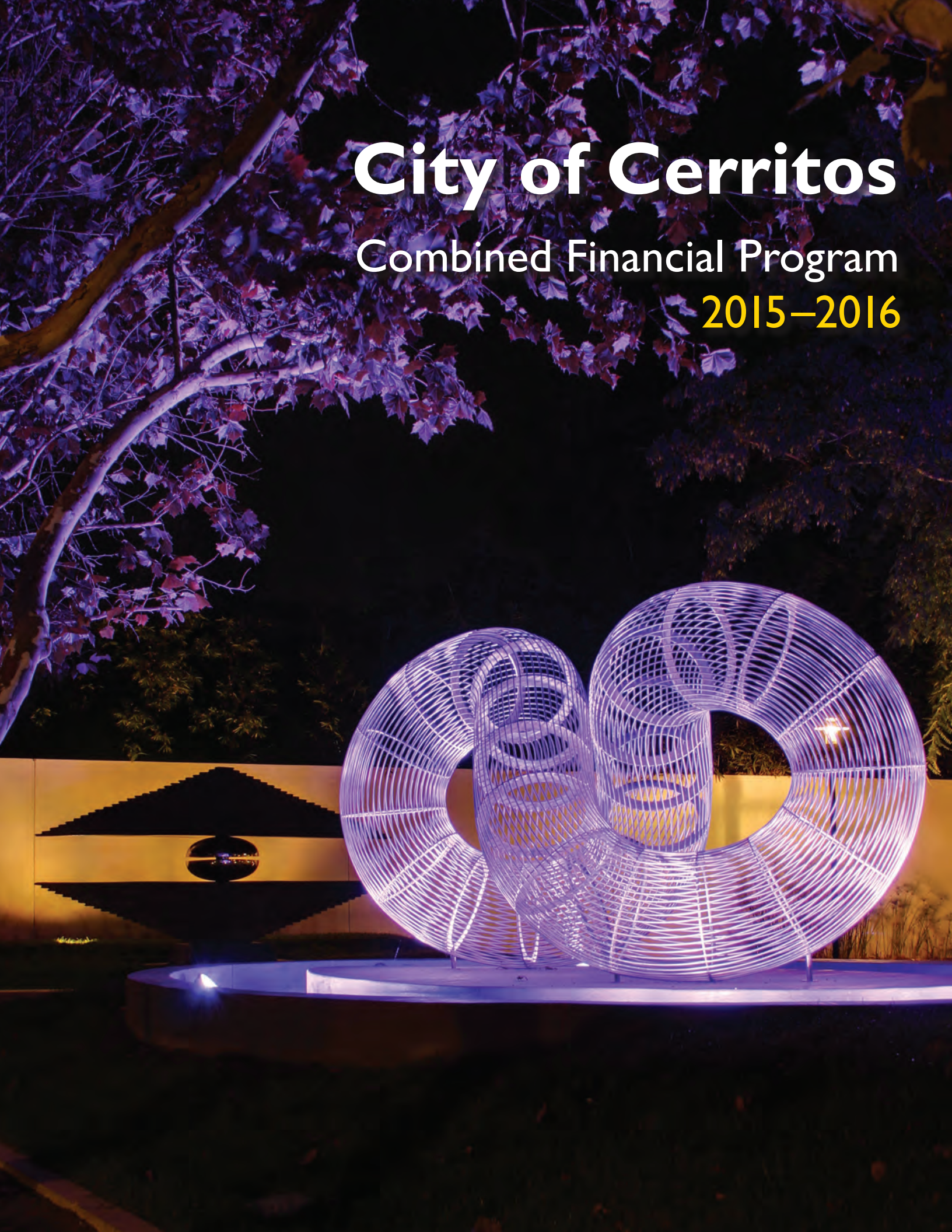
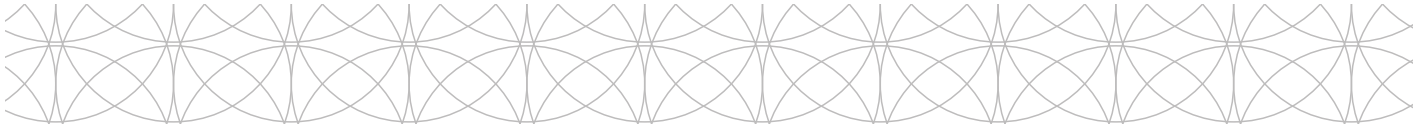


City of Cerritos

Combined Financial Program

2015–2016





“Ours is a government

founded in the will of its citizens, and directed to no object but their happiness.”

☞ THOMAS JEFFERSON

Cover photo: “Infinity,” by artist Cliff Garten, was commissioned by the City of Cerritos for the Cerritos Sculpture Garden. The stainless steel art piece was dedicated in October 2014 and was designed to create a sense of place and to attract visitors from the Civic Center into the garden.

CITY OF CERRITOS

City Council

Carol K. Chen, Mayor
George Ray, Mayor Pro Tem
Jim Edwards
Mark E. Pulido
Naresh Solanki

Economic Development Commission

Dan Padelford, Chair
Rosalinda Law, Vice Chair
Richard Alegria
Robert D. Buell
Carmelita Lampino

Fine Arts and Historical Commission

Nora T. Benzon, Chair
Doris T. Iglesias, Vice Chair
Janet L. Beach
Larry Sagert
Anna Titus

Parks and Recreation Commission

Jack Reidy, Chair
James Fong Yee, Ph.D., Vice Chair
Joe A. de Guzman
Joe Frontino
Kit Snider

Planning Commission

Becky Lingad, Chair
Tatiana Yokoyama Bui, Vice Chair
Brad Beach
Deepak (DJ) Jhaveri
Chuong Vo

Property Preservation Commission

Waldo Arballo, Chair
Philip H. Hickok, Vice Chair
John K. Dawson
Levi A. Javier
Chan-Yong Kim

Charter Employees

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



CITY OF CERRITOSSM

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



May 25, 2015

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

Dear Council and Agency Members:

It is my privilege to present for your consideration the Combined Financial Program for the 2015-2016 fiscal year.

This year's extensive work program has been developed to preserve and enhance the outstanding programs, services and facilities that continue to be the hallmark of the City of Cerritos. The 2015-2016 budget program continues the City Council's tradition of careful stewardship of the City's finances with an eye towards maintaining and enhancing our vibrant commercial areas and gracious residential neighborhoods, while preserving our reputation as an innovative, progressive community.

The City continues to offer residents a robust combination of programming and services despite the significant challenges presented by the prolonged national economic downturn and the State of California's dissolution of redevelopment, which eliminated a critical source of funding for the City. The City's commitment to our residents, both in terms of providing outstanding programming and events and in maintaining a world-class community infrastructure, is exemplified within the following review of the City's accomplishments over the 2014-2015 fiscal year.

A COMMITMENT TO COMMUNITY

The City's Parks and Recreation programs attract thousands of participants of all ages throughout the year and provide residents with a tremendous variety of recreational opportunities. For the eighth consecutive year, the City was proud to be named a Playful City U.S.A. by KaBoom!; a testament to the quality and variety of programs and facilities that the City provides its residents.

Highlights for the year include seasonal special events such as the Let Freedom Ring Celebration, Halloween Festival, Easter Egg Hunt, the Festival of Friendship and the Community Spring Festival. In total, these events drew over 60,000 attendees. Overall the Recreation Department saw over 1.9 million residents and guests take advantage of the facilities and programs that the City offers.

The Cerritos Center for the Performing Arts remains a premier destination for world-class entertainment and unique special events. During the 2014-2015 season, the Center

CAROL K. CHEN
MAYOR

GEORGE RAY
MAYOR PRO TEM

JIM EDWARDS
COUNCILMEMBER

MARK E. PULIDO
COUNCILMEMBER

NARESH SOLANKI
COUNCILMEMBER

presented a total of 52 events and hosted over 50,000 patrons. The season was highlighted by an opening night performance by Jay Leno.

2014 was a milestone year for the Cerritos Senior Center as it celebrated its 20th Anniversary. The Center continues to provide valuable recreation, health and education programming and services for Cerritos seniors. In addition, the Senior Center is home to a multitude of senior cultural groups who utilize the Senior Center for weekly group activities and socialization.

A popular program every year is the annual Health and Wellness Fair in October. This year the event drew over 350 seniors and provided access to 19 different health screenings and 77 vendors offering a variety of pertinent information.

As part of ongoing improvements and maintenance, the Senior Center completed a significant infrastructure improvement project this year with the installation of an assisted listening loop system in the River Rock and Arts and Crafts Rooms. The loop system allows hearing-impaired seniors with hearing aids to tune to a frequency that enhances the sound quality of the public address system to hear verbal presentations, movies, and other audio/visual activities.

The Cerritos Library continues to remain one of the City's most popular destinations, hosting an estimated 940,000 patrons and circulating over half a million books and materials over the course of the past year. The variety of educational programming that the Library offers consistently attracts a tremendous volume of patrons, as evidenced by the over 21,000 residents that took advantage of this year's program schedule. In addition to being popular with students of all ages, the Library is one of the City's most utilized facilities in terms of special events, corporate seminars and various training sessions. Similar to improvements at the Senior Center, the Library's Skyline Room was improved with the installation of new carpeting and a hearing loop system to assist the hearing impaired.

The provision of Community Safety services is one of the most vital services the City provides. Cerritos is proud to maintain a full-service Sheriff's Station and Community Safety Department. The Department provides or coordinates services for animal control, civilian disaster communications, code enforcement, community service officers, firefighting, law enforcement, parking control, school crossing guards, station volunteers, and strategic planning for disasters. The Department is comprised of seven full-time employees and 43 part-time employees, which includes the City's 26 crossing guards. In addition, the Department also administers the contract with the Los Angeles County Sheriff's Department for the provision of policing services within the City. A total of 63 sworn officers and 13 civilian employees are assigned to the Cerritos Station. The assignment breakdown for the Cerritos Station is as follows:

1 Captain	3 Lieutenants	8 Sergeants
28 Field Deputies (Patrol)	8 Directed Patrol Officers	3 Motorcycle Patrol Officers
1 Special Assignment Officer	1 School Resource Deputy	1 Traffic Investigator
4 Watch Deputies	5 Detectives	1 Custody Assistant (Civilian)
6 Law Enforcement Technician (Civilian)	5 Secretarial Support Assistants (Civilian)	1 Crime Analyst (Civilian)

In 2014 Cerritos Sheriff's deputies responded to over 12,900 calls for service, with an average emergency response time of 3.3 minutes. The Department is also pleased to

report a 15.7% reduction in Part I Crime compared to the 2014 calendar year. These statistics are a testament to the City's commitment to public safety and the Department's diligent efforts to promote crime prevention and community safety wherever possible.

The City's Public Works Department oversaw the completion of a number of infrastructure capital improvement projects.

Among the projects completed were numerous improvements to our parks in order to enhance and upgrade the experience of patrons using the facilities. Rubberized, ADA-compliant playground surfacing material was installed at Saddleback and Frontier Park. Saddleback Park received new playground equipment, while Frontier Park received a new swing set. The Camp Liberty picnic shelter renovation project is nearing completion and will provide a beautiful facility for families and community groups to host special events upon its completion later this spring. In addition to the renovation of Camp Liberty, the jogging track was resurfaced with a rubberized material and the main parking lot at the facility was resurfaced.

A major street re-paving project was completed with the resurfacing of Studebaker Road between South Street and Artesia Boulevard, one of the City's most highly travelled arteries.

The Parks and Trees Division continued with an aggressive tree maintenance and trimming program, completing trimming on a total of 1,200 trees over the past year and helping to earn the City recognition as a "Tree City U.S.A." for the 17th consecutive year. In support of the ongoing efforts to maintain the City's urban forest, the City Council recently approved a professional services agreement with a tree trimming firm to complete the additional trimming of over 3,000 trees within the City.

Our water utility continued to provide service to the City's 15,752 active potable water connections and 255 reclaimed water connections. The utility maintains over 180 miles of pipeline and three water wells and pumped 8,644 acre feet of water in the last year. The City's reclaimed water operation continues to provide landscape irrigation to more than 200 acres of City-owned property, including the majority of the City's medians, parks, parkways, decorative fountains and schools. In addition, the recycled water system transports water to various local agencies, including the ABC Unified School District, Artesia Cemetery, Caltrans, Central Basin Municipal Water District, Cerritos College, Cerritos Post Office, Cerritos Regional Park, City of Lakewood and Valley Christian Schools. Various privately owned landscaped areas such as those at Cerritos Towne Center, portions of the Cerritos Auto Square and some churches, nurseries and housing developments in the City are also irrigated with recycled water. It is estimated that the recycled water operation saved approximately 1.1 billion gallons of water in the 2013-2014 fiscal year. The amount of water saved includes all City-served facilities, as well as recycled water that the City sells to the City of Lakewood, Valley Christian Schools and the Central Basin Municipal Water District.

As part of the City's ongoing efforts to promote the use of recycled water and generate additional revenue, the recently approved proposal to construct a recycled water pipeline originating in the City and continuing through portions of Lakewood and Cypress to service the Forest Lawn Memorial Park will begin construction later this year. Once completed, the project will result in an annual savings of 250 acre-feet of drinking water. The expanded service to Forest Lawn also is expected to generate approximately \$50,000 in annual revenue for the City.

Finally, in order to support the operational volume of the utility, the Water Division has completed a number of infrastructure improvements in the past fiscal year, including significant renovations to a number of the City's water booster stations. Additionally, the Division has completed the design phase for the upcoming SCADA system upgrade which is proposed to be completed in the 2015-2016 fiscal year.

Cerritos Electric Utility Update. In response to a prolonged period of energy uncertainty, the City Council established the Cerritos Electric Utility in June 2001. In February 2003, the Council authorized the execution of agreements to participate in the Magnolia Power Plant project, in conjunction with other members of the Southern California Public Power Authority (SCPPA). Located in Burbank, the Magnolia Power Project generates clean, reliable and low-cost electricity for six area cities including Anaheim, Burbank, Cerritos, Colton, Glendale and Pasadena.

At the end of the 2014-15 fiscal year, the Cerritos Electric Utility will have completed its ninth year of supplying energy to retail customers in Cerritos. In 2012-13 the Utility sold approximately 60,000,000 Kilo-Watt-hours (KWh). For the 2013-14 fiscal year, the Utility experienced a sharp increase in accounts due to increased marketing and sold approximately 79,000,000 KWh to 306 separate accounts. Projections for the 2014-2015 fiscal year estimate that the utility will sell approximately 84,000,000 KWh to its various customers. It is important to note that the Cerritos Electric Utility is capped by a State-mandate to sell a maximum of 137,500,000 KWh annually.

The increase in sales has been a direct result of the City Council's direction to staff to engage a private contractor to perform the billing function for the utility and to solicit new retail customers with a view toward increasing electric power sales. With regard to this objective, the contractor has been successful in retaining several new retail customers to be served by the City's electric utility. Assuming a conservative continuing increase in load over fiscal year 2014-15, it is estimated that the Utility will sell approximately 88,000,000 KWh between July 1, 2015 and June 30, 2016.

For the upcoming year, the Electric Utility's budget of \$6,963,180 is intended to accommodate the increase in load served by the utility. This budget will also partially address the costs associated with the State mandated Cap and Trade program and the Renewable Portfolio Standards (RPS). The Cap and Trade program was set up to restore the environment to pre-1990 levels in terms of carbon dioxide content in the atmosphere. Carbon generators such as natural-gas fired power plants are required to purchase carbon credits through a complex State-managed auction process. The proceeds from this program are expected to be used for environmental cleanup and restoration activities. The RPS program mandates that utility companies operating within California steadily increase incorporation of electricity drawn from renewable sources. By the year 2020, utility companies will be required to obtain 33% of their power from natural sources such as solar, wind and geothermal energy.

Since its inception, the Cerritos Electric Utility has relied solely on power received from the Magnolia Power Plant, which uses natural gas as fuel. In the 2013-14 fiscal year the Utility applied for an allocation of hydroelectric power from the Western Area Power Administration (WAPA). WAPA has recently announced that approximately 6,500,000 KWh will become available to Cerritos starting in the summer of 2017. This additional resource will provide the Utility with an environmentally friendlier and more cost-effective resource that will reduce the Utility's reliance upon occasional power purchases from the open market that are necessary to supplement power derived from the Magnolia plant in order to meet customer

demand. Hydroelectric power from WAPA will not be subject to the State's Cap and Trade requirements.

Cerritos Attracts Significant Business Investment. Many commercial property owners have invested in the renovation of their shopping centers, providing the City with the benefit of new tenants and increased employment opportunities and added sales tax revenue. The recently approved proposal for a major renovation project at the Los Cerritos Center, including the development of a new 80,000-square-foot Dick's Sporting Goods, 16-screen Harkins Theatres, and The Cheesecake Factory restaurant is under construction. Other in-line retail stores that join the newly remodeled Los Cerritos Center include Zara, UNIQLO, and Microsoft. The renovation will include the upgrade of colorful landscape throughout the entire Los Cerritos Center property, planting of new trees in the parking areas, new entry signage, and the construction of a new pedestrian plaza and mall entry to the south of Forever 21. Los Cerritos Center owner Macerich is also making improvements to the existing mall interior, including new floor tile, lighting, and furniture, in an effort to update the experience for mall patrons. Most of these improvements are expected to be completed by the end of 2015, with Harkins Theatres opening in spring 2016.

In another major business development, CenterCal Properties is in the process of renovating the Best Plaza Shopping Center with a Santa Barbara-inspired contemporary architectural style comprised of decorative tower elements, enhanced light-colored stone and brick, simulated wood veneer, metal and canvas awnings, and enhanced architectural lighting. The City Council approved the demolition of the former Skate Depot and Tokyo Buffet buildings and the construction of new retail and restaurant tenant spaces as part of a comprehensive makeover, which will include new and refurbished landscape, enhanced signage, and a rebranding for the shopping center. Nordstrom Rack is one of several new and exciting tenants that will locate in the newly remodeled development, which is anticipated to be completed in fall 2015.

Cerritos Plaza Shopping Center has been renovated with a Craftsman architectural design theme, enhanced walkways, and drought-tolerant landscape design to enhance the shopping environment for customers. Concurrent with the renovation, the shopping center attracted a new Orchard Supply Hardware store, which held its grand opening in April 2015. Ongoing improvements are underway at the pad buildings along South Street and Carmenita Road, which are expected to be completed by late 2015.

Work is also underway at Villa Grande office park, located on Norwalk Boulevard near the 91 Freeway, to remodel the façade of the office buildings and enhance the existing landscape. The remodel is being performed in anticipation of converting the subject development from leased tenant spaces into office condominiums. The façade remodel includes a contemporary architectural design comprised of decorative towers, stone veneer, and uniform tenant signage. Landscape enhancements include new trees and upgraded shrub and groundcover plantings. Completion of this project is expected in fall 2015.

The College Square Shopping Center will soon join the list of commercial properties being renovated. The City Council approved the construction of a new In-N-Out Burger restaurant and the comprehensive remodel of the primary shopping center buildings in a contemporary architectural style. Improvements to the building include decorative tower elements, enhanced metal panels, and recessed simulated wood veneer. Landscaping throughout the shopping center will be enhanced with new trees, shrubs, and groundcover. The new In-N-Out Burger restaurant will feature outdoor seating and drive-through lanes in keeping with the company's signature prototype design. The restaurant is expected to open in fall 2015,

and the remodel of the shopping center buildings is anticipated to be completed in early 2016.

The Cerritos Auto Square continues to be a strong locus of commercial activity in Cerritos. In late 2014, Lexus of Cerritos completed a comprehensive remodel of the onsite dealership buildings, including the construction of a new service canopy and showroom expansion. The dealership was remodeled with a contemporary design featuring an enhanced metal tower element and travertine-clad columns. Onsite landscape was upgraded to include new palm trees in keeping with other recent dealership upgrades. As a whole, the Cerritos Auto Square sold 54,098 cars in 2014, an increase of 1,907 vehicles (a 9.6% gain) compared to 2013.

In addition to continued investment in Cerritos commercial properties, new residential developments are currently underway. Construction is moving steadily on the 198-unit luxury apartment complex, Aria, at the northeast corner of Artesia Boulevard and Bloomfield Avenue. The Picerne Group is developing the project, which will consist of high-end rental units built to condominium standards. Aria will feature a clubhouse, fitness area, central courtyard recreation space, Junior Olympic-sized pool, and spa. Additional upscale amenities will include concierge service, lush Mediterranean landscaping with specialty palm trees, a fountain, and an art piece. The leasing office is expected to open in fall 2015, with first move-ins in the beginning of 2016.

Aria will soon be joined by another residential development on the adjoining property to the east. The Richman Group will construct a 132-unit luxury apartment complex, which has been designed to complement the massing of the Aria project, yet feature a more contemporary interpretation of the Mediterranean architectural design theme, including decorative rafter tails, window awnings, and bay window projections, which serve as a signature element. The project will include a clubhouse, fitness area, and a south-facing courtyard featuring a swimming pool and recreation area designed to provide an inviting and activated space with visual interest as viewed from Artesia Boulevard. Construction of the project is expected to commence in late summer 2015, with completion planned in late 2016.

Both residential developments will be accessed from Artesia Boulevard by a new signalized intersection, the cost of which is being funded by both developers. A new shared driveway will connect residents and visitors to the two developments by way of a shared onsite access roadway. The landscape on both projects is being coordinated in order to create a cohesive, unified landscape design theme along the shared onsite access roadway and along the Artesia Boulevard frontage.

An estimated 756 residents will live at both the Aria and Richman Group developments, combined. To support municipal services to the residents, the two property owners will make annual payments totaling \$84,600 to the City, as required under development agreements for both projects. It is estimated that the new residents will also generate approximately \$70,000 annually in sales tax revenue for the City.

In addition to these luxury apartment developments, The Olson Company is in its final phase of development on a 25-unit residential townhouse condominium complex located at 18810 Pioneer Boulevard. The City Council approved the demolition of two vacant commercial buildings at the site and the construction of five three-story townhouse buildings featuring a Spanish/Californian architectural style. The complex features bench and picnic seating, enhanced barbecue units, decorative walkways and landscaping, and

onsite artwork. Four of the five buildings have been completed, with the last building set to be finished in summer 2015.

DEVELOPING A BUDGET FOR POLICIES, PROGRAMS AND ACTIVITIES

The annual budget document of the City of Cerritos represents the most comprehensive expression of the City Council's operating policy. In an era of limited financial resources, the budget process is crucial for many reasons. It provides the principal way in which the City can match its requirements with its resources. More importantly, it is our organization's best opportunity to review its operations, and to evaluate carefully the effectiveness and success of its prior activities.

The budget is arguably the most important annual consideration of the City Council, because it serves residents with basic services that affect residents directly. It incorporates the proposed work program for the upcoming fiscal year and the City's five-year capital improvement program.

The City Council's traditional practice has been to allocate funds in the budget on a program basis within all City departments with line item control. Resources are allocated to such programs based on their work program objectives. Each year, due to the significance and magnitude of the project, staff must begin the budget process early in January. The steps involved are as follows:

Departmental Mid-Year Projections. Each department prepared a detailed status report of mid-year expenditure and revenue projections based upon departmental work programs and financial information compiled by the Administrative Services Department.

Annual Mid-Year Budget Review. In late January, the City Manager reviews the Mid-Year expenditure and revenue reports with all of the departments. Upon completion of this review, the Administrative Services Department is able to begin the process of estimating the available fund balances for the current year.

Departmental Budget Submittals to the City Manager. For the upcoming fiscal year, each department prepares and submits preliminary budgets for the City Manager's review.

Preliminary Internal Budget Hearings. The departments are provided the opportunity to make recommendations and justifications of their budget submittals. These proposals are measured against the anticipated needs of the City, the actual accomplishments and results for the previous and present fiscal years, and the availability of revenues for the ensuing year. These detailed internal hearings are usually held in March.

Budget Evaluation Process – Alternatives, Priorities and Costing. Priorities are established for determining the increased (or decreased) funding of various programs – particularly in the context of available revenues. A balanced budget is determined that will provide an adequate program of municipal services and necessary support operations at an affordable price.

Preliminary Budget Submittal to City Council. A balanced budget is submitted to the City Council for formal review prior to the annual statutory deadline of May 25.

While these steps may appear to be quite simple, in reality the process of developing a balanced budget that meets the needs of the community is a complex process that requires

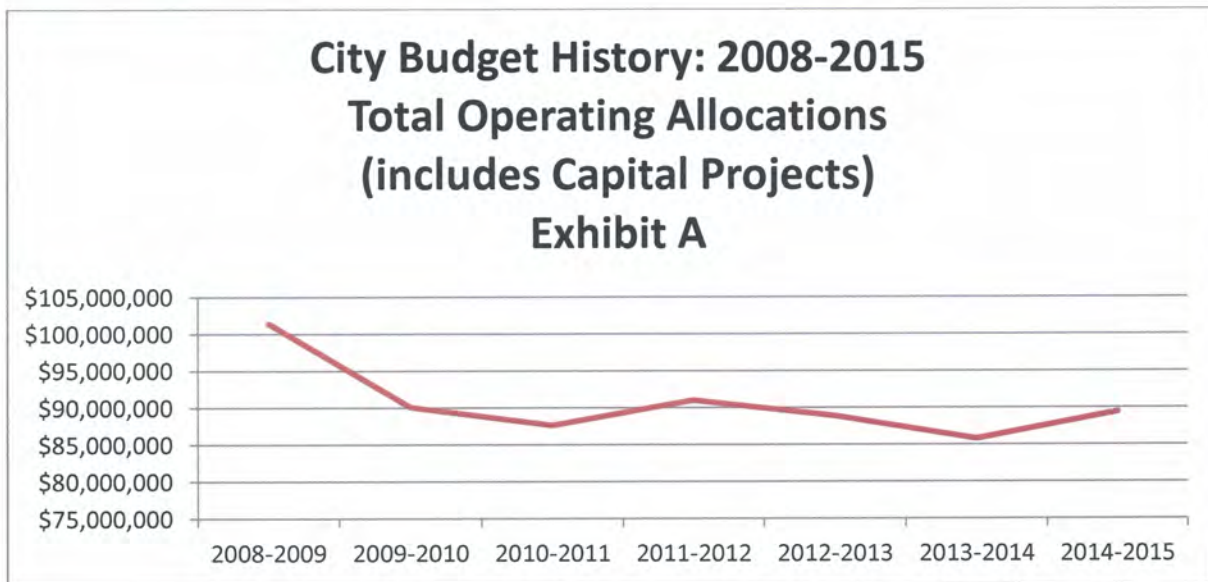
a significant commitment of time, energy and thought. The preparation process and the City Council's review sets the tone for the upcoming year's activities; the success of our financial planning is determined by our ability to meet the needs of our community in a fiscally responsible manner.

THE CITY'S FINANCIAL PICTURE

Expenditures. The City's current fiscal position reflects the continuation of extensive cost reduction efforts across all cost centers of the budget over the past seven years. These decreases have resulted from a comprehensive review of every line item, reductions in equipment purchases and other consolidations where possible.

A significant source of cost savings for the City has been the reduction of personnel expenditures through attrition over the past seven years. Since fiscal year 2008-2009, the City has not filled 12 management positions and 36 non-management positions that have been vacated through attrition, resulting in an estimated annual savings of \$5.4 million. As the City's workload has not decreased during this time, staff has addressed the situation through reallocations of workflow and by individual employees assuming additional tasks as necessary.

These personnel savings have been augmented by substantial cost reductions throughout all of the City's operational line items. As a result, the City's adopted budget, inclusive of Capital Projects for fiscal year 2014-2015 was \$12 million below the authorized fiscal year 2008-2009 operating budget of \$101,439,580, which equates to a reduction of 11.9%. The City's budget history since the 2008-2009 fiscal year is illustrated in **Exhibit A**.



Revenues. For the upcoming 2015-2016 fiscal year, the City anticipates overall revenue of approximately \$91.2 million, which constitutes a \$6.9 million increase from the prior year's budget amount. Approximately \$18.2 million of this amount is enterprise fund revenue which provides income to the water, reclaimed water, sewer and electric utility functions.

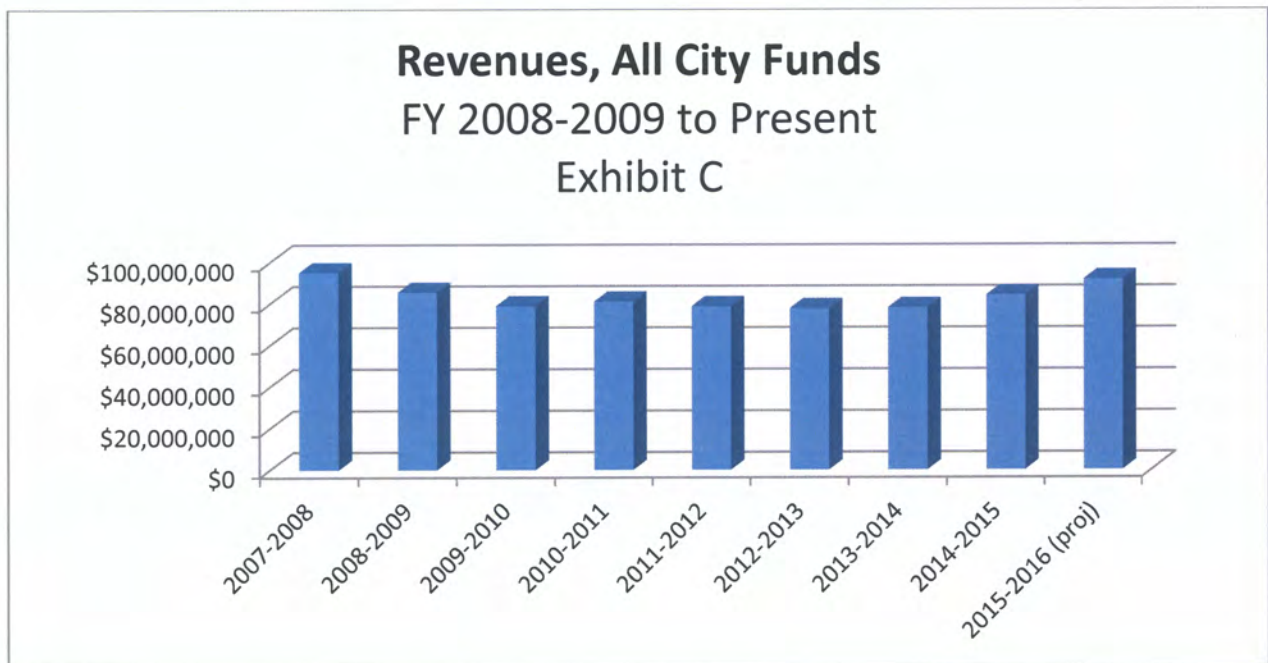
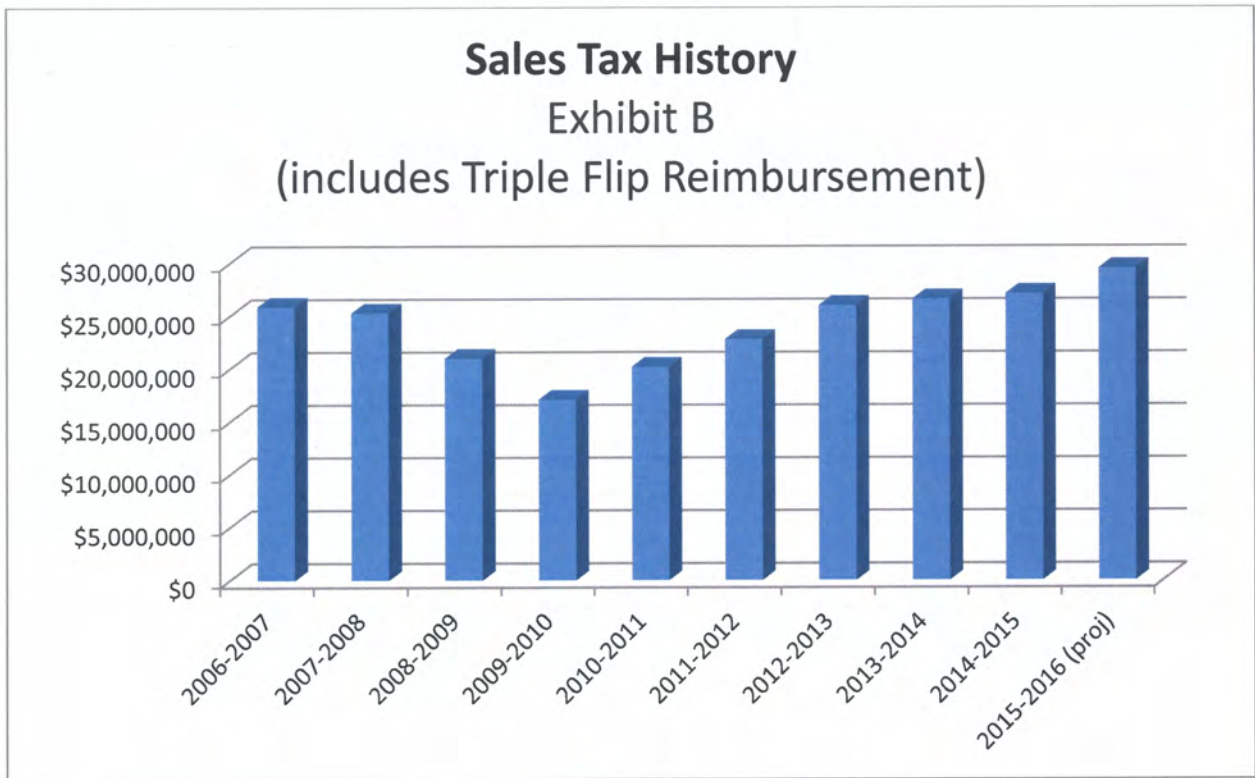
As has been the case throughout a majority of the City's history, sales tax continues to be the City's largest source of revenue, making up approximately 32% of the City's operating revenue budget for the upcoming year. The forecast for the upcoming fiscal year continues the positive trend in sales tax revenue growth that the City has experienced since the 2009-2010 fiscal year. For 2015-2016, we are projecting sales tax receipts of approximately \$29.5 million, which is an increase of approximately \$1.9 million over the 2014-2015 fiscal year. Our optimistic outlook for sales tax projections is justified by the outstanding performance of the Cerritos Auto Square, the continued consistency of our retail centers and the anticipated opening of several major new retailers at the Los Cerritos Center.

In addition to sales tax, the City is looking forward to increased revenue through the voter-approved transient occupancy tax increase and an increase to the City's water rate structure. The transient occupancy tax is anticipated to provide the City with approximately \$500,000 in additional annual revenue. The water rate increase, the first since 2006, will be utilized to offset the operating expenses of the City's water utility.

The revenue projections for the 2015-2016 fiscal year are supplemented by increases in the Sale of Land and Building Permits revenue line items. The Sale of Land line item includes \$6 million in projected revenue that is estimated to be received through the City's sale of the warehouse building on Moore Street, located within the Cerritos Industrial Park. Permit revenue is projected to increase by approximately \$750,000 as a result of a comprehensive fee review being completed by the Community Development Department that will be presented to the City Council for consideration in the near future. The increase in permit fees is being proposed in light of the fact that the City's existing development fee schedule has not been adjusted or increased since 1982 and no longer accurately reflects the cost of expenses associated with the review and approval of various project development-related entitlements.

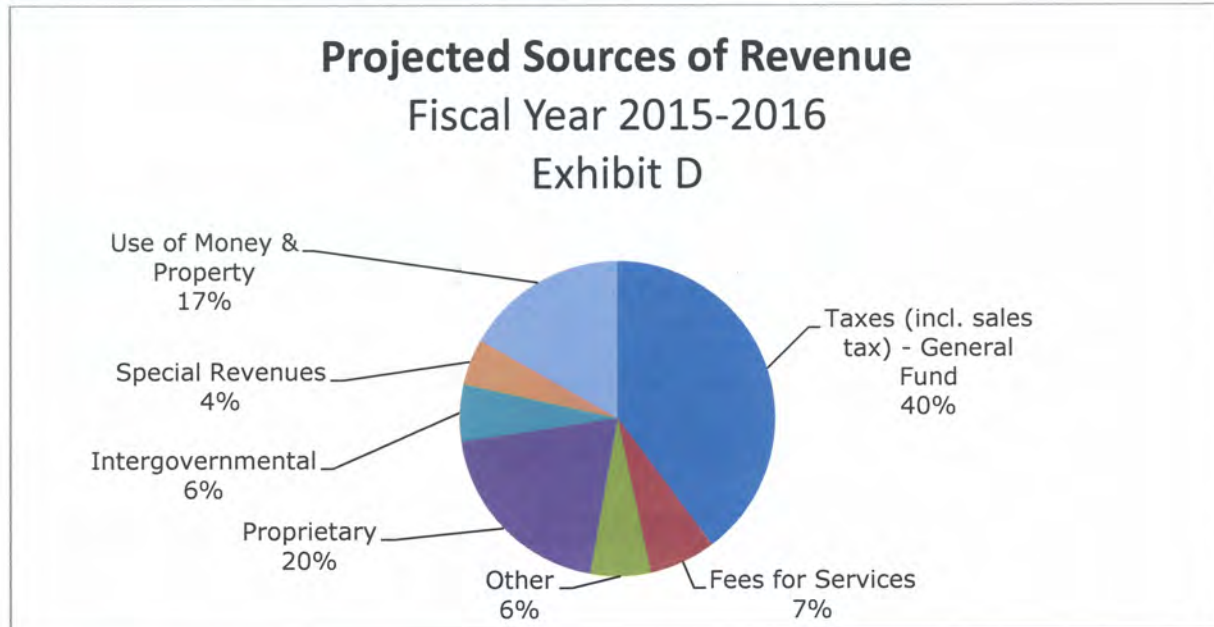
The exhibits on the following page provide a graphic representation of the City's recent sales tax and overall revenue history. **Exhibit B** provides information on the City's sales tax generation, whereas, **Exhibit C** illustrates our overall revenue performance.

(This space intentionally blank)



To further supplement our operations revenue, the City is continuously seeking additional sources of revenue through various federal, state and local grant programs. Among the projects funded through these revenue sources are the upcoming implementation of the City's bikeway master plan (funded through a grant from the Los Angeles County Board of Supervisors), resurfacing of the playground surface at Jacob Park (funded through CDBG

funds) and the upgrade of the City's transit amenities street furniture (funded via a grant from Los Angeles County Metro). These grant funds continue to be an important part of the City's revenue portfolio and are vital to helping implement a variety of capital improvement projects. The City's revenue sources are shown as **Exhibit D**.



In addition to the 2015-2016 City revenue projection of \$91.2 million, the projected reimbursement revenue total for the Cerritos Successor Agency is \$23.7 million. These funds are set aside for the reimbursement of enforceable obligations of the former Cerritos Redevelopment Agency and are provided to the Successor Agency following approval of the obligations by the California Department of Finance. When combined with the City's revenue the resulting total City/Successor Agency revenue package is \$115.8 million.

Reserves. At the conclusion of the upcoming fiscal year, it is estimated that the City's General Fund reserve, less accounts receivable, will be approximately \$57.6 million. As this amount is unrestricted, it is available for use for any purpose deemed necessary by the City Council. For the upcoming year, our current ratio of General Fund cash reserves to the City's operating expenditures is anticipated to be approximately 68%. In current local government practice it is believed that reserve levels of approximately five to ten percent are typical of most agencies.

THE WORK PROGRAM FOR 2015-2016

As the City Council is aware, the ongoing maintenance of the City's fiscal health has been the result largely of significant reductions in various line-items over the past seven years, encompassing a majority of discretionary items, including travel and meetings, professional services, dues and publications and others.

The upcoming year's financial program reflects the continuation of an austere approach to discretionary spending and is an extension of the mindset that the City has recently implemented.

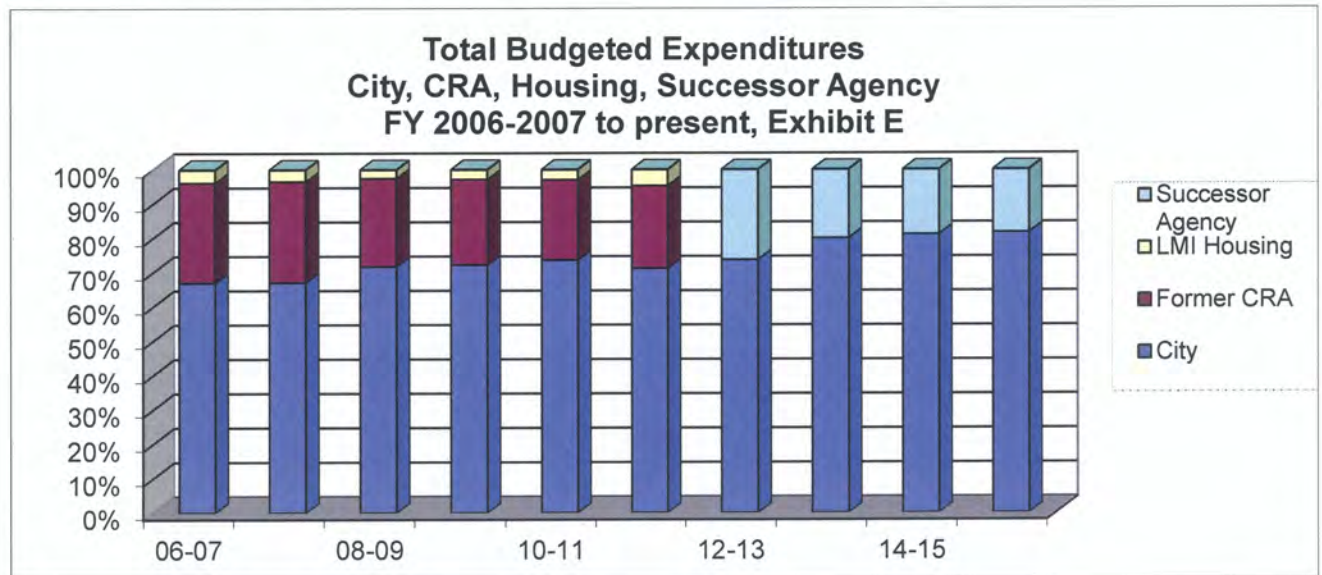
The proposed 2015-2016 operating budget, not inclusive of capital projects and Successor Agency expenditures, is \$84.5 million. This program represents an increase of \$1.4 million, or 1.8%, from the 2014-2015 fiscal year.

This year's budget package is a considerable achievement when considered in the context of the unavoidable escalation of costs that the City must incur to maintain baseline operations and protect its traditional business model. Key expenditures include legal expenses necessary to address various ongoing litigation matters, water assessments, increases in electric utility operations expenses and increases in program costs for County-provided services such as building and safety and police protection.

With a proposed capital project program of \$8.3 million added to the operating budget, the City's expenditure total increases to \$92.9 million.

The proposed budget for the Successor Agency is \$18.9 million. The expenses within the Successor Agency's budget reflect enforceable obligations that have been included on the Recognized Obligation Payment Schedule (ROPS), and are subject to external audit and ultimate evaluation by the Oversight Board.

The combined budgetary total of City and Successor Agency activities for fiscal year 2015-2016 is \$111.9 million. The proposed combined allocation of City and Successor Agency expenditures for the upcoming fiscal year is reflected in **Exhibit E**.



The following is a summary of budgetary highlights by functional area.

Legislative and Administrative Department. The Legislative and Administrative Department serves as the City's "front office" for policy direction and daily administrative guidance, encompassing the offices of the City Council, City Manager, City Attorney and City Clerk.

An additional allocation of \$48,130 has been reflected within the Professional Services line-item of the City Manager's budget. This expense has been added to reflect the reinstatement of lobbyist services in Sacramento. Given the unique and critical nature of a number of issues the City is facing, including ongoing litigation regarding the dissolution of

redevelopment, water replenishment assessments and other issues, it is crucial that the City have a consistent presence in Sacramento with lawmakers in order to ensure that the City's concerns are conveyed and represented throughout discussions and negotiations regarding these key matters.

With the anticipated conclusion of litigation in a water-related matter, staff has been able to reduce the City Attorney's Legal Services line-item by \$50,000 to more accurately reflect actual anticipated expenditures within the City Attorney's Office.

As the designated Clerk of the City Council, the City Clerk prepares the agenda for the City's various legislative bodies and acts as the official custodian of the City's vital records. With the conclusion of the 2015 municipal election, the City Clerk's office has been able to reduce their Election Expense line-item by \$164,500.

For the Legislative/Administrative Department, total budgeted operating expenditures for fiscal year 2015-2016 are \$2,143,020.

Community Development Department. Through the Advance Planning and Current Planning Divisions and their related cost centers, the Community Development Department is responsible for the oversight of the land-use and economic development functions of the City.

For the 2015-2016 fiscal year, the City's contract with Los Angeles County for Building and Safety Services will be increased by \$25,000. This increase is a result of anticipated increases in plan check, building permit and building inspection services associated with annual cost of living increases incorporated by the County. While this expenditure will increase the budget, it is helpful to note that this is a pass-through expense that is paid entirely by project developers through the permit issuance process.

The Geographic Information Systems (GIS) Division has completed a project to update aerial images of the City in conjunction with a related update by Los Angeles County; accordingly, the division is able to reflect a \$20,400 reduction in its Electronic Information line-item as a result of the completion of this project.

In the Advance Planning budget, Trip Reduction expenses have been increased by \$245,000 as a result of the commencement of a project to upgrade transit-related amenities at approximately 40 of the City's bus stops. This is a project that is wholly funded by AB 2766 (AQMD) funds, which are restricted for use on transit-related items.

The total proposed operating expenditures for the Community Development Department are \$5,886,198.

Public Works Department. With such diverse functions as engineering, traffic management, parks maintenance, sewer maintenance, facility maintenance, trash collection, recycling and custodial services, the Public Works Department is responsible for maintaining the infrastructure that is essential for the day-to-day operation of our community. Staff from this department also supervise the construction of City capital improvement projects.

While ongoing economic factors have conspired to limit the City's ability to take on ambitious and costly new infrastructure development projects, the City has become more reliant than ever on the upkeep and maintenance of our existing facilities. The City's

Maintenance Division is charged with the crucial task of maintaining these facilities while operating within the parameters of a streamlined budget.

The budgets for the Maintenance Division's five operating cost centers (General, Street, Vehicle, Facility and Swim Center Maintenance) have been streamlined significantly over the past several years. As a result of these efforts, the Division is now operating within a budget that is fiscally efficient while providing the flexibility necessary to meet the maintenance needs of the City's facilities. Continuing in its efforts to further streamline its budget, the Maintenance Division is projecting a reduction in its overall budget of approximately \$198,000, which has been derived largely through a reduction in anticipated contingency maintenance funds and staff's ability to address a majority of the City's maintenance needs internally.

Total facility maintenance costs for 2015-2016 are projected to be \$9.1 million, reflecting the total budget for the Maintenance Division and Environmental Services cost centers.

The City's Parks Division is responsible for the upkeep and maintenance of over 30,000 trees, 21 parks and all of the center medians in the street system. In an effort to keep pace with the demanding maintenance needs of the City's urban forest, the Parkway Trees Division has an increase of \$250,000 within its Professional Services line-item. This increase reflects the utilization of contract tree trimming services to supplement the City's existing staff and will allow for the continued maintenance of the health of the City's trees in an efficient manner. Through these efforts, the City has been pleased to receive designation as a "Tree City U.S.A." for the past 17 consecutive years.

The total budgeted expenditure for the Public Works Department is \$16,417,460 for fiscal year 2015-2016.

Department of Water and Power. As the Council is aware, the City has long provided residents with water rates that are among the lowest in the area. In an effort to safeguard the City's cost structure and protect the community's interest with regard to groundwater storage and replenishment fees, the City has had to engage in significant litigation with the Water Replenishment District and others. Through the City's diligent efforts in pursuing these matters, a settlement in favor of the City is expected in the immediate future that provides the potential for the substantial reimbursement of incurred legal costs and continued protection of the City's water rights.

Over the course of the past year it became necessary to evaluate the City's water rates to insure that the costs charged to residents were sufficient to cover the cost of the City's water operation. While the City's water rates remain among the lowest in the region, an annual rate increase of 10% per year for the next seven years was implemented in order to provide sufficient funding for the ongoing production of water services and the necessary maintenance of the City's water infrastructure. The increase in service costs was the first rate increase since 2006.

As previously mentioned, the City is expecting to complete a lengthy litigation process with the Water Replenishment District. As a result, the Water Management Division is anticipating a reduction in its Professional Services budget of \$470,250.

The Water Production and Distribution Division is anticipating a number of significant changes to its budget as it relates to the costs associated with pumping and delivering water and maintaining existing equipment and infrastructure. The Outside Services line item is reflecting a reduction of \$604,170 as a result of the completion of the design for the

upgrades to the SCADA system. The implementation of that project is proposed in the 2015-2016 Capital Improvement Program. An increase of \$168,420 is proposed in the Water Well Pumping Assessment line item as a result of projected increases by the Water Replenishment District on pumping assessments and underground water storage expenses. Additional budgetary increases of \$25,980 are proposed due to an increase in the MWD purchase price and a \$37,100 increase is proposed to cover anticipated increases in power consumption costs.

The Water Operations Division continues with its work of maintaining the City's water infrastructure, including all of the water meters in the City. As part of this work program, the Division has budgeted for a \$91,000 increase in its Water Meters line item as a result of the ongoing water meter change out program. The Water Inspection Division is anticipating a savings of \$63,240 in its Water Treatment Services line item due to a favorable bid contract that was received for the provision of polyorthophosphate, a chemical necessary for the treatment of the City's water supply. Finally, the Reclaimed Water Division has budgeted an increase of \$77,730 in its Water Purchase line item and an increase of \$222,000 in its Water Production Equipment line item to cover costs associated with the necessary maintenance of the pump motors that supply reclaimed water to the City's system.

The City's Electric Utility operations budget is projecting an overall increase of \$273,000 from the 2014-2015 fiscal year budget. A majority of the increase is associated with the Utility's growth and an increase in consumer demand for electricity provided by the City.

The total proposed operating expenditures for the Department of Water and Power are \$15,918,550.

Community and Safety Services. The Community and Safety Services Department continues to administer the City's social, recreational, and safety activities. The importance and visibility of these functions is summarized by the Department's motto, "building community through people, parks and programs."

Public safety continues to remain a primary priority for Cerritos residents. The City takes its role in the provision of public safety seriously, but it also seeks to provide the highest level of service in the most financially responsible and organizationally efficient manner possible. For the 2015-2016 fiscal year, the Community Safety budget reflects a decrease of \$164,270 in its Police and Safety Services line item that reflects current workload requirements and corresponds to anticipated expenditures in the City's contract with Los Angeles County for the provision of law enforcement services as well as for the Sky Knight service. It is important to note that public safety remains the single most expensive component of the City's budget, accounting for a total commitment of approximately \$13.1 million for the upcoming fiscal year.

The Community Participation budget continues to reflect a commitment to the community's non-profit and human services agencies, with allocations that reflect the City's compassion while remaining fiscally responsible. The proposed community program allocation remains unchanged from the 2014-2015 fiscal year, with funding proposed at \$162,530 for the Community Participation Division and \$60,260 for the Senior Center budget.

The Recreation Services Division provides a diverse and enriching program of recreational and cultural programming, excursion opportunities, sports and fitness programs and facility rentals that serve to meet a broad variety of interests within the community. Community involvement in recreation programs for the 2014-2015 fiscal year is estimated at 470,000 residents; when drop-in facility usage and facility reservations are included the participation

volume increases to 1,690,000 patrons. Despite this tremendous volume of participation, the Recreation Services Division budget does not have any significant changes to its operating budget for the 2015-2016 fiscal year.

The total Recreation Services Division budget is \$5.3 million, which includes \$446,820 for the Golf Course and \$1,088,930 for the Swim/Fitness Center. Total budgeted expenditures for the Community and Safety Services Department are \$23.1 million.

Administrative Services Department. The Administrative Services Department encompasses such functional areas as budget administration, communications, finance, human resources, support services, management information systems and the operations of the Cerritos Library. While many of these functions are not visible to the community at large, they remain vital to the delivery of City services to our residents.

The City's Communications Division is responsible for all public information activities. During recent years the City has achieved considerable cost savings from the consolidation of its public information functions and the marketing functions of the Cerritos Center for the Performing Arts. For the upcoming fiscal year the Division expects to achieve additional increases in operational efficiencies as the functions of the Division are further refined.

The Support Services and Property Control Divisions are responsible for the purchasing of supplies and equipment, oversight of office equipment lease agreements, contract cost and bid analysis, inventory and maintenance of operational supplies and management of the equipment and property control program.

The Property Control cost center allocates \$643,161 for a variety of capital equipment acquisitions. This amount also includes contingencies of \$100,000 each for urgent computer maintenance and library equipment.

The Management Information Systems Division is charged with the management and maintenance of the City's increasingly sophisticated and technologically advanced computer network. This work includes the maintenance and operation of all of the City's servers as well as the provision of public Internet access at the Cerritos Library. For the upcoming fiscal year the Division's budget remains largely unchanged, with a vast majority of the work associated with the Division's activities being handled by in-house staff.

As the City Council is aware, the Cerritos Library is one of the City's most popular facilities, attracting close to 1 million patrons on an annual basis. Last year's addition of the Teen Studio has been well-received and is an outstanding resource for students throughout the community. For the 2015-2016 fiscal year the Library is not anticipating significant changes to its budget.

Total budgeted expenditures for the 2015-2016 fiscal year for the Administrative Services Department are \$15.1 million.

Theater Department. The Cerritos Center for the Performing Arts has developed a well-earned reputation for curating a unique and diverse program schedule, while presenting it in a world class facility with a premium emphasis placed on providing an outstanding guest experience.

The CCPA will present a 2015-2016 performance schedule that encompasses approximately 60 performances, which is a proposed increase of approximately 10 shows over the 2014-2015 season. To accommodate this schedule, the Theater's Business Management cost

center is projecting an increase in Program Expenses and Supplies of \$370,000. The Performance Marketing and Sales cost center is anticipating an increase of \$26,810 in the Marketing Expenses line item in support of the additional performances that are scheduled. The vast majority of other CCPA-related line items will incur few significant changes.

For fiscal year 2015-2016 the total proposed Theater Department budget is \$5.9 million. The CCPA operating expenditures are offset by approximately \$4.1 million in box office ticket sales and facility rental revenue that is forecast for the upcoming fiscal year.

CCPA Subsidized Events. In addition to the schedule of approximately 60 events planned as part of the 2015-2016 budget, the CCPA has once again allocated funds to support a variety of community programs. As has been the City's practice for several years, approximately \$53,000 of the Theater's annual expenses are attributable to the cost for various "in-kind" services that are provided to community groups at no charge.

These groups include various "A Group" organizations of residents and other subsidized users, the Cerritos Chamber of Commerce, the Friends of Arts Education, and the ABC School District. Applicable costs include such components as facility use, production expenses and foregone revenues – all of which represent "opportunity costs" relative to other uses. This community support includes the following organizations:

ABC Unified School District: 2 - 3 requests for ABC Unified School District usage have been included in the 2015-2016 budget. The estimated write off is \$8,000.

Cerritos Chamber of Commerce: 4 - 5 requests for Chamber events including the Taste of the Region, State of the County, State of the City and a special event have been included in the 2015-2016 budget, for an estimated write off of \$20,000.

Cerritos Resident Clubs (A Groups): 5 - 7 requests by A Groups. Resident Clubs (A Groups) are given 6 hours of room usage at no charge and pay 70% of all labor, equipment and additional hours for their events. The estimated write off for 2015-2016 is \$15,000.

City Hosted Events: 4 - 6 City-hosted events at the CCPA have been included in the 2015-2016 budget, for an estimated write off of \$10,000.

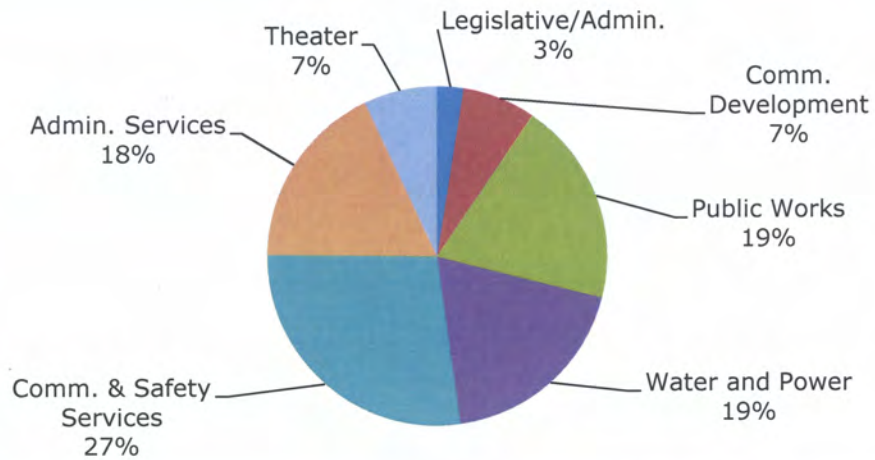
In addition to these subsidies, the CCPA offers Cerritos residents a 15% discount off of the hourly event rate and Cerritos businesses receive a 10% discount off of the hourly event rate.

The financial impacts of these in-kind services are shown in the detailed activity summary within the Theater Department section of this budget document. The upcoming year's proposed expenditure allocations for all departments follow and are shown in **Exhibit F**.

(This space intentionally blank)

Adopted Operating Budget by Department - FY 2015-2016

Exhibit F

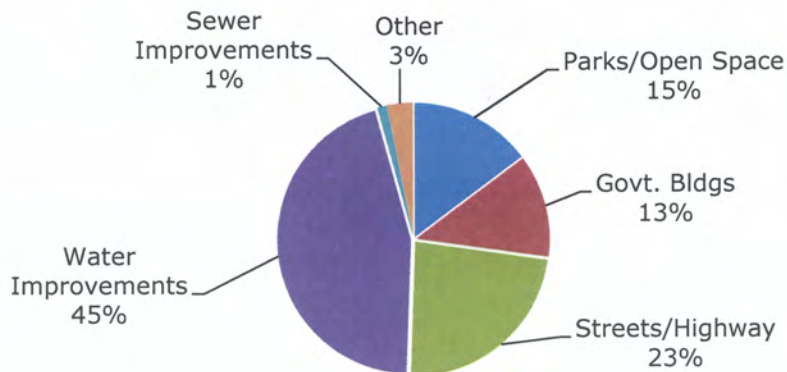


CAPITAL IMPROVEMENT PROGRAM

The 2015-2016 recommended City Capital Improvement Program consists of approximately \$8.3 million in project expenditures. The projects that are recommended are primarily focused on the maintenance and upkeep of the City's existing infrastructure and include a balance of projects that include parks, water utility, street maintenance and facility maintenance. A summary of the proposed Capital Improvement expenditures is provided in **Exhibit G**.

Adopted Capital Projects by Category, FY 2015-2016

Exhibit G



Parks and Open Space. This year's budget for parks and open space-related items is \$1.2 million. Among the highlights of the program are proposals for the resurfacing of the playground surface and replacement of the playground equipment at Jacob and Bettencourt parks. The City's annual allocation of Community Development Block Grant funds will be used to complete the resurfacing of Jacob Park.

Additionally, an allocation of \$150,000 is proposed for the renovation/replacement of the picnic shelters at Heritage and Liberty Parks. Liberty Park is also proposed to receive \$100,000 in funds for the resurfacing of the main playground area and an additional \$40,000 for the resurfacing of the racquetball courts. Meanwhile, \$100,000 has been allotted for the refurbishment of the Heritage Park main building and \$100,000 is proposed for the resurfacing of the running track at Cerritos Park East.

Government Buildings. Approximately \$1 million has been allocated for capital projects related to government buildings. Many of the projects within this category provide contingency funds for the ongoing maintenance and upkeep of the City's buildings. In addition to these contingencies, \$115,000 has been allocated for the resurfacing of the CCPA's stage floor and \$100,000 has been proposed to facilitate interior and exterior refurbishments at the Senior Center.

Street Projects. The City's commitment to ongoing street maintenance is demonstrated by the 2015-2016 capital allocations for residential and arterial street maintenance. For the 2015-2016 fiscal year street maintenance allocations of approximately \$1.95 million have been proposed. The proposal includes the following street-related projects:

Project	Project #	Proposed Amount
Studebaker Road Rehabilitation – Artesia Blvd. to Alondra Blvd.	13033	\$700,000
Sidewalk, Curb and Gutter Rehabilitation	13054	\$250,000
Wheelchair Accessible Ramps	13086	\$25,000
Implementation of Bikeway Master Plan	13088	\$218,770
Arterial Street Slurry Seal	14077	\$100,000
Residential Street Rehabilitation Program	14088	\$500,000
Parkway Planter Block Wall Improvements	14099	\$78,000

Project #13033 will reconstruct Studebaker Road between Artesia and Alondra Boulevards and will complete the Studebaker Road reconstruction project that was initiated earlier this year, ultimately resulting in the reconstruction of this crucial artery from South Street to Alondra Boulevard.

Additional street projects may be initiated only if appropriate federal, state or grant funding is secured. For example, the City will be able to install dedicated Class II and Class III bike lanes throughout the City due to the availability of a \$220,000 grant secured from the Los Angeles County Board of Supervisors. This project will be implemented via project #13088 in accordance with the City's adopted Bikeway Master Plan.

Water Improvements and Other Projects. With over 15,000 residential and commercial accounts, the City's water system is the ultimate "essential" service for the health and welfare of the community. For the 2015-2016 fiscal year a total of \$3.8 million has been budgeted for various water and sewer improvements. Within this allocation, \$108,500 has been budgeted for compliance with National Pollutant Discharge Elimination System (NPDES) requirements. \$200,000 has been budgeted for the replacement of mainline

butterfly valves within the City's water system. Major projects for the upcoming year also include a \$2.1 million allocation for the construction of a reclaimed water line to the Forest Lawn Cemetery in the City of Cypress and a \$1 million allocation for the completion of the SCADA system upgrade. As the City Council is aware, project expenses for the Forest Lawn project will be fully reimbursed through an agreement with Forest Lawn and grant funds.

MAINTAINING FOCUS ON OUR VISION

The City of Cerritos has a hard earned and well-deserved reputation for providing residents, businesses and visitors with access to world class facilities and unparalleled programs and services within a well-maintained community environment. Those facilities and services have been provided within the context of fiscal responsibility and a constant eye toward the future. While the City has faced significant economic challenges over the past 5 years as a result of the loss of redevelopment and a prolonged recovery from the economic recession that has plagued the nation, the City's vision has not wavered. Our commitment to the community through prudent fiscal stewardship has remained a hallmark of the City.

We are encouraged by the recent increase in investment within Cerritos by the business community. Major improvements at the Los Cerritos Center and Best Plaza, as well as several major new residential developments, are reminders that Cerritos remains one of the premier destinations within the region for economic development and business attraction. These projects will have a significant positive impact on the City's fiscal position by further bolstering an already robust sales tax base.

The budget that is presented herein strives to provide a work program for the 2015-2016 fiscal year that is measured and balanced. A continued focus on infrastructure maintenance and improvement remains a primary emphasis. A focus on the community and on providing outstanding programming at our parks, library, senior center and performing arts center remain a fundamental priority. Ultimately, the budget serves as the foundation of all our efforts to maximize the community's quality of life.

Our efforts to present this budget program are made possible by the wisdom, support and leadership of the City Council, who continue to guide the City with vision, stewardship and vitality. Given the available resources, this budget represents our best efforts to reflect your priorities and those of the community.

I would like to extend my sincere gratitude to the Administrative Services Department, which spent countless hours in the development of this budget document. The other members of our talented and dedicated staff continue to work tirelessly to provide our residents with the highest quality programs and services possible.

It remains my great pleasure to serve as your City Manager. To work in an environment of collaboration, with a City Council and staff that share a singular focus on serving our community, is immensely rewarding and is something in which all of us can be proud.

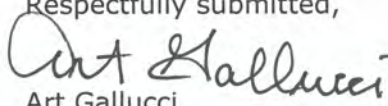
Respectfully submitted,

Art Gallucci
City Manager

TABLE OF CONTENTS

	<u>Page</u>
Combined Program Expenditures	i
Authorized Full-Time Positions by Department	ii
City of Cerritos Financial Program:	
Summary of Fund and Estimated Balances	2
General Fund	3
Cerritos Center for the Performing Arts Trust Fund	4
Earthquake Special Fund	5
Art in Public Places Trust Fund	6
Advanced Repayment Holding Fund	7
Street Improvement Fund	8
Los Coyotes Lighting District Fund	9
Measure "R" Fund	10
AQMD Special Fund	11
Proposition A Fund	12
Proposition C Fund	13
AD #6 Maintenance District Fund	14
Drainage Fund	15
SB 821 Fund	16
COPS SB 3229 Fund	17
Local Law Enforcement Grant Fund	18
Environmental Fund	19
City Housing Asset Fund	20
Community Development Block Grant Fund.....	21
Municipal Improvement Fund	22
Equipment Replacement Fund	23
Sewer Fund.....	24
Water Fund	25
Reclaimed Water Fund.....	26
Electric Utility Fund	27
Successor Agency Redevelopment Property Tax Trust Funds	28
Successor Agency Fiscal Agent Bond Reserve Funds.....	29
Resources by Revenues and Uses of Funds	32

Departmental Operating Budgets

Legislative and Administrative: City Council 48

Legislative and Administrative: City Manager 52

Fine Arts and Historical Commission..... 58

Legislative and Administrative: City Attorney 62

Legislative and Administrative: City Clerk/Treasurer..... 66

Department of Community Development 72

Planning Commission 82

Economic Development Commission 86

Successor Agency 92

Bond Interest, Redemption and Loans 96

Department of Public Works 102

Department of Water & Power 132

Department of Community & Safety Services 150

Property Preservation Commission 168

Parks & Recreation Commission..... 172

Department of Administrative Services 178

Theater Department..... 202

Capital Improvement Program..... 222

Appendices

Appendix A

Resolutions Nos. 2015-17 and CSA 2015-1 adopting 2015-2016 Combined
Financial Program 256

Appendix B

Resolution No. 2015-18 adopting 2015-2016 Annual Appropriation Limit 267

Appendix C

Chart of Expense Accounts and Definitions 270

Appendix D

Acronyms 280

Appendix E

General Plan Legend 284

General Plan Map 285

Recreation Facilities Map 287

	<u>Page</u>
Project Area Maps	289
Freeway Buffer Project Map	293
Towne Center Area Map	295
Appendix F	
City of Cerritos Demographics.....	299
Appendix G	
Employee Classification Tables	303

City of Cerritos
and
Successor Agency to the
Cerritos Redevelopment Agency
Combined Program Expenditures
Fiscal Year 2015-2016

<u>CITY OF CERRITOS</u>	<u>Personnel</u>	<u>Operations and Maintenance</u>	<u>Capital Outlay</u>	<u>Expenditures</u>
Legislative & Administrative	1,401,440	741,580	-	2,143,020
Community Development	2,327,598	3,556,600	5,000	5,889,198
Public Works	7,546,502	8,867,520	3,440	16,417,462
Water & Power	1,933,900	13,980,749	3,900	15,918,549
Community & Safety Services	7,520,830	15,639,670	700	23,161,200
Administrative Services	8,825,361	5,615,112	649,160	15,089,633
Theater	2,751,880	3,168,280	6,000	5,926,160
Capital Projects	-	-	8,381,570	8,381,570
TOTAL CITY	<u>32,307,511</u>	<u>51,569,511</u>	<u>9,049,770</u>	<u>92,926,792</u>
 <u>CERRITOS SUCCESSOR AGENCY</u>				
Enforceable Obligations	-	18,960,210	-	18,960,210
TOTAL SUCCESSOR AGENCY	<u>-</u>	<u>18,960,210</u>	<u>-</u>	<u>18,960,210</u>
 GRAND TOTAL				 <u>111,887,002</u>

Authorized Full-Time Positions

By Departments

	<u>2013-2014 AUTHORIZED</u>	<u>2014-2015 APPROVED</u>	<u>2015-2016 PROPOSED</u>
Legislative & Administrative	7	6	6
Community Development	17	17	18
Public Works	67	67	66
Water & Power	16	16	14
Community & Safety Services	30	30	30
Administrative Services	53	52	50
Theater Department	<u>13</u>	<u>13</u>	<u>12</u>
TOTAL	<u><u>203</u></u>	<u><u>201</u></u>	<u><u>196</u></u>

City of Cerritos

and

Successor Agency to the Cerritos Redevelopment Agency

Financial Program: 2015-2016

Statement of Fund Balances and Reserves

- Unaudited -
City of Cerritos and
Successor Agency to the Cerritos Redevelopment Agency
Summary of Fund and Estimated Balances
For Fiscal Year 2015-2016

	Beginning Balance	Revenues	Expenditures	Operating Surplus/ (Shortfall)	Fund Transfer	Ending Balance	Loan/ (Receivable)	Estimated Balance
City Governmental Funds/								
Internal Service Fund								
General Fund	127,101,445	68,288,610	(58,719,690)	9,568,920	(4,202,375)	132,467,990	(70,525,137)	61,942,853
CCPA Endowment Fund	10,804,450	183,100	-	183,100	(1,500,000)	9,487,550	-	9,487,550
Earthquake Fund	2,499,560	24,980	-	24,980	115,920	2,640,460	-	2,640,460
Art in Public Places	96,050	81,050	(62,000)	19,050	-	115,100	-	115,100
Advanced Repaymt. Holding Fund	7,342,550	-	-	-	-	7,342,550	-	7,342,550
Total General Fund	147,844,055	68,577,740	(58,781,690)	9,796,050	(5,586,455)	152,053,650	(70,525,137)	81,528,513
Special Revenue Funds								
Street Improvement Fund	101,180	1,490,590	(4,391,880)	(2,901,290)	2,901,290	101,180	-	101,180
Los Coy. Lighting District	-	100,000	(1,153,960)	(1,053,960)	1,053,960	-	-	-
Measure "R"	310	545,000	(545,000)	-	-	310	-	310
AQMD	368,390	178,670	(292,750)	(114,080)	-	254,310	-	254,310
Proposition A	860,410	960,890	(826,500)	134,390	-	994,800	-	994,800
Proposition C	16,250	701,300	(685,550)	15,750	-	32,000	-	32,000
AD#6	-	-	-	-	-	-	-	-
Drainage Fund	68,570	20,000	(11,510)	8,490	-	77,060	-	77,060
SB 821	-	-	-	-	-	-	-	-
COPS SB 3229 Grant	-	100,000	-	100,000	(100,000)	-	-	-
Local Law Enforce. Grant	-	-	-	-	-	-	-	-
Environmental Fund	-	27,270	-	27,270	(27,270)	-	-	-
City Housing Asset Fund	9,169,600	16,160	(7,000)	9,160	-	9,178,760	-	9,178,760
Comm Dev Block Grant Fund	-	180,000	(180,000)	-	-	-	-	-
Total Special Revenue Funds	10,584,710	4,319,880	(8,094,150)	(3,774,270)	3,827,980	10,638,420	-	10,638,420
Capital Project Fund								
Mun. Improvement Fund	-	2,125	(1,760,600)	(1,758,475)	1,758,475	-	-	-
Total Capital Project Fund	-	2,125	(1,760,600)	(1,758,475)	1,758,475	-	-	-
Internal Service Fund								
Equip. Replacement	14,169,460	141,400	(949,570)	(808,170)	-	13,361,290	-	13,361,290
Total Internal Service Fund	14,169,460	141,400	(949,570)	(808,170)	-	13,361,290	-	13,361,290
Total City Governmental/ Internal Service Funds	172,598,225	73,041,145	(69,586,010)	3,455,135	-	176,053,360	(70,525,137)	105,528,223
City Enterprise Funds								
Sewer Fund	-	77,160	(714,640)	(637,480)	-	(637,480)	637,480	-
Water Fund	-	8,332,450	(10,756,610)	(2,424,160)	-	(2,424,160)	2,424,160	-
Reclaimed Water	1,153,650	3,248,630	(4,169,890)	(921,260)	-	232,390	-	232,390
Electric Utility	-	6,550,180	(7,163,650)	(613,470)	-	(613,470)	613,470	-
Total City Enterprise Funds	1,153,650	18,208,420	(22,804,790)	(4,596,370)	-	(3,442,720)	3,675,110	232,390
Grand Total	173,751,875	91,249,565	(92,390,800)	(1,141,235)	-	172,610,640	(66,850,027)	105,760,613
Successor Agency								
Redev. Property Tax Trust Funds	36,775,620	23,450,700	(18,959,410)	4,491,290	-	41,266,910	-	41,266,910
Fiscal Agent Bond Reserve Fund	15,841,720	306,610	-	306,610	-	16,148,330	-	16,148,330
Total Successor Agency	52,617,340	23,757,310	(18,959,410)	4,797,900	-	57,415,240	-	57,415,240

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

CITY OF CERRITOS

110

General Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	126,266,655	123,060,800	127,133,980	127,101,445
REVENUES	<u>59,974,430</u>	<u>61,992,690</u>	<u>61,247,775</u>	<u>68,288,610</u>
TOTAL FUNDS AVAILABLE	<u>186,241,085</u>	<u>185,053,490</u>	<u>188,381,755</u>	<u>195,390,055</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	3,467,645	1,953,640	1,741,100	1,681,470
Community Development	3,882,304	3,994,760	4,171,680	4,081,400
Public Works	11,989,973	12,057,120	11,719,630	11,793,810
Water & Power	-	-	-	-
Community & Safety Services	22,265,436	23,172,220	22,831,870	23,161,200
Administrative Services	9,752,726	11,727,210	11,156,470	12,075,650
Performing Arts	5,614,248	5,790,850	5,583,750	5,926,160
Capital Outlay	-	-	-	-
TOTAL EXPENDITURES	<u>56,972,332</u>	<u>58,695,800</u>	<u>57,204,500</u>	<u>58,719,690</u>
Other Sources and (Uses) of Funds				
CCPA Trust Fund	-	-	-	1,500,000
Earthquake Fund	(115,920)	(115,920)	(115,920)	(115,920)
Art in Public Places Fund	-	-	-	-
Advanced Repayment Fund	-	-	-	-
Street Improvement Fund	(541,775)	(2,001,370)	(1,393,220)	(2,901,290)
Los Coyotes Lighting Fund	(988,801)	(1,017,120)	(1,057,060)	(1,053,960)
AQMD Fund	-	-	-	-
AD #6 Maintenance District Fund	-	-	-	-
Drainage Fund	-	-	-	-
COPS SB 3229 Fund	100,090	100,000	100,060	100,000
Local Law Enforcement Fund	4,349	-	9,480	-
Environmental Fund	18,689	27,240	27,890	27,270
CDBG Fund	-	-	-	-
Municipal Improvement Fund	(611,405)	(1,720,400)	(1,647,340)	(1,758,475)
SB 821 Fund	-	-	300	-
TOTAL	<u>(2,134,773)</u>	<u>(4,727,570)</u>	<u>(4,075,810)</u>	<u>(4,202,375)</u>
ENDING BALANCE				
June 30	<u>127,133,980</u>	<u>121,630,120</u>	<u>127,101,445</u>	<u>132,467,990</u>
Less Loan-Successor Agency	(41,266,007)	(41,266,007)	(41,266,007)	(41,266,007)
Less Loan-Art in Public Places	(493,165)	(431,700)	(369,185)	(279,005)
Less Loan-Sewer Fund	(1,930,030)	(2,056,058)	(2,460,970)	(3,098,450)
Less Loan-Water Fund	(1,886,744)	(3,931,930)	(2,203,590)	(4,627,750)
Less Loan-Elec.Utility	(18,686,695)	(18,108,536)	(18,915,095)	(18,915,095)
Less Loan-Elec.Utility-Debt Service	<u>(862,682)</u>	<u>(1,722,000)</u>	<u>(1,725,360)</u>	<u>(2,338,830)</u>
GEN. FUND-EST. RESERVE	<u>62,008,657</u>	<u>54,113,889</u>	<u>60,161,238</u>	<u>61,942,853</u>

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

CITY OF CERRITOS
112
Cerritos Center for the Performing Arts Trust Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	10,449,216	10,569,160	10,616,350	10,804,450
REVENUES	<u>167,138</u>	<u>206,040</u>	<u>188,100</u>	<u>183,100</u>
TOTAL FUNDS AVAILABLE	<u>10,616,354</u>	<u>10,775,200</u>	<u>10,804,450</u>	<u>10,987,550</u>
Other Sources and (Uses) of Funds				
From/(To) General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,500,000)</u>
ENDING BALANCE				
June 30	<u>10,616,354</u>	<u>10,775,200</u>	<u>10,804,450</u>	<u>9,487,550</u>

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

CITY OF CERRITOS
113
Earthquake Special Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	2,223,940	2,354,090	2,358,660	2,499,560
REVENUES	<u>18,800</u>	<u>23,620</u>	<u>24,980</u>	<u>24,980</u>
TOTAL FUNDS AVAILABLE	<u>2,242,740</u>	<u>2,377,710</u>	<u>2,383,640</u>	<u>2,524,540</u>
Other Sources and (Uses) of Funds				
Transfer from General Fund	<u>115,920</u>	<u>115,920</u>	<u>115,920</u>	<u>115,920</u>
ENDING BALANCE				
June 30	<u>2,358,660</u>	<u>2,493,630</u>	<u>2,499,560</u>	<u>2,640,460</u>

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

CITY OF CERRITOS
115
Art in Public Places Trust Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	487,521	15,170	-	96,050
REVENUES	<u>96,197</u>	<u>68,350</u>	<u>96,050</u>	<u>81,050</u>
TOTAL FUNDS AVAILABLE	<u>583,718</u>	<u>83,520</u>	<u>96,050</u>	<u>177,100</u>
EXPENDITURES				
Capital Projects:				
Auto Square Sign	927,761	-	-	-
Other Expenses	-	-	-	-
Other Projects	<u>145,657</u>	-	-	<u>62,000</u>
TOTAL EXPENDITURES	<u>1,073,418</u>	<u>-</u>	<u>-</u>	<u>62,000</u>
Other Sources and (Uses) of Funds				
Loan to Dealer Association	456,705	-	-	-
Loan to City's General Fund	<u>32,995</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE-Maintenance	<u>13,765</u>	<u>83,520</u>	<u>96,050</u>	<u>115,100</u>
ENDING BALANCE				
June 30	<u>-</u>	<u>83,520</u>	<u>96,050</u>	<u>115,100</u>

Repayment of Loan:				
Dealer Association	7,175	92,000	87,520	90,180
City's General Fund	<u>27,258</u>	<u>56,700</u>	<u>32,995</u>	<u>-</u>
Loan Owed From:				
Dealer Association	456,705	364,700	369,185	279,005
City's General Fund	<u>32,995</u>	<u>67,000</u>	<u>-</u>	<u>-</u>

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

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

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

CITY OF CERRITOS
117
Advanced Repayment Holding Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	7,342,551	7,342,550	7,342,550	7,342,550
REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS AVAILABLE	<u>7,342,551</u>	<u>7,342,550</u>	<u>7,342,550</u>	<u>7,342,550</u>
Other Sources and (Uses) of Funds From/(To) General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>7,342,551</u>	<u>7,342,550</u>	<u>7,342,550</u>	<u>7,342,550</u>

CITY OF CERRITOS
211
Street Improvement Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>BUDGET</u>	<u>2014-2015</u> <u>ESTIMATED</u>	<u>2015-2016</u> <u>PROJECTED</u>
BEGINNING BALANCE				
July 1 - Highway Users Tax	19,894	-	-	-
July 1 - LA CMTA STPL Exchange	344,552	-	-	-
July 1 - Trash Set-Aside	119,932	-	160,680	101,180
REVENUES				
Highway Users Tax	1,710,549	1,383,620	1,568,610	1,168,820
Trash Set-Aside	81,498	75,000	76,500	78,000
LA CMTA STPL Exchange	-	735,000	735,000	-
Econ. Recovery (ARRA)	-	-	-	-
Other Revenue	<u>26,206</u>	<u>441,970</u>	<u>75,000</u>	<u>243,770</u>
TOTAL FUNDS AVAILABLE	<u>2,302,631</u>	<u>2,635,590</u>	<u>2,615,790</u>	<u>1,591,770</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	110,266	70,650	84,220	79,450
Public Works	2,236,796	2,131,650	2,076,350	2,057,870
Administrative Services	228,203	266,660	264,030	297,790
Capital Projects:				
Streets and Highways	<u>108,457</u>	<u>2,168,000</u>	<u>1,483,230</u>	<u>1,956,770</u>
TOTAL EXPENDITURES	<u>2,683,722</u>	<u>4,636,960</u>	<u>3,907,830</u>	<u>4,391,880</u>
Other Sources and (Uses) of Funds				
From General Fund	<u>541,775</u>	<u>2,001,370</u>	<u>1,393,220</u>	<u>2,901,290</u>
ENDING BALANCE - Highway Users Tax	-	-	-	-
ENDING BALANCE - LA CMTA	-	-	-	-
ENDING BALANCE -Trash Set-Aside	<u>160,684</u>	-	<u>101,180</u>	<u>101,180</u>
ENDING BALANCE				
June 30	<u>160,684</u>	-	<u>101,180</u>	<u>101,180</u>

The Street Improvement Fund is a restricted fund containing dedicated street-related revenues such as Proposition 1B, Surface Transportation Program – Local and Highway Users Tax. Funds can be used for street improvement projects.

CITY OF CERRITOS
242
Los Coyotes Lighting District Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	(15,000)	-
REVENUES	<u>100,094</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
TOTAL FUNDS AVAILABLE	<u>100,094</u>	<u>100,000</u>	<u>85,000</u>	<u>100,000</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	38,950	25,250	34,640	32,680
Public Works	983,378	997,000	998,820	998,790
Administrative Services	<u>81,567</u>	<u>94,870</u>	<u>108,600</u>	<u>122,490</u>
TOTAL EXPENDITURES	<u>1,103,895</u>	<u>1,117,120</u>	<u>1,142,060</u>	<u>1,153,960</u>
Other Sources and (Uses) of Funds				
From General Fund	<u>988,801</u>	<u>1,017,120</u>	<u>1,057,060</u>	<u>1,053,960</u>
ENDING BALANCE				
June 30	<u>(15,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
217
Measure "R"

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	112,375	113,160	310	310
REVENUES	<u>520,664</u>	<u>538,910</u>	<u>542,900</u>	<u>545,000</u>
TOTAL FUNDS AVAILABLE	<u>633,039</u>	<u>652,070</u>	<u>543,210</u>	<u>545,310</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Admin	-	12,180	-	-
Public Works	632,729	480,960	542,900	545,000
Administrative Services	<u>-</u>	<u>45,770</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>632,729</u>	<u>538,910</u>	<u>542,900</u>	<u>545,000</u>
Other Sources and (Uses) of Funds				
From/(To) General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>310</u>	<u>113,160</u>	<u>310</u>	<u>310</u>

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

CITY OF CERRITOS
216
AQMD Special Revenue Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	336,154	359,310	367,470	368,390
REVENUES	<u>64,258</u>	<u>63,580</u>	<u>58,670</u>	<u>178,670</u>
TOTAL FUNDS AVAILABLE	<u>400,412</u>	<u>422,890</u>	<u>426,140</u>	<u>547,060</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Admin	-	-	-	-
Community Development	32,943	48,010	57,750	292,750
Public Works	-	-	-	-
Administrative Services	-	-	-	-
TOTAL EXPENDITURES	<u>32,943</u>	<u>48,010</u>	<u>57,750</u>	<u>292,750</u>
Other Sources and (Uses) of Funds				
Transfer from General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>367,469</u>	<u>374,880</u>	<u>368,390</u>	<u>254,310</u>

The AQMD Special Fund is a restricted fund which includes revenue received from the Air Quality Management District for air pollution mitigation efforts, such as transportation and rideshare programs. Fiscal Year 2015-2016 includes a one-time grant of \$120,000 to offset planned operating expenditures.

CITY OF CERRITOS
218
Proposition A Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014	2014-2015	2014-2015	2015-2016
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATED</u>	<u>PROJECTED</u>
BEGINNING BALANCE				
July 1	236,061	452,500	713,510	860,410
REVENUES	<u>975,776</u>	<u>1,027,350</u>	<u>965,200</u>	<u>960,890</u>
 TOTAL FUNDS AVAILABLE	 <u>1,211,837</u>	 <u>1,479,850</u>	 <u>1,678,710</u>	 <u>1,821,300</u>
 EXPENDITURES				
Operating Expenditures:				
Community Development	<u>225,269</u>	<u>818,300</u>	<u>818,300</u>	<u>826,500</u>
TOTAL EXPENDITURES	<u>225,269</u>	<u>818,300</u>	<u>818,300</u>	<u>826,500</u>
 Other Sources and (Uses) of Funds				
Transfer to Prop C Fund	<u>(273,056)</u>	<u>-</u>	<u>-</u>	<u>-</u>
 ENDING BALANCE				
June 30	<u>713,512</u>	<u>661,550</u>	<u>860,410</u>	<u>994,800</u>

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

CITY OF CERRITOS
219
Proposition C Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	-	16,250
REVENUES	<u>715,142</u>	<u>781,360</u>	<u>695,010</u>	<u>701,300</u>
TOTAL FUNDS AVAILABLE	<u>715,142</u>	<u>781,360</u>	<u>695,010</u>	<u>717,550</u>
EXPENDITURES				
Operating Expenditures:				
Community Development	<u>988,198</u>	<u>678,760</u>	<u>678,760</u>	<u>685,550</u>
TOTAL EXPENDITURES	<u>988,198</u>	<u>678,760</u>	<u>678,760</u>	<u>685,550</u>
Other Sources and (Uses) of Funds				
Transfer from Prop A	<u>273,056</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>-</u>	<u>102,600</u>	<u>16,250</u>	<u>32,000</u>

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

CITY OF CERRITOS
241
AD #6 Maintenance District

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 PROJECTED</u>
BEGINNING BALANCE				
July 1	133,001	133,430	134,110	-
REVENUES	<u>1,110</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS AVAILABLE	<u>134,111</u>	<u>133,430</u>	<u>134,110</u>	<u>-</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	-	-	-	-
Community & Safety Services	-	-	-	-
Public Works	-	-	-	-
Administrative Services	-	-	-	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
Transfer (to) General Fund	<u>-</u>	<u>-</u>	<u>(134,110)</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>134,111</u>	<u>133,430</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
213
Drainage Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	-	15,610	3,990	68,570
REVENUES	<u>14,556</u>	<u>15,000</u>	<u>74,800</u>	<u>20,000</u>
TOTAL FUNDS AVAILABLE	<u>14,556</u>	<u>30,610</u>	<u>78,790</u>	<u>88,570</u>
EXPENDITURES				
Operating Expenditures:				
Legislative & Administrative	416	270	330	310
Public Works	9,278	9,090	8,850	10,030
Administrative Services	870	1,010	1,040	1,170
TOTAL EXPENDITURES	<u>10,564</u>	<u>10,370</u>	<u>10,220</u>	<u>11,510</u>
Other Sources and (Uses) of Funds				
From General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>3,992</u>	<u>20,240</u>	<u>68,570</u>	<u>77,060</u>

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

CITY OF CERRITOS
215
SB 821 Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 PROJECTED</u>
BEGINNING BALANCE				
July 1	272	-	300	-
REVENUES	<u>25,027</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS AVAILABLE	<u>25,299</u>	<u>-</u>	<u>300</u>	<u>-</u>
EXPENDITURES				
Public Works	25,000	-	-	-
Community & Safety Services	-	-	-	-
Administrative Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Project	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
From General Fund	<u>-</u>	<u>-</u>	<u>(300)</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>299</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
264
COPS SB 3229 Grant Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	60	-
REVENUES	<u>100,150</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
TOTAL FUNDS AVAILABLE	<u>100,150</u>	<u>100,000</u>	<u>100,060</u>	<u>100,000</u>
EXPENDITURES				
Operating Expenditures:				
Public Works	-	-	-	-
Community & Safety Services	-	-	-	-
Administrative Services	-	-	-	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
From/(To) General Fund	<u>(100,090)</u>	<u>(100,000)</u>	<u>(100,060)</u>	<u>(100,000)</u>
ENDING BALANCE				
June 30	<u>60</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
262
Local Law Enforcement Grant Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	9,403	-	9,480	-
REVENUES	<u>4,428</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS AVAILABLE	<u>13,831</u>	<u>-</u>	<u>9,480</u>	<u>-</u>
EXPENDITURES				
Operating Expenditures:				
Community & Safety Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
From/(To) General Fund	(4,349)		(9,480)	
From/(To) Municipal Improvement Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>9,482</u>	<u>-</u>	<u>-</u>	<u>-</u>

This fund contains revenue from the Justice Assistance Grant, which enables local agencies to develop comprehensive approaches to eliminating crime and public nuisances. Revenues received were transferred to the General Fund in Fiscal Year 2013 – 2014 to fund the allowable expenditures, resulting in no expenditures budgeted in the fund during Fiscal Year 2014 – 2015 and Fiscal Year 2015 – 2016.

CITY OF CERRITOS
 266
 Environmental Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	373	-	620	-
REVENUES	<u>25,961</u>	<u>27,240</u>	<u>27,270</u>	<u>27,270</u>
TOTAL FUNDS AVAILABLE	<u>26,334</u>	<u>27,240</u>	<u>27,890</u>	<u>27,270</u>
EXPENDITURES				
Operating Expenditures:				
Public Works	7,022	-	-	-
Community & Safety Services	-	-	-	-
Administrative Services	-	-	-	-
TOTAL EXPENDITURES	<u>7,022</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
From/(To) General Fund	<u>(18,689)</u>	<u>(27,240)</u>	<u>(27,890)</u>	<u>(27,270)</u>
ENDING BALANCE				
June 30	<u>623</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
280
City Housing Asset Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 PROJECTED</u>
BEGINNING BALANCE				
July 1	9,122,590	9,131,880	9,159,490	9,169,600
REVENUES	<u>36,901</u>	<u>127,340</u>	<u>16,160</u>	<u>16,160</u>
TOTAL FUNDS AVAILABLE	<u>9,159,491</u>	<u>9,259,220</u>	<u>9,175,650</u>	<u>9,185,760</u>
EXPENDITURES				
Operating Expenditures:				
Housing Services Programs	-	-	6,050	7,000
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>6,050</u>	<u>7,000</u>
ENDING BALANCE				
June 30	<u>9,159,491</u>	<u>9,259,220</u>	<u>9,169,600</u>	<u>9,178,760</u>

SERAF Receivables	7,670,482	4,969,413	7,670,480	5,658,470
-------------------	-----------	-----------	-----------	-----------

The City Housing Asset Fund has been established to account for City transactions that were necessary during the dissolution of the former Cerritos Redevelopment Agency. A fund has also been established within the Successor Agency (Fund 954) to accommodate future housing-related activity. The portion of the fund balance relating to the SERAF receivable is considered long term in nature and is not available for current expenditures.

CITY OF CERRITOS
290
CDBG - Community Development Block Grant Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	-	-
REVENUES	<u>155,321</u>	<u>145,000</u>	<u>200,000</u>	<u>180,000</u>
TOTAL FUNDS AVAILABLE	<u>155,321</u>	<u>145,000</u>	<u>200,000</u>	<u>180,000</u>
EXPENDITURES				
Capital Project	<u>155,321</u>	<u>145,000</u>	<u>200,000</u>	<u>180,000</u>
TOTAL EXPENDITURES	<u>155,321</u>	<u>145,000</u>	<u>200,000</u>	<u>180,000</u>
Other Sources and (Uses) of Funds From/(To) General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

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

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

CITY OF CERRITOS
410
Municipal Improvement Fund
(Capital Project)

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	103,610	-	-	-
REVENUES	<u>26,477</u>	<u>532,100</u>	<u>3,100</u>	<u>2,125</u>
TOTAL FUNDS AVAILABLE	<u>130,087</u>	<u>532,100</u>	<u>3,100</u>	<u>2,125</u>
EXPENDITURES				
Capital Projects:				
Parks and Open Space	299,924	525,000	533,100	1,058,600
Government Buildings	441,568	1,727,500	1,117,340	502,000
Other Projects	-	-	-	200,000
TOTAL EXPENDITURES	<u>741,492</u>	<u>2,252,500</u>	<u>1,650,440</u>	<u>1,760,600</u>
Other Sources and (Uses) of Funds				
From General Fund	<u>611,405</u>	<u>1,720,400</u>	<u>1,647,340</u>	<u>1,758,475</u>
ENDING BALANCE				
June 30	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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

CITY OF CERRITOS
620
Equipment Replacement Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	15,581,125	14,380,390	15,250,300	14,169,460
REVENUES	<u>127,662</u>	<u>148,980</u>	<u>141,400</u>	<u>141,400</u>
TOTAL FUNDS AVAILABLE	<u>15,708,787</u>	<u>14,529,370</u>	<u>15,391,700</u>	<u>14,310,860</u>
EXPENSES				
Operating Expenses:				
Legislative & Administrative	-	-	-	-
Public Works	-	-	-	-
Administrative Services	458,486	1,016,540	1,222,240	949,570
Capital Outlay	-	-	-	-
TOTAL EXPENSES	<u>458,486</u>	<u>1,016,540</u>	<u>1,222,240</u>	<u>949,570</u>
ENDING BALANCE				
June 30	<u>15,250,301</u>	<u>13,512,830</u>	<u>14,169,460</u>	<u>13,361,290</u>

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

CITY OF CERRITOS
214
Sewer Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	-	-
REVENUES	<u>29,328</u>	<u>64,400</u>	<u>89,610</u>	<u>77,160</u>
TOTAL FUNDS AVAILABLE	<u>29,328</u>	<u>64,400</u>	<u>89,610</u>	<u>77,160</u>
EXPENSES				
Direct Operating Expenses:				
Water & Power	<u>282,175</u>	<u>194,220</u>	<u>184,660</u>	<u>188,260</u>
BALANCE BEFORE INDIRECT OVERHEAD CHARGES	(252,847)	(129,820)	(95,050)	(111,100)
Indirect Overhead Expenses:				
Legislative & Administrative	18,807	12,080	19,900	18,710
Public Works	291,873	124,250	353,610	334,800
Administrative Services	<u>41,175</u>	<u>45,560</u>	<u>62,380</u>	<u>72,870</u>
TOTAL OVERHEAD EXPENSES	<u>351,855</u>	<u>181,890</u>	<u>435,890</u>	<u>426,380</u>
Capital Project	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
Other Sources and (Uses) of Funds From/(To) General Fund	<u>604,702</u>	<u>311,710</u>	<u>530,940</u>	<u>637,480</u>
ENDING BALANCE				
June 30	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Proj. Loan Owed to General Fund	<u>1,930,030</u>	<u>2,056,058</u>	<u>2,460,970</u>	<u>3,098,450</u>

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

CITY OF CERRITOS
510
Water Fund

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	5,063,157	-	268,230	-
REVENUES	<u>7,587,809</u>	<u>8,899,220</u>	<u>9,471,580</u>	<u>8,332,450</u>
TOTAL FUNDS AVAILABLE	<u>12,650,966</u>	<u>8,899,220</u>	<u>9,739,810</u>	<u>8,332,450</u>
EXPENSES				
Direct Operating Expenses:				
Water & Power	7,787,063	8,405,350	7,909,300	7,928,210
BALANCE BEFORE INDIRECT OVERHEAD CHARGES	4,863,903	493,870	1,830,510	404,240
Indirect Overhead Expenses:				
Legislative & Administrative	263,577	170,840	318,420	294,900
Public Works	419,502	441,190	641,770	622,750
Administrative Services	<u>722,907</u>	<u>642,020</u>	<u>998,210</u>	<u>1,342,250</u>
TOTAL OVERHEAD EXPENSES	<u>1,405,986</u>	<u>1,254,050</u>	<u>1,958,400</u>	<u>2,259,900</u>
Capital Projects:				
Water Improvements	<u>113,913</u>	<u>1,154,500</u>	<u>188,960</u>	<u>568,500</u>
TOTAL EXPENSES	<u>1,519,899</u>	<u>10,813,900</u>	<u>10,056,660</u>	<u>10,756,610</u>
Other Sources & (Uses) of Funds From General Fund	<u>(3,075,775)</u>	<u>1,914,680</u>	<u>316,850</u>	<u>2,424,160</u>
Total Sources & (Uses) of Funds	<u>(3,075,775)</u>	<u>-</u>	<u>316,850</u>	<u>2,424,160</u>
ENDING BALANCE				
June 30	<u>268,229</u>	<u>-</u>	<u>-</u>	<u>-</u>
Proj. Loan Owed to General Fund	<u>1,886,744</u>	<u>3,931,930</u>	<u>2,203,590</u>	<u>4,627,750</u>

The Water Fund is a restricted enterprise fund which contains revenues and expenses associated with the City's water enterprise. Projections for water revenue are reflective of current consumption patterns and anticipated usage reductions associated with recent State-mandated legislation.

CITY OF CERRITOS
550
Reclaimed Water Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>BUDGET</u>	<u>2014-2015</u> <u>ESTIMATED</u>	<u>2015-2016</u> <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	543,820	805,490	1,007,660	1,153,650
REVENUES	<u>1,183,086</u>	<u>1,070,590</u>	<u>1,143,940</u>	<u>3,248,630</u>
TOTAL FUNDS AVAILABLE	<u>1,726,906</u>	<u>1,876,080</u>	<u>2,151,600</u>	<u>4,402,280</u>
EXPENSES				
Direct Operating Expenses:				
Water & Power	524,602	573,830	617,560	732,160
BALANCE BEFORE INDIRECT OVERHEAD CHARGES	1,202,304	1,302,250	1,534,040	3,670,120
Indirect Overhead Expenses:				
Legislative & Administrative	37,809	24,500	30,750	28,180
Public Works	49,768	49,350	56,940	54,410
Administrative Services	<u>107,067</u>	<u>92,070</u>	<u>96,400</u>	<u>141,440</u>
TOTAL OVERHEAD EXPENSES	194,644	165,920	184,090	224,030
Capital Projects:				
Water Improvements	<u>-</u>	<u>25,000</u>	<u>196,300</u>	<u>3,213,700</u>
TOTAL EXPENSES	<u>719,246</u>	<u>764,750</u>	<u>997,950</u>	<u>4,169,890</u>
ENDING BALANCE				
June 30	<u>1,007,660</u>	<u>1,111,330</u>	<u>1,153,650</u>	<u>232,390</u>

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

CITY OF CERRITOS
570
Electric Utility Fund

<u>FUND ACTIVITY BALANCE</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 BUDGET</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 PROJECTED</u>
BEGINNING BALANCE				
July 1	-	-	345,930	-
REVENUES	<u>4,321,868</u>	<u>5,783,050</u>	<u>6,540,900</u>	<u>6,550,180</u>
TOTAL FUNDS AVAILABLE	<u>4,321,868</u>	<u>5,783,050</u>	<u>6,886,830</u>	<u>6,550,180</u>
EXPENSES				
Direct Operating Expenses:				
Water & Power	5,285,469	5,930,510	7,035,250	6,207,250
Magnolia Bonds 2003	<u>862,682</u>	<u>861,000</u>	<u>862,680</u>	<u>862,680</u>
Total Direct Operating Expenses	<u>6,148,151</u>	<u>6,791,510</u>	<u>7,897,930</u>	<u>7,069,930</u>
BALANCE BEFORE INDIRECT OVERHEAD CHARGES	(1,826,283)	(1,008,460)	(1,011,100)	(519,750)
Indirect Overhead Expenses:				
Legislative & Administrative	17,615	7,030	7,030	7,320
Public Works	11,535	-	-	-
Administrative Services	<u>67,488</u>	<u>72,950</u>	<u>72,950</u>	<u>86,400</u>
TOTAL INDIRECT OVERHEAD EXPENSES	<u>96,638</u>	<u>79,980</u>	<u>79,980</u>	<u>93,720</u>
Extraordinary Item				
Transfer of debt to City				
Successor Agency - Magnolia Bonds 2003	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources and (Uses) of Funds				
Transfer from/ (to) Gen Fund	1,406,167	227,440	228,400	-
Transfer from Gen Fund - Debt Service	<u>862,682</u>	<u>861,000</u>	<u>862,680</u>	<u>613,470</u>
ENDING BALANCE				
June 30	<u>345,928</u>	<u>-</u>	<u>-</u>	<u>-</u>
Loan Owed to City's Gen Fund	<u>18,686,695</u>	<u>18,108,536</u>	<u>18,915,095</u>	<u>18,915,095</u>
Loan Owed to City's Gen Fund- Debt Service	<u>862,682</u>	<u>1,722,000</u>	<u>1,725,360</u>	<u>2,338,830</u>

The City of Cerritos Electric Utility has been continuously serving electricity to customers within the City since July 2005. The Electric Utility Fund is a restricted fund for utility-related activities. In accordance with City Council direction, monies advanced by the General Fund to the Electric Utility, and which remain unreimbursed at year-end, constitute a loan from the General Fund to be repaid at an interest rate of 2.5%. The rate was reduced from 12% to 2.5% on the current and future loan balance beginning with the 2012 - 2013 fiscal year.

Commencing in December 2013 of Fiscal Year 2013 - 2014, electric billing has been outsourced to a third party, which has significantly reduced staff time overhead charges to the Electric Fund. However, the Electric Utility still incurs some slight administrative staff time allocations from a few of the City's cost centers.

The Electric Utility's debt service obligations related to the Magnolia Power Project have been included on the semi-annual ROPS documents. While the State Department of Finance has not authorized reimbursement, the status of repayment is being evaluated and awaits resolution.

SUCCESSOR AGENCY
943/944/954
Redevelopment Property Tax Trust Funds
Los Cerritos/Los Coyotes/Housing

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	14,270,930	16,904,220	39,532,680	36,775,620
REVENUES	<u>20,408,447</u>	<u>20,238,490</u>	<u>17,376,050</u>	<u>23,450,700</u>
TOTAL FUNDS AVAILABLE	<u>34,679,377</u>	<u>37,142,710</u>	<u>56,908,730</u>	<u>60,226,320</u>
EXPENDITURES				
Operating Expenditures:				
Bond Principal and Interest	6,913,720	15,888,879	15,888,880	15,483,420
Bond Payment - Magnolia Plant	-	-	-	-
Bond- Market Value Fluctuation	-	400,000	464,110	115,630
Loan from City	-	-	-	-
Loan from Low/Mod	-	2,814,589	2,814,590	2,012,010
Note Payable	-	210,625	210,630	230,630
County Administrative Charges	-	-	-	-
Bond Processing Fees	10,650	59,023	68,500	25,500
Legal Services	-	-	-	-
Professional Services	-	-	-	-
Capital Program Expense	-	640,000	100,000	540,000
Residential Assistance Program	-	-	-	-
Administrative Costs	523,820	581,194	586,400	552,220
Pass Throughs	-	-	-	-
TOTAL EXPENDITURES	<u>7,448,190</u>	<u>20,594,310</u>	<u>20,133,110</u>	<u>18,959,410</u>
Other Sources (Uses) of Funds				
Transfer from City Housing Asset Fund				
Payment to County				
Transfer of Debt to City	12,255,554	-	-	-
Transfer from Fiscal Agent Funds	45,940	45,000	-	-
TOTAL OTHER SOURCES (USES OF FUNDS)	<u>12,301,494</u>	<u>45,000</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>39,532,681</u>	<u>16,593,400</u>	<u>36,775,620</u>	<u>41,266,910</u>
Loan Owed to City	<u>41,266,007</u>	<u>41,266,007</u>	<u>41,266,007</u>	<u>41,266,007</u>

SUCCESSOR AGENCY
945/946
Fiscal Agent Bond Reserve Funds
Los Cerritos/Los Coyotes

<u>FUND ACTIVITY BALANCE</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>BUDGET</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>PROJECTED</u>
BEGINNING BALANCE				
July 1	15,136,980	15,091,040	15,542,100	15,841,720
REVENUES	<u>451,059</u>	<u>306,610</u>	<u>299,620</u>	<u>306,610</u>
TOTAL FUNDS AVAILABLE	<u>15,588,039</u>	<u>15,397,650</u>	<u>15,841,720</u>	<u>16,148,330</u>
Other Financing Sources (Uses of Funds:				
Transfer In	-	-	-	-
Transfer to Redevelopment Obligation Property Tax Trust Fund	<u>(45,940)</u>	<u>(45,000)</u>	<u>-</u>	<u>-</u>
TOTAL OTHER SOURCES (USES OF FUNDS)	<u>(45,940)</u>	<u>(45,000)</u>	<u>-</u>	<u>-</u>
ENDING BALANCE				
June 30	<u>15,542,099</u>	<u>15,352,650</u>	<u>15,841,720</u>	<u>16,148,330</u>

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

City of Cerritos

and

Successor Agency to the Cerritos Redevelopment Agency

Financial Program: 2015-2016

Resources by Revenues and Uses of Funds

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

110 GENERAL FUND					
ACCOUNT NO.	110 General Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
Taxes					
40130 (000)	Business License	1,018,904	920,000	990,000	930,000
40135 (000)	Business License-Tobacco Retail License	600	1,000	1,200	1,200
40160 (141)	Documentary Transfer Taxes	195,740	175,000	175,000	190,000
40180 (000)	No-Low Property Tax	3,031,360	2,800,000	2,800,000	2,800,000
40230 (000)	Sales Tax	19,468,074	20,862,100	20,862,100	23,042,000
40232 (000)	Sales Tax Reimbursement	7,251,197	6,787,300	6,367,590	6,500,000
40245 (000)	Pass Thru From CRA	130,608	30,000	130,000	130,000
40246 (000)	AB 1X 26 PTR Residual	1,256,689	1,350,000	1,125,000	1,100,000
40250 (000)	Transient Occupancy Tax	504,289	457,000	679,380	920,000
41701 (000)	General Tax Levy	844,918	800,000	800,000	825,000
41702 (000)	General Tax Levy-AD#6	46,504	27,000	27,000	29,000
Subtotal		33,748,883	34,209,400	33,957,270	36,467,200
Franchises					
40171 (141)	Franchise - Utility	753,203	716,000	720,000	725,000
40172 (000)	Franchise - Trash	316,549	285,000	300,000	306,000
40173 (141)	Franchise - Cable	573,067	525,000	525,000	550,000
Subtotal		1,642,819	1,526,000	1,545,000	1,581,000
Licenses & Permits					
41110 (211)	Building Permits	1,723,137	1,200,000	1,500,000	1,950,000
41115 (000)	Green Building Permits Standards Fee	320	200	250	250
41120 (321)	Excavation Permit	18,230	8,300	10,265	9,000
41125 (353)	Tree Trimming Permit	14,950	13,000	10,400	11,000
Subtotal		1,756,637	1,221,500	1,520,915	1,970,250
Fines & Forfeitures					
41205 (451)	Administrative Citations	5,000	2,500	6,500	7,000
41210 (451)	Court Fines	235,606	320,000	250,000	250,000
41230 (451)	Parking Bail/State	115,420	125,000	120,000	120,000
41240 (451)	Parking Fines	270,144	270,000	220,000	270,000
41250 (451)	Vehicle Fines	404,046	425,000	400,000	400,000
Subtotal		1,030,216	1,142,500	996,500	1,047,000

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

110 GENERAL FUND (Continued)					
ACCOUNT NO.	110 General Fund (continued)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	Rev. from Use of Money & Prop.				
41321 (000)	Bldg & Ground Lease - Lincoln	362,827	362,830	362,830	362,830
41322 (000)	Bldg & Ground Lease - Towne Center	4,707,352	4,728,200	4,728,200	4,737,680
41323 (000)	Bldg & Ground Lease - Auto Storage	390,939	408,220	408,220	426,370
41324 (000)	Bldg & Ground Lease - Others	52,763	515,900	53,000	54,000
41325 (000)	Bldg & Ground Lease - Jaguar / Land Rover	266,000	266,000	266,000	273,200
41326 (000)	Bldg & Ground Lease - NW Studebaker / 183	489,996	490,000	490,000	490,000
41335 (000)	Community Facilities District	0	85,000	9,375	94,560
41340 (442)	Concessions	8,250	9,000	9,000	9,000
41340 (621)	Concessions	272	0	0	0
41350 (000)	Interest Income	1,383,632	1,199,250	1,081,270	1,148,500
41360 (422)	Rent - Facility	50,353	50,000	52,000	52,000
41360 (441)	Rent - Facility	232,672	255,000	230,000	250,000
41360 (443)	Rent - Facility	102,351	60,000	60,000	60,000
41360 (571)	Rent - Facility	81,525	85,000	85,000	86,000
41360 (661)	Rent - Facility	479,177	400,000	585,000	450,000
41361 (000)	Rental Participation- Lincoln Ctr	144,696	145,000	145,000	145,000
41362 (000)	Rental Participation-Towne Ctr (Vestar)	9,455	9,500	9,500	9,500
41364 (000)	Rental Participation- Sheraton Hotel	188,074	185,000	280,900	195,000
41366 (000)	Rental Participation- Towne Ctr (Tiarna)	14,496	14,500	3,600	3,600
41367 (000)	Rental Participation- Towne Ctr (Arden)	42,944	45,000	0	0
41368 (000)	Rental Participation - AT&T	112,892	80,000	113,000	115,000
41370 (000)	Rent - Property	17,095	17,100	17,100	17,100
41382 (000)	Site Improvement - Towne Center	414,827	403,000	402,980	397,050
41650 (000)	Sale Of Land	0	2,750,000	2,750,000	6,000,000
	Subtotal	9,552,588	12,563,500	12,141,975	15,376,390
	Intergovernmental				
41458 (571)	Grant - Childhood Literacy Grant	2,000	2,000	4,000	2,000
41475 (311)	Grants - Others	0	0	0	12,000
41475 (441)	Grants - Others	3,000	10,000	10,000	0
41479 (000)	Motor Vehicle In Lieu-Reimbursement	4,562,121	4,500,000	4,723,470	4,872,360
41480 (000)	Motor Vehicle In Lieu	23,365	29,000	25,000	25,000
41485 (000)	SB90 State Mandated Reimbursement	15,315	1,000	30,000	5,000
41495 (000)	Other Agency Contribution	318	100	100	100
41710 (000)	Reimbursement - Administrative Cost	61,943	0	63,500	62,000
41750 (000)	Reimbursement - Staff Time	402,722	420,000	420,000	400,000
	Subtotal	5,070,784	4,962,100	5,276,070	5,378,460

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

110 GENERAL FUND (Continued)					
ACCOUNT NO.	110 General Fund (continued)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41508 (000)	Cal-Card Rebate	2,798	2,000	2,500	2,500
41511 (321)	Checking & Inspection Fees	29,170	9,000	5,720	8,000
41512 (621)	Credit Card Discount Fee	-97,739	-90,000	-80,000	-88,000
41513 (551)	Coffee & Beverage Sales	4,714	7,100	5,700	5,500
41527 (442)	Golf Course Revenues	736,235	925,000	750,000	750,000
41530 (621)	Handling Fee	14,656	11,000	14,000	14,000
41531 (451)	Gas/Fuel Sales	184,480	150,000	150,000	150,000
41532 (451)	Fingerprinting Reimbursement	98,549	120,000	88,000	90,000
41534 (571)	Library Fees & Fines	55,611	56,000	52,000	52,000
41535 (000)	Film Shoot Revenue	8,547	2,500	2,500	2,500
41539 (422)	Membership Fees	47,150	50,000	47,000	50,000
41539 (443)	Membership Fees	80,058	75,000	75,000	75,000
41539 (571)	Membership Fees	37,120	40,000	37,400	37,500
41547 (231)	Planning & Zoning Fees	11,913	10,000	10,000	10,000
41549 (621)	Program Advertising Revenue	1,919	1,500	1,535	0
41552 (422)	Registration Fees	64,885	52,000	58,000	60,000
41552 (441)	Registration Fees	497,846	495,000	495,000	495,000
41552 (442)	Registration Fees	26,138	30,000	30,000	30,000
41552 (443)	Registration Fees	416,595	647,000	450,000	500,000
41552 (571)	Registration Fees	4,340	6,000	6,000	5,000
41554 (443)	Recreational Swim Fees	128,817	130,000	135,000	130,000
41560 (421)	Sponsored Events	250	500	350	400
41560 (441)	Sponsored Events	57,712	40,000	40,000	40,000
41563 (422)	Subscription Fees	35	60	0	0
41564 (451)	Sheriff Security Services	169,565	155,000	155,000	160,000
41565 (621)	Ticket Sales - Box Office	3,289,531	3,200,000	3,000,000	3,675,000
41566 (621)	Ticket Sales - Donated	-13,813	-13,000	-11,500	-12,000
41567 (661)	Ticket Sales - Rental	11,778	0	0	0
41705 (000)	Assessment-Auto Storage Maintenance	21,012	42,000	21,010	21,010
41707 (000)	Business License-Certified Access Specialist	124	0	0	0
41781 (531)	Sheriff Cost Recovery	5,108	2,000	2,000	2,000
Subtotal		5,895,104	6,155,660	5,542,215	6,265,410

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

110 GENERAL FUND (Continued)					
ACCOUNT NO.	110 General Fund (continued)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41502	Artist Merchandise/Taxable	16,235	10,000	12,000	13,000
41506	Boutique Sales	16,223	16,300	13,500	13,500
41514	Consignment Sales	-1,048	-650	-500	-500
41515	Cash Short/Over	-395	0	0	0
41517	Debit Card Revenue	46,217	45,000	45,000	45,000
41518	Donation	650	0	0	0
41537	Safety Center Merchandise Sales	0	0	0	0
41538	Maps & Publications	2,160	3,000	0	500
41555	Returned Check Charge	145	0	0	0
41581	Vendor Registration Fees	4,580	5,600	2,400	2,800
41631	CDBG Fund Exchange	0	0	0	0
41635	Legal Settlements	126,817	0	71,330	0
41660	Sale Of Surplus Property	7,552	5,000	5,000	5,000
41670	Merchandise Sales	17,957	20,500	18,500	20,000
41671	Merchandise Sales/Non-Taxable	14,287	13,080	15,600	15,600
41690	Miscellaneous Revenue	3,617	6,000	5,000	5,000
41720	Damage To City Property	29,150	80,000	80,000	80,000
41765	Reimbursement-Other Expense	8,799	8,200	0	3,000
41790	Legal Cost Reimbursement	0	0	0	0
	Subtotal	292,946	212,030	267,830	202,900
110 General Fund Total		58,989,977	61,992,690	61,247,775	68,288,610
110 GENERAL FUND TOTAL		58,989,977	61,992,690	61,247,775	68,288,610

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

General Fund - Misc.					
ACCOUNT NO.		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	112 CCPA Endowment Fund				
41350 (000)	Interest Income	87,535	106,040	108,100	108,100
41475 (000)	Grants - Others	0	0	0	0
41518 (000)	Donation	79,603	100,000	80,000	75,000
41631 (000)	CDBG Fund Exchange	0	0	0	0
	Total 112 CCPA Endowment Fund	167,138	206,040	188,100	183,100
	113 Earthquake Preparedness Fund				
41350 (000)	Interest Income	18,800	23,620	24,980	24,980
	Total 113 Earthquake Preparedness Fund	18,800	23,620	24,980	24,980
	115 Art in Public Places				
41350 (000)	Interest Income	2,973	5,350	1,050	1,050
41518 (000)	Donation	93,224	63,000	95,000	80,000
	Total 115 Art in Public Places	96,197	68,350	96,050	81,050
General Fund - Misc. Total		282,135	298,010	309,130	289,130

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Special Revenue Funds					
ACCOUNT NO.		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	211 Street Improvement Fund				
40174 (000)	Franchise-Trash Set Aside	81,498	75,000	76,500	78,000
40175 (000)	LA CMTA STPL Exchange	0	735,000	735,000	0
41350 (000)	Interest Income	602	0	0	0
41441 (000)	Highway Users Tax - 2105	371,183	264,580	336,320	314,650
41442 (000)	Highway Users Tax - 2106	174,456	210,710	194,980	167,020
41443 (000)	Highway Users Tax - 2107	397,066	325,100	459,180	430,190
41444 (000)	Highway Users Tax - 2107.5	7,500	7,500	7,500	7,500
41446 (000)	Highway Users Tax - 2103	760,344	575,730	570,630	249,460
41460 (000)	American Recovery And Reinvestment Act	0	0	0	0
41475 (000)	Grants - Others	0	441,970	50,000	218,770
41495 (000)	Other Agency Contribution	25,604	0	25,000	25,000
	Total 211 Street Improvement Fund	1,818,253	2,635,590	2,455,110	1,490,590

ACCOUNT NO.		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	213 Drainage Fund				
41350 (000)	Interest Income	0	0	0	0
41519 (321)	Drainage Fee	14,556	15,000	74,800	20,000
	Total 213 Drainage Fund	14,556	15,000	74,800	20,000

ACCOUNT NO.		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	215 SB821				
41350 (000)	Interest Income	27	0	0	0
41451 (411)	Grants - SB 821	25,000	0	0	0
	Total 215 SB821	25,027	0	0	0

ACCOUNT NO.		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
	216 AQMD				
41350 (000)	Interest Income	2,812	3,310	3,670	3,670
41420 (000)	AQMD Revenue	61,446	60,270	55,000	55,000
41475 (000)	Grants - Others	0	0	0	120,000
	Total 216 AQMD	64,258	63,580	58,670	178,670

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Special Revenue Funds (Continued)					
ACCOUNT NO.	217 Measure R Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
40205 (000)	Measure "R" Tax	519,734	538,910	542,900	545,000
41350 (000)	Interest Income	930	0	0	0
Total 217 Measure R Fund		520,664	538,910	542,900	545,000

ACCOUNT NO.	218 Proposition A Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
40210 (000)	Proposition "A" Tax	839,595	866,250	818,310	826,490
41350 (000)	Interest Income	6,254	5,100	9,400	9,400
41459 (000)	Grant-National Transit Database Program	129,927	130,000	137,490	125,000
41572 (221)	Transit Revenue - Dial-A-Ride	0	26,000	0	0
Total 218 Proposition A Fund		975,776	1,027,350	965,200	960,890

ACCOUNT NO.	219 Proposition C Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
40220 (000)	Proposition "C" Tax	701,053	718,530	678,760	685,550
41350 (000)	Interest Income	369	2,830	2,750	2,750
41571 (221)	Transit Revenue - C.O.W.	13,720	60,000	13,500	13,000
Total 219 Proposition C Fund		715,142	781,360	695,010	701,300

ACCOUNT NO.	241 AD #6 Maintenance District	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	1,110	0	0	0
Total 241 AD #6 Maintenance District		1,110	0	0	0

ACCOUNT NO.	242 Los Coyotes Lighting District	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	0	0	0	0
41703 (000)	Assessment - Landscape	100,094	100,000	100,000	100,000
Total 242 Los Coyotes Lighting District		100,094	100,000	100,000	100,000

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Special Revenue Funds (Continued)					
ACCOUNT NO.	262 Local Law Enforcement Grant	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	90	0	0	0
41475 (000)	Grants - Others	4,338	0	0	0
Total 262 Local Law Enforcement Grant		4,428	0	0	0

ACCOUNT NO.	264 COPS SB 3229 Grant Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	150	0	0	0
41475 (000)	Grants - Others	100,000	100,000	100,000	100,000
Total 264 COPS SB 3229 Grant Fund		100,150	100,000	100,000	100,000

ACCOUNT NO.	266 Other Grant	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	250	140	170	170
41475 (000)	Grants - Others	25,711	27,100	27,100	27,100
Total 266 Other Grant		25,961	27,240	27,270	27,270

ACCOUNT NO.	280 Housing	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	16,136	127,340	16,160	16,160
41745 (000)	Reimbursement-Residential Loan Program	20,765	0	0	0
Total 280 Housing		36,901	127,340	16,160	16,160

ACCOUNT NO.	290 Comm. Dev. Block Grant Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41465 (000)	CDBG-Comm. Dev. Block Grant	155,321	145,000	145,000	180,000
Total 290 Comm. Dev. Block Grant Fund		155,321	145,000	200,000	180,000

Special Revenue Funds Total		4,557,641	5,561,370	5,235,120	4,319,880
------------------------------------	--	------------------	------------------	------------------	------------------

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Capital Projects Funds					
ACCOUNT NO.	410 Municipal Improvement Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	-1,894	0	0	0
41465 (000)	CDBG-Comm. Dev. Block Grant	0	0	0	0
41475 (000)	Grants - Others	25,300	530,000	0	0
41475 (441)	Grants - Others	0	0	0	0
41545 (321)	Park Fees	2,981	2,000	3,000	2,000
41546 (321)	Parkway Tree Fees	90	100	100	125
Total 410 Municipal Improvement Fund		26,477	532,100	3,100	2,125
Capital Projects Funds Total		26,477	532,100	3,100	2,125

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Proprietary Funds					
ACCOUNT NO.	214 Sewer Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	0	0	0	0
41557 (321)	Sewer Connection Fees	6,916	7,000	13,300	11,000
41558 (532)	Sewer Maintenance Fees	56,709	57,600	76,310	66,160
41570 (532)	Sewer-Uncollectible Accounts	-164	-200	0	0
Total 214 Sewer Fund		63,461	64,400	89,610	77,160

ACCOUNT NO.	510 Water Enterprise	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	11,468	21,620	19,150	19,150
41635 (000)	Legal Settlement	0	0	1,400,000	0
41524 (532)	Fires Lines Service Fee	258,427	262,000	246,070	291,660
41533 (532)	Late Charge	6,750	7,800	5,560	6,170
41555 (532)	Returned Check Charge	370	400	620	670
41590 (532)	Water-Uncollectible Accounts	-13,221	-17,700	-10,000	-10,000
41591 (362)	Water Service Fees	4,416	5,800	6,000	5,000
41592 (532)	Water Meter Sales	667	1,000	1,000	1,000
41593 (532)	Water Sales - Regular	5,918,097	6,707,200	6,395,540	6,972,700
41594 (362)	Water Sales - Construction	4,197	4,300	4,000	4,200
41595 (532)	Water Sales - Wholesale	939,305	814,000	950,000	950,000
41596 (362)	Water Rights	0	7,600	0	0
41597 (532)	Water Sales - City Of Cerritos	78,888	64,050	82,640	90,900
41675 (364)	Sale Of Water Emergency Kits	6,240	150	1,000	1,000
41760 (000)	Reimbursement - Other Agency	27,111	702,000	0	0
41790 (362)	Legal Cost Reimbursement	345,094	319,000	370,000	0
Total 510 Water Enterprise		7,587,809	8,899,220	9,471,580	8,332,450

ACCOUNT NO.	550 Reclaimed Water	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	5,649	6,700	10,290	10,290
41475 (000)	Grants - Others	0	0	0	934,740
41495 (000)	Other Agency Contribution	0	0	202,650	1,253,950
41588 (366)	Water Sales-Reclaimed-Regular	1,177,437	1,063,890	931,000	1,049,650
Total 550 Reclaimed Water		1,183,086	1,070,590	1,143,940	3,248,630

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Proprietary Funds (Continued)					
ACCOUNT NO.	570 Electric Utility Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	-1,751	0	0	9,280
41425 (000)	CARB-GHG Emission Reduction	132,146	132,150	0	0
41523 (368)	Electric Sales For Resale	0	0	0	0
41525 (000)	Electric Revenue-Regular	3,857,704	4,200,000	5,160,000	5,160,000
41526 (000)	Electric Revenue-City	1,302,130	1,400,000	1,330,000	1,330,000
41531 (368)	Gas/Fuel Sales	0	0	0	0
41645 (000)	Rebates	51,850	50,900	50,900	50,900
Total 570 Electric Utility Fund		5,342,079	5,783,050	6,540,900	6,550,180

Proprietary Funds Total	14,176,435	15,817,260	17,246,030	18,208,420
--------------------------------	-------------------	-------------------	-------------------	-------------------

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Internal Service Funds					
ACCOUNT NO.	620 Equipment Replacement Fund	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	127,662	148,980	141,400	141,400
41370 (551)	Rent - Property	0	0	0	0
41660 (000)	Sale Of Surplus Property	0	0	0	0
41690 (000)	Miscellaneous Revenue	0	0	0	0
Total 620 Equipment Replacement Fund		127,662	148,980	141,400	141,400

Internal Service Funds Total	127,662	148,980	141,400	141,400
-------------------------------------	----------------	----------------	----------------	----------------

GRAND TOTAL (City of Cerritos)	78,160,327	84,350,410	84,182,555	91,249,565
(General Fund + General Fund - Misc. + Special Revenue + Capital Projects + Proprietary + Internal Service Funds)				

RESOURCES BY REVENUES AND USES OF FUNDS

CITY OF CERRITOS

Successor Agency Funds					
ACCOUNT NO.	943/944 Successor Agency	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
40241 (000)	Property Tax Allocations (RPTTF)	19,463,056	19,623,000	16,851,050	22,767,670
41350 (000)	Interest Income	15,087	26,800	11,030	10,240
40241 (000)	Administrative Allowance	523,818	588,690	525,000	683,030
Total 943/944 Successor Agency		20,001,961	20,238,490	17,387,080	23,460,940

ACCOUNT NO.	945/946 Successor Agency Fiscal Agent Bond Reserve Funds	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
41350 (000)	Interest Income	451,059	0	299,620	306,610
Total 945/946 Bond Reserve Funds		451,059	0	299,620	306,610

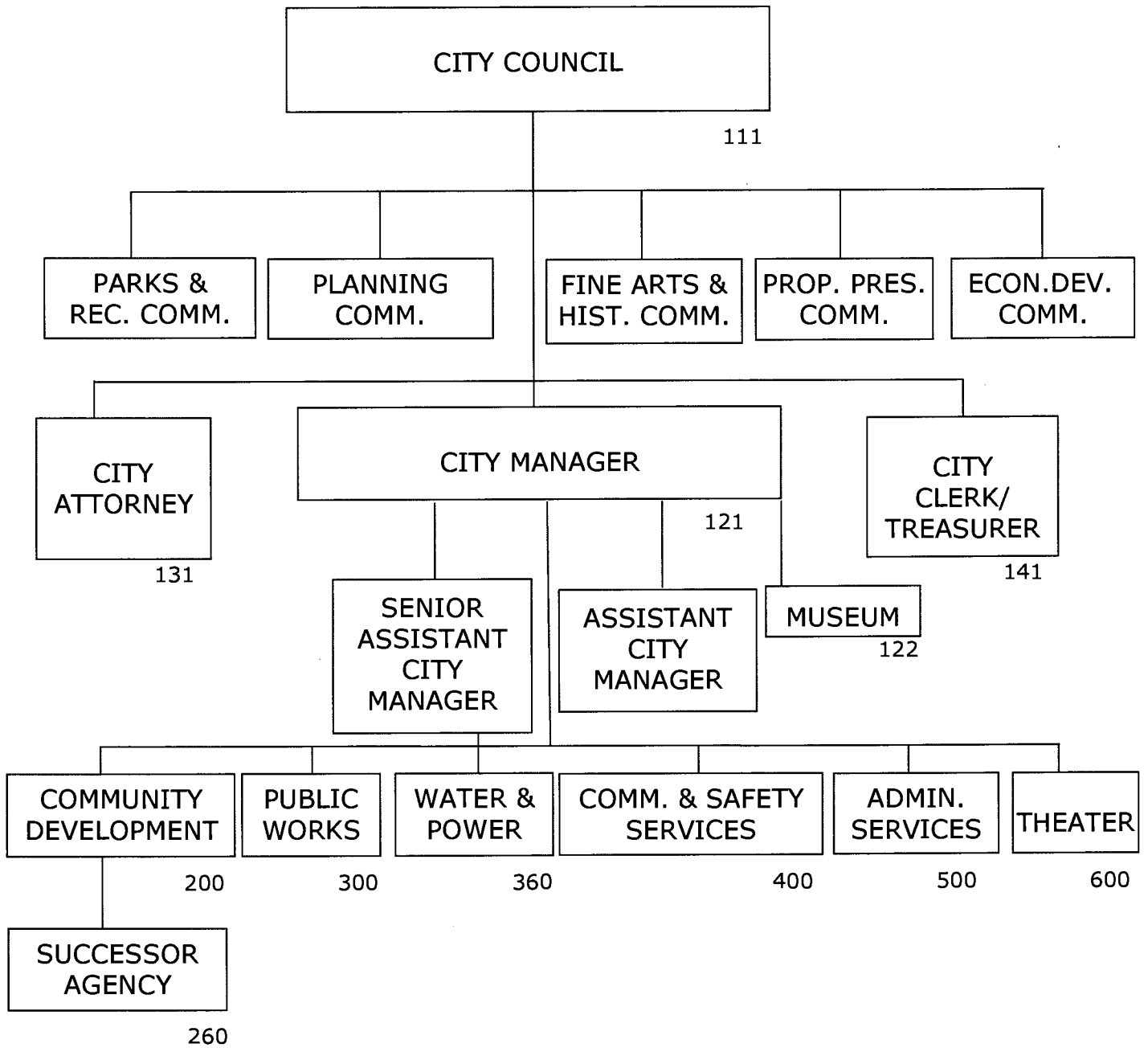
Successor Agency Funds Total		20,453,020	20,238,490	17,686,700	23,767,550
-------------------------------------	--	-------------------	-------------------	-------------------	-------------------

CITY OF CERRITOS FINANCIAL PROGRAM: 2015-2016

DEPARTMENTAL OPERATING BUDGETS

**LEGISLATIVE
ADMINISTRATIVE
DEPARTMENT**

DEPARTMENTAL CHART OF ORGANIZATION



111
City Council

CITY OF CERRITOS DEPARTMENT ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT					
111	LEGISLATIVE AND ADMINISTRATIVE City Council					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	5	5	5	5	5	
PERSONNEL EXPENSE	178,970	167,790	167,180	167,790	167,790	
OPERATIONS AND MAINTENANCE	134,773	143,600	133,100	134,300	134,300	
CAPITAL OUTLAY	0	0	0	0	0	
TOTAL BUDGET	313,744	311,390	300,280	302,090	302,090	

OVERVIEW COMMENTARY

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

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

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
LEGISLATIVE AND ADMINISTRATIVE	City Council	111

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

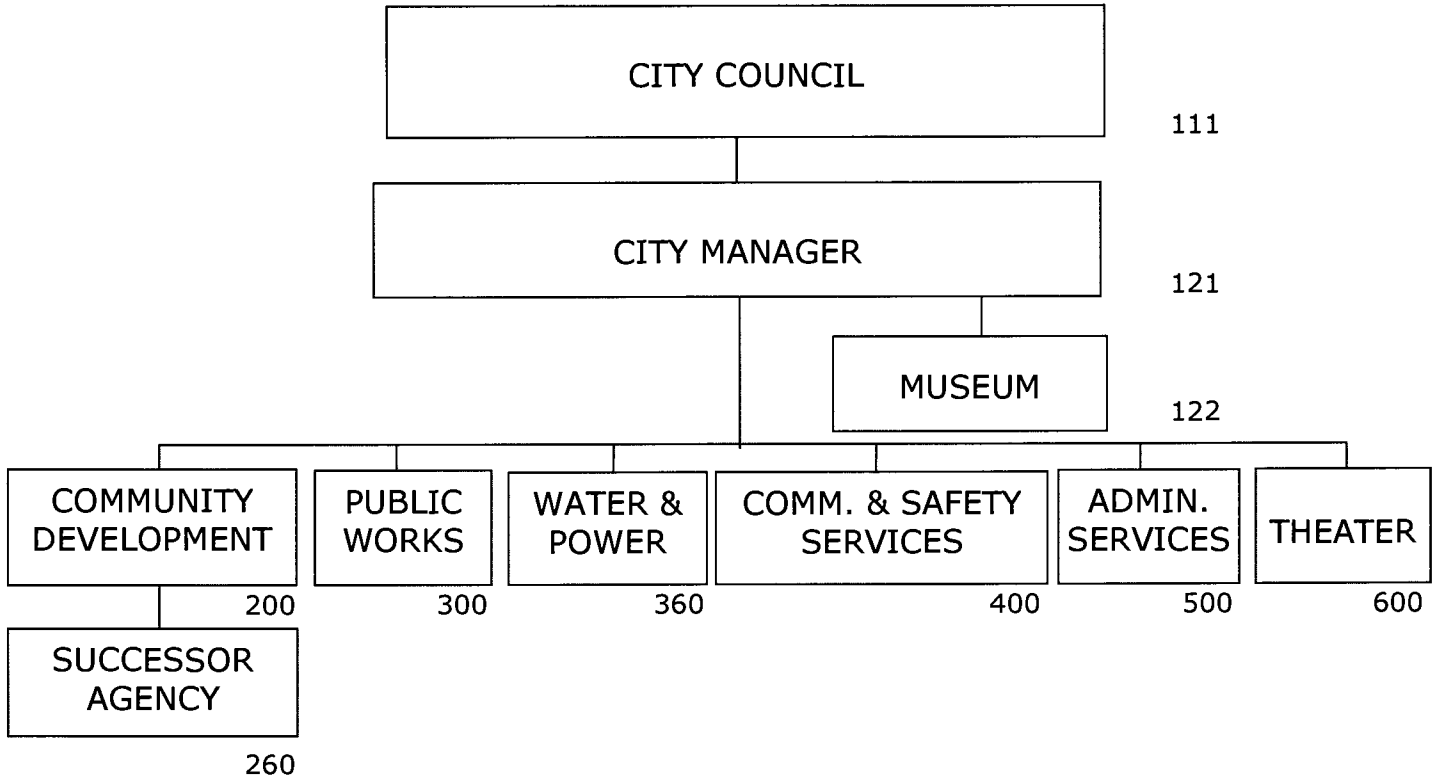
Reduction in Travel And Meeting based on previous Council attendance (53080).

-\$8,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Legislative and Administrative		CITY COUNCIL				111
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
51010	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	Councilmember (5)	69,636	67,590	67,460	67,590	67,590
	Regular Earnings	69,636	67,590	67,460	67,590	67,590
52400	Employee Benefits	109,333	100,200	99,720	100,200	100,200
	TOTAL PERSONNEL	178,970	167,790	167,180	167,790	167,790
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	24,000	24,000	24,000	19,200	19,200
53020	Dues And Publications	65,601	49,600	49,600	53,100	53,100
53080	Travel And Meeting	34,609	58,000	50,000	50,000	50,000
63410	Program Expenses And Supplies	6,964	9,500	7,000	9,500	9,500
63520	Special Supplies	3,599	2,500	2,500	2,500	2,500
	TOTAL OPERATIONS AND MAINTENANCE	134,773	143,600	133,100	134,300	134,300
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	313,744	311,390	300,280	302,090	302,090

DEPARTMENTAL CHART OF ORGANIZATION



121
City Manager

CITY OF CERRITOS DEPARTMENT ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT				
121	LEGISLATIVE AND ADMINISTRATIVE City Manager				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	4	3	3	3	3
PERSONNEL EXPENSE	793,717	739,980	725,750	743,860	743,860
OPERATIONS AND MAINTENANCE	85,384	28,650	31,010	81,280	81,280
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	879,101	768,630	756,760	825,140	825,140

OVERVIEW COMMENTARY

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
LEGISLATIVE AND ADMINISTRATIVE	City Manager	121

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

Increase in Professional Services reflects addition of lobbyist services (61430).

+\$48,130

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Legislative and Administrative		CITY MANAGER				121
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	68 City Manager	235,611	227,050	236,791	227,050	227,050
	32 Assistant City Manager	162,324	138,480	144,421	141,230	141,230
51010	Division Secretary, Confidential	59,019	57,050	59,498	58,180	58,180
	Regular Earnings	456,954	422,580	440,710	426,460	426,460
51021	Overtime	288	800	500	800	800
52015	Special Project Earnings - Part Time	41,549	54,600	25,970	54,600	54,600
52400	Employee Benefits	294,927	262,000	258,570	262,000	262,000
	TOTAL PERSONNEL	793,717	739,980	725,750	743,860	743,860
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	13,800	13,800	13,800	13,800	13,800
53020	Dues And Publications	585	300	300	300	300
53070	Reimbursed Mileage	0	150	80	150	150
53080	Travel And Meeting	1,980	2,500	2,500	2,500	2,500
61130	Delivery Service	59	100	100	100	100
61430	Professional Services	52,442	2,000	2,130	50,130	50,130
63410	Program Expenses And Supplies	14,232	6,000	9,000	10,500	10,500
63520	Special Supplies	710	2,000	1,500	2,000	2,000
67060	Cellular Phone	1,576	1,800	1,600	1,800	1,800
	TOTAL OPERATIONS AND MAINTENANCE	85,384	28,650	31,010	81,280	81,280
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	879,101	768,630	756,760	825,140	825,140

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
LEGISLATIVE AND ADMINISTRATIVE	Cerritos Museum	122

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

1. To establish the Cerritos Museum as a small world-class cultural icon.
2. To provide quality traveling exhibitions that will enhance the cultural and educational benefits to the community.
3. To provide a variety of activities to promote art and culture for the community.
4. To provide an educational component for art and culture.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

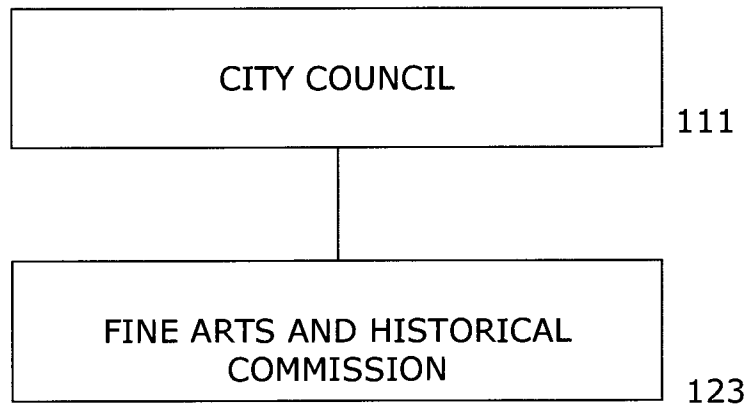
CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: Legislative and Administrative		ACTIVITY: MUSEUM				ACTIVITY CODE: 122
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
51010 51021 52010 52015 52021 52400	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	Regular Earnings					
	Overtime					
	Regular Earnings - Part Time					
	Special Project Earnings - Part Time					
	Overtime Earnings - Part Time					
	Employee Benefits					
	TOTAL PERSONNEL					
OPERATIONS AND MAINTENANCE						
TOTAL OPERATIONS AND MAINTENANCE		0	0	0	0	0
79050	CAPITAL OUTLAY					
	Furniture, Fixtures And Office Equipment		0	0	0	0
	TOTAL CAPITAL OUTLAY		0	0	0	0
ACTIVITY TOTAL		0		0	0	0

DEPARTMENTAL CHART OF ORGANIZATION



CITY OF CERRITOS DEPARTMENT ACTIVITY OVERVIEW

DEPT.CODE: 123	DEPARTMENT FINE ARTS AND HISTORICAL COMMISSION					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	5	5	5	5	5	
PERSONNEL EXPENSE	462	7,880	6,900	7,880	7,880	
OPERATIONS AND MAINTENANCE	16,719	4,300	3,700	4,300	4,300	
CAPITAL OUTLAY	0	0	0	0	0	
TOTAL BUDGET	17,182	12,180	10,600	12,180	12,180	

OVERVIEW COMMENTARY

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

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

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

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
LEGISLATIVE AND ADMINISTRATIVE	Fine Arts and Historical Commission	123

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

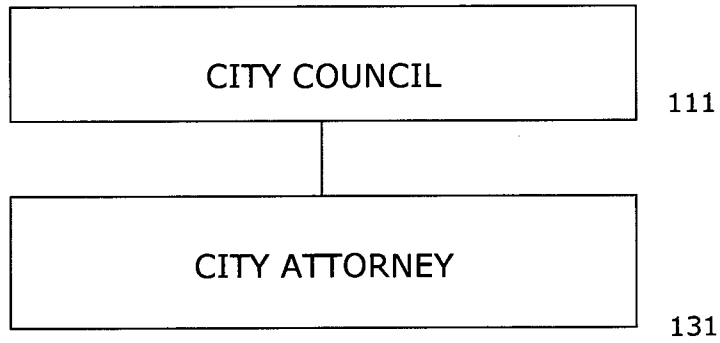
CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Legislative and Administrative		FINE ARTS & HISTORICAL COMMISSION				123
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
52010	Commissioner (5)	0	7,300	6,400	7,300	7,300
	Regular Earnings - Part Time	0	7,300	6,400	7,300	7,300
52400	Employee Benefits	462	580	500	580	580
	TOTAL PERSONNEL	462	7,880	6,900	7,880	7,880
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	395	800	600	800	800
53080	Travel And Meeting	9,459	2,000	1,300	2,000	2,000
61115	Commissioners Fees And Salaries	6,040	0	0	0	0
61430	Professional Services	825	1,200	1,200	1,200	1,200
63520	Special Supplies	0	300	600	300	300
	TOTAL OPERATIONS AND MAINTENANCE	16,719	4,300	3,700	4,300	4,300
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY					
	ACTIVITY TOTAL	17,182	12,180	10,600	12,180	12,180

DEPARTMENTAL CHART OF ORGANIZATION



131
City Attorney

CITY OF CERRITOS DEPARTMENT ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT				
131	LEGISLATIVE AND ADMINISTRATIVE City Attorney				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	N/A	N/A	N/A	N/A	N/A
PERSONNEL EXPENSE	40,581	30,240	34,890	30,240	30,240
OPERATIONS AND MAINTENANCE	1,731,053	450,000	394,500	400,000	400,000
CAPITAL OUTLAY	0	0	780	0	0
TOTAL BUDGET	1,771,634	480,240	430,170	430,240	430,240

OVERVIEW COMMENTARY

As set forth in Article VI of the City Charter, the City Attorney is appointed by the City Council to serve as legal advisor to the City on all matters of law as these relate to the conduct of municipal affairs. The City Attorney drafts ordinances and resolutions, prepares contracts, conducts legal negotiations, reviews legal documents for form and content and defends the City's position in all court cases.

The services of the City Attorney are provided to the City by the law firm of Aleshire & Wynder, LLP. This firm provides legal counsel, attends official meetings and appears at all legal proceedings and negotiations relating to land acquisition, and provides other specialized services.

In addition to providing services to the City Council, the City Attorney also serves as legal advisor to the Successor Agency, the Planning Commission and other Council-appointed boards and represents officials and employees of the City in matters relating to City business.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: LEGISLATIVE AND ADMINISTRATIVE	ACTIVITY: City Attorney	COST CENTER CODE: 131
--	-----------------------------------	---------------------------------

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS*</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 ESTIMATED</u>
Review of claims, monitoring of litigation and representation of City and/or Successor Agency in litigation	20	22
Ordinances and Resolutions prepared and/or reviewed	100	105
Contracts, agreements, legal opinions and related documents and staff conferences	280	300
Regular and special meetings attended	44	44

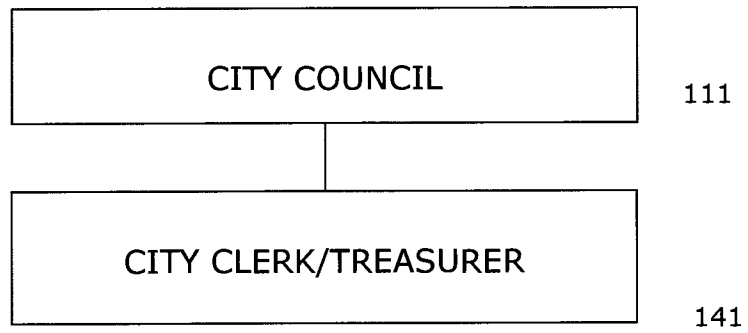
* Workload statistics include City Council, Planning Commission and Redevelopment/Successor Agency.

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGE</u>
Reduction in Professional Services to reflect actual anticipated expenditures (61430).	-\$50,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Legislative and Administrative		CITY ATTORNEY				131
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
52400	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	City Attorney					
	Employee Benefits	40,581	30,240	34,890	30,240	30,240
	TOTAL PERSONNEL	40,581	30,240	34,890	30,240	30,240
	OPERATIONS AND MAINTENANCE					
61310	Legal Services (includes City Attorney base salary)	1,470,655	450,000	400,000	400,000	400,000
61315	Legal Services-Special Counsel	5,162	0	0	0	0
61430	Professional Services	255,236	0	-5,500	0	0
	TOTAL OPERATIONS AND MAINTENANCE	1,731,053	450,000	394,500	400,000	400,000
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	780	0	0
	TOTAL CAPITAL OUTLAY	0	0	780	0	0
	ACTIVITY TOTAL	1,771,634	480,240	430,170	430,240	430,240

DEPARTMENTAL CHART OF ORGANIZATION



141
City Clerk/Treasurer

CITY OF CERRITOS DEPARTMENT ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT				
141	LEGISLATIVE AND ADMINISTRATIVE City Clerk/Treasurer				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	3	3	3	3	3
PERSONNEL EXPENSE	411,618	437,770	392,990	451,670	451,670
OPERATIONS AND MAINTENANCE	72,103	266,230	345,600	121,700	121,700
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	483,721	704,000	738,590	573,370	573,370

OVERVIEW COMMENTARY

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

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
LEGISLATIVE AND ADMINISTRATIVE	City Clerk/Treasurer	141

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

Legislative Administration/Clerk of the Council

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

Municipal Secretary

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

Custodian of Official Records/Records Manager

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

Elections Official

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

Political Reform Act Filing Officer

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Public records requests and responses (internal/external)	2,500	2,500	2,500
Records management	15,000	20,000	20,000
Voter information/transactions	25,000	1,000	25,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

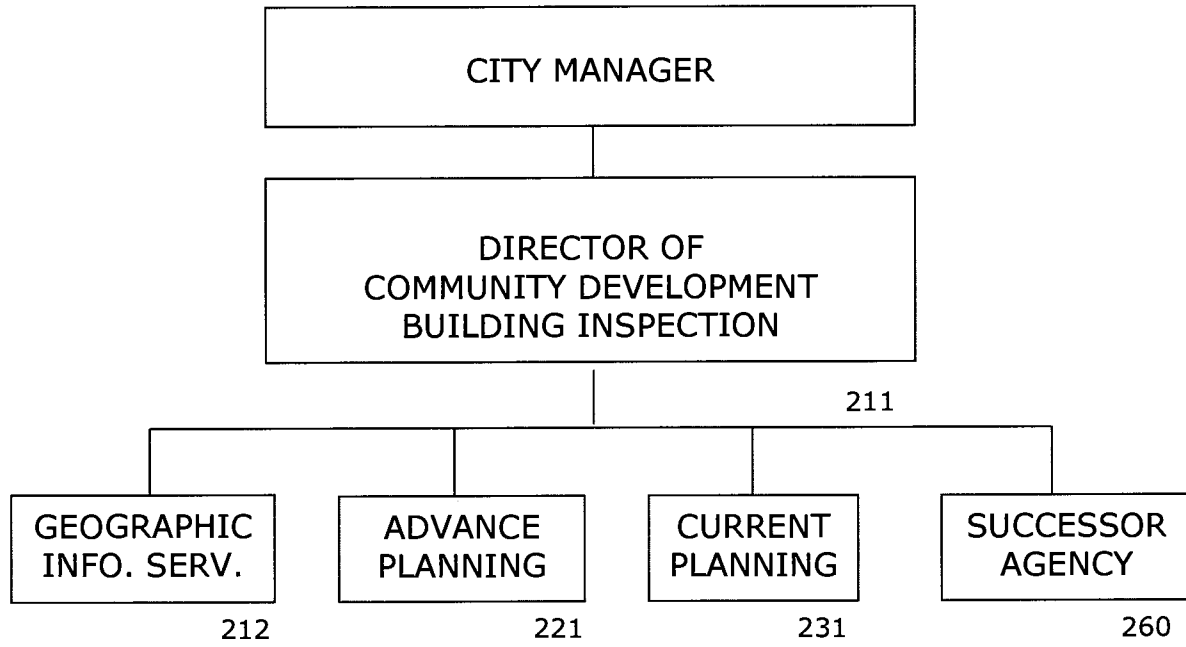
<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Decrease in Election Expense due to the completion of the March 3, 2015 General Municipal Election (61160).	-\$164,500
Increase in Professional Services reflects increase in anticipated needs for records management (61430).	+\$20,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Legislative and Administrative		CITY CLERK				141
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	43 City Clerk/Treasurer	130,400	130,000	120,183	130,000	130,000
	Assistant City Clerk	72,617	71,990	66,554	72,500	72,500
	37 Deputy City Clerk/Records Coordinator	43,785	54,130	50,043	55,740	55,740
51010	Regular Earnings	246,802	256,120	236,780	258,240	258,240
51021	Overtime	426	7,500	3,750	7,500	7,500
52400	Employee Benefits	164,389	174,150	152,460	185,930	185,930
	TOTAL PERSONNEL	411,618	437,770	392,990	451,670	451,670
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020	Dues And Publications	665	1,500	1,500	2,500	2,500
53070	Reimbursed Mileage	0	700	700	700	700
53080	Travel And Meeting	1,525	1,500	1,500	2,500	2,500
61080	Codification	1,407	2,000	4,000	4,000	4,000
61130	Delivery Service	386	500	1,000	500	500
61160	Election Expense	149	167,000	225,000	2,500	2,500
61320	Legal Advertising	19,003	14,390	30,000	10,000	10,000
61380	Printing	0	100	0	100	100
61430	Professional Services	38,978	70,000	70,000	90,000	90,000
61460	Recordation Expense	239	340	1,500	1,000	1,000
63520	Special Supplies	1,918	2,800	5,000	2,500	2,500
67060	Cellular Phone	600	600	600	600	600
69950	Non-Cap Expenditures-FF&E	2,433	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	72,103	266,230	345,600	121,700	121,700
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	483,721	704,000	738,590	573,370	573,370

**COMMUNITY DEVELOPMENT
DEPARTMENT**

DEPARTMENTAL CHART OF ORGANIZATION



200
Community Development

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT					
200	COMMUNITY DEVELOPMENT					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	17	17	17	18	18	
PERSONNEL EXPENSE	2,292,719	2,218,040	2,226,710	2,301,678	2,301,678	
OPERATIONS AND MAINTENANCE	2,787,747	3,268,910	3,451,410	3,541,300	3,541,300	
CAPITAL OUTLAY	0	0	5,000	5,000	5,000	
TOTAL BUDGET	5,080,466	5,486,950	5,683,120	5,847,978	5,847,978	

OVERVIEW COMMENTARY

The Department of Community Development is responsible for overseeing, administering and implementing the City's planning, development, land use and building and safety programs. Organizationally, the Department incorporates the functions of several operating divisions which include the Office of the Director, the Advance Planning Team and the Current Planning Team.

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

Other major areas of program responsibility for the Department of Community Development include the supply of planning staff services to the Cerritos Oversight Board, Successor Agency and Successor Housing Agency, and preparation of special reports and studies relative to the future needs of the City in such areas as land use, transportation, and other public services.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: COMMUNITY DEVELOPMENT	ACTIVITY: Office of the Director/ Building Inspection	COST CENTER CODE: 211
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>FORECASTED</u>
Building permits issued	2,276	2,250	2,200
Building permits valuation	\$92,031,114	\$85,000,000	\$90,000,000
Planning Commission agenda items	40	44	40

SIGNIFICANT ACTIVITY PROGRAM CHANGES

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Increase in County Building And Safety Services as a result of anticipated increases in plan check and building permit services associated with upcoming projects. This is a pass-through expense that is wholly paid for by project developers through the permit issuance process (61120).	+\$25,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		DIRECTOR'S OFFICE COMM DEV				211
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	72 Community Development Director	173,987	152,880	167,911	155,940	155,940
	46 Mgmt. Analyst	82,670	80,350	88,250	84,096	84,096
	31 Building & Safety Clerk (2)	103,718	105,370	115,730	110,706	110,706
51010	Regular Earnings	360,375	338,600	371,890	350,742	350,742
51021	Overtime	60	0	0	0	0
52400	Employee Benefits	245,804	226,860	235,190	256,042	256,042
	TOTAL PERSONNEL	606,240	565,460	607,080	606,784	606,784
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020	Dues And Publications	915	2,200	2,200	2,200	2,200
53070	Reimbursed Mileage	125	750	30	150	150
53080	Travel And Meeting	258	1,000	500	1,000	1,000
61120	County Building And Safety Services	1,051,344	1,200,000	1,200,000	1,225,000	1,225,000
61131	Document Storage	8,105	10,000	10,000	10,000	10,000
61380	Printing	618	0	0	0	0
61430	Professional Services	20,897	5,000	15,960	5,000	5,000
63250	Office Supplies	1,800	1,500	1,500	1,500	1,500
63520	Special Supplies	0	3,000	3,000	0	0
67060	Cellular Phone	600	600	600	600	600
69950	Non-Cap Expenditures-FF&E	5,137	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	1,094,599	1,228,850	1,238,590	1,250,250	1,250,250
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	5,000	5,000	5,000	5,000
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	5,000	5,000	5,000	5,000
	ACTIVITY TOTAL	1,700,835	1,799,310	1,850,670	1,862,034	1,862,034

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: COMMUNITY DEVELOPMENT	ACTIVITY: Geographic Information Systems	COST CENTER CODE: 212
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Electronic Information to reflect completed purchase of updated aerial images of City in conjunction with Los Angeles County update (61170).

-\$20,900

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		GEOGRAPHIC INFORMATION SYSTEM				212
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
51010		PERSONNEL EXPENSE				
	RANGE	POSITION TITLE				
	49	86,899	86,630	86,163	86,630	86,630
	42	73,087	72,860	72,467	72,860	72,860
	Regular Earnings	159,985	159,490	158,630	159,490	159,490
52400	Employee Benefits	115,478	110,050	107,080	118,020	118,020
	TOTAL PERSONNEL	275,463	269,540	265,710	277,510	277,510
	OPERATIONS AND MAINTENANCE					
61170	Electronic Information	11,785	45,000	45,000	24,600	24,600
61430	Professional Services	643	2,000	2,000	2,000	2,000
63110	Computer Supplies	172	2,000	2,000	2,000	2,000
	TOTAL OPERATIONS AND MAINTENANCE	12,600	49,000	49,000	28,600	28,600
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	288,062	318,540	314,710	306,110	306,110

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY DEVELOPMENT	Advance Planning/Economic Development Division	221

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Fixed-Route Transit Ridership (COW)	142,047	155,000	175,000
Dial-A-Ride Ridership	22,620	19,000	19,500

SIGNIFICANT ACTIVITY PROGRAM CHANGES

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Increase in the projected expenses for Housing Services Program for compliance review of the City's affordable housing developments (61325).	+\$7,000
Increase in Transit Programs / Prop. "A" as a result of contractual increases for the provision of the City's Dial-A-Ride service (63409).	+\$8,200
Increase in Transit Programs / Prop. "C" as a result of contractual increases for the provision of the City's Cerritos On Wheels service (63412).	+\$6,790
Increase in Trip Reduction Program – AQMD reflects projected expenses for transit related activities, including the purchase and installation of transit amenities such as bus shelters, benches and trash cans (63413).	+\$245,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		ADVANCE PLANNING				221
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	55 Advance Planning/Economic Dev. Manager	80,315	85,590	84,123	85,164	85,164
	42 Associate Planner (2)	74,487	135,630	133,305	74,316	74,316
	35 Planning Assistant	61,424	0	0	51,945	51,945
	32 Division Secretary	57,132	57,040	56,062	58,176	58,176
51010	Regular Earnings	273,359	278,260	273,490	269,601	269,601
52400	Employee Benefits	216,842	198,120	197,540	207,593	207,593
	TOTAL PERSONNEL	490,201	476,380	471,030	477,194	477,194
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,300	3,600	3,600	3,600	3,600
53070	Reimbursed Mileage	141	0	240	400	400
61325	Low & Moderate Income Housing Services	0	0	6,050	7,000	7,000
61430	Professional Services	3,999	0	0	0	0
61490	Residential Assistance Program	17,880	0	3,000	0	0
63409	Transit Programs / Prop. "A"	225,269	818,300	818,300	826,500	826,500
63412	Transit Programs / Prop. "C"	988,198	678,760	678,760	685,550	685,550
63413	Trip Reduction Program - AQMD	29,871	45,000	225,000	290,000	290,000
65132	Rent Building And Grounds	390,939	440,000	408,220	440,000	440,000
67060	Cellular Phone	600	600	600	600	600
	TOTAL OPERATIONS AND MAINTENANCE	1,660,197	1,986,260	2,143,770	2,253,650	2,253,650
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	2,150,398	2,462,640	2,614,800	2,730,844	2,730,844

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY DEVELOPMENT	Current Planning	231

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Precise Plans	28	30	30
Conditional Use Permits	4	3	3
Administrative Approvals	3,115	2,957	3,000
Business Licenses Issued			
Local	251	262	260
Out of town	880	962	960
Renewals	2,937	3,025	3,025

SIGNIFICANT ACTIVITY PROGRAM CHANGES

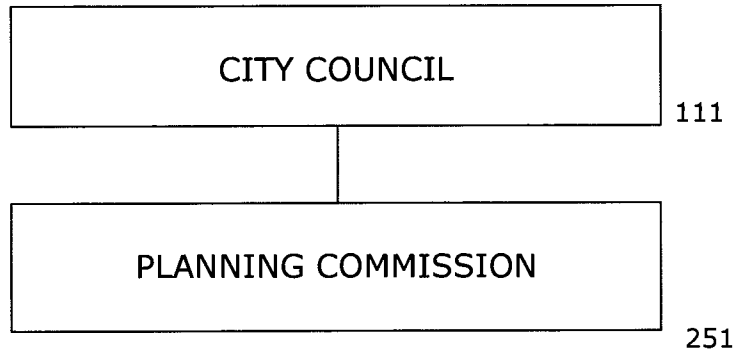
CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		CURRENT PLANNING				231
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	55 Current Planning Manager	100,794	100,490	99,769	102,500	102,500
	48 Senior Planner	88,064	84,550	83,944	86,230	86,230
	42 Associate Planner (3)	234,518	226,070	224,450	230,590	230,590
	32 Division Secretary	49,835	52,120	51,746	49,420	49,420
	31 Senior Business License Officer	57,073	55,830	55,429	56,950	56,950
51010	Regular Earnings	530,284	519,060	515,340	525,690	525,690
	19 P/T Planning Intern	2,930	20,050	11,060	16,590	16,590
52010	Regular Earnings - Part Time	2,930	20,050	11,060	16,590	16,590
52400	Employee Benefits	387,601	367,550	356,490	397,910	397,910
	TOTAL PERSONNEL	920,815	906,660	882,890	940,190	940,190
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53070	Reimbursed Mileage	300	0	500	500	500
61520	Special Studies	15,251	0	14,750	0	0
63410	Program Expenses And Supplies	0	0	0	3,000	3,000
63520	Special Supplies	0	0	0	500	500
67060	Cellular Phone	1,200	1,200	1,200	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	20,351	4,800	20,050	8,800	8,800
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	941,166	911,460	902,940	948,990	948,990

DEPARTMENTAL CHART OF ORGANIZATION



251
Planning Commission

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT					
251	PLANNING COMMISSION					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	5	5	5	5	5	
PERSONNEL EXPENSE	1,606	19,440	18,640	19,440	19,440	
OPERATIONS AND MAINTENANCE	38,683	9,950	9,950	9,950	9,950	
CAPITAL OUTLAY	0	0	0	0	0	
TOTAL BUDGET	40,289	29,390	28,590	29,390	29,390	

OVERVIEW COMMENTARY

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: COMMUNITY DEVELOPMENT	ACTIVITY: Planning Commission	COST CENTER CODE: 251
---	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

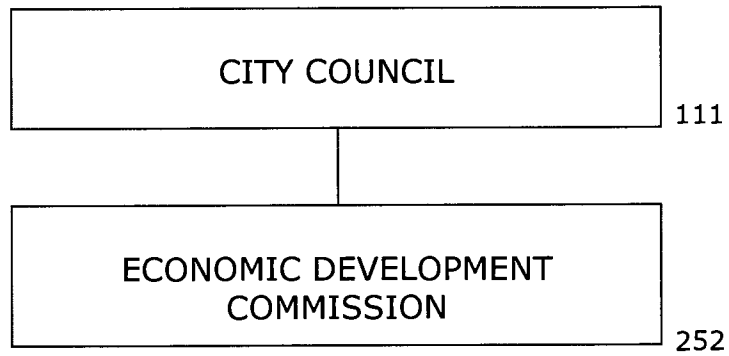
CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		PLANNING COMMISSION				251
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	Commissioner (5)	0	18,000	17,200	18,000	18,000
52010	Regular Earnings - Part Time	0	18,000	17,200	18,000	18,000
52400	Employee Benefits	1,606	1,440	1,440	1,440	1,440
	TOTAL PERSONNEL	1,606	19,440	18,640	19,440	19,440
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	2,999	3,000	3,000	3,000	3,000
53020	Dues And Publications	700	1,000	1,000	1,000	1,000
53080	Travel And Meeting	14,390	3,000	3,000	3,000	3,000
61115	Commissioners Fees And Salaries	17,991	0	0	0	0
61580	Temporary Help	1,935	2,200	2,200	2,200	2,200
63520	Special Supplies	668	750	750	750	750
	TOTAL OPERATIONS AND MAINTENANCE	38,683	9,950	9,950	9,950	9,950
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	40,289	29,390	28,590	29,390	29,390

DEPARTMENTAL CHART OF ORGANIZATION



252
Economic Development
Commission

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT				
252	ECONOMIC DEVELOPMENT COMMISSION				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	5	5	5	5	5
PERSONNEL EXPENSE	468	6,640	5,680	6,480	6,480
OPERATIONS AND MAINTENANCE	6,994	12,350	12,100	5,350	5,350
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	7,462	18,990	17,780	11,830	11,830

OVERVIEW COMMENTARY

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY DEVELOPMENT	Economic Development Commission	252

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Community Programs given that a workshop for all Cerritos businesses was held during Fiscal Year 2014-2015 (63411).

-\$7,000

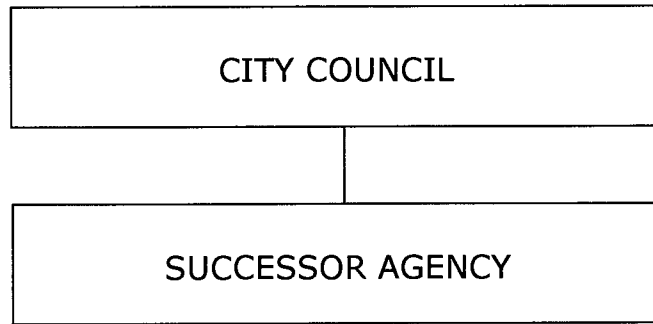
**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community Development		ECONOMIC DEVELOPMENT COMMISSION				252
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
52010	Commissioner (5)	0	6,000	5,200	6,000	6,000
	Regular Earnings - Part Time	0	6,000	5,200	6,000	6,000
52400	Employee Benefits	468	640	480	480	480
	TOTAL PERSONNEL	468	6,640	5,680	6,480	6,480
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	1,286	3,000	3,000	3,000	3,000
53070	Reimbursed Mileage	0	500	250	500	500
53080	Travel And Meeting	289	800	800	800	800
61115	Commissioners Fees And Salaries	4,832	0	0	0	0
61580	Temporary Help	300	750	750	750	750
63411	Community Programs	0	7,000	7,000	0	0
63520	Special Supplies	287	300	300	300	300
	TOTAL OPERATIONS AND MAINTENANCE	6,994	12,350	12,100	5,350	5,350
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY					
	ACTIVITY TOTAL	7,462	18,990	17,780	11,830	11,830

CERRITOS SUCCESSOR AGENCY: 2015-2016

ADMINISTRATIVE OPERATING BUDGET

DEPARTMENTAL CHART OF ORGANIZATION



260

260
Successor Agency

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT	FUND DISTRIBUTION:			
261/262	SUCCESSOR AGENCY				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	N/A	N/A	N/A	N/A	N/A
PERSONNEL EXPENSE	0	0	0	0	0
OPERATIONS AND MAINTENANCE	7,448,190	20,594,310	20,133,110	18,960,210	18,960,210
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	7,448,190	20,594,310	20,133,110	18,960,210	18,960,210

OVERVIEW COMMENTARY

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

A Successor Agency is required to make payments and fulfill enforceable obligations of the former Redevelopment Agency. The budgets of the Successor Agency reflect anticipated and actual payments that have been included on the applicable Recognized Obligation Payment Schedule (ROPS) documents.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY DEVELOPMENT	Successor Agency	261/262

ACTIVITY COMMENTARY

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:						
COMMUNITY DEVELOPMENT		Successor Agency				261/262						
OBJECT CODE	EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED						
	PERSONNEL EXPENSE											
	RANGE						POSITION TITLE					
	TOTAL PERSONNEL						0	0	0	0	0	
	OPERATIONS AND MAINTENANCE											
	80161						Property Tax Allocations (RPTTF)	6,924,370	20,013,116	19,546,710	18,407,970	18,407,970
	80161						Administrative Allowance	523,820	581,194	586,400	552,240	552,240
	TOTAL OPERATIONS AND MAINTENANCE						7,448,190	20,594,310	20,133,110	18,960,210	18,960,210	
	CAPITAL OUTLAY											
	TOTAL CAPITAL OUTLAY						0	0	0	0	0	
	ACTIVITY TOTAL						7,448,190	20,594,310	20,133,110	18,960,210	18,960,210	

BOND INTEREST, REDEMPTION AND LOANS

SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY

Los Cerritos Bond Issue					
ACCOUNT NO.	2002 Series A	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23114	Principal	2,570,000	2,660,000	2,660,000	2,795,000
80130	Interest	1,113,875	1,002,320	1,002,320	867,710
Total 2002 Series A		3,683,875	3,662,320	3,662,320	3,662,710

ACCOUNT NO.	2002 Series B	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23116	Principal	430,000	445,000	445,000	465,000
80130	Interest	175,070	157,345	157,345	138,345
Total 2002 Series B		605,070	602,345	602,345	603,345

ACCOUNT NO.	2003 Magnolia Revenue Bond (a)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23151	Principal	0	0	0	0
80130	Interest	0	0	0	0
Total 2003 Magnolia Revenue Bond		0	0	0	0

Los Cerritos Bond Issue Total		4,288,945	4,264,665	4,264,665	4,266,055
--------------------------------------	--	------------------	------------------	------------------	------------------

(a) Debt service is paid by the City of Cerritos, as of July 1, 2013. Please see Cost Center 368 for more information.

BOND INTEREST, REDEMPTION AND LOANS

SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY

Los Coyotes Bond Issue					
ACCOUNT NO.	1993 Series A	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23121	Principal	0	0	0	0
80130	Interest	520,000	520,000	520,000	520,000
Total 1993 Series A		520,000	520,000	520,000	520,000

ACCOUNT NO.	1993 Series B	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23122	Principal	3,825,000	4,120,000	4,120,000	4,440,000
80130	Interest	2,123,570	1,814,670	1,814,670	1,460,830
Total 1993 Series B		5,948,570	5,934,670	5,934,670	5,900,830

ACCOUNT NO.	1998 Series A	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23124	Principal	355,000	375,000	375,000	0
80130	Interest	47,450	24,375	24,375	0
Total 1998 Series A		402,450	399,375	399,375	0

ACCOUNT NO.	2002 Series A	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23125	Principal	1,420,000	1,460,000	1,460,000	1,540,000
80130	Interest	2,618,930	2,559,020	2,559,020	2,486,450
Total 2002 Series A		4,038,930	4,019,020	4,019,020	4,026,450

ACCOUNT NO.	2002 Series B	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23142	Principal	250,000	260,000	260,000	270,000
80130	Interest	501,485	491,155	491,155	480,090
Total 2002 Series B		751,485	751,155	751,155	750,090

BOND INTEREST, REDEMPTION AND LOANS

SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY

Los Coyotes Bond Issue (Continued)					
ACCOUNT NO.	2003 Magnolia Revenue Bond (a)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
23151	Principal	0	0	0	0
80130	Interest	0	0	0	0
Total 2003 Magnolia Revenue Bond		0	0	0	0

Los Coyotes Bond Issue Total	11,661,435	11,624,220	11,624,220	11,197,370
-------------------------------------	-------------------	-------------------	-------------------	-------------------

(a) Debt service is paid by the City of Cerritos, as of July 1, 2013. Please see Cost Center 368 for more information.

BOND INTEREST, REDEMPTION AND LOANS

SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY

Loan from City of Cerritos					
ACCOUNT NO.	Los Cerritos (b)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
80130	Interest	0	0	0	0
	Principal				
Total Los Cerritos		0	0	0	0

ACCOUNT NO.	Los Coyotes (b)	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
80130	Interest	0	0	0	0
	Principal				
Total Los Coyotes		0	0	0	0

Loan from City of Cerritos Total		0	0	0	0
---	--	----------	----------	----------	----------

Loan from Low Mod Fund					
ACCOUNT NO.	Los Cerritos	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
20146	Principal	0	0	844,377	603,605
Total Los Cerritos		0	0	844,377	603,605

ACCOUNT NO.	Los Coyotes	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 EST. ACTUAL	2015-2016 FORECAST
20146	Principal	0	0	1,970,212	1,408,410
Total Los Coyotes		0	0	1,970,212	1,408,410

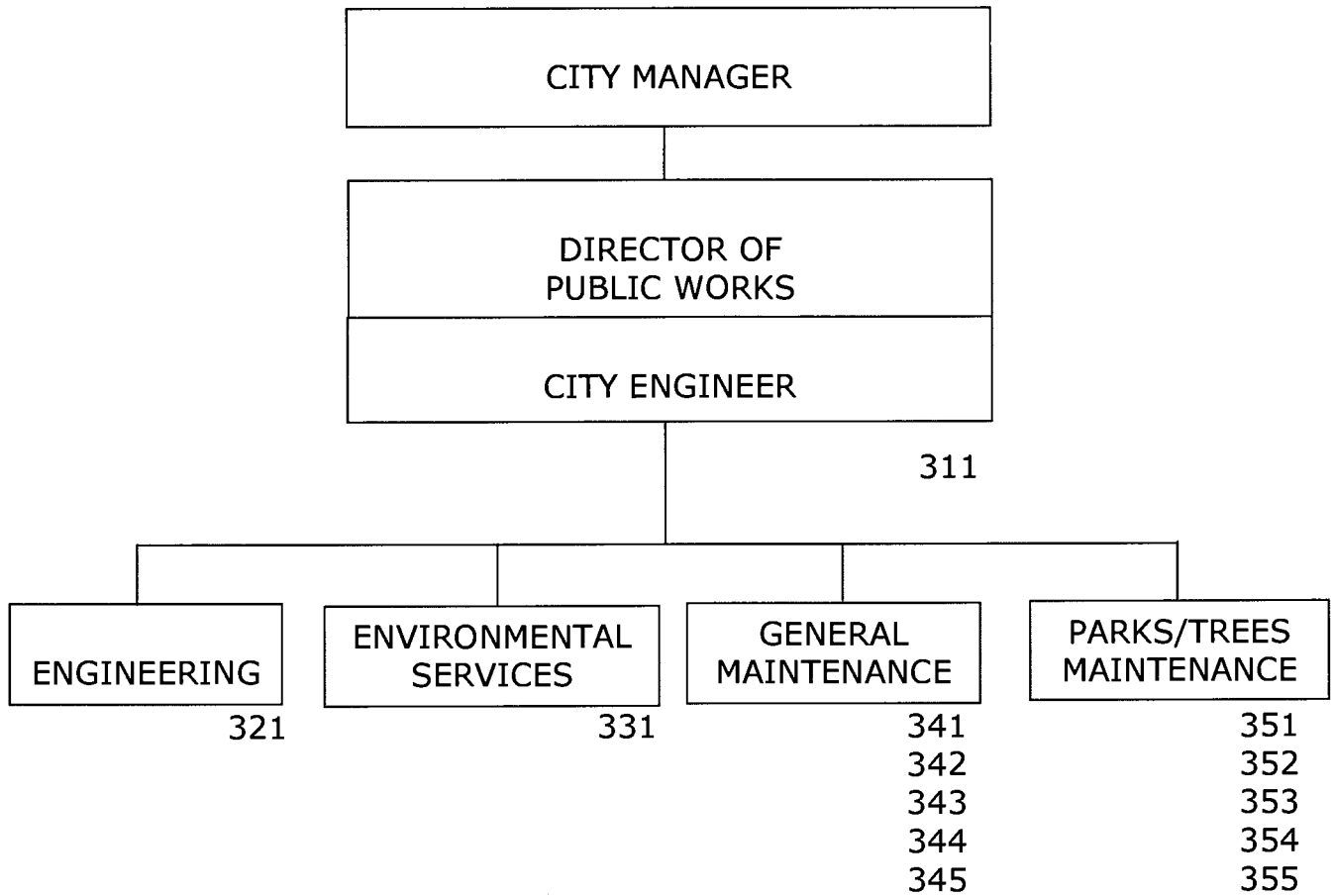
Loan from Low Mod Fund Total		0	0	2,814,589	2,012,015
-------------------------------------	--	----------	----------	------------------	------------------

GRAND TOTAL (BIR and Loans)		15,950,380	15,888,885	18,703,474	17,475,440
Los Cerritos Bond Issue + Los Coyotes Bond Issue + Loan from City + Loan from Low Mod Fund					

(b) Payment(s) will be determined and paid once the litigation with the California Department of Finance is settled.

**PUBLIC WORKS
DEPARTMENT**

DEPARTMENTAL CHART OF ORGANIZATION



300
Public Works

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

DEPT.CODE:	DEPARTMENT					
300	PUBLIC WORKS					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	67	66	66	64	64	
PERSONNEL EXPENSE	7,554,493	7,455,280	7,303,990	7,546,502	7,546,502	
OPERATIONS AND MAINTENANCE	8,798,345	8,830,490	9,089,100	8,867,520	8,867,520	
CAPITAL OUTLAY	0	4,840	5,780	3,440	3,440	
TOTAL BUDGET	16,352,838	16,290,610	16,398,870	16,417,462	16,417,462	

OVERVIEW COMMENTARY

The Department of Public Works is responsible for the administration and implementation of the Capital Improvement Program and for providing maintenance services to City facilities. The Department consists of four major divisions which include the Engineering Division, the Environmental Services Division, the General Maintenance Division and the Parks and Trees Division.

The Department of Public Works coordinates the planning, budgeting, design, contract administration and inspection of all Capital Improvement Projects.

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

The Department of Public Works together with other City departments is responsible for reviewing proposed developments, reporting to the Planning Commission and City Council, implementing City standards, plan checking and inspection of private developments.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Office of the Director	COST CENTER CODE: 311
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

The responsibilities of the Office of the Director include direct supervision, coordination and control of all departmental activities for the Engineering, Environmental Services, Parks and Trees, and Maintenance Divisions. The Director of Public Works is appointed by the City Manager and functions in a staff capacity to advise elected and appointed officers concerning the City's public works needs and requirements. The Director of Public Works also serves as the City Engineer. Staff assigned to the Director's office ensure that the administrative programs of the Public Works Department are consistent with the City's policies and procedures.

This office is responsible for:

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Professional Services due to completion of a portion of the update of the City's Local Hazard Mitigation plan and estimated actual expenditures (61430).

-\$7,500

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		DIRECTOR'S OFFICE-PUBLIC WORKS				311
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	72 Director of Public Works/ City Engineer	153,350	152,880	168,913	155,940	155,940
	46 Mgmt. Analyst	78,762	80,350	88,777	81,960	81,960
	Regular Earnings	232,112	233,230	257,690	237,900	237,900
	28 P/T Secretary/Receptionist	0		0	17,540	17,540
52010	Regular Earnings - Part Time	0	0	0	17,540	17,540
52015	Special Project Earnings - Part Time	12,912	4,030	0	0	0
52400	Employee Benefits	156,364	149,900	166,640	165,632	165,632
	TOTAL PERSONNEL	401,388	387,160	424,330	421,072	421,072
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020	Dues And Publications	280	580	280	580	580
53070	Reimbursed Mileage	9	250	20	100	100
53080	Travel And Meeting	74	0	0	0	0
61430	Professional Services	0	29,900	14,950	22,400	22,400
63250	Office Supplies	9	300	120	300	300
63520	Special Supplies	0	300	100	0	0
67060	Cellular Phone	600	1,200	1,200	1,200	1,200
69950	Non-Cap Expenditures-FF&E	4,510	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	10,282	37,330	21,470	29,380	29,380
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	411,670	424,490	445,800	450,452	450,452

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Engineering	COST CENTER CODE: 321
--	-------------------------------------	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Permits issued	247	220	220
Grading plan checks processed	9	8	8
Parcel/tract maps, lot line adjustments processed & easements	3	4	3
Traffic studies	3	4	4
Designed projects in-house	3	5	5

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Professional Services to reflect actual anticipated expenditures (61430).	-\$30,000
---	-----------

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		ENGINEERING				321
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	60 Assist. City Engineer	132,287	113,590	113,987	115,860	115,860
	49 Assist. Civil Engineer	86,899	86,630	86,933	88,360	88,360
	43 Public Works Inspector	74,923	74,690	74,951	76,190	76,190
	34 Engineering Aide	53,406	53,720	53,908	60,090	60,090
	32 Division Secretary	57,209	57,040	57,239	57,040	57,040
51021	Regular Earnings	404,723	385,670	387,020	397,540	397,540
	Overtime	0	3,620	1,810	3,620	3,620
52400	Employee Benefits	289,882	285,080	271,560	298,160	298,160
	TOTAL PERSONNEL	694,605	674,370	660,390	699,320	699,320
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	1,174	1,500	1,500	1,500	1,500
53070	Reimbursed Mileage	215	1,200	1,190	1,200	1,200
53080	Travel And Meeting	172	1,700	1,690	1,700	1,700
53091	Vehicle Operations	1,499	2,700	2,700	2,700	2,700
61070	Checking And Inspection	53,619	15,000	30,000	15,000	15,000
61130	Delivery Service	0	500	500	500	500
61180	Engineering Services	1,000	1,000	1,000	1,000	1,000
61430	Professional Services	19,731	45,000	45,000	15,000	15,000
61520	Special Studies	2,250	7,250	7,250	7,250	7,250
63230	Maps And Publications	31	250	250	250	250
63250	Office Supplies	319	750	750	750	750
63520	Special Supplies	2,206	3,000	3,000	3,000	3,000
65176	Traffic Signal Camera Enforcement	312,204	400,000	400,000	400,000	400,000
67060	Cellular Phone	1,800	1,800	1,800	1,800	1,800
	TOTAL OPERATIONS AND MAINTENANCE	399,820	485,250	500,230	455,250	455,250
	CAPITAL OUTLAY					
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,094,426	1,159,620	1,160,620	1,154,570	1,154,570

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Environmental Services	COST CENTER CODE: 331
--	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Custodial Services expense represents an increase in contracted custodial services (61110).	+\$29,590
Decrease in Street Sweeping reflects actual contractual expenditures (65154).	-\$7,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		ENVIRONMENTAL SERVICES				331
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	55 Environmental Services Manager	98,415	100,490	102,335	102,510	102,510
	41 Custodial Services Supervisor	81,665	71,100	72,405	72,510	72,510
	32 Custodial Leadworker	57,417	57,040	58,087	58,180	58,180
	28 Custodian II (2)	106,159	104,140	106,052	106,200	106,200
	23 Custodian I (6)	281,848	256,020	260,720	237,400	237,400
51010	Regular Earnings	625,505	588,790	599,600	576,800	576,800
51021	Overtime	3,217	5,000	4,650	5,000	5,000
	28 P/T Secretary/Receptionist (4)	22,118	25,500	19,720	24,050	24,050
	23 P/T Custodian I (4)	119,210	124,950	96,630	100,090	100,090
52010	Regular Earnings - Part Time	141,329	150,450	116,350	124,140	124,140
52021	Overtime Earnings - Part Time	312	0	100	0	0
52400	Employee Benefits	535,609	522,320	496,030	518,470	518,470
	TOTAL PERSONNEL	1,305,972	1,266,560	1,216,730	1,224,410	1,224,410
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	0	500	500	500	500
53070	Reimbursed Mileage	1,192	1,000	1,000	1,000	1,000
53090	Uniform And Shoes	3,312	4,500	4,500	4,500	4,500
61110	Custodial Services	583,344	547,840	572,840	577,430	577,430
61191	Environmental Grant Expenditures	20,943	27,100	27,100	27,100	27,100
61250	Hazardous Waste Disposal	4,317	5,000	5,000	5,000	5,000
61360	Permit Fees	4,980	4,200	4,200	7,500	7,500
61430	Professional Services	86,874	100,000	100,000	100,000	100,000
61550	Special Waste	0	2,000	2,000	2,000	2,000
61560	Storm Water Management	59,941	75,000	95,000	75,000	75,000
63520	Special Supplies	113,933	120,000	120,000	120,000	120,000
63530	Small Tools	2,613	3,000	3,000	3,000	3,000
65131	Rent Other Equipment	0	1,200	1,200	1,200	1,200
65154	Street Sweeping	451,688	410,000	407,860	403,000	403,000
67040	Electricity	5,318	6,000	5,860	6,000	6,000
67060	Cellular Phone	1,200	1,200	1,200	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	1,343,255	1,312,140	1,354,860	1,338,030	1,338,030
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	2,649,228	2,578,700	2,571,590	2,562,440	2,562,440

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: General Maintenance	COST CENTER CODE: 341
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Sewer lines maintained (miles)	109.32	109.32	109.32
Sewer lift stations	6	6	6

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Reduction in Program Expenses And Supplies to reflect actual anticipated expenditures (63410).	-\$25,000
Reduction in Sewer Maintenance expense to reflect decrease in estimated expenditures (65134).	-\$22,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		GENERAL MAINTENANCE				341
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	58 Maintenance Superintendent	108,472	108,140	107,021	110,310	110,310
	45 Maintenance Supervisor	78,762	78,520	77,708	80,100	80,100
	28 Division Secretary	52,223	52,070	51,531	53,100	53,100
51010	Regular Earnings	239,456	238,730	236,260	243,510	243,510
51021	Overtime	0	4,630	2,320	4,630	4,630
	23 P/T Custodian I	0		0	19,450	19,450
	19 P/T Public Works Intern (2)	342	18,780	9,580	18,780	18,780
52010	Regular Earnings - Part Time	342	18,780	9,580	38,230	38,230
52400	Employee Benefits	189,708	168,680	167,120	189,000	189,000
	TOTAL PERSONNEL	429,506	430,820	415,280	475,370	475,370
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	214	360	360	360	360
53070	Reimbursed Mileage	43	320	320	320	320
53090	Uniform And Shoes	103	1,620	1,620	1,620	1,620
53091	Vehicle Operations	6,863	9,850	7,280	9,850	9,850
61380	Printing	0	300	300	300	300
61430	Professional Services	7,926	6,250	6,250	6,250	6,250
61530	Soil Sterilization And Weed Abatement	6,800	6,800	6,800	6,800	6,800
63250	Office Supplies	0	120	120	120	120
63270	Photo Film And Processing	0	360	360	360	360
63410	Program Expenses And Supplies	73,540	88,900	88,900	63,900	63,900
63520	Special Supplies	64	360	360	360	360
63530	Small Tools	678	730	730	730	730
65050	Equipment And Machinery Maintenance	117,013	123,600	123,600	123,600	123,600
65090	Off Street Maintenance	31,790	35,830	35,830	35,830	35,830
65134	Sewer Maintenance	161,417	217,090	217,090	195,090	195,090
65140	Storm Drain Maintenance	32,569	31,260	31,260	31,260	31,260
65151	Street Lights - Maintenance	873,710	874,200	874,200	874,200	874,200
67010	Water	9	0	0	0	0
67060	Cellular Phone	1,300	1,200	1,200	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	1,317,639	1,402,750	1,400,180	1,355,750	1,355,750
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79060	Motor Vehicles	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,747,144	1,833,570	1,815,460	1,831,120	1,831,120

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Street Maintenance	COST CENTER CODE: 342
--	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Miles of sidewalk maintained	242.16	242.16	242.16
Miles of curb and gutters maintained	255.75	255.75	255.75
Total street mileage maintained	136.33	136.33	136.33
Traffic signals maintained	90	90	90
Bridges maintained	16	16	16

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Reduction in Roadside Maintenance to reflect reduction in contingency funds (65133).	-\$17,860
Reduction in Street Maintenance – City to reflect anticipated expenses of Fiscal Year 2015-2016 street maintenance program (65155).	-\$33,620

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		STREET MAINTENANCE				342
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	35 Maintenance Mechanic II	61,424	61,240	60,890	62,460	62,460
	Regular Earnings	61,424	61,240	60,890	62,460	62,460
51021	Overtime	278	1,030	540	1,030	1,030
52400	Employee Benefits	52,235	46,550	46,910	49,350	49,350
	TOTAL PERSONNEL	113,936	108,820	108,340	112,840	112,840
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	0	120	120	120	120
53030	Education And Training	0	2,400	2,400	2,400	2,400
53070	Reimbursed Mileage	0	380	380	380	380
53090	Uniform And Shoes	479	930	930	930	930
53091	Vehicle Operations	5,797	5,230	5,230	5,230	5,230
61430	Professional Services	2,150	3,520	3,520	3,520	3,520
63520	Special Supplies	894	1,880	1,880	1,880	1,880
63530	Small Tools	345	350	350	350	350
65030	Bridge Maintenance	95	13,980	13,980	13,980	13,980
65070	Marking And Striping	84,907	45,320	45,320	45,320	45,320
65133	Roadside Maintenance	50,360	47,860	47,860	30,000	30,000
65153	Street Sign - Maintenance	5,584	6,210	6,210	6,210	6,210
65155	Street Maintenance - City	282,870	183,620	183,620	150,000	150,000
65156	Street Maintenance - County	23,783	26,800	26,800	26,800	26,800
65171	Traffic Signal Maintenance - State	17,226	16,360	16,360	16,360	16,360
65172	Traffic Signal Maintenance - City	186,213	190,830	190,830	190,830	190,830
65174	Traffic Signal - Power	126,053	139,160	125,680	139,160	139,160
65175	Traffic And Regulatory Signs	5,763	17,220	17,220	17,220	17,220
	TOTAL OPERATIONS AND MAINTENANCE	792,519	702,170	688,690	650,690	650,690
	CAPITAL OUTLAY					
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	906,456	810,990	797,030	763,530	763,530

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Vehicle Maintenance	COST CENTER CODE: 343
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Passenger vehicles maintained	3	3	3
Light industrial vehicles maintained (1 ton or below)	54	52	52
Heavy industrial vehicles maintained (over 1 ton)	9	9	9
Tractors maintained	10	10	10
Miscellaneous small power equipment maintained	306	310	312

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		VEHICLE MAINTENANCE				343
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	38 Maintenance Leadworker	65,805	65,600	65,629	66,920	66,920
	35 Maintenance Mechanic II	61,424	61,240	61,267	62,460	62,460
	31 Maintenance Mechanic I	57,073	55,820	55,844	56,960	56,960
51010	Regular Earnings	184,301	182,660	182,740	186,340	186,340
51021	Overtime	1,438	520	420	520	520
52400	Employee Benefits	157,033	138,830	141,810	147,210	147,210
	TOTAL PERSONNEL	342,772	322,010	324,970	334,070	334,070
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	275	360	360	360	360
53070	Reimbursed Mileage	0	180	180	180	180
53090	Uniform And Shoes	3,975	4,000	4,000	4,000	4,000
53091	Vehicle Operations	1,553	3,700	1,560	3,700	3,700
61340	Outside Services	29,353	29,440	29,440	29,440	29,440
63520	Special Supplies	88,235	81,160	81,160	81,160	81,160
63530	Small Tools	1,321	1,540	1,540	1,540	1,540
65131	Rent Other Equipment	101	480	480	480	480
	TOTAL OPERATIONS AND MAINTENANCE	124,813	120,860	118,720	120,860	120,860
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	467,583	442,870	443,690	454,930	454,930

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Facility Maintenance	COST CENTER CODE: 344
--	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Building square footage maintained:			
City Hall	55,000	55,000	55,000
Cerritos Public Library	82,500	82,500	82,500
Cerritos Park East	20,000	20,000	20,000
Liberty Park	15,300	15,300	15,300
Heritage Park	2,000	2,000	2,000
Frontier Park	700	700	700
Westgate Park	800	800	800
Golf Course	2,475	2,475	2,475
Corporate Yard	25,000	25,000	25,000
Joe A. Gonsalves Park	600	600	600
Sports Complex	3,700	3,700	3,700
Cerritos Center for the Performing Arts	158,000	158,000	158,000
Senior Citizen Center	27,500	27,500	27,500
Cerritos Sheriff Station	<u>81,000</u>	<u>81,000</u>	<u>81,000</u>
Total Square Feet	474,575	474,575	474,575

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Reduction in Building And Grounds to reflect anticipated expenditures (65020).	-\$100,000
--	------------

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		FACILITY MAINTENANCE				344
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	45 Building Maintenance Engineer	61,054	78,520	78,105	80,100	80,100
	38 Maintenance Leadworker	65,093	65,600	65,253	66,920	66,920
	35 Maintenance Mechanic II	62,601	61,240	60,916	62,460	62,460
	31 Maintenance Mechanic I	56,006	55,820	55,525	56,960	56,960
51010	Regular Earnings	244,754	261,180	259,800	266,440	266,440
51021	Overtime	2,849	7,730	4,770	7,730	7,730
52400	Employee Benefits	182,032	193,330	184,410	207,830	207,830
	TOTAL PERSONNEL	429,636	462,240	448,980	482,000	482,000
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	-50	240	240	240	240
53030	Education And Training	0	2,400	2,400	2,400	2,400
53070	Reimbursed Mileage	0	380	380	380	380
53090	Uniform And Shoes	1,831	3,280	3,280	3,280	3,280
53091	Vehicle Operations	2,566	5,300	3,320	5,300	5,300
61340	Outside Services	7,200	7,240	7,240	7,240	7,240
61360	Permit Fees	1,514	3,280	3,280	3,280	3,280
61430	Professional Services	62,229	62,440	62,440	62,440	62,440
63520	Special Supplies	47,162	76,350	70,350	76,350	76,350
63530	Small Tools	1,373	1,390	1,390	1,390	1,390
65010	Air Conditioning Maintenance	212,491	185,320	185,320	185,320	185,320
65020	Building And Grounds	392,607	403,430	378,490	303,430	303,430
65110	Playground Equipment Maintenance	46,238	44,740	44,380	44,740	44,740
65131	Rent Other Equipment	1,564	960	960	960	960
65132	Rent Building And Grounds	0	820	820	820	820
67010	Water	15,360	15,720	15,720	15,720	15,720
67030	Natural Gas	59,255	84,940	60,000	84,940	84,940
67040	Electricity	1,719,549	1,640,000	1,800,810	1,640,000	1,640,000
67050	Telephone	182,763	192,890	192,890	192,890	192,890
67060	Cellular Phone	709	600	600	600	600
69120	Property Taxes	3,825	3,740	4,090	3,740	3,740
69970	Non-Cap Expenditures-Machinery & Equipment	818	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	2,759,004	2,735,460	2,838,400	2,635,460	2,635,460
	CAPITAL OUTLAY					
79010	Land	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	1,400	2,340	0	0
	TOTAL CAPITAL OUTLAY	0	1,400	2,340	0	0
	ACTIVITY TOTAL	3,188,639	3,199,100	3,289,720	3,117,460	3,117,460

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Swim Center Maintenance	COST CENTER CODE: 345
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		SWIM CENTER MAINTENANCE				345
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	33 Aquatics Maintenance Specialist	58,628	58,450	58,130	59,620	59,620
	Regular Earnings	58,628	58,450	58,130	59,620	59,620
51021	Overtime	792	520	390	520	520
52400	Employee Benefits	50,372	43,840	44,720	47,700	47,700
	TOTAL PERSONNEL	109,792	102,810	103,240	107,840	107,840
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	0	120	120	120	120
53030	Education And Training	0	200	200	200	200
53070	Reimbursed Mileage	0	180	180	180	180
53090	Uniform And Shoes	313	880	880	880	880
53091	Vehicle Operations	2,228	1,880	1,880	1,880	1,880
61340	Outside Services	4,429	4,320	4,320	4,320	4,320
61360	Permit Fees	183	360	360	360	360
61430	Professional Services	17,666	18,440	18,440	18,440	18,440
63520	Special Supplies	36,838	30,900	30,900	30,900	30,900
63530	Small Tools	156	690	0	690	690
65010	Air Conditioning Maintenance	26,154	30,100	22,310	30,100	30,100
65020	Building And Grounds	54,657	53,800	83,800	53,800	53,800
65131	Rent Other Equipment	0	840	840	840	840
67010	Water	3,586	5,680	4,140	5,680	5,680
67030	Natural Gas	62,343	60,480	60,480	60,480	60,480
67040	Electricity	145,452	146,400	146,400	146,400	146,400
67050	Telephone	1,591	2,470	2,470	2,470	2,470
	TOTAL OPERATIONS AND MAINTENANCE	355,596	357,740	377,720	357,740	357,740
	CAPITAL OUTLAY					
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	465,390	460,550	480,960	465,580	465,580

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Parks and Trees Management	COST CENTER CODE: 351
--	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

1. To maintain the City's image of a park-like community and support the City's designation as a Tree City USA through the development of landscaping standards and specifications.
2. To coordinate the functional areas of responsibility for the City's parks, trees, golf course and weed abatement programs to meet community needs.

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Public landscape projects completed	4	6	4
Private landscape projects reviewed and checked	15	20	20
Field inspections performed (approximately)	150	150	150

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: Public Works		ACTIVITY: PARKS & TREES MANAGEMENT				ACTIVITY CODE: 351
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	58 Parks Superintendent	114,420	108,150	109,680	110,300	110,300
	Regular Earnings	114,420	108,150	109,680	110,300	110,300
52010	28 P/T Secretary/Receptionist	19,916	21,430	20,830	21,900	21,900
	Regular Earnings - Part Time	19,916	21,430	20,830	21,900	21,900
52400	Employee Benefits	76,925	73,470	70,910	80,930	80,930
	TOTAL PERSONNEL	211,260	203,050	201,420	213,130	213,130
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	-30	0	0	0	0
67060	Cellular Phone	600	600	600	600	600
	TOTAL OPERATIONS AND MAINTENANCE	4,170	4,200	4,200	4,200	4,200
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	215,432	207,250	205,620	217,330	217,330

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Median and Parkway Maintenance	COST CENTER CODE: 352
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Total approximate square feet of center street medians	1,000,000	1,000,000	1,000,000
Total approximate square feet of ADP-2 & AD-6 buffer landscape area	1,128,000	1,128,000	1,128,000
Total approximate square footage of sidewalk planters	972,163	972,163	972,163
Total square footage of freeway landscape	797,000	797,000	797,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		MEDIAN & PARKWAY MAINTENANCE				352
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	38 Parks Leadworker	65,805	65,600	65,240	66,910	66,910
	Regular Earnings	65,805	65,600	65,240	66,910	66,910
51021	Overtime	0	400	200	400	400
52400	Employee Benefits	48,057	48,550	46,060	52,190	52,190
	TOTAL PERSONNEL	113,862	114,550	111,500	119,500	119,500
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	100	0	0	0	0
53090	Uniform And Shoes	389	550	550	550	550
53091	Vehicle Operations	1,483	3,800	3,800	3,800	3,800
61340	Outside Services	7,395	6,870	6,870	6,870	6,870
61430	Professional Services	920,156	877,700	877,700	877,700	877,700
63520	Special Supplies	2,603	2,660	2,660	2,660	2,660
63530	Small Tools	0	150	150	150	150
67010	Water	204,572	154,260	154,260	154,260	154,260
67040	Electricity	56,691	39,600	39,600	39,600	39,600
67060	Cellular Phone	0	480	480	480	480
69970	Non-Cap Expenditures-Machinery & Equipment	2,016	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	1,195,405	1,086,070	1,086,070	1,086,070	1,086,070
	CAPITAL OUTLAY					
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	2,040	2,040	2,040	2,040
	TOTAL CAPITAL OUTLAY	0	2,040	2,040	2,040	2,040
	ACTIVITY TOTAL	1,309,266	1,202,660	1,199,610	1,207,610	1,207,610

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
PUBLIC WORKS	Parkway Trees	353

ACTIVITY COMMENTARY

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

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
New street trees planted by City	100	150	300
Street trees maintained	28,350	28,700	29,050
Street trees treated for disease prevention	50	50	50
Street trees replaced	50	150	150
Street trees trimmed	5,000	4,500	5,500
Service calls made	1,900	1,900	2,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

Increase in Professional Services in the amount of \$50,000, plus an additional \$200,000 to be applied to contract tree maintenance from the two vacant staff positions(61430).

CHANGES

+ \$250,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		PARKWAY TREES				353
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	45 Trees Supervisor	82,685	78,520	67,463	80,100	80,100
	33 Tree Trimmer II (2)	117,705	116,900	100,439	119,240	119,240
	28 Tree Trimmer I (3)	256,386	260,350	223,688	159,300	159,300
51010	Regular Earnings	456,776	455,770	391,590	358,640	358,640
51021	Overtime	20,188	6,130	17,280	6,130	6,130
52400	Employee Benefits	404,629	355,490	357,890	290,500	290,500
	TOTAL PERSONNEL	881,594	817,390	766,760	655,270	655,270
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	215	340	340	340	340
53070	Reimbursed Mileage	1,324	0	1,400	0	0
53080	Travel And Meeting	240	200	200	200	200
53090	Uniform And Shoes	3,155	5,700	5,700	3,270	3,270
53091	Vehicle Operations	22,752	21,500	21,500	21,500	21,500
61430	Professional Services	3,520	100,000	211,590	350,000	350,000
63280	Plant And Trees	7,998	10,900	10,900	10,900	10,900
63520	Special Supplies	12,272	10,840	10,840	10,840	10,840
63530	Small Tools	218	220	220	220	220
67010	Water	3,226	2,920	2,920	2,920	2,920
67060	Cellular Phone	600	960	960	960	960
	TOTAL OPERATIONS AND MAINTENANCE	55,520	153,580	266,570	401,150	401,150
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	937,112	970,970	1,033,330	1,056,420	1,056,420

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: PUBLIC WORKS	ACTIVITY: Parks Maintenance	COST CENTER CODE: 354
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Total park and public acreage maintained includes:	205	205	205

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		PARKS MAINTENANCE				354
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	45 Parks Supervisor	78,762	78,520	75,642	80,100	80,100
	38 Parks Leadworker (2)	133,511	131,200	126,393	133,820	133,820
	32 Park Gardener II (10)	514,662	566,070	545,331	581,800	581,800
	27 Park Gardener I (13)	568,121	659,420	635,260	675,340	675,340
51010	Regular Earnings	1,295,056	1,435,210	1,382,630	1,471,060	1,471,060
51021	Overtime	25,317	13,160	16,840	13,160	13,160
52400	Employee Benefits	1,081,569	1,105,940	1,058,960	1,206,270	1,206,270
	TOTAL PERSONNEL	2,401,942	2,554,310	2,458,430	2,690,490	2,690,490
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	780	4,280	4,280	4,280	4,280
53080	Travel And Meeting	893	600	600	600	600
53090	Uniform And Shoes	16,158	14,630	14,630	14,630	14,630
53091	Vehicle Operations	43,096	46,800	46,800	46,800	46,800
61340	Outside Services	0	1,500	1,500	1,500	1,500
61430	Professional Services	36,406	27,850	27,850	27,850	27,850
63520	Special Supplies	87,865	83,450	83,450	83,450	83,450
63530	Small Tools	76	1,600	1,600	1,600	1,600
65020	Building And Grounds	1,334	4,170	4,170	4,170	4,170
65131	Rent Other Equipment	0	950	0	950	950
67010	Water	134,040	120,270	120,270	120,270	120,270
67060	Cellular Phone	1,359	1,440	1,440	1,440	1,440
69970	Non-Cap Expenditures-Machinery & Equipment	911	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	322,918	307,540	306,590	307,540	307,540
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	1,400	1,400	1,400	1,400
	TOTAL CAPITAL OUTLAY	0	1,400	1,400	1,400	1,400
	ACTIVITY TOTAL	2,724,861	2,863,250	2,766,420	2,999,430	2,999,430

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
PUBLIC WORKS	Golf Course Maintenance	355

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

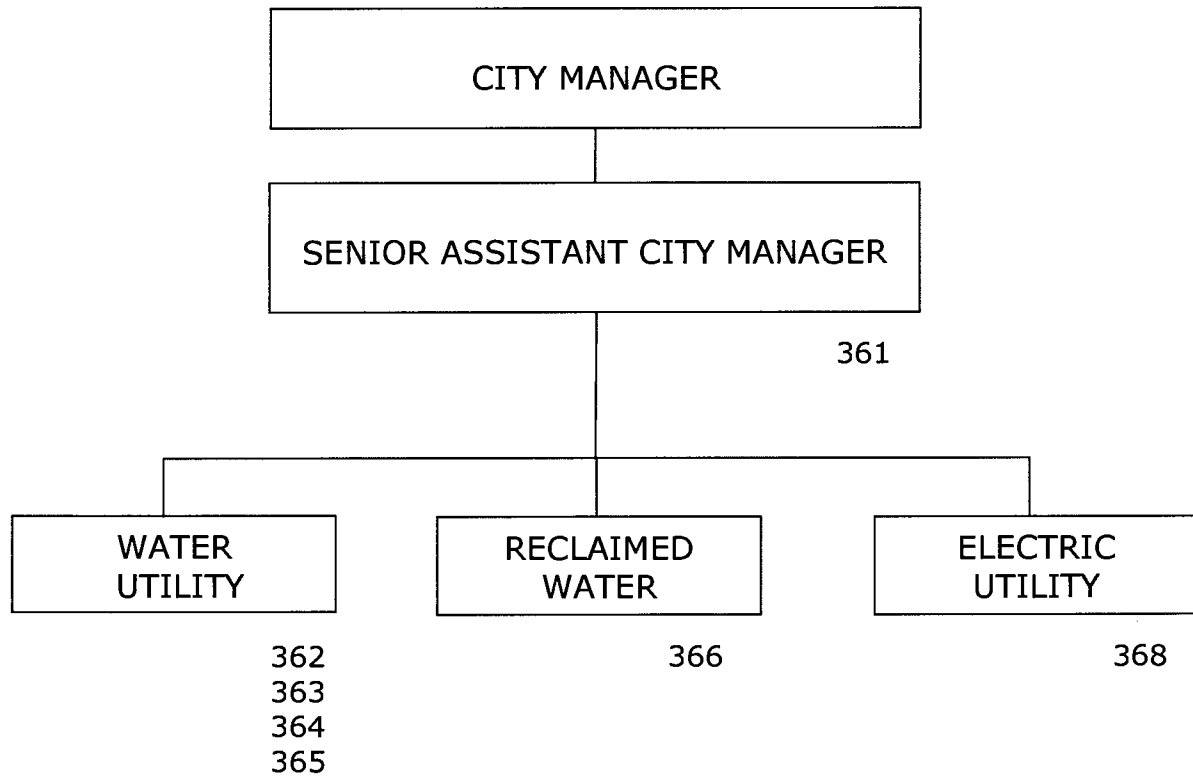
CHANGES

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Public Works		GOLF COURSE MAINTENANCE				355
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	Park Gardener II	57,209	0	0	0	0
	Regular Earnings	57,209	0	29,910	0	0
51021	Overtime	9,080	11,190	9,790	11,190	11,190
52400	Employee Benefits	51,938	0	23,920	0	0
	TOTAL PERSONNEL	118,228	11,190	63,620	11,190	11,190
	OPERATIONS AND MAINTENANCE					
53080	Travel And Meeting	240	0	0	0	0
53091	Vehicle Operations	4,056	7,200	7,200	7,200	7,200
61340	Outside Services	1,907	2,000	2,000	2,000	2,000
61430	Professional Services	4,300	3,870	3,870	3,870	3,870
63520	Special Supplies	30,179	29,790	29,790	29,790	29,790
63530	Small Tools	713	720	720	720	720
65010	Air Conditioning Maintenance	180	580	580	580	580
65020	Building And Grounds	7,051	10,160	10,160	10,160	10,160
67010	Water	30,071	35,780	35,780	35,780	35,780
67030	Natural Gas	1,492	1,800	1,800	1,800	1,800
67040	Electricity	37,215	33,120	33,120	33,120	33,120
67050	Telephone	0	380	380	380	380
	TOTAL OPERATIONS AND MAINTENANCE	117,404	125,400	125,400	125,400	125,400
	CAPITAL OUTLAY					
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	235,633	136,590	189,020	136,590	136,590

**WATER & POWER
DEPARTMENT**

DEPARTMENTAL CHART OF ORGANIZATION



360
Water & Power

CITY OF CERRITOS DEPARTMENTAL ACTIVITY OVERVIEW

360	DEPARTMENT					
	WATER & POWER					
EXPENSE CLASSIFICATION		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS		16	14	14	14	14
PERSONNEL EXPENSE		1,960,882	1,856,340	1,890,050	1,933,900	1,933,900
OPERATIONS AND MAINTENANCE		17,734,944	14,107,630	14,718,450	13,980,749	13,980,749
CAPITAL OUTLAY		0	950	950	3,900	3,900
TOTAL BUDGET		19,695,826	15,964,920	16,609,450	15,918,549	15,918,549

OVERVIEW COMMENTARY

The Department of Water & Power is responsible for the administration of the Cerritos Water Utility and the Cerritos Electric Utility. Organizationally, the Department incorporates the functions of several operating divisions, including Water Management, Water Production and Distribution, Water Operations (Potable), Water Operations (Reclaimed), Water Inspection, and the Operations Division of the Cerritos Electric Utility.

Through the Department's Director, who is appointed by the City Manager to administer departmental operations, the Department of Water & Power is vested with the responsibility of managing and maintaining two multi-faceted services. The Water Utility provides water to more than 15,500 services and over 49,000 residents; recycled water to a majority of the public parks and arterial landscaping throughout the City; and emergency water service to the Fire Department. The Cerritos Electric Utility was created to provide reliable electricity to end-use customers in the City of Cerritos. In his capacity as the Electric Utility Manager, the Director facilitates the City's participation in the Magnolia Power Project, the Southern California Public Power Authority, and acts as a liaison for Cerritos with state and federal regulatory agencies such as the California Public Utilities Commission, the California Energy Commission, the California Independent System Operators and the Federal Energy Regulatory Commission.

The Department of Water & Power is responsible for the administration of water related Capital Improvement Projects, the development of new water and energy projects and the procurement of additional assets through contracts administration. In addition, the Department works closely with other City departments and private developers in reviewing proposed developments regarding all water related issues.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: WATER & POWER	ACTIVITY: Office of the Senior Assistant City Manager	COST CENTER CODE: 361
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

The Office of the Senior Assistant City Manager is responsible for the overall supervision of the Department of Water and Power. The primary responsibility of this office is the management and coordination of the entire department including the various divisions within the Cerritos Water Utility and the Cerritos Electric Utility. The Senior Assistant City Manager, as the General Manager for Water and Power, is appointed by the City Manager and functions in a staff capacity to advise elected and appointed officers concerning the City's water and electric utility needs and requirements.

ACTIVITY OBJECTIVES

1. To develop overall departmental program objectives, which serve to guide the staff of the water and power utilities, and enable the department to meet the current and future water and power needs and objectives.
2. To constantly evaluate departmental programs, projects and reports in an effort to maximize productivity.
3. To increase the efficiency of the department's efforts in the areas of contract management and fiscal policies.
4. To provide professional expertise in the financial management of the two Cerritos utilities maximizing the use of assets and return on investment.
5. To develop and implement utility growth and any necessary programs to meet community needs and legislative compliance.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		WATER & POWER MANAGEMENT				361
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
51010	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	77 Sr. Asst. City Manager	180,071	172,890	171,960	176,340	176,340
	Regular Earnings	180,071	172,890	171,960	176,340	176,340
52400	Employee Benefits	114,234	102,000	98,660	112,860	112,860
	TOTAL PERSONNEL	294,305	274,890	270,620	289,200	289,200
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020	Dues And Publications	3,179	3,200	3,200	3,200	3,200
53070	Reimbursed Mileage	122	0	0	0	0
53080	Travel And Meeting	145	800	830	800	800
61430	Professional Services	0	4,500	0	4,500	4,500
63250	Office Supplies	0	300	200	300	300
67060	Cellular Phone	732	1,200	1,290	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	8,978	14,800	10,320	14,800	14,800
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	950	950	1,000	1,000
	TOTAL CAPITAL OUTLAY	0	950	950	1,000	1,000
	ACTIVITY TOTAL	303,282	290,640	281,890	305,000	305,000

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: WATER & POWER	ACTIVITY: Water Management	COST CENTER CODE: 362
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Professional Services due to reduction in anticipated needs for litigation services; this reduction reflects a 2015 Urban Water Management Plan engineer's estimate at \$50,000 (61430).

-\$370,250

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		WATER MANAGEMENT				362
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	61 Water Superintendent	116,859	116,500	114,238	118,840	118,840
	32 Division Secretary	52,223	57,040	55,932	58,180	58,180
	Regular Earnings	169,082	173,540	170,170	177,020	177,020
52400	Employee Benefits	134,774	116,850	119,740	127,090	127,090
	TOTAL PERSONNEL	303,856	290,390	289,910	304,110	304,110
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	34,024	37,910	37,910	37,910	37,910
53030	Education And Training	7,064	12,000	12,000	12,000	12,000
53070	Reimbursed Mileage	0	360	360	360	360
53080	Travel And Meeting	25	600	380	600	600
53091	Vehicle Operations	2,435	0	0	0	0
61180	Engineering Services	0	2,000	2,000	2,000	2,000
61430	Professional Services	530,462	537,300	637,300	167,050	167,050
61612	Water Master Assessment	20,416	37,700	37,700	37,480	37,480
63230	Maps And Publications	0	500	500	500	500
63250	Office Supplies	129	1,500	1,500	500	500
63520	Special Supplies	51	1,000	1,000	1,000	1,000
67060	Cellular Phone	1,200	2,400	2,400	2,400	2,400
	TOTAL OPERATIONS AND MAINTENANCE	599,406	636,870	736,650	265,400	265,400
	CAPITAL OUTLAY					
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	2,900	2,900
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	2,900	2,900
	ACTIVITY TOTAL	903,263	927,260	1,026,560	572,410	572,410

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
WATER & POWER	Water Production and Distribution	363

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Acre feet of water purchased (from MWD)	353	282	249
Acre feet of water rights pumped (from wells)	9,253	8,895	9,150
MWD water costs (\$ per acre foot)	\$1,038	\$1,062	\$1,110
Well pumping assessments (\$ per acre foot)	\$268	\$268	\$282

SIGNIFICANT ACTIVITY PROGRAM CHANGE

CHANGES

Decrease in Outside Services reflects completion of design for upcoming SCADA system upgrade (61340).	-\$604,170
Increase in Permit Fees (61360).	+\$8,000
Water Well Pumping Assessment reflects projected increase by WRD on pumping assessment for Fiscal Year 2015-2016 and pumping assessment on 1,200 acre feet for underground storage program (65213).	+\$168,420
Increase in MWD Purchase price per acre foot (67020).	+\$25,980
Increase in Natural Gas consumption (67030).	+\$7,950
Increase in Power consumption (67070).	+\$37,100

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		WATER PRODUCTION & DISTRIBUTION				363
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	38					
	Production Distribution Maintenance Operator (4)	266,374	262,560	271,870	267,600	267,600
51010	Regular Earnings	266,374	262,560	271,870	267,600	267,600
51021	Overtime	80,695	64,260	84,500	73,200	73,200
52400	Employee Benefits	226,671	194,280	208,070	208,800	208,800
	TOTAL PERSONNEL	573,741	521,100	564,440	549,600	549,600
	OPERATIONS AND MAINTENANCE					
53070	Reimbursed Mileage	1,360	1,500	2,200	2,300	2,300
53080	Travel And Meeting	28	500	0	0	0
53090	Uniform And Shoes	5,074	10,740	10,740	10,740	10,740
53091	Vehicle Operations	8,323	12,250	12,250	12,250	12,250
61340	Outside Services	488,325	842,270	442,270	238,100	238,100
61360	Permit Fees	14,812	17,000	24,200	25,000	25,000
61430	Professional Services	16,573	11,500	11,500	7,000	7,000
63520	Special Supplies	17,638	15,920	15,920	15,920	15,920
63530	Small Tools	593	830	1,830	830	830
65212	Water Production Equipment	56,542	79,810	79,810	79,810	79,810
65213	Water Well Pumping Assessment	7,388,578	2,468,280	2,468,280	2,636,700	2,636,700
67020	Mwd Purchase	394,242	684,960	388,260	710,940	710,940
67030	Natural Gas	204,652	165,650	193,360	173,600	173,600
67040	Electricity	23,799	28,000	28,000	28,000	28,000
67050	Telephone	19,633	19,940	19,940	19,940	19,940
67060	Cellular Phone	0	1,200	1,200	400	400
67070	Power	519,101	391,590	391,590	428,690	428,690
69050	Leased Water Rights	790,685	817,500	842,000	819,000	819,000
	TOTAL OPERATIONS AND MAINTENANCE	9,949,958	5,569,440	4,933,350	5,209,220	5,209,220
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	10,523,698	6,090,540	5,497,790	5,758,820	5,758,820

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: WATER & POWER	ACTIVITY: Water Operations	COST CENTER CODE: 364
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY STATISTICS</u>	2013-2014 <u>ACTUAL</u>	2014-2015 <u>ESTIMATED</u>	2015-2016 <u>FORECASTED</u>
Total number water services	15,665	15,670	15,670
Total number of fire services	290	293	298
Miles of water mains in service	181	181	181
Total fire hydrants in service	1,670	1,672	1,679
Water main, services & fire hydrant repairs	40	40	40
Water meters changed	368	400	400
High water bill complaints requiring field follow-up or meter testing	110	105	105

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Outside Services due to aging distribution system and based upon anticipated demands (61340).	+\$7,480
Increase in Water Meters due to AMR water meter change out program (63710).	+\$91,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		WATER OPERATIONS				364
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	38 Water Maintenance Leadworker (1)	67,301	65,640	66,577	66,900	66,900
	34 Water Meter Repairer (1)	32,779	50,930	51,657	53,760	53,760
	33 Water Maintenance II (3)	176,355	116,900	118,569	178,740	178,740
	30 Water Meter Reader (1)	54,643	54,480	55,258	55,560	55,560
	28 Water Maintenance I (0)	0	48,180	48,868	0	0
51010	Regular Earnings	331,077	336,130	340,930	354,960	354,960
51021	Overtime	46,404	27,600	28,610	8,400	8,400
52400	Employee Benefits	279,129	270,200	271,170	287,520	287,520
	TOTAL PERSONNEL	656,610	633,930	640,710	650,880	650,880
	OPERATIONS AND MAINTENANCE					
53070	Reimbursed Mileage	1,046	1,100	1,110	1,700	1,700
53080	Travel And Meeting	6	500	200	200	200
53090	Uniform And Shoes	3,421	9,100	9,100	7,960	7,960
53091	Vehicle Operations	12,992	21,000	21,000	21,000	21,000
61340	Outside Services	272,912	137,000	137,000	144,480	144,480
61430	Professional Services	1,303	19,000	3,370	19,000	19,000
63520	Special Supplies	7,231	7,460	7,460	7,460	7,460
63530	Small Tools	4,668	4,440	4,440	4,440	4,440
63675	Emergency Water Storage Supplies	3,983	2,000	2,000	2,000	2,000
63710	Water Meters	57,210	59,190	59,190	150,190	150,190
65020	Building And Grounds	0	700	280	700	700
65131	Rent Other Equipment	0	1,500	1,500	1,500	1,500
65210	Distribution Systems	58,776	59,500	59,500	59,500	59,500
65211	Water - Special Maintenance	3,619	14,050	14,050	14,050	14,050
67060	Cellular Phone	416	900	1,360	1,800	1,800
	TOTAL OPERATIONS AND MAINTENANCE	427,583	337,440	321,560	435,980	435,980
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,084,191	971,370	962,270	1,086,860	1,086,860

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
WATER & POWER	Water Inspection	365

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Backflow devices testing notices sent to others	395	395	400
City-owned backflow devices tested	170	174	174
Cross-connection inspections performed	45	45	45
Bacteriological samples performed	1,650	1,650	1,650
Color, odor, turbidity tests performed	300	300	300
Chemical, radiological, gen. mineral samples	1,250	1,250	1,250
T.H.M. (Trihalomethane samples)	64	64	64

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Water Treatment Services due to reduced cost for water treatment chemicals (61611).

-\$63,240

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		WATER INSPECTION				365
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	43 Water Constr./Cross-Conn. Control Inspector (1)	77,795	74,690	73,120	76,200	76,200
	Regular Earnings	77,795	74,690	73,120	76,200	76,200
52400	Employee Benefits	54,392	53,780	51,250	57,910	57,910
	TOTAL PERSONNEL	132,188	128,470	124,370	134,110	134,110
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	296	1,150	300	1,150	1,150
53070	Reimbursed Mileage	0	240	240	240	240
53080	Travel And Meeting	0	500	200	200	200
53090	Uniform And Shoes	131	800	800	800	800
53091	Vehicle Operations	1,586	3,150	3,150	3,460	3,460
61350	Outside Processing	43,877	41,000	41,000	44,180	44,180
61611	Water Treatment Services	173,515	179,880	155,880	116,640	116,640
63520	Special Supplies	1,034	3,100	300	3,100	3,100
63530	Small Tools	47	200	200	200	200
65211	Water - Special Maintenance	20,226	15,000	15,000	15,000	15,000
	TOTAL OPERATIONS AND MAINTENANCE	240,712	245,020	217,070	184,970	184,970
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	372,899	373,490	341,440	319,080	319,080

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
WATER & POWER	Reclaimed Water Operations	366

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Total acre feet of water produced	2,689	2,850	2,850
Total number of water services	255	255	255
Total miles of water main in service	28	28	28

SIGNIFICANT ACTIVITY PROGRAM CHANGES

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Increase in Water Purchase reflects increase in cost for recycled water (63720).	+\$77,730
Increase in Water Production Equipment due to necessary maintenance on four 350 horsepower drives and purchase of one new 350 horsepower drive/panel (65212).	+\$222,000
Decrease in Power due to cost per acre foot to pump the recycled water (67070).	-\$8,700

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		RECLAIMED WATER OPERATIONS				366
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
51021	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	Overtime	0	7,560	0	6,000	6,000
	TOTAL PERSONNEL	0	7,560	0	6,000	6,000
	OPERATIONS AND MAINTENANCE					
53080	Travel And Meeting	0	100	0	100	100
53090	Uniform And Shoes	0	1,350	0	0	0
53091	Vehicle Operations	3,823	3,500	3,500	3,500	3,500
61340	Outside Services	3,400	14,000	14,000	14,000	14,000
61430	Professional Services	0	6,500	6,500	6,500	6,500
63520	Special Supplies	0	500	500	500	500
63530	Small Tools	172	400	400	400	400
63710	Water Meters	0	3,000	3,000	3,000	3,000
63720	Water Purchase	198,759	232,920	267,870	310,650	310,650
65020	Building And Grounds	0	300	300	300	300
65131	Rent Other Equipment	0	500	500	500	500
65132	Rent Building And Grounds	59,186	65,000	65,000	68,250	68,250
65210	Distribution Systems	681	15,000	15,000	15,000	15,000
65212	Water Production Equipment	33,201	50,000	138,410	272,000	272,000
67070	Power	167,265	221,200	185,250	212,500	212,500
	TOTAL OPERATIONS AND MAINTENANCE	466,488	614,270	700,230	907,200	907,200
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	466,488	621,830	700,230	913,200	913,200

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
WATER & POWER	Electric Utility	368

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Owned and Contracted Capacity (mW)	18.0	18.0	18.0
System Annual Peak (mW)	18.0	18.0	18.0
Energy Sales (mWh)	78,673	90,000	92,000
Number of Service Accounts	298	300	310
City Generated Solar Energy (kWh)	350,000	350,000	350,000

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
---	----------------

Increase in Additional Energy Resources due to the significant increase in the City’s customer demand; the City’s power from Magnolia needs to be supplemented with energy purchases from the market (67085).	+\$515,000
Increase in Magnolia Power Plant O & M is based on projected operations and maintenance costs (67095).	+\$18,335
Increase in Cap And Trade – Greenhouse Gas resulting from the Magnolia Power Plant’s use of natural gas for power generation which requires the City to comply with the State mandated cap and trade program, resulting in the need to purchase 18,000 allowances at an estimated cost of \$13/allowance (67116).	+\$134,000
Decrease in Renewable Portfolio to reflect actual anticipated obligation (67117).	-\$50,000
Decrease in Fuel Expense reflects drop in natural gas prices (67120).	-\$350,000
Decrease in Grid Management Charges to reflect anticipated expenditures (67193).	-\$15,000

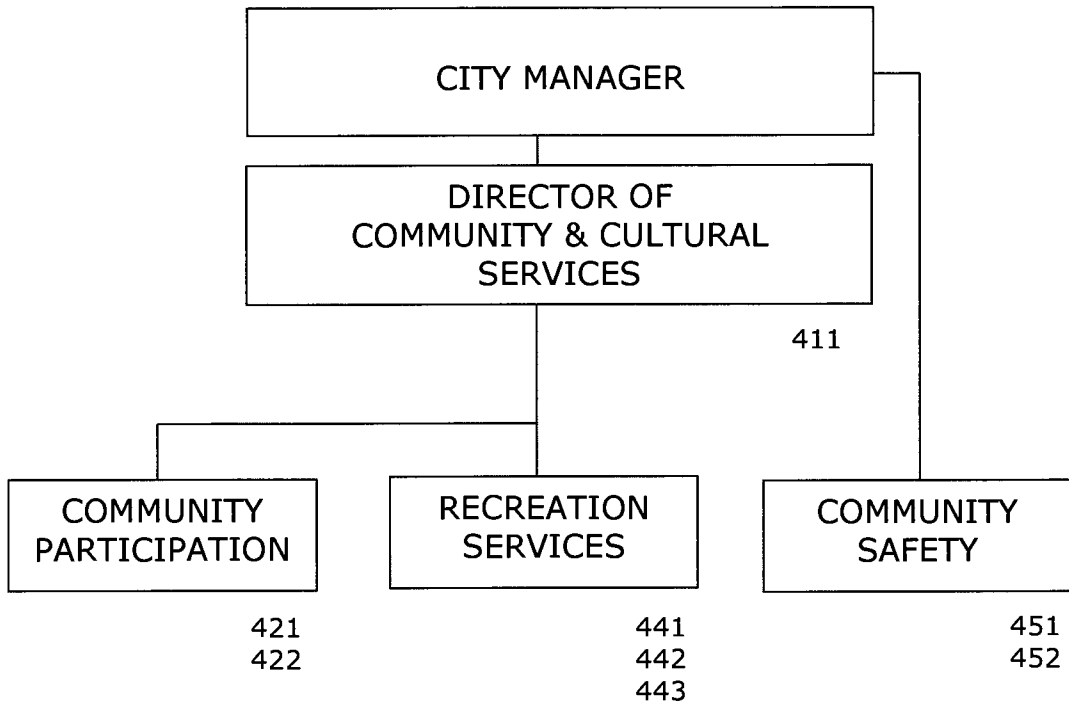
**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Water & Power		ELECTRIC UTILITY OPERATIONS				368
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
52010	Regular Earnings - Part Time	168	0	0	0	0
52400	Employee Benefits	14	0	0	0	0
	TOTAL PERSONNEL	182		0	0	0
	OPERATIONS AND MAINTENANCE					
61050	Bank Charges And Fees	3,447	2,000	2,000	2,000	2,000
61430	Professional Services	118,270	175,000	175,000	175,000	175,000
67085	Additional Energy Resources	216,123	260,000	1,194,340	775,000	775,000
67095	Magnolia Power Plant O & M	737,246	733,390	733,390	751,725	751,725
67100	Electric Energy Purchased Costs	0	18,750	18,750	20,625	20,625
67101	Electric Transmission Scheduling Fee	350,400	350,400	350,400	350,400	350,400
67102	Electric Energy Settlement	0	0	-20,060	0	0
67103	Power Scheduling Fee	157,424	108,000	108,000	108,000	108,000
67105	Transmission Losses	0	5,000	5,000	5,000	5,000
67110	Electric Special Assessment	0	37,500	37,500	41,250	41,250
67115	Reliability Service	0	50,630	50,630	55,300	55,300
67116	Cap And Trade/Green House Gas	0	100,000	387,200	234,000	234,000
67117	Renewable Portfolio	0	100,000	8,000	50,000	50,000
67118	Load Growth	46,844	60,000	60,000	60,000	60,000
67120	Fuel Expense	3,081,940	2,750,000	2,750,000	2,400,000	2,400,000
67121	Fuel Transportation	84,000	156,250	156,250	156,250	156,250
67146	Major Maintenance-Cap Impr (Reserves)	175,000	179,370	179,370	183,854	183,854
67147	Spare Parts - Cap Impr (Reserves)	52,640	50,430	50,430	51,691	51,691
67190	Billing Management	132,000	148,320	148,320	152,770	152,770
67191	General And Administrative	23,622	22,550	22,550	23,114	23,114
67193	Grid Management Charges	-107,610	100,000	100,000	85,000	85,000
67194	Debt Service - Project B	862,682	857,200	857,200	857,200	857,200
67198	Regulatory Compliance	3,918	50,000	50,000	50,000	50,000
69013	Administrative Fees - Scppa	103,874	150,000	150,000	150,000	150,000
69045	Interest Expense On Advances	0	225,000	225,000	225,000	225,000
	TOTAL OPERATIONS AND MAINTENANCE	6,041,820	6,689,790	7,799,270	6,963,179	6,963,179
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	6,042,001	6,689,790	7,799,270	6,963,179	6,963,179

**COMMUNITY & SAFETY
SERVICES**

DEPARTMENT

DEPARTMENTAL CHART OF ORGANIZATION



400
Community & Safety Services

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY OVERVIEW**

DEPT.CODE:	DEPARTMENT					
400	COMMUNITY & SAFETY SERVICES					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	30	29	29	30	30	
PERSONNEL EXPENSE	7,062,464	7,288,150	7,012,650	7,505,070	7,505,070	
OPERATIONS AND MAINTENANCE	15,170,600	15,851,210	15,789,540	15,623,670	15,623,670	
CAPITAL OUTLAY	0	700	780	700	700	
TOTAL BUDGET	22,233,064	23,140,060	22,802,970	23,129,440	23,129,440	

OVERVIEW COMMENTARY

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Office of the Director	411

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		DIRECTOR'S OFFICE				411
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	72 Director of Community & Cultural Services	77,268	74,270	84,289	77,970	77,970
	61 Public Safety Manager	0		0	97,590	97,590
	48 Community Services Supervisor	84,812	84,550	95,956	86,270	86,270
	35 Department Secretary	57,209	57,040	64,735	58,180	58,180
51010	Regular Earnings	219,289	215,860	244,980	320,010	320,010
52015	Special Project Earnings - Part Time	50,709	34,890	42,300	0	0
52400	Employee Benefits	151,528	166,230	172,830	243,210	243,210
	TOTAL PERSONNEL	421,526	416,980	460,110	563,220	563,220
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	2,400	2,400	3,150	5,400	5,400
53020	Dues And Publications	1,038	500	500	500	500
53070	Reimbursed Mileage	449	1,000	1,000	1,000	1,000
53080	Travel And Meeting	85	500	500	500	500
63520	Special Supplies	91	250	250	500	500
67060	Cellular Phone	900	900	1,100	1,500	1,500
	TOTAL OPERATIONS AND MAINTENANCE	4,963	5,550	6,500	9,400	9,400
	CAPITAL OUTLAY					
79010	Land	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	426,488	422,530	466,610	572,620	572,620

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Community Participation	421

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		COMMUNITY PARTICIPATION				421
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	53 Community Participation Manager	95,933	95,640	95,803	97,550	97,550
	32 Division Secretary	57,209	57,040	57,137	58,180	58,180
	Regular Earnings	153,142	152,680	152,940	155,730	155,730
51021	Overtime	284	1,000	630	1,000	1,000
52010	Regular Earnings - Part Time	84	0	0	0	0
52400	Employee Benefits	119,629	105,350	106,260	116,800	116,800
	TOTAL PERSONNEL	273,138	259,030	259,830	273,530	273,530
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	375	500	500	500	500
53070	Reimbursed Mileage	458	250	250	500	500
53080	Travel And Meeting	0	400	400	400	400
61340	Outside Services	0	600	600	600	600
61380	Printing	2,207	3,000	3,000	3,000	3,000
63130	Community Awards	2,706	3,200	3,200	3,200	3,200
63250	Office Supplies	390	1,500	1,500	1,500	1,500
63310	Postage	62	1,000	1,000	1,000	1,000
63410	Program Expenses And Supplies	65,913	59,530	69,530	62,530	62,530
63411	Community Programs	159,522	162,530	162,530	162,530	162,530
63520	Special Supplies	282	5,000	5,000	5,000	5,000
67060	Cellular Phone	600	600	600	600	600
	TOTAL OPERATIONS AND MAINTENANCE	236,115	241,710	251,710	244,960	244,960
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	509,255	500,740	511,540	518,490	518,490

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Senior Center	422

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Congregate meals provided (M-F)	58 daily	60 daily	65 daily
Home-delivered meals (M-F)	45 daily	55 daily	60 daily
Senior clubs attendance (10 clubs)	20,042/yr.	25,000/yr.	25,000/yr.
Special events/Center classes	44,099/yr.	45,000/yr.	45,000/yr.
Volunteer hours	4,723/yr.	5,000/yr.	5,000/yr.
Health & fitness programs	33,701/yr.	35,000/yr.	35,000/yr.
Facility (banquet/meetings) reservations & attendance	73/13,959/yr.	80/14,500/yr.	80/14,500/yr.
Information & Referral	3,000/yr.	3,100/yr.	3,150/yr.
Fitness Center drop-in	41,338/yr.	43,000/yr.	43,000/yr.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		SENIOR CENTER				422
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	43 Senior Services Supervisor	52,946	74,700	64,878	76,200	76,200
	32 Facility/Volunteer Coordinator	57,209	57,040	49,540	57,040	57,040
	32 Human Services Coordinator	56,158	57,040	49,540	48,100	48,100
	32 Senior Services Recreation Coordinator	56,122	57,040	49,540	57,040	57,040
51010	Regular Earnings	222,434	245,820	213,500	238,380	238,380
51021	Overtime	1,739	2,000	1,410	2,000	2,000
	7 P/T Senior Specialist II (3)	20,043	22,180	22,195	48,410	48,410
	2 P/T Senior Specialist I (7)	47,826	62,160	62,201	52,020	52,020
	19 P/T Senior Specialist IV (2)	58,775	63,080	63,122	69,340	69,340
	13 P/T Senior Specialist III (6)	143,449	108,750	108,822	108,230	108,230
52010	Regular Earnings - Part Time	270,093	256,170	256,340	278,000	278,000
52021	Overtime Earnings - Part Time	196	1,560	780	1,560	1,560
52400	Employee Benefits	251,827	267,930	240,470	262,610	262,610
	TOTAL PERSONNEL	746,290	773,480	712,500	782,550	782,550
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	165	540	540	540	540
53070	Reimbursed Mileage	150	950	950	700	700
53080	Travel And Meeting	25	400	400	400	400
53090	Uniform And Shoes	3,177	2,200	2,200	2,200	2,200
61360	Permit Fees	206	500	500	500	500
61380	Printing	12,964	12,000	12,000	13,100	13,100
61430	Professional Services	53,867	59,200	59,200	62,200	62,200
63110	Computer Supplies	506	4,200	4,200	4,200	4,200
63130	Community Awards	0	500	500	500	500
63140	Inventory For Resale	1,695	3,500	3,500	3,500	3,500
63250	Office Supplies	1,688	6,560	6,560	6,560	6,560
63270	Photo Film And Processing	122	200	200	200	200
63310	Postage	15	2,050	2,050	2,050	2,050
63410	Program Expenses And Supplies	59,421	42,050	42,050	42,050	42,050
63411	Community Programs	65,356	60,260	60,260	60,260	60,260
63520	Special Supplies	4,604	4,560	4,560	4,560	4,560
67060	Cellular Phone	450	600	600	600	600
69950	Non-Cap Expenditures-FF&E	185	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	204,596	200,270	200,270	204,120	204,120
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	700	700	700	700
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	700	700	700	700
	ACTIVITY TOTAL	950,886	974,450	913,470	987,370	987,370

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Recreation Services	441

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

The Recreation Services Division of the Department of Community & Safety Services organizes and provides a variety of leisure time activities for all citizens of Cerritos. Personnel assigned to this Division plan, develop, initiate and administer a safe and comprehensive leisure program at the City's community centers and parks. The adult, teen, youth and tiny tot programs offered through this Division include: sports, arts, crafts, dance, drama, outdoor recreation, special interest classes, excursions, clubs, adaptive programs and life-enrichment activities. We create community through people, parks and programs.

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Participants in Division Programs	461,030	470,000	475,000
Drop-in Facility Usage	904,300	905,000	910,000
Facility Reservation Usage	312,652	315,000	315,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Program Expenses And Supplies to reflect actual estimated expenditures (63410).	+\$7,180
Increase in Special Supplies reflects replacement of swing seats at various facilities (63520).	+\$6,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		RECREATION SERVICES				441
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	61 Recreation Services Superintendent	132,564	117,000	117,578	119,000	119,000
	49 Recreation Services Supervisor (3)	297,348	261,000	262,291	267,000	267,000
	38 Recreation Services Coordinator (5)	330,453	330,000	331,634	340,000	340,000
	32 Division Secretary	57,746	57,000	57,282	59,000	59,000
	32 Human Services Coordinator	56,884	57,000	57,282	59,000	59,000
	28 Secretary/Receptionist (2)	95,521	95,000	95,470	100,000	100,000
51010	Regular Earnings	970,752	917,000	921,540	944,000	944,000
51021	Overtime	1,247	3,800	2,030	4,000	4,000
	29 P/T Graphic Design Artist	44,852	45,000	43,503	46,000	46,000
	P/T Recreation Leaders (103)	910,445	969,930	937,656	1,005,000	1,005,000
52010	Regular Earnings - Part Time	955,297	1,014,930	981,160	1,051,000	1,051,000
52021	Overtime Earnings - Part Time	1,373	0	50	0	0
52400	Employee Benefits	965,747	924,460	889,580	993,000	993,000
	TOTAL PERSONNEL	2,894,416	2,860,190	2,794,360	2,992,000	2,992,000
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	5,007	5,030	6,130	6,200	6,200
53070	Reimbursed Mileage	3,200	7,800	6,000	5,800	5,800
53080	Travel And Meeting	435	1,700	3,660	1,700	1,700
53090	Uniform And Shoes	10,974	11,000	10,970	13,000	13,000
53091	Vehicle Operations	1,077	1,300	1,300	1,300	1,300
61115	Commissioners Fees And Salaries	604	0	0	0	0
61130	Delivery Service	0	100	0	100	100
61260	Insurance - General	1,809	3,800	3,000	3,800	3,800
61380	Printing	6,693	7,600	7,420	7,600	7,600
61430	Professional Services	257,478	269,400	269,020	269,400	269,400
61580	Temporary Help	39,054	46,400	45,410	46,400	46,400
63410	Program Expenses And Supplies	327,329	321,820	329,000	329,000	329,000
63411	Community Programs	3,990	5,820	4,670	5,820	5,820
63520	Special Supplies	2,790	3,800	0	9,800	9,800
65132	Rent Building And Grounds	126,831	150,000	133,590	150,000	150,000
67050	Telephone	778	2,020	1,100	2,020	2,020
67060	Cellular Phone	2,400	3,000	3,000	3,000	3,000
69970	Non-Cap Expenditures-Machinery & Equipment	1,341	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	795,390	844,190	827,870	858,540	858,540
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	3,689,806	3,704,380	3,622,230	3,850,540	3,850,540

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Golf Course	442

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

This Division conducts all non-maintenance operations at the Golf Course. Programs undertaken by this Division include the safe and efficient operation of the driving range, operation of the pro shop, and coordination of activities of the golfing public in Cerritos, including lessons, general play, adaptive programs and tournaments. This Division also oversees the operation of the Golf Course restaurant. We create community through people, parks and programs.

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Classes/special events	1,937	2,000	2,000
Number of rounds of golf	46,938	45,000	45,000
Driving range participants	70,261	70,000	70,000
Total course revenue	\$774,850	\$775,000	\$775,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

	<u>CHANGES</u>
Increase in Special Supplies reflects replacement of driving range mats (63520).	+\$5,500
Decrease in Building And Grounds to reflect reduction in net replacement contingency (65020).	-\$10,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		GOLF COURSE				442
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	38 Recreation Services Coordinator	65,805	66,000	65,440	68,000	68,000
	Regular Earnings	65,805	66,000	65,440	68,000	68,000
51021	Overtime	414	1,030	520	1,000	1,000
	P/T Recreation Leaders (17)	196,687	166,000	180,300	169,000	169,000
52010	Regular Earnings - Part Time	196,687	166,000 0	180,300	169,000	169,000
52021	Overtime Earnings - Part Time	472	100,000	150	0	0
52400	Employee Benefits	106,365		95,430	100,000	100,000
	TOTAL PERSONNEL	369,743	333,030	341,840	338,000	338,000
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	264	520	460	520	520
53070	Reimbursed Mileage	98	1,200	800	1,000	1,000
53080	Travel And Meeting	0	390	390	400	400
53090	Uniform And Shoes	480	1,800	1,800	2,000	2,000
53091	Vehicle Operations	950	1,400	1,400	1,400	1,400
61340	Outside Services	215	3,200	3,000	3,200	3,200
61380	Printing	670	3,500	3,410	3,500	3,500
61430	Professional Services	17,994	27,500	27,170	27,500	27,500
63140	Inventory For Resale	6,754	13,000	12,020	13,000	13,000
63410	Program Expenses And Supplies	5,786	4,800	4,740	4,800	4,800
63520	Special Supplies	38,036	30,000	29,970	35,500	35,500
65020	Building And Grounds	15,329	20,000	19,930	10,000	10,000
65131	Rent Other Equipment	3,870	6,000	5,910	6,000	6,000
	TOTAL OPERATIONS AND MAINTENANCE	90,446	113,310	111,000	108,820	108,820
	CAPITAL OUTLAY					
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	460,187	446,340	452,840	446,820	446,820

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Swim & Fitness Center	443

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

This Division conducts all non-maintenance operations at the Cerritos Olympic Swim and Fitness Center. Programs undertaken by this Division include the conducting of swim classes, recreational swim and competitive and adaptive swim activities. We create community through people, parks and programs.

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Swim lessons attendance	237,457	245,000	245,000
Recreational swim attendance	55,656	55,000	55,000
Other pool use attendance	114,938	100,000	100,000
Fitness center attendance	50,304	52,000	55,000
Total pool revenue	\$645,332	\$700,000	\$705,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

CHANGES

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		SWIM & FITNESS CENTER				443
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	38 Recreation Services Coordinator	66,905	66,000	65,918	68,000	68,000
	30 Assistant Aquatics Coordinator	55,455	55,000	54,932	57,000	57,000
51010	Regular Earnings	122,359	121,000	120,850	125,000	125,000
51021	Overtime	696	960	480	1,000	1,000
	P/T Recreation Leaders (90)	643,646	700,000	676,000	645,000	645,000
52010	Regular Earnings - Part Time	643,646	700,000	676,000	645,000	645,000
52021	Overtime Earnings - Part Time	1,193	0	0	0	0
52400	Employee Benefits	233,083	292,000	253,940	265,000	265,000
	TOTAL PERSONNEL	1,000,978	1,113,960	1,051,270	1,036,000	1,036,000
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	15,540	22,300	19,430	22,300	22,300
53070	Reimbursed Mileage	18	500	310	500	500
53090	Uniform And Shoes	6,879	9,500	9,500	10,000	10,000
61380	Printing	621	1,500	1,500	1,500	1,500
61430	Professional Services	7,420	3,100	3,100	3,000	3,000
63140	Inventory For Resale	2,322	5,000	5,000	5,000	5,000
63410	Program Expenses And Supplies	5,201	7,500	7,460	7,500	7,500
63520	Special Supplies	2,885	3,130	3,120	3,130	3,130
	TOTAL OPERATIONS AND MAINTENANCE	40,886	52,530	49,420	52,930	52,930
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,041,865	1,166,490	1,100,690	1,088,930	1,088,930

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Community Safety	451

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Temporary & Semi-annual Parking Permits	50,902	51,580	51,241
Animal Control Incidents	2,626	2,230	2,428
Fires	112	90	101
Law Enforcement Service Requests	15,798	18,588	18,788
Self-generated Observations	22,444	22,572	24,572

SIGNIFICANT ACTIVITY PROGRAM CHANGE

CHANGE

Increase in Animal Control Services reflects increase in contract; increase is offset by license fees (61020).	+\$8,000
Decrease in Finger Printing Expense reflects anticipated expenditures (61220).	-\$20,000
Police And Safety Services includes Sky Knight service; decrease reflects anticipated actual expenditures and current workload (61370).	-\$164,270
Decrease in Professional Services reflects anticipated expenditures (61430).	-\$15,000
Decrease in Postage reflects elimination of postage expense for Town Hall and Neighborhood Watch Meetings (63310).	-\$6,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		COMMUNITY SAFETY				451
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	46 Management Analyst	80,598	80,350	79,913	81,950	81,950
	28 Secretary/Receptionist	52,223	52,070	51,787	53,100	53,100
	Regular Earnings	132,820	132,420	131,700	135,050	135,050
	32 P/T Community Services Officer (3)	145,089	145,170	130,774	148,080	148,080
	28 P/T Secretary/Receptionist (6)	121,388	123,960	111,668	109,750	109,750
	25 P/T Pedestrian Safety Coordinator	20,256	23,360	21,044	24,420	24,420
	23 P/T Parking Enforcement Officer (5)	78,912	100,910	90,903	100,570	100,570
	13 P/T Crossing Guard (26)	277,271	340,750	306,960	340,000	340,000
52010	Regular Earnings - Part Time	643,280	734,150 0	661,350	722,820	722,820
52021	Overtime Earnings - Part Time	718	322,930	120	0	0
52400	Employee Benefits	236,552		265,660	304,500	304,500
	TOTAL PERSONNEL	1,013,369	1,192,500	1,058,830	1,165,370	1,165,370
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	2,513	3,000	3,000	3,000	3,000
53030	Education And Training	80	2,500	0	0	0
53070	Reimbursed Mileage	0	300	300	300	300
53080	Travel And Meeting	359	1,000	1,000	1,000	1,000
53090	Uniform And Shoes	7,525	7,000	7,000	7,000	7,000
53091	Vehicle Operations	186,802	190,000	190,000	160,000	160,000
61020	Animal Control Services	257,003	288,000	288,000	296,000	296,000
61115	Commissioners Fees And Salaries	2,400	0	0	0	0
61220	Finger Printing Expense	129,577	180,000	150,000	160,000	160,000
61370	Police And Safety Services	12,960,369	13,355,170	13,355,170	13,190,900	13,190,900
61380	Printing	2,574	5,000	5,000	5,000	5,000
61430	Professional Services	154,768	195,000	195,000	180,000	180,000
63250	Office Supplies	90	3,000	3,000	3,000	3,000
63310	Postage	0	6,000	6,000	0	0
63410	Program Expenses And Supplies	2,745	4,000	4,000	4,000	4,000
63520	Special Supplies	15,797	20,000	20,000	18,000	18,000
65080	Office Furniture And Fixtures Maintenance	37,754	45,000	45,000	45,000	45,000
67060	Cellular Phone	7,975	8,500	8,500	8,500	8,500
69950	Non-Cap Expenditures-FF&E	3,679	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	13,772,010	14,313,470	14,280,970	14,081,700	14,081,700
	CAPITAL OUTLAY					
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	80	0	0
79060	Motor Vehicles	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	80	0	0
	ACTIVITY TOTAL	14,785,380	15,505,970	15,339,880	15,247,070	15,247,070

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Code Enforcement	452

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Code Enforcement cases processed	2,817	2,722	2,722
Cerritos Property Preservation Commission case hearings	140	149	155
Property Preservation tree appeals	24	10	20
City prosecutor cases	1	1	1
Administrative citations	45	70	70

SIGNIFICANT ACTIVITY PROGRAM CHANGES

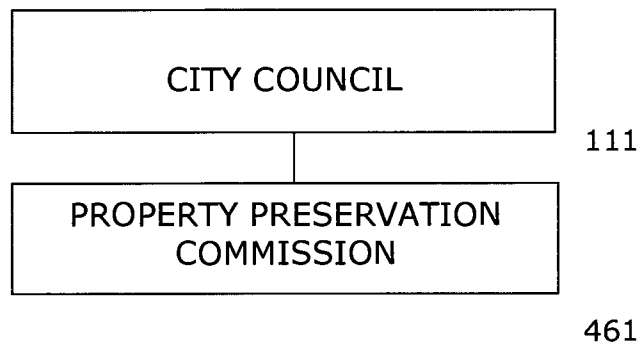
CHANGES

Decrease in Professional Services reflects prior-year expenditures (61430).	-\$10,000
---	-----------

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		CODE ENFORCEMENT				452
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	40 Code Enforcement Officer (2)	139,372	138,940	138,180	141,720	141,720
	Regular Earnings	139,372	138,940	138,180	141,720	141,720
	32 P/T Zoning Enforcement Officer	38,129	42,340	40,244	43,190	43,190
	28 P/T Secretary/Receptionist	26,894	30,170	28,676	30,780	30,780
52010	Regular Earnings - Part Time	65,023	72,510	68,920	73,970	73,970
52400	Employee Benefits	138,609	127,530	126,810	138,710	138,710
	TOTAL PERSONNEL	343,004	338,980	333,910	354,400	354,400
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	225	500	500	300	300
53080	Travel And Meeting	0	1,400	700	1,100	1,100
53090	Uniform And Shoes	72	980	500	500	500
53091	Vehicle Operations	4,106	8,500	5,800	8,000	8,000
61430	Professional Services	12,962	50,000	35,900	35,000	35,000
63230	Maps And Publications	955	1,000	600	500	500
63411	Community Programs	2,996	12,000	12,000	12,000	12,000
63520	Special Supplies	1,317	2,000	2,000	2,000	2,000
67060	Cellular Phone	3,561	3,800	3,800	3,800	3,800
	TOTAL OPERATIONS AND MAINTENANCE	26,194	80,180	61,800	63,200	63,200
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	369,196	419,160	395,710	417,600	417,600

DEPARTMENTAL CHART OF ORGANIZATION



461
Property Preservation Commission

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY OVERVIEW**

DEPT.CODE:	DEPARTMENT				
461	PROPERTY PRESERVATION COMMISSION				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	5	5	5	5	5
PERSONNEL EXPENSE	682	7,880	7,000	7,880	7,880
OPERATIONS AND MAINTENANCE	11,264	6,600	5,400	6,200	6,200
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	11,946	14,480	12,400	14,080	14,080

OVERVIEW COMMENTARY

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

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

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Property Preservation Commission	461

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

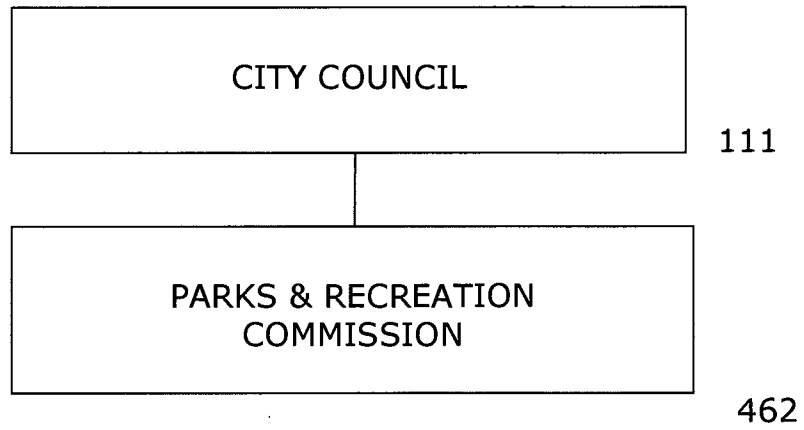
CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Community & Safety Services		PROPERTY PRESERVATION COMMISSION				461
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
52010	Commissioner (5)	0	7,300	6,400	7,300	7,300
	Regular Earnings - Part Time	0	7,300	6,400	7,300	7,300
52400	Employee Benefits	682	580	600	580	580
	TOTAL PERSONNEL	682	7,880	7,000	7,880	7,880
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	2,970	3,000	3,000	3,000	3,000
53020	Dues And Publications	28	0	0	0	0
53080	Travel And Meeting	2,274	3,600	2,400	3,100	3,100
61115	Commissioners Fees And Salaries	5,940	0	0	0	0
63520	Special Supplies	52	0	0	100	100
	TOTAL OPERATIONS AND MAINTENANCE	11,264	6,600	5,400	6,200	6,200
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY					
	ACTIVITY TOTAL	11,946	14,480	12,400	14,080	14,080

DEPARTMENTAL CHART OF ORGANIZATION



462
Parks & Recreation Commission

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY OVERVIEW**

DEPT.CODE:	DEPARTMENT				
462	PARKS & RECREATION COMMISSION				
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
TOTAL POSITIONS	5	5	5	5	5
PERSONNEL EXPENSE	693	7,880	7,000	7,880	7,880
OPERATIONS AND MAINTENANCE	19,733	9,800	9,500	9,800	9,800
CAPITAL OUTLAY	0	0	0	0	0
TOTAL BUDGET	20,427	17,680	16,500	17,680	17,680

OVERVIEW COMMENTARY

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

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
COMMUNITY & SAFETY SERVICES	Parks & Recreation Commission	462

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

SIGNIFICANT ACTIVITY CHANGES

CHANGES

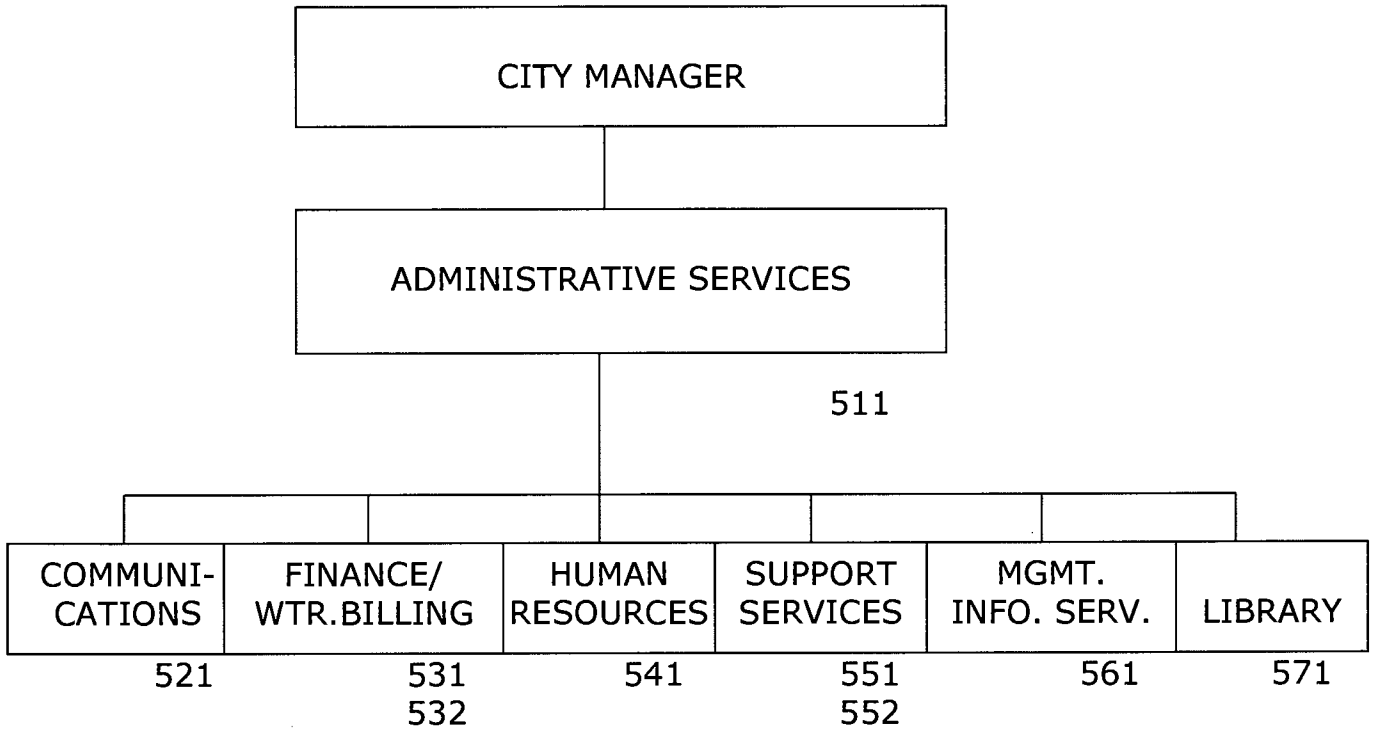
No significant activity program changes are anticipated for Fiscal Year 2015-2016.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: Community & Safety Services		ACTIVITY: PARKS & RECREATION COMMISSION				ACTIVITY CODE: 462
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
52010	Commissioner (5)	0	7,300	6,400	7,300	7,300
	Regular Earnings - Part Time	0	7,300	6,400	7,300	7,300
52400	Employee Benefits	693	580	600	580	580
	TOTAL PERSONNEL	693	7,880	7,000	7,880	7,880
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,020	3,000	3,000	3,000	3,000
53020	Dues And Publications	725	1,000	920	1,000	1,000
53080	Travel And Meeting	7,683	3,500	3,500	3,500	3,500
61115	Commissioners Fees And Salaries	6,040	0	0	0	0
61580	Temporary Help	2,213	1,930	2,080	1,930	1,930
63520	Special Supplies	52	370	0	370	370
	TOTAL OPERATIONS AND MAINTENANCE	19,733	9,800	9,500	9,800	9,800
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	20,427	17,680	16,500	17,680	17,680

**ADMINISTRATIVE SERVICES
DEPARTMENT**

DEPARTMENTAL CHART OF ORGANIZATION



500
Administrative Services

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY OVERVIEW**

DEPT.CODE:	DEPARTMENT					
500	ADMINISTRATIVE SERVICES					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	53	51	51	50	50	
PERSONNEL EXPENSE	8,366,696	8,551,100	8,369,440	8,825,361	8,825,361	
OPERATIONS AND MAINTENANCE	3,438,879	4,715,000	4,732,450	5,565,112	5,615,112	
CAPITAL OUTLAY	351,054	738,570	880,440	649,160	649,160	
TOTAL BUDGET	12,156,629	14,004,670	13,982,330	15,039,633	15,089,633	

OVERVIEW COMMENTARY

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

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

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Office of the Director	511

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		DIRECTOR'S OFFICE				511
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	58 Budget Manager	135,964	109,430	128,818	92,035	92,035
	35 Department Secretary, Confidential Regular Earnings	63,367	63,560	74,821	62,460	62,460
		199,330	172,990	203,640	154,495	154,495
52015	Special Project Earnings - Part Time	72,636	76,440	77,170	76,440	76,440
52400	Employee Benefits	132,382	114,170	125,190	112,780	112,780
	TOTAL PERSONNEL	404,348	363,600	406,000	343,715	343,715
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,900	3,600	3,600
53020	Dues And Publications	175	500	500	500	500
53070	Reimbursed Mileage	0	100	40	100	100
53080	Travel And Meeting	96	900	500	900	900
61130	Delivery Service	0	50	50	50	50
61380	Printing	5,066	7,580	6,500	6,500	6,500
61430	Professional Services	9,000	9,000	9,000	9,000	9,000
63520	Special Supplies	203	350	350	350	350
67060	Cellular Phone	600	600	650	600	600
	TOTAL OPERATIONS AND MAINTENANCE	18,740	22,680	21,490	21,600	21,600
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	423,088	386,280	427,490	365,315	365,315

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: ADMINISTRATIVE SERVICES	ACTIVITY: Communications	COST CENTER CODE: 521
---	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Advertisements	102	140	140
Newsletters	63	70	70
Press Releases	179	185	230
Proclamations	228	200	200
Certificates of Recognition	236	350	300
Photo Assignments	75	50	60
Tours	7	8	10
Special Brochures and Publications	3	7	5
Video Productions	12	15	15
Live Cablecast of City Council and Commission meetings	71	75	68
Updates to City HomePage	791	1,200	1,200
Fliers	11	7	7
Updates to City Intranet	144	215	200
Veterans website updates	5	5	5

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Outside Services reflects anticipated expenditures (61340).	-\$30,000
Increase in Professional Services reflects costs associated with preparation of the community calendar (61430).	+\$28,650
Decrease in Postage reflects anticipated expenditures (63310).	-\$12,280

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		PUBLIC INFORMATION SERVICES				521
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	64 City and Theater Marketing Manager	98,474	0	0	0	0
	55 Public Information Manager	82,705	82,450	82,000	102,500	102,500
	40 Video Production Specialist	69,686	69,470	69,091	70,860	70,860
	37 Graphic Designer	64,303	64,100	63,750	65,400	65,400
	37 Media Coordinator	0		0	65,400	65,400
	32 Division Secretary	57,209	57,040	56,729	58,180	58,180
51010	Regular Earnings	372,377	273,060	271,570	362,340	362,340
52010	Regular Earnings - Part Time	9,227	0	0	0	0
52400	Employee Benefits	267,723	188,420	186,300	279,000	279,000
	TOTAL PERSONNEL	649,327	461,480	457,870	641,340	641,340
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,000	3,600	0	3,600	3,600
53020	Dues And Publications	6,105	7,220	7,220	5,330	5,330
53070	Reimbursed Mileage	360	450	450	450	450
53080	Travel And Meeting	1,553	1,400	1,400	1,400	1,400
61130	Delivery Service	0	150	150	150	150
61340	Outside Services	1,900	40,000	40,000	10,000	10,000
61380	Printing	240,967	278,240	278,240	260,550	282,260
61430	Professional Services	65,081	59,410	59,410	59,770	88,060
63270	Photo Film And Processing	2,104	5,300	5,300	2,700	2,700
63310	Postage	363,197	439,300	439,300	427,020	427,020
63520	Special Supplies	6,346	8,500	8,500	8,500	8,500
67060	Cellular Phone	500	600	0	600	600
69950	Non-Cap Expenditures-FF&E	1,457	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	692,570	844,170	839,970	780,070	830,070
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	6,000	6,000	6,000	6,000
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	6,000	6,000	6,000	6,000
	ACTIVITY TOTAL	1,341,898	1,311,650	1,303,840	1,427,410	1,477,410

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Finance	531

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Number of accounts payable checks issued	7,055	6,215	5,948
Number of accounts payable electronic funds transfers issued	131	530	960
Number of accounts payable wire transfer payments issued	<u>119</u>	<u>120</u>	<u>122</u>
Total accounts payable	7,305	6,865	7,030
Number of payroll checks issued	481	480	480
Number of payroll direct deposits	13,935	18,000	18,300
Number of deposits and investments	4,622	5,592	5,650

SIGNIFICANT ACTIVITY PROGRAM CHANGES

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Increase in Professional Services reflects financial consulting services (61430).	+\$161,605
Decrease in Temporary Help due to implementation of conversion of water billing payment program (61580).	-\$60,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		FINANCE				531
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	68 Finance Manager	102,125	108,140	101,049	0	0
	53 Accounting Supervisor	84,354	92,150	86,107	92,760	92,760
	47 Accountant (3)	165,410	247,350	231,131	242,520	242,520
	35 Accounting Technician (4)	229,983	232,870	217,600	244,950	244,950
	29 Account Clerk	53,041	53,350	49,851	0	0
51010	Regular Earnings	634,913	733,860	685,740	580,230	580,230
51021	Overtime	379	0	390	0	0
	29 P/T Account Clerk (2)	44,016	66,780	68,840	68,110	68,110
52010	Regular Earnings - Part Time	61,298	66,780	68,840	68,110	68,110
52400	Employee Benefits	494,079	528,400	457,310	549,990	549,990
	TOTAL PERSONNEL	1,190,669	1,329,040	1,212,280	1,198,330	1,198,330
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	7,200	3,600	7,200	7,200
53020	Dues And Publications	1,845	1,970	1,970	2,035	2,035
53070	Reimbursed Mileage	46	0	100	100	100
53080	Travel And Meeting	2,561	3,430	3,430	3,500	3,500
61040	Auditing	43,000	48,000	40,000	45,000	45,000
61050	Bank Charges And Fees	79,570	80,000	80,000	81,350	81,350
61380	Printing	202	800	800	800	800
61430	Professional Services	146,230	60,380	65,050	221,985	221,985
61580	Temporary Help	0	60,000	60,000	0	0
63520	Special Supplies	2,663	3,000	2,500	3,000	3,000
67060	Cellular Phone	400	600	250	600	600
	TOTAL OPERATIONS AND MAINTENANCE	280,117	265,380	257,700	365,570	365,570
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,470,786	1,594,420	1,469,980	1,563,900	1,563,900

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Water Billing	532

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY GOALS AND OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Domestic water	15,124	15,130	15,130
City services	201	201	201
Reclaimed water	207	207	207
Irrigation	140	140	140
State and wholesale	43	43	43
Number of bills processed	93,190	93,200	93,200
Water consumption billed (units)	4,760,856	4,285,000	4,415,000
Number of applications processed:			
Owner occupant	435	300	350
Renters	474	290	340
Commercial	76	45	80
Number of turn-offs	930	900	925

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Increase in Bank Charges And Fees due to new lockbox service (61050).

+\$37,440

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		WATER BILLING				532
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	35 Accounting Technician	62,004	61,240	66,140	62,460	62,460
	Regular Earnings	62,004	61,240	66,140	62,460	62,460
51021	Overtime	0	0	0	1,000	1,000
52400	Employee Benefits	51,217	44,710	45,600	49,340	49,340
	TOTAL PERSONNEL	113,221	105,950	111,740	112,800	112,800
	OPERATIONS AND MAINTENANCE					
61050	Bank Charges And Fees	41,939	36,360	51,360	73,800	73,800
61380	Printing	7,995	15,000	21,200	15,750	15,750
61430	Professional Services	18,407	33,580	35,300	35,130	35,130
63310	Postage	33,200	38,000	45,600	38,000	38,000
	TOTAL OPERATIONS AND MAINTENANCE	101,541	122,940	153,460	162,680	162,680
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	214,761	228,890	265,200	275,480	275,480

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Human Resources/Risk Management	541

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY GOALS AND OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Positions filled through recruitment (Full-Time)	2	15	10
Positions filled through recruitment (Part-Time)	42	20	30
Processed applications for employment	608	1,000	1,500
General Liability claims investigated	124	100	95
Worker's Compensation claims processed	39	20	20

SIGNIFICANT ACTIVITY PROGRAM CHANGES

<u>SIGNIFICANT ACTIVITY PROGRAM CHANGES</u>	<u>CHANGES</u>
Increase in Insurance-General reflects the general liability deposit expense associated with the City’s participation in the California Joint Powers Insurance Authority (61260).	+\$849,920

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		HUMAN RESOURCES				541
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	64 Personnel/Risk Manager	125,873	125,520	126,071	128,040	128,040
	48 Personnel Administrator	84,812	84,600	84,971	86,280	86,280
	39 Human Resource Analyst	67,787	67,560	67,857	68,880	68,880
	32 Division Secretary, Confidential	57,922	57,000	57,250	58,200	58,200
51021	Regular Earnings	336,394	334,680	336,150	341,400	341,400
	Overtime	328	5,000	3,260	5,000	5,000
	32 P/T H.R. Benefits Coordinator, Confidential	24,502	31,380	25,986	32,940	32,940
	28 P/T Human Resources Assistant, Confidential	0	5,040	4,174	5,040	5,040
	28 P/T Secretary/Receptionist, Confidential	0	5,040	4,174	5,040	5,040
52010	13 P/T Clerical Aide, Confidential (3)	40,260	61,220	50,697	62,960	62,960
	Regular Earnings - Part Time	64,762	102,680	85,030	105,980	105,980
52400	Employee Benefits	256,655	249,160	240,960	272,570	272,570
	TOTAL PERSONNEL	658,138	691,520	665,400	724,950	724,950
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	1,480	2,630	2,630	2,630	2,630
53030	Education And Training	22,057	45,000	45,000	45,000	45,000
53040	Employee Awards	10,526	20,300	20,300	20,300	20,300
53060	Recruitment Expense	9,610	35,000	35,000	35,000	35,000
53070	Reimbursed Mileage	42	160	160	160	160
53080	Travel And Meeting	1,130	1,400	1,400	1,400	1,400
61130	Delivery Service	0	600	600	600	600
61260	Insurance - General	558,266	1,015,610	1,015,610	1,865,530	1,865,530
61270	Insurance - Earthquake Self Insurance	-	115,920	115,920	115,920	115,920
61310	Legal Services	30,043	49,960	49,960	49,960	49,960
61380	Printing	170	7,930	7,930	7,930	7,930
61430	Professional Services	29,795	70,000	70,000	70,000	70,000
61580	Temporary Help	0	2,000	2,000	2,000	2,000
63250	Office Supplies	78	110	110	110	110
63270	Photo Film And Processing	0	760	760	760	760
63410	Program Expenses And Supplies	0	2,850	2,850	2,850	2,850
63520	Special Supplies	830	3,660	3,660	3,660	3,660
67060	Cellular Phone	600	1,200	1,200	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	668,227	1,378,690	1,378,690	2,228,610	2,228,610
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,326,364	2,070,210	2,044,090	2,953,560	2,953,560

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Support Services	551

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Purchase Requisitions/Invoices Processed	4,000	4,300	4,500
Past Due Follow Ups	1,000	2,500	2,500
Documents Administered	15,360	15,000	15,000
Deliveries Processed	2,700	4,100	4,300
Equipment Repair Requests	900	1,000	900
Formal/Informal Bids and Agenda Reports	90	100	120
Warehouse Requests	1,000	1,200	1,200

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		SUPPORT SERVICES				551
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	38 Buyer	65,062	65,600	69,041	66,271	66,271
51010	29 Delivery/Warehouse Clerk	53,524	53,350	56,149	54,413	54,413
	Regular Earnings	118,585	118,950	125,190	120,684	120,684
51021	Overtime	1,433	1,500	2,450	1,500	1,500
	29 P/T Purchasing Clerk	0	18,020	16,090	23,824	23,824
52010	Regular Earnings - Part Time	10,535	18,020	16,090	23,824	23,824
52400	Employee Benefits	95,054	91,810	94,610	101,788	101,788
	TOTAL PERSONNEL	225,607	230,280	238,340	247,796	247,796
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	0	50	50	50	50
53070	Reimbursed Mileage	0	100	100	100	100
53080	Travel And Meeting	0	100	100	100	100
53090	Uniform And Shoes	386	530	530	450	450
53091	Vehicle Operations	2,157	3,000	3,000	2,500	2,500
61130	Delivery Service	3,131	3,550	3,550	3,300	3,300
63250	Office Supplies	78,540	73,050	73,050	71,000	71,000
63310	Postage	74,469	77,680	77,680	75,000	75,000
63520	Special Supplies	30,256	35,190	35,190	35,100	35,100
65080	Office Furniture And Fixtures Maintenance	1,037	1,620	1,620	1,620	1,620
65130	Rent Office Equipment	3,489	4,070	4,070	4,100	4,100
67060	Cellular Phone	148	170	170	222	222
	TOTAL OPERATIONS AND MAINTENANCE	193,613	199,110	199,110	193,542	193,542
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	3,200	3,200	0	0
	TOTAL CAPITAL OUTLAY	0	3,200	3,200	0	0
	ACTIVITY TOTAL	419,223	432,590	440,650	441,338	441,338

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Property Control	552

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

Decrease in Rent Office Equipment reflects expiration of lease agreements for copy machines at various facilities (65130).

-\$48,670

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		PROPERTY CONTROL				552
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS AND MAINTENANCE					
61340	Outside Services	0	300	300	300	300
65080	Office Furniture And Fixtures Maintenance	175,656	300,440	300,440	304,520	304,520
65130	Rent Office Equipment	50,254	50,260	50,260	1,590	1,590
69950	Non-Cap Expenditures-FF&E	164,483	0	0	0	0
69970	Non-Cap Expenditures-Machinery & Equipment	48,370	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	438,763	351,000	351,000	306,410	306,410
	CAPITAL OUTLAY					
79010	Land	0	0	0	0	0
79020	Building	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	181,520	290,780	299,880	230,800	230,800
79060	Motor Vehicles	96,871	78,980	182,850	209,860	209,860
79070	Machinery And Equipment	72,663	359,610	388,510	202,500	202,500
	TOTAL CAPITAL OUTLAY	351,054	729,370	871,240	643,160	643,160
	ACTIVITY TOTAL	789,817	1,080,370	1,222,240	949,570	949,570

(This page was intentionally left blank.)

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
ADMINISTRATIVE SERVICES	Property Control	552

ACTIVITY COMMENTARY

<u>NEW/REPLACEMENT ACQUISITIONS</u>	<u>Acct. 79050 Furn. & Office Equipment</u>	<u>Acct. 79060 Motor Vehicles</u>	<u>Acct. 79070 Equip. & Machinery</u>	<u>Total</u>
354 16' rotary mower		103,360		103,360
354 3/4-ton dump flat stake bed		30,000		30,000
354 dual axle trailer			18,000	18,000
364 3/4-ton utility truck w/ liftgate		35,000		35,000
364 1-ton truck w/ utility box and hoist		41,500		41,500
422 treadmill			6,500	6,500
422 public access computers/monitors (4)	5,500			5,500
422 staff computers/software (5)	5,300			5,300
441 ballfield dugout shade coverings (CPE)			4,500	4,500
441 2 pairs of soccer goals (Sports Complex)			14,000	14,000
442 driving range mats (20)			5,500	5,500
443 elliptical machine			6,500	6,500
451 security system controller			5,000	5,000
451 digital video recording equipment			4,000	4,000
451 crime prediction software (new)	20,000			20,000
521 Council Chambers public address system			38,500	38,500
561 computer contingency	100,000			100,000
571 Library contingency	100,000			100,000
651 lighting control console			100,000	100,000
TOTAL NEW ACQUISITIONS	<u>20,000</u>			<u>20,000</u>
TOTAL REPLACEMENT ACQUISITIONS	<u>210,800</u>	<u>209,860</u>	<u>202,500</u>	<u>623,160</u>
GRAND TOTAL ACQUISITIONS	<u>230,800</u>	<u>209,860</u>	<u>202,500</u>	<u>643,160</u>

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT: ADMINISTRATIVE SERVICES	ACTIVITY: Management Information Services	COST CENTER CODE: 561
---	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

The Management Information Services Division is responsible for the administration of organizational data processing functions for the City of Cerritos. This division utilizes professional management of the City's computer hardware and support functions to provide optimum information flow and ensure that all computerized management reporting functions are effective and accurate. These activities are accomplished through ongoing system design efforts and additional consulting on a City-wide basis.

ACTIVITY GOALS AND OBJECTIVES

1. Provide a high level of professional services to the City and indirectly to the public.
2. Ensure the maximum effectiveness of the City's information management capability through the selection and development of appropriate software and continuous monitoring of the City's technology infrastructure.
3. Provide professional assistance to other City computer users and maximize the benefits of office automation within the City's work environment.
4. Coordinate the use of outside information technology resources including facility management consultants and hardware/software support personnel.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		MANAGEMENT INFORMATION SERVICES				561
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	64 Info Tech. Mgr.	125,873	125,500	127,723	107,200	107,200
	53 Network Admin.	95,933	95,640	97,334	97,600	97,600
	51 Info. Tech. Supervisor	91,259	90,980	92,592	75,300	75,300
	48 Info. Tech. Analyst	84,812	84,550	86,048	86,300	86,300
	42 Info. Technician II (2)	159,625	145,720	148,301	148,800	148,800
51010	Regular Earnings	557,501	542,390	552,000	515,200	515,200
52400	Employee Benefits	405,160	363,400	360,230	371,000	371,000
	TOTAL PERSONNEL	962,661	905,790	912,230	886,200	886,200
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	7,200	7,200	7,200	7,200	7,200
53020	Dues And Publications	571	1,000	1,000	1,000	1,000
53070	Reimbursed Mileage	0	500	500	500	500
53080	Travel And Meeting	112	2,000	2,000	2,000	2,000
61130	Delivery Service	0	50	50	50	50
61170	Electronic Information	137,030	239,000	239,000	239,000	239,000
61430	Professional Services	7,844	90,000	90,000	90,000	90,000
63110	Computer Supplies	212,895	340,300	340,300	340,300	340,300
63250	Office Supplies	54	1,000	1,000	1,000	1,000
63520	Special Supplies	600	8,000	8,000	8,000	8,000
67060	Cellular Phone	3,600	3,600	3,600	4,200	4,200
	TOTAL OPERATIONS AND MAINTENANCE	369,906	692,650	692,650	693,250	693,250
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	1,332,566	1,598,440	1,604,880	1,579,450	1,579,450

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: ADMINISTRATIVE SERVICES	ACTIVITY: Municipal Library	COST CENTER CODE: 571
---	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

The goal of the Cerritos Library is to be the most innovative, creative and forward-looking public library in the country.

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

ACTIVITY OBJECTIVES

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

<u>ACTIVITY WORKLOAD STATISTICS</u>	<u>2013-2014 ACTUAL</u>	<u>2014-2015 ESTIMATED</u>	<u>2015-2016 FORECASTED</u>
Informational questions	91,393	90,000	87,000
Library materials added	15,405	14,000	14,000
Circulation of Library materials	555,070	555,000	555,000
Patrons using the Library (estimate)	935,480	940,000	940,000
Registered borrowers	23,906	23,900	23,900
Attendance at programs	20,913	21,000	21,000

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGES

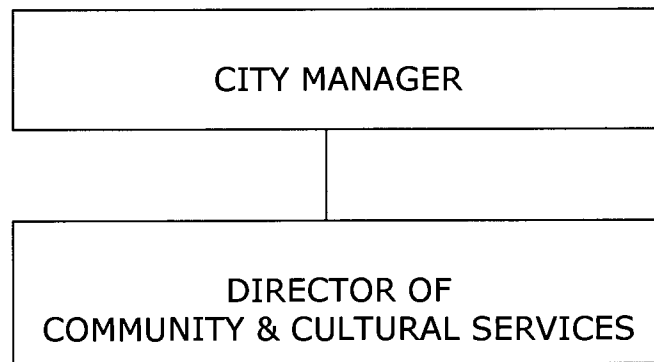
Decrease in Audio Visual Materials based on prior year expenditure (63010).	-\$5,000
Decrease in Program Expenses And Supplies reflects actual anticipated program expenses (63410).	-\$10,000
Decrease in Special Supplies to reflect actual anticipated expenses (63520).	-\$9,400

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Administrative Services		MUNICIPAL LIBRARY				571
OBJECT CODE	RANGE	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
PERSONNEL EXPENSE						
	POSITION TITLE					
	64 City Librarian and Marketing Manager	0	125,480	128,119	128,000	128,000
	49 Librarian II (2)	173,797	173,260	176,905	176,720	176,720
	46 Management Analyst	83,471	80,350	82,039	81,950	81,950
	42 Info. Technician II (2)	147,574	145,720	148,785	148,640	148,640
	42 Librarian I (4)	215,897	282,680	288,627	265,140	265,140
	41 Library Supv.	73,071	71,100	72,595	72,500	72,500
	37 Graphic Designer	64,303	64,100	65,448	64,400	64,400
	37 Sr. Lib. Assist. (2)	120,149	128,200	130,896	130,800	130,800
	32 Library Assist. (3)	171,628	171,120	174,719	174,540	174,540
	29 Library Clerk (5)	214,067	266,750	272,360	272,050	272,050
51010	Regular Earnings	1,407,598	1,508,760	1,540,500	1,514,740	1,514,740
51021	Overtime	12,091	10,600	5,570	10,600	10,600
	42 P/T Librarian I (2)	37,462	52,540	52,617	47,290	47,290
	32 P/T Library Assistant (8)	196,614	228,300	228,637	224,420	224,420
	32 Division Secretary	0	0	0	19,410	19,410
	29 P/T Library Clerk (18)	508,467	510,050	510,803	527,090	527,090
	19 P/T Security/Parking Assistant II (11)	172,747	180,020	180,286	210,750	210,750
	19 Communications Intern	0	0	0	15,650	15,650
	13 P/T Library Aide (10)	137,462	160,620	160,857	153,510	153,510
	2 P/T Library Page (23)	260,536	270,750	271,149	278,400	278,400
52010	Regular Earnings - Part Time	1,313,288	1,402,280	1,404,350	1,476,520	1,476,520
52021	Overtime Earnings - Part Time	102	0	0	0	0
52400	Employee Benefits	1,429,646	1,541,800	1,415,160	1,668,370	1,668,370
	TOTAL PERSONNEL	4,162,725	4,463,440	4,365,580	4,670,230	4,670,230
OPERATIONS AND MAINTENANCE						
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	1,864	3,800	3,800	3,800	3,800
53070	Reimbursed Mileage	411	1,200	1,200	700	700
53080	Travel And Meeting	1,466	2,000	2,000	1,500	1,500
53090	Uniform And Shoes	1,219	4,000	4,000	4,000	4,000
61050	Bank Charges And Fees	569	1,000	1,000	1,000	1,000
61170	Electronic Information	81,638	108,000	108,000	108,000	108,000
61350	Outside Processing	36,159	42,000	42,000	46,000	46,000
61380	Printing	3,949	6,000	6,000	6,000	6,000
61430	Professional Services	105,174	122,000	122,000	118,400	118,400
63010	Audio Visual Materials	28,772	36,000	36,000	31,000	31,000
63020	Books And Library Materials	270,300	313,500	313,500	313,500	313,500
63140	Inventory For Resale	17,935	18,200	18,200	18,200	18,200
63310	Postage	7,187	8,000	8,000	8,000	8,000
63410	Program Expenses And Supplies	41,327	58,000	58,000	48,000	48,000
63520	Special Supplies	50,098	76,930	76,930	67,530	67,530
63550	Subscription And Periodicals	16,865	25,000	25,000	25,000	25,000
65050	Equipment And Machinery Maintenance	0	800	800	800	800
65131	Rent Other Equipment	2,105	4,000	4,000	4,000	4,000
65132	Rent Building And Grounds	3,564	3,150	3,150	3,150	3,150
67060	Cellular Phone	1,200	1,200	1,200	1,200	1,200
	TOTAL OPERATIONS AND MAINTENANCE	675,402	838,380	838,380	813,380	813,380
CAPITAL OUTLAY						
79030	Improvements	0	0	0	0	0
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
ACTIVITY TOTAL		4,838,127	5,301,820	5,203,960	5,483,610	5,483,610

THEATER
DEPARTMENT

DEPARTMENTAL CHART OF ORGANIZATION



611

600
Theater

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY OVERVIEW**

DEPT.CODE:	DEPARTMENT					
600	THEATER DEPARTMENT					
EXPENSE CLASSIFICATION	2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED	
TOTAL POSITIONS	13	12	12	12	12	
PERSONNEL EXPENSE	2,935,963	2,953,780	2,771,440	2,751,880	2,751,880	
OPERATIONS AND MAINTENANCE	2,678,286	2,834,070	2,809,310	3,168,280	3,168,280	
CAPITAL OUTLAY	0	3,000	3,000	6,000	6,000	
TOTAL BUDGET	5,614,249	5,790,850	5,583,750	5,926,160	5,926,160	

OVERVIEW COMMENTARY

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

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

THEATER SUBSIDIZED EVENTS

In addition to presenting 52 performances in the 2014-2015 season, the Cerritos Center for the Performing Arts (CCPA) and the City of Cerritos subsidize a number of organizations that use the CCPA for their events.

The following page shows a summary of subsidized events for the 2014-2015 Fiscal Year.

The CCPA is planning on presenting 58-60 shows in the 2015-2016 season. The CCPA's budget covers the cost of presenting the performances and allocates funds to support the following programs:

- ABC Unified School District – 2-3 requests for Resident Club (A Group) school usage have been included in the 2015-2016 budget. The estimated write off is \$8,000.
- Cerritos Regional Chamber of Commerce – 4-5 requests for Chamber events including the Taste of the Region, State of the County, State of the City and a special event have been included in the 2015-2016 budget, for an estimated write off of \$20,000.
- Cerritos Resident Clubs (A Groups) – 5-7 requests by A Groups. Resident Clubs (A Groups) are given 6 hours of room usage at no charge and pay 70% of all labor, equipment and additional hours for their events. The estimated write off for 2015-2016 is \$15,000.
- City Hosted Events – 4-6 City hosted events at the CCPA have been included in the 2015-2016 budget, for an estimated write off of \$10,000.

In addition to these subsidies, the CCPA offers Cerritos residents a 15% discount off of the hourly event rate and Cerritos businesses a 10% discount off of the hourly event rate.

THEATER SUBSIDIZED EVENTS

Fiscal Year 2014-2015						
(Booked through April 30, 2015 and estimated through June 30, 2015)						
	Adjusted Facility Rental Rate	Equipment Fees	Labor Costs	CCPA Subsidy	Revenue to CCPA	Estimated Community Served
ABC Unified School District						
Gahr High School Band Boosters	\$1,414.00	\$0.00	\$1,586.00	\$2,407.10	\$592.90	220
Cerritos High School Band Banquet	\$1,634.00	\$260.00	\$1,582.00	\$2,421.80	\$1,054.20	200
Model United Nations Club Banquet	\$1,953.00	\$692.00	\$1,545.00	\$2,976.90	\$1,213.10	250
Cerritos Chamber of Commerce						
Taste of the Region	\$4,506.00	\$1,337.00	\$3,582.00	\$9,425.00	\$0.00	1,000
State of the County Luncheon	\$1,216.00	\$738.00	\$1,156.00	\$3,110.00	\$0.00	102
Cyber Security Business Conference	\$2,649.00	\$898.00	\$1,353.00	\$4,900.00	\$0.00	75
State of the City Luncheon	\$1,705.00	\$436.00	\$989.00	\$3,130.00	\$0.00	200
A-Groups (Resident Clubs)						
PHILSELA Annual Banquet	\$1,839.00	\$142.50	\$1,161.00	\$2,449.85	\$692.65	120
Pangasinan Brotherhood USA	\$2,003.00	\$120.00	\$1,147.00	\$2,593.10	\$676.90	220
Tzu Chi Foundation Annual Event	\$1,482.00	\$916.00	\$1,362.00	\$2,525.90	\$1,234.10	300
Life Stream Global Ministries Dinner	\$1,989.00	\$256.00	\$1,305.00	\$2,677.10	\$872.90	170
Crimson & Cream Community Foundation	\$2,728.00	\$337.50	\$2,032.00	\$3,254.05	\$1,843.45	250
Friends of Arts Education (FAE)						
11 Room Usage Dates for FAE Programming and Events*	\$109,746.00	\$45,887.73	\$55,598.63	\$158,079.34	\$53,153.02	16,943
In Kind Support**				\$261,385.14		
City Hosted Events						
Young Legislators Meeting (Office of Christina Garcia)	\$1,543.00	\$406.00	\$1,001.00	\$2,950.00	\$0.00	120
Woman of the Year Reception (Office of Tony Mendoza)	\$972.00	\$1,146.00	\$1,272.00	\$3,390.00	\$0.00	71
City Events (Equipment & Labor Support)						
Los Angeles County Elections	\$6,783.00	\$0.00	\$217.00	\$7,000.00	\$0.00	
Veterans Day Ceremony		\$3,000.00	\$2,327.04	\$5,327.04	\$0.00	400
Cerritos Celebrates the Arts Reception	\$1,378.00	\$256.00	\$866.00	\$2,500.00	\$0.00	150
Tree Lighting Ceremony		\$5,000.00	\$4,075.53	\$9,075.53	\$0.00	1,200
Martin Luther King Day Ceremony		\$3,000.00	\$2,199.10	\$5,199.10	\$0.00	300
City Elections	\$553.00	\$0.00	\$872.00	\$1,425.00	\$0.00	
Mayoral Transition	\$4,233.00	\$344.00	\$2,043.00	\$6,620.00	\$0.00	250
Memorial Day Ceremony		\$3,000.00	\$2,326.01	\$5,326.01	\$0.00	350
Fiscal Year 2014-2015 Total	\$150,326.00	\$68,172.73	\$91,597.31	\$510,147.96	\$61,333.22	22,891

*FAE events include 9 student performances, 2 special events (Season Announcement and Fundraising Gala).

**In Kind Support includes administrative staff, CCPA performance season benefits, overhead on facility usage, office and support space, non-reimbursable services and supplies.

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
THEATER DEPARTMENT	Office of the Director	611

ACTIVITY COMMENTARY

ACTIVITY DESCRIPTION

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

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		DIRECTOR'S OFFICE				611
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	72 Director of Community & Cultural Services Regular Earnings	77,268	72,600	72,260	77,970	77,970
		77,268	72,600	72,260	77,970	77,970
52400	Employee Benefits	47,315	52,270	46,180	60,040	60,040
	TOTAL PERSONNEL	124,583	124,870	118,440	138,010	138,010
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	2,400	2,400	2,400	2,400	2,400
61050	Bank Charges And Fees	0	0	-20	0	0
61130	Delivery Service	0	200	200	200	200
61290	Marketing Expense	3,008	3,000	3,000	3,000	3,000
67060	Cellular Phone	300	300	300	300	300
	TOTAL OPERATIONS AND MAINTENANCE	5,708	5,900	5,880	5,900	5,900
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
79070	Machinery And Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	130,292	130,770	124,320	143,910	143,910

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
THEATER DEPARTMENT	Business Management	621

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

Decrease in Professional Services due to renegotiation of concession contract (61430).	-\$20,000
Decrease in Program Expense to reflect actual expenditures (61440).	-\$10,000
Decrease in Postage due to past history and need (63310).	-\$5,000
Increase in Program Expenses And Supplies based on fees for a 58-60 event performance season (63410).	+\$370,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		BUSINESS MANAGEMENT				621
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	46 Management Analyst	0		0	73,120	73,120
	Regular Earnings	0	0	32,000	73,120	73,120
	23 P/T Facility Assistant III	1,138	0	0	0	0
52010	Regular Earnings - Part Time	13,438	0	0	0	0
52400	Employee Benefits	2,246	0	22,500	56,300	56,300
	TOTAL PERSONNEL	15,684		54,500	129,420	129,420
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	2,760	2,500	2,500	2,500	2,500
53070	Reimbursed Mileage	3	0	0	0	0
61130	Delivery Service	134	200	200	200	200
61360	Permit Fees	46,304	60,000	60,000	60,000	60,000
61380	Printing	2,363	2,000	2,000	2,000	2,000
61430	Professional Services	83,218	120,000	110,000	100,000	100,000
61440	Program Expense	184,842	240,000	240,000	230,000	230,000
63250	Office Supplies	384	600	600	600	600
63310	Postage	15,000	15,000	15,000	10,000	10,000
63410	Program Expenses And Supplies	1,717,549	1,690,000	1,680,000	2,060,000	2,060,000
63510	Signage / Flags / Display	2,393	3,000	3,000	3,000	3,000
63520	Special Supplies	3,577	5,000	5,000	5,000	5,000
67060	Cellular Phone	0	0	300	600	600
69090	Miscellaneous Reimbursements	2,371	4,000	4,000	4,000	4,000
69950	Non-Cap Expenditures-FF&E	972	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	2,061,870	2,142,300	2,122,600	2,477,900	2,477,900
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	1,000	1,000	1,000	1,000
	TOTAL CAPITAL OUTLAY	0	1,000	1,000	1,000	1,000
	ACTIVITY TOTAL	2,077,554	2,143,300	2,178,100	2,608,320	2,608,320

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
THEATER DEPARTMENT	Performance Marketing and Sales	631

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

1. Increase ticket sales for performances at the Cerritos Center for the Performing Arts through direct mail marketing pieces and mass media advertising.
2. Quantitatively measure effectiveness of marketing pieces and advertising and adjust plans for maximum effectiveness.
3. Conduct ongoing news media public relations outreach to promote publication and broadcast of listings, feature articles and performance reviews to promote ticket sales.
4. Research, develop and implement group ticket sales programs.
5. Produce program for patrons attending performances at the Cerritos Center for the Performing Arts.
6. Maximize advertising placed in performance programs to offset publication production costs.
7. Market and advertise the availability of spaces within the Cerritos Center for the Performing Arts to potential individual and organizational rental clients.

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

Increase in Marketing Expense to cover Broadway show advertising commitments and additional advertising for other shows, based on projected programming (61290).	+\$26,810
Decrease in Printing to reflect actual anticipated expenditures (61380).	-\$13,620

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		PERFORMANCE MARKETING & SALES				631
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
51010	37 Media Coordinator	78,700	64,100	63,770	0	0
	Regular Earnings	78,700	64,100	63,770	0	0
52010	Regular Earnings - Part Time	749	0	0	0	0
52400	Employee Benefits	62,154	46,790	46,910	0	0
	TOTAL PERSONNEL	141,603	110,890	110,680	0	0
	OPERATIONS AND MAINTENANCE					
53070	Reimbursed Mileage	0	500	500	500	500
53080	Travel And Meeting	0	400	400	400	400
61130	Delivery Service	0	500	500	500	500
61290	Marketing Expense	134,791	61,690	71,690	88,500	88,500
61340	Outside Services	615	1,000	1,000	0	0
61380	Printing	27,675	54,220	54,220	40,600	40,600
61430	Professional Services	330	380	380	0	0
63250	Office Supplies	0	300	300	300	300
63270	Photo Film And Processing	15	1,000	1,000	1,000	1,000
63310	Postage	119,562	175,480	175,480	175,480	175,480
63510	Signage / Flags / Display	2,024	8,500	8,500	8,500	8,500
63520	Special Supplies	0	500	500	500	500
	TOTAL OPERATIONS AND MAINTENANCE	285,012	304,470	314,470	316,280	316,280
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	426,614	415,360	425,150	316,280	316,280

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT: THEATER DEPARTMENT	ACTIVITY: Performance Management FOH	COST CENTER CODE: 641
--	--	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

Decrease in Front Of The House Expense to accurately reflect anticipated expenditures (61240).

-\$5,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		FRONT OF THE HOUSE MANAGEMENT				641
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE					
	POSITION TITLE					
	60	113,938	0	0	0	0
	37	65,883	64,110	46,687	65,400	65,400
	30	54,833	54,480	39,674	55,560	55,560
51010	Regular Earnings	234,654	232,190	169,090	120,960	120,960
51021	Overtime	1,215	4,000	3,110	3,000	3,000
	23	195,093	185,000	185,200	195,000	195,000
52010	Regular Earnings - Part Time	195,093	185,000	185,200	195,000	195,000
52400	Employee Benefits	223,417	213,860	159,460	144,110	144,110
	TOTAL PERSONNEL	654,379	635,050	516,860	463,070	463,070
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	300	0	0
53070	Reimbursed Mileage	200	400	400	400	400
53090	Uniform And Shoes	1,592	3,500	2,500	2,500	2,500
61130	Delivery Service	0	100	100	100	100
61240	Front Of The House Expense	55,068	70,000	65,000	65,000	65,000
61340	Outside Services	360	500	500	500	500
61430	Professional Services	4,750	6,000	6,000	6,000	6,000
63250	Office Supplies	58	100	100	100	100
63510	Signage / Flags / Display	0	200	200	200	200
63520	Special Supplies	49	200	200	200	200
67060	Cellular Phone	600	600	50	0	0
	TOTAL OPERATIONS AND MAINTENANCE	66,277	85,200	75,350	75,000	75,000
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	720,657	720,250	592,210	538,070	538,070

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: THEATER DEPARTMENT	ACTIVITY: Operations & Security	COST CENTER CODE: 651
--	---	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

Increase in Production Expense reflects anticipated expenditures due to 60-63 event season (61410).

+\$5,000

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		OPERATIONS & SECURITY				651
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
	60 Technical Administrator	117,847	113,600	110,714	115,860	115,860
	37 Stage Crew Supervisor	64,367	64,110	62,481	55,620	55,620
	34 Audio Specialist	60,026	59,820	58,300	61,030	61,030
	34 Lighting Specialist	60,114	59,820	58,300	61,030	61,030
	34 Master Carpenter	61,181	59,820	58,300	61,030	61,030
	33 Technical Services Assistant	58,670	58,460	56,974	59,620	59,620
51010	Regular Earnings	422,205	415,630	405,070	414,190	414,190
51021	Overtime	18,255	22,000	18,050	22,000	22,000
	P/T Stage Assistants (105)	559,418	590,000	578,120	610,000	610,000
52010	Regular Earnings - Part Time	559,418	590,000	578,120	610,000	610,000
52021	Overtime Earnings - Part Time	4,961	2,000	4,140	4,500	4,500
52400	Employee Benefits	554,523	609,550	552,480	526,330	526,330
	TOTAL PERSONNEL	1,559,362	1,639,180	1,557,860	1,577,020	1,577,020
	OPERATIONS AND MAINTENANCE					
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020	Dues And Publications	280	300	300	300	300
53070	Reimbursed Mileage	18	300	300	300	300
53080	Travel And Meeting	762	0	0	0	0
53090	Uniform And Shoes	4,482	6,000	6,000	7,000	7,000
53091	Vehicle Operations	509	700	700	700	700
61130	Delivery Service	46	100	100	100	100
61340	Outside Services	49,089	70,000	70,000	70,000	70,000
61410	Production Expense	124,705	115,000	115,000	120,000	120,000
61430	Professional Services	16,100	15,000	13,000	11,000	11,000
63250	Office Supplies	0	100	100	100	100
63510	Signage / Flags / Display	2,010	2,000	1,000	2,000	2,000
63520	Special Supplies	791	2,000	2,000	2,000	2,000
67060	Cellular Phone	600	600	600	600	600
69950	Non-Cap Expenditures-FF&E	1,547	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	204,539	215,700	212,700	217,700	217,700
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	1,000	1,000	1,000	1,000
	TOTAL CAPITAL OUTLAY	0	1,000	1,000	1,000	1,000
	ACTIVITY TOTAL	1,763,901	1,855,880	1,771,560	1,795,720	1,795,720

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:	ACTIVITY:	COST CENTER CODE:
THEATER DEPARTMENT	Special Event Services	661

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		SPECIAL EVENT SERVICES				661
OBJECT CODE		2013-2014 ACTUAL	2014-2015 BUDGET	2014-2015 ESTIMATED	2015-2016 PROPOSED	2015-2016 APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	Regular Earnings	1,364	0	0	0	0
52400	Employee Benefits	1,471	0	0	0	0
	TOTAL PERSONNEL	2,835		0		
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	0	600	600	600	600
61290	Marketing Expense	0	1,000	1,000	1,000	1,000
61360	Permit Fees	3,114	3,500	3,500	3,500	3,500
61430	Professional Services	0	2,000	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	3,114	7,100	5,100	5,100	5,100
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	ACTIVITY TOTAL	5,949	7,100	5,100	5,100	5,100

CITY OF CERRITOS DEPARTMENTAL ACTIVITY DETAIL

DEPARTMENT: THEATER DEPARTMENT	ACTIVITY: Ticket Office	COST CENTER CODE: 671
--	---------------------------------------	-------------------------------------

ACTIVITY COMMENTARY

ACTIVITY OBJECTIVES

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

SIGNIFICANT ACTIVITY PROGRAM CHANGES

CHANGE

No significant activity program changes are anticipated for Fiscal Year 2015-2016.

**CITY OF CERRITOS
DEPARTMENTAL ACTIVITY DETAIL**

DEPARTMENT:		ACTIVITY:				ACTIVITY CODE:
Theater Department		BOX OFFICE				671
OBJECT CODE		2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
	PERSONNEL EXPENSE					
	RANGE POSITION TITLE					
51010	34 Senior Ticket Office Coordinator	60,241	59,820	56,706	61,030	61,030
	31 Ticket Office Coordinator	55,999	55,830	52,924	48,360	48,360
	Regular Earnings	116,240	115,650	109,630	109,390	109,390
51021	Overtime	119	100	1,200	500	500
	P/T Box Office (24)	176,045	190,000	173,750	196,000	196,000
52010	Regular Earnings - Part Time	176,045	190,000	173,750	196,000	196,000
52400	Employee Benefits	145,113	138,040	128,520	138,470	138,470
	TOTAL PERSONNEL	437,517	443,790	413,100	444,360	444,360
	OPERATIONS AND MAINTENANCE					
53020	Dues And Publications	255	300	260	300	300
53070	Reimbursed Mileage	0	100	100	100	100
61130	Delivery Service	25	200	200	200	200
61340	Outside Services	0	2,000	2,000	2,000	2,000
61360	Permit Fees	33,698	40,000	40,000	38,000	38,000
61430	Professional Services	9,701	20,000	20,000	20,000	20,000
63110	Computer Supplies	0	150	0	150	150
63250	Office Supplies	235	400	400	400	400
63510	Signage / Flags / Display	0	250	250	250	250
63520	Special Supplies	6,891	10,000	10,000	9,000	9,000
69950	Non-Cap Expenditures-FF&E	961	0	0	0	0
	TOTAL OPERATIONS AND MAINTENANCE	51,766	73,400	73,210	70,400	70,400
	CAPITAL OUTLAY					
79050	Furniture, Fixtures And Office Equipment	0	1,000	1,000	4,000	4,000
	TOTAL CAPITAL OUTLAY	0	1,000	1,000	4,000	4,000
	ACTIVITY TOTAL	489,282	518,190	487,310	518,760	518,760

**CITY OF CERRITOS
FINANCIAL PROGRAM: 2015-2016
CAPITAL IMPROVEMENT PROGRAM**

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM OVERVIEW

REVENUE AND EXPENDITURE ANALYSIS

BUDGETED FUND AND FUNDING APPLICATIONS

FISCAL YEAR 2015-2016

<u>BUDGETED FUND</u>	<u>CITY TOTAL</u>
Redevelopment Property Tax Trust Fund	540,000
Municipal Improvement (General Fund)	1,760,600
Water Fund	568,500
Sewer Fund	100,000
Reclaimed Water	3,213,700
Street Improvement Fund	1,956,770
Art in Public Places Trust Fund	62,000
Community Development Block Grant Fund	<u>180,000</u>
 TOTAL	 <u>8,381,570</u>
 <u>FUNDING APPLICATIONS</u>	
Parks and Open Spaces	1,238,600
Government Buildings	1,042,000
Streets and Highways	1,956,770
Traffic Signals	-
Water Improvements	3,782,200
Sewer Improvements	100,000
Other Projects	<u>262,000</u>
 TOTAL	 <u>8,381,570</u>

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM OVERVIEW

DEPT. CODE:	DEPARTMENT:			
	CAPITAL IMPROVEMENT			
TOTAL ESTIMATED REQUIREMENTS	ACTIVITY CLASSIFICATION	TOTAL PRIOR YEAR EST. EXPENDITURES	2015-2016 EXPENDITURES	TOTAL COMBINED EXPENDITURES
12,137,000	Parks and Open Space	733,100	1,238,600	1,971,700
11,876,340	Government Buildings	1,217,340	1,042,000	2,259,340
17,922,000	Streets and Highways	1,483,230	1,956,770	3,440,000
750,000	Traffic Signals	-	-	-
19,821,180	Water Improvements	385,260	3,782,200	4,167,460
7,300,000	Sewer Improvements	-	100,000	100,000
286,000	Other Projects	-	262,000	262,000
70,092,520	TOTAL BUDGET	3,818,930	8,381,570	12,200,500

OVERVIEW COMMENTARY

In the 1973-74 Fiscal Year, the City embarked upon a new approach to Capital Improvement budgeting when the City Council adopted a five-year projected Capital Improvement Program. Although the actual projects and dollar amounts of each subsequent Capital Improvement Program have changed to reflect the needs of the community, the City has steadily progressed toward its long range Capital Improvement goals. As in past years, funds are budgeted for capital projects anticipated to be undertaken prior to June 30, 2016. Dollar amounts for other needed projects, including inflationary allowances, are incorporated for the four years subsequent to the current 2015-2016 fiscal year. The projects identified in the following Capital Improvement Program represent an assessment of the physical improvement needs and requirements of the City as they are currently perceived.

The physical improvement needs set forth in the Capital Improvement Program fall into several broad categories which include Parks and Open Space, Streets and Highways, Government Buildings, Water Improvements, Sewer Improvements and Storm Drain Improvements. Within each of these broad categories, an attempt has been made to prioritize items so that the most critically needed Capital Improvements are undertaken early in the overall program. Capital Improvement funds are allocated in a manner which will permit the City to attain its development potential in a reasonable and controlled period of time, with a schedule.

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

SPORTS COMPLEX IRRIGATION AND TURF DESIGN

This project provides for the replacement of the facility's irrigation system, providing improved coverage and programming flexibility while conserving approximately 30% of water used for irrigation.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10024	0	230,000	0	0	0	0	230,000
TOTAL	0	230,000	0	0	0	0	230,000

REFURBISHMENT OF GOLF COURSE

Improvements at Iron-Wood Nine Golf Course may include the refurbishment of the greens, fairways and tees.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10051	0	80,000	82,000	84,000	0	0	246,000
TOTAL	0	80,000	82,000	84,000	0	0	246,000

CITYWIDE PLAYGROUND EQUIPMENT AND IMPROVEMENTS

This project provides for various improvements to park facilities, including removal of playground sand, the installation of new playground equipment, and other enhancements to adhere to Americans with Disabilities Act (ADA) standards and Consumer Product Safety Commission (CPSC) guidelines.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10073	25,000	25,000	25,000	25,000	25,000	219,620	344,620
TOTAL	25,000	25,000	25,000	25,000	25,000	219,620	344,620

CDBG-FUNDED PLAYGROUND RESURFACING IMPROVEMENTS

This project provides for playground resurfacing improvements funded by Community Development Block Grant funds.

Funding source: CDBG Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10074	180,000	0	0	0	0	200,000	380,000
TOTAL	180,000	0	0	0	0	200,000	380,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

LIBERTY PARK TRACK RESURFACING

This project provided for the rehabilitation of the existing walking/running track at Liberty Park.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10080	0	0	0	0	0	105,380	105,380
TOTAL	0	0	0	0	0	105,380	105,380

LOMA PARK PLAYGROUND SURFACING

This project provides for playground surfacing at the Loma Park playground.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10101	0	160,000	0	0	0	0	160,000
TOTAL	0	160,000	0	0	0	0	160,000

BETTENCOURT PARK PLAYGROUND EQUIPMENT

This project provides for the replacement of the existing Bettencourt Park playground equipment.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10114	75,000	0	0	0	0	0	75,000
TOTAL	75,000	0	0	0	0	0	75,000

BETTENCOURT PARK PLAYGROUND EQUIPMENT INSTALLATION

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

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	50,000	0	0	0	0	0	50,000
TOTAL	50,000	0	0	0	0	0	50,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

BETTENCOURT PARK PLAYGROUND SURFACING

This project provides for the replacement of the playground surfacing at Bettencourt Park.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	175,000	0	0	0	0	0	175,000
TOTAL	175,000	0	0	0	0	0	175,000

SPORTS COMPLEX SCOREBOARD REPLACEMENT

This project provides for the replacement of the facility's electronic scoreboards.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10116	0	37,300	0	0	0	0	37,300
TOTAL	0	37,300	0	0	0	0	37,300

FACILITY PARKING LOT REHABILITATION

This project provides for pavement rehabilitation of public facility parking lots at the Golf Course and at three Community Centers and the Swim Center.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10199	0	0	0	0	0	200,000	200,000
TOTAL	0	0	0	0	0	200,000	200,000

HERITAGE PARK ISLAND AND LAKE IMPROVEMENTS

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

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
10774	0	110,000	0	0	0	0	110,000
TOTAL	0	110,000	0	0	0	0	110,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

CERRITOS PARK EAST WATER FEATURE

This project provides for the replacement of the park's existing water feature.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10792	0	130,000	0	0	0	0	130,000
TOTAL	0	130,000	0	0	0	0	130,000

LIBERTY PARK SOUTH PLAYGROUND SURFACING

This project provides for playground surfacing at the Liberty Park south playground.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10796	15,000	0	0	0	0	0	15,000
TOTAL	15,000	0	0	0	0	0	15,000

FRIENDSHIP PARK PLAY AREA EQUIPMENT REPLACEMENT

This project provides for new playground equipment to be installed at Friendship Park.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
10797	0	52,000	0	0	0	0	52,000
TOTAL	0	52,000	0	0	0	0	52,000

CERRITOS PARK EAST FACILITY RENOVATIONS

This project provides for ADA-related door upgrades.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12795	8,000	0	0	0	0	8,100	16,100
TOTAL	8,000	0	0	0	0	8,100	16,100

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

HERITAGE PARK RENOVATION/BUILDING EXPANSION

This project will reconstruct the Heritage Park Community Center building along with adjacent outdoor spaces and landscaping.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12796	0	8,000,000	0	0	0	0	8,000,000
TOTAL	0	8,000,000	0	0	0	0	8,000,000

CERRITOS PARK EAST BALL FIELD REFURBISHMENT PROJECT (DESIGN)

This project provides for the design/concept for the refurbishment of the three ball fields at Cerritos Park East.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	50,000	0	0	0	0	0	50,000
TOTAL	50,000	0	0	0	0	0	50,000

CITYWIDE BALL FIELD RENOVATION

This project provides for ball field renovations at Cerritos Park East, Frontier Park, Gonsalves Park and the Sports Complex.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	15,600	0	0	0	0	0	15,600
TOTAL	15,600	0	0	0	0	0	15,600

PICNIC TABLE REPLACEMENT

This project provides for the replacement of 40 picnic tables in City parks.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	35,000	0	0	0	0	0	35,000
TOTAL	35,000	0	0	0	0	0	35,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

JACOB PARK (WEST) PLAYGROUND EQUIPMENT REPLACEMENT

This project provides for playground equipment replacement at Jacob Park (west).
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	70,000	0	0	0	0	0	70,000
TOTAL	70,000	0	0	0	0	0	70,000

JACOB PARK (WEST) PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of playground equipment at Jacob Park (west).
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	50,000	0	0	0	0	0	50,000
TOTAL	50,000	0	0	0	0	0	50,000

REPLACEMENT OF PICNIC SHELTERS AT HERITAGE AND LIBERTY PARKS

This project provides for the replacement of two picnic shelters at Heritage Park and one shelter at Liberty Park.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	150,000	250,000	0	0	0	0	400,000
TOTAL	150,000	250,000	0	0	0	0	400,000

LIBERTY PARK MAIN PLAYGROUND RESURFACING

This project provides for playground surfacing at the Liberty Park main playground.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	100,000	0	0	0	0	0	100,000
TOTAL	100,000	0	0	0	0	0	100,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

HERITAGE PARK BUILDING REFURBISHMENT

This project provides for the refurbishment of the exterior main buildings at Heritage Park, including stucco repair, painting and roof replacement.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	100,000	0	0	0	0	0	100,000
TOTAL	100,000	0	0	0	0	0	100,000

HERITAGE PARK NORTHEAST PARKING LOT REHABILITATION

This project provides for pavement rehabilitation at the Heritage Park northeast parking lot.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	60,000	0	0	0	0	60,000
TOTAL	0	60,000	0	0	0	0	60,000

GOLF COURSE MAIN PARKING LOT REHABILITATION

This project provides for pavement rehabilitation at the Golf Course main parking lot.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	150,000	0	0	0	0	150,000
TOTAL	0	150,000	0	0	0	0	150,000

LIBERTY PARK WEST PARKING LOT REHABILITATION

This project provides for pavement rehabilitation at the Liberty Park west parking lot.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	100,000	0	0	0	0	100,000
TOTAL	0	100,000	0	0	0	0	100,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

LIBERTY PARK II MAIN PARKING LOT REHABILITATION

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

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	100,000	0	0	0	0	100,000
TOTAL	0	100,000	0	0	0	0	100,000

LIBERTY PARK PLAZA LIGHT REPLACEMENT

This project provides for the replacement of the subterranean lights at the Liberty Park Plaza.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	40,000	0	0	0	0	40,000
TOTAL	0	40,000	0	0	0	0	40,000

LIBERTY PARK INDOOR RACQUETBALL COURT REFURBISHMENT

This project provides for the refurbishment of the two indoor racquetball courts at Liberty Park.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	40,000	0	0	0	0	0	40,000
TOTAL	40,000	0	0	0	0	0	40,000

LIBERTY PARK (SOUTH) PLAYGROUND EQUIPMENT

This project provides for the replacement of the existing Liberty Park (south) playground equipment.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	50,000	0	0	0	0	50,000
TOTAL	0	50,000	0	0	0	0	50,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

LIBERTY PARK (SOUTH) PLAYGROUND EQUIPMENT INSTALLATION

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

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	40,000	0	0	0	0	40,000
TOTAL	0	40,000	0	0	0	0	40,000

LIBERTY PARK (SOUTH) PLAYGROUND SURFACING

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

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	55,000	0	0	0	0	55,000
TOTAL	0	55,000	0	0	0	0	55,000

FRIENDSHIP PARK PLAY AREA EQUIPMENT INSTALLATION

This project provides for the installation of new playground equipment at Friendship Park.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	50,000	0	0	0	0	50,000
TOTAL	0	50,000	0	0	0	0	50,000

FRIENDSHIP PARK PLAY AREA RESURFACING

This project provides for playground resurfacing at Friendship Park.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	100,000	0	0	0	0	100,000
TOTAL	0	100,000	0	0	0	0	100,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Parks and Open Space

CERRITOS PARK EAST TRACK RESURFACING

This project provides for the resurfacing of the track at Cerritos Park East.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	100,000	0	0	0	0	0	100,000
TOTAL	100,000	0	0	0	0	0	100,000

CERRITOS PARK EAST SHELTER #2 REPLACEMENT

This project provides for the replacement of shelter #2 at Cerritos Park East.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	75,000	0	0	0	0	75,000
TOTAL	0	75,000	0	0	0	0	75,000

CERRITOS PARK EAST OUTDOOR RESTROOM REFURBISHMENT (DESIGN)

This project provides for the design of the interior of the outdoor restroom building improvements at Cerritos Park East.
Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	30,000	0	0	0	0	30,000
TOTAL	0	30,000	0	0	0	0	30,000

ACTIVITY TOTAL	1,238,600	9,924,300	107,000	109,000	25,000	733,100	12,137,000
----------------	-----------	-----------	---------	---------	--------	---------	------------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

CERRITOS CENTER FOR THE PERFORMING ARTS OPERATIONAL IMPROVEMENTS

This project provides for operational improvements and emergency maintenance to the Cerritos Center for the Performing Arts.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12021	50,000	150,000	150,000	150,000	150,000	110,340	760,340
TOTAL	50,000	150,000	150,000	150,000	150,000	110,340	760,340

CERRITOS CENTER FOR THE PERFORMING ARTS CARPET REPLACEMENT

This project provides for the replacement of carpet in several areas of the theater.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12068	50,000	0	0	0	0	0	50,000
TOTAL	50,000	0	0	0	0	0	50,000

SENIOR CENTER AUDIO FREQUENCY INDUCTION LOOP SYSTEMS

This project provides for the installation of Audio Frequency Induction Loop Systems in City facilities.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12070	17,000	0	0	0	0	17,000	34,000
TOTAL	17,000	0	0	0	0	17,000	34,000

LIBRARY OPERATIONAL IMPROVEMENTS

This project provides for operational improvements and emergency maintenance for the Cerritos Library. Projects identified for the 2015-2016 fiscal year include the replacement of the audio and video components and the control system in the Cerritos Library Skyline Room.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12085	50,000	60,000	60,000	60,000	60,000	30,000	320,000
TOTAL	50,000	60,000	60,000	60,000	60,000	30,000	320,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

SENIOR CENTER AUDIO & VIDEO IMPROVEMENTS

This project will upgrade the Senior Center sound and video components and system in the Majestic Room, Public Reading Lounge, Public Access Room and Peppertree multi-purpose classrooms.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12114	70,000	0	0	0	0	0	70,000
TOTAL	70,000	0	0	0	0	0	70,000

CERRITOS MUSEUM

This project will develop a world-class museum in the City of Cerritos.

Funding source: Redevelopment Property Tax Trust Fund (RPTTF)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12701	540,000	0	0	0	0	100,000	640,000
TOTAL	540,000	0	0	0	0	100,000	640,000

CIVIC CENTER HVAC REPLACEMENTS

This project will fund the installation of heating, ventilation and air conditioning equipment in City Hall and the Council Chambers.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12703	0	0	2,000,000	0	0	0	2,000,000
TOTAL	0	0	2,000,000	0	0	0	2,000,000

CITY HALL ROOF REPLACEMENT

This project provides for the replacement of the City Hall roof, which is over 25 years old.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12704	0	0	0	400,000	0	0	400,000
TOTAL	0	0	0	400,000	0	0	400,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

CERRITOS CENTER FOR THE PERFORMING ARTS ROOF REPLACEMENT

This project provides for the replacement of the roof on the Cerritos Center for the Performing Arts.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
12706	50,000	2,350,000	0	0	0	0	2,400,000
TOTAL	50,000	2,350,000	0	0	0	0	2,400,000

CERRITOS CENTER FOR THE PERFORMING ARTS PAVEMENT REHABILITATION

This project provided for the application of slurry seal in the parking lot of the Cerritos Center for the Performing Arts.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
12708	0	0	0	0	0	210,000	210,000
TOTAL	0	0	0	0	0	210,000	210,000

SWIM/FITNESS CENTER REHABILITATION

This project provides for the replacement of the boiler/heating system and various other facility renovations.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
12712	0	530,000	0	0	0	0	530,000
TOTAL	0	530,000	0	0	0	0	530,000

CERRITOS CENTER FOR THE PERFORMING ARTS FIRE SYSTEM/PANEL REPLACEMENT

This project will replace the Cerritos Center for the Performing Arts fire panel with a new control panel, graphic annunciator, remote annunciator and new field devices.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
12716	0	975,000	0	0	0	0	975,000
TOTAL	0	975,000	0	0	0	0	975,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

SWIM CENTER AUTOMATION SYSTEM

The building automation system at the Swim Center will be upgraded and integrated into the existing system which services the CCPA, Library and Sheriff Station.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12718	0	120,000	0	0	0	0	120,000
TOTAL	0	120,000	0	0	0	0	120,000

CAMP LIBERTY STRUCTURE

This allocation provided for a complete renovation of the Camp Liberty structure.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
12794	0	0	0	0	0	750,000	750,000
TOTAL	0	0	0	0	0	750,000	750,000

CERRITOS CENTER FOR THE PERFORMING ARTS STAGE FLOOR RESURFACING

This project provides for the resurfacing of the Cerritos Center for the Performing Arts main stage, main theater floor, and parterre seating storage areas.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	115,000	94,000	39,000	81,000	0	0	329,000
TOTAL	115,000	94,000	39,000	81,000	0	0	329,000

SENIOR CENTER REFURBISHMENT

This project provides for the interior and exterior refurbishment of the Senior Center.

Funding source: Municipal Improvement Fund (General Fund)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	100,000	0	0	0	0	0	100,000
TOTAL	100,000	0	0	0	0	0	100,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Government Buildings

SWIM CENTER POOL REPLASTERING

This project provides for the replastering of the pool at the Cerritos Swim and Fitness Center.
Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	150,000	0	0	0	0	150,000
TOTAL	0	150,000	0	0	0	0	150,000

SWIM CENTER DIVE STAND REFURBISHMENT

This project provides for the refurbishment of the short diving board stands and rails at the Cerritos Swim and Fitness Center.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	38,000	0	0	0	0	38,000
TOTAL	0	38,000	0	0	0	0	38,000

LIBERTY PARK II IMPROVEMENTS

This project provides for interior and exterior refurbishment at Liberty Park II.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	0	2,000,000	0	0	0	2,000,000
TOTAL	0	0	2,000,000	0	0	0	2,000,000

ACTIVITY TOTAL	1,042,000	4,467,000	4,249,000	691,000	210,000	1,217,340	11,876,340
----------------	-----------	-----------	-----------	---------	---------	-----------	------------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

MARQUARDT AVENUE IMPROVEMENTS

This proposed project provides for the reconstruction of Marquardt Avenue between Artesia Boulevard and Alondra Boulevard.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13012	0	700,000	0	0	0	0	700,000
TOTAL	0	700,000	0	0	0	0	700,000

STUDEBAKER ROAD REHABILITATION -- SOUTH STREET TO ARTESIA BOULEVARD

This project provided for the reconstruction of Studebaker Road from South Street to Artesia Boulevard.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13032	0	0	0	0	0	751,000	751,000
TOTAL	0	0	0	0	0	751,000	751,000

STUDEBAKER ROAD REHABILITATION – ARTESIA BOULEVARD TO ALONDRA BOULEVARD

This project provides for the reconstruction of Studebaker Road from Artesia Boulevard to Alondra Boulevard, to be completed in conjunction with Project #14711.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13033	700,000	0	0	0	0	0	700,000
TOTAL	700,000	0	0	0	0	0	700,000

MARQUARDT AVENUE BRIDGE OVER COYOTE CREEK

This item provides for the design of the widening and improvements to the Marquardt Avenue bridge over Coyote Creek. This project qualifies for funding under the Caltrans Highway Bridge Replacement and Rehabilitation (HBRR) program. The City of La Palma is the lead agency for this project.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13052	0	600,000	0	0	0	0	600,000
TOTAL	0	600,000	0	0	0	0	600,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

STREET RESURFACING – PALM STREET/PARK STREET/PARKSIDE AVENUE

This project provides for pavement reconstruction of three industrial streets: Palm Street, Park Street and Parkside Avenue.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13053	0	0	0	0	0	210,000	210,000
TOTAL	0	0	0	0	0	210,000	210,000

SIDEWALK, CURB AND GUTTER REHABILITATION

This project will provide funding to do systematic hardscape improvements as identified.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13054	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
TOTAL	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000

ALLEY REHABILITATION – CONDOMINIUMS AND APARTMENTS EAST OF PALO VERDE AVENUE AND NORTH AND SOUTH OF DROXFORD AVENUE

This project provides for the repaving of the public alley ways within the condominium and apartment complexes east of Palo Verde Avenue and north and south of Droxford Avenue.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13057	0	155,000	0	0	0	0	155,000
TOTAL	0	155,000	0	0	0	0	155,000

ALLEY REHABILITATION – BECHARD ALLEY SOUTH OF SOUTH STREET

This project provides for the repaving of the alley east and west of Bechard Avenue and south of South Street.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13058	0	0	0	0	0	110,000	110,000
TOTAL	0	0	0	0	0	110,000	110,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

166TH STREET REHABILITATION – BLOOMFIELD AVENUE TO CARMENITA ROAD

This project provides for pavement rehabilitation of 166th Street between Bloomfield Avenue and Carmenita Road.
Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13065	0	425,000	425,000	0	0	0	850,000
TOTAL	0	425,000	425,000	0	0	0	850,000

WHEELCHAIR ACCESSIBLE RAMPS

Wheelchair accessible ramps will be installed at various locations City-wide.
Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13086	25,000	25,000	25,000	25,000	25,000	25,000	150,000
TOTAL	25,000	25,000	25,000	25,000	25,000	25,000	150,000

IMPLEMENTATION OF BIKEWAY MASTER PLAN

This project provides for the installation of dedicated Class II and Class III bike lanes throughout the City of Cerritos in accordance with the City's adopted Bikeway Master Plan.
Funding source: Street Improvement Fund (grant from Los Angeles County Board of Supervisors)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13088	218,770	0	0	0	0	1,230	220,000
TOTAL	218,770	0	0	0	0	1,230	220,000

DEL AMO BOULEVARD REHABILITATION – SAN GABRIEL RIVER TO DENNI STREET

This project provides for pavement resurfacing of Del Amo Boulevard within the City of Cerritos from the San Gabriel River to Denni Street.
This is a proposed TIP project and will be completed with STPL funding.

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13101	0	0	800,000	0	0	0	800,000
TOTAL	0	0	800,000	0	0	0	800,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

BERWYN ROAD RECONSTRUCTION

This project provides for pavement rehabilitation for Berwyn Road, north of Arbor Place.
Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13105	0	100,000	0	0	0	0	100,000
TOTAL	0	100,000	0	0	0	0	100,000

BRIDGE PREVENTATIVE MAINTENANCE PROGRAM

This project provides for matching funds to perform important bridge maintenance as recommended by the Los Angeles County Department of Public Works. The City's share of recommended repairs is 11.47% of the total estimated cost for these repairs. The remaining 88.53% match is Federally funded.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13145	70,000	0	0	0	0	0	70,000
TOTAL	70,000	0	0	0	0	0	70,000

DEL AMO BOULEVARD BRIDGE REPLACEMENT (DESIGN AND ENVIRONMENTAL STUDIES)

This project provides for design and environmental studies for the widening of the Del Amo Boulevard bridge at Coyote Creek. Cerritos is the lead agency with Lakewood, La Palma and Cypress also participating under the Highway Bridge Replacement Program.

Funding source: Cerritos and Lakewood will be seeking \$2.2 million in Measure R funds through the Gateway Cities Council of Governments; La Palma and Cypress will seek the balance of \$1.3 million from Orange County Transportation Authority Measure M funds.

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13715	0	3,500,000	0	0	0	0	3,500,000
TOTAL	0	3,500,000	0	0	0	0	3,500,000

ARTERIAL LANDSCAPING AT VARIOUS LOCATIONS

This project provides for the addition of landscaping along arterial streets at various locations.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
13746	0	300,000	300,000	0	0	0	600,000
TOTAL	0	300,000	300,000	0	0	0	600,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

TOWNE CENTER LIGHT STANDARD/SIGNAL POLE REFURBISHMENT

This project will refurbish the metal light standards and traffic signal poles in and around the Towne Center.
Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13755	15,000	0	0	0	0	0	15,000
TOTAL	15,000	0	0	0	0	0	15,000

BLOOMFIELD AVENUE MEDIAN LANDSCAPE IMPROVEMENTS

This project calls for the planting of palm trees to replace eucalyptus trees in several center medians.
Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
13761	0	50,000	50,000	0	0	0	100,000
TOTAL	0	50,000	50,000	0	0	0	100,000

ARTERIAL STREET SLURRY SEAL

This project will facilitate the application of slurry seal to maintain arterial streets City-wide.
Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14077	100,000	150,000	150,000	150,000	150,000	0	700,000
TOTAL	100,000	150,000	150,000	150,000	150,000	0	700,000

RESIDENTIAL STREET REHABILITATION PROGRAM

This item constitutes an on-going program to improve residential streets in the City. Priorities will be established by the City's pavement management system. Rehabilitation options include pavement overlay or slurry seal applications.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14088	500,000	1,000,000	1,000,000	1,000,000	1,000,000	0	4,500,000
TOTAL	500,000	1,000,000	1,000,000	1,000,000	1,000,000	0	4,500,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

ARTERIAL STREET DECORATIVE PEDESTRIAN FENCE MAINTENANCE

This project provides for the ongoing maintenance of decorative wrought-iron fencing located in the pedestrian right-of-way at various arterial street locations throughout the City.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14097	0	0	0	25,000	0	0	25,000
TOTAL	0	0	0	25,000	0	0	25,000

PROGRAM/PARKWAY PLANTER BLOCK WALL IMPROVEMENTS

This item is an ongoing program for improvements to damaged block walls adjacent to arterial parkway planters and to provide funding to assist property owners with the reconstruction or replacement of their arterial block walls through the replacement loan program.

Funding source: Street Improvement Fund (funded by commercial solid waste franchise fees)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14099	78,000	78,000	78,000	78,000	78,000	136,000	526,000
TOTAL	78,000	78,000	78,000	78,000	78,000	136,000	526,000

MISCELLANEOUS MEDIANS

Landscaped medians will be constructed on Studebaker Road from South Street to Bigelow Street.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14711	0	90,000	0	0	0	0	90,000
TOTAL	0	90,000	0	0	0	0	90,000

ARTERIAL PARKWAY LANDSCAPING - CARMENITA ROAD, NORTH OF 166TH STREET

This project will update the parkway landscaping on the east side of Carmenita Road, north of 166th Street.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
14712	0	150,000	0	0	0	0	150,000
TOTAL	0	150,000	0	0	0	0	150,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Streets and Highways

STUDEBAKER ROAD REHABILITATION - ARTESIA BOULEVARD TO THE NORTH CITY BORDER

This project provides for pavement rehabilitation of Studebaker Road between Artesia Boulevard and the north City limit.

Funding source: Street Improvement Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	0	800,000	0	0	0	800,000
TOTAL	0	0	800,000	0	0	0	800,000

ACTIVITY TOTAL	1,956,770	7,573,000	3,878,000	1,528,000	1,503,000	1,483,230	17,922,000
----------------	-----------	-----------	-----------	-----------	-----------	-----------	------------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Traffic Signals

ILLUMINATED PEDESTRIAN CROSSING RETROFIT/UPGRADE

This project will provide funding to replace existing in-pavement flashing LED equipment at 10 locations with upgraded equipment to provide better visibility to motorists.

Funding source: Street Improvement Fund (potential Safe Routes to Schools grant)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
15011	0	150,000	0	0	0	0	150,000
TOTAL	0	150,000	0	0	0	0	150,000

TRAFFIC SIGNAL AT EDWARDS ROAD AND ARTESIA BOULEVARD

This project will provide funding for the installation of a traffic signal at Edwards Road and Artesia Boulevard.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	0	0	350,000	0	0	350,000
TOTAL	0	0	0	350,000	0	0	350,000

TRAFFIC SIGNAL MODIFICATIONS AT BLOOMFIELD AVENUE AND 166TH STREET

This project provides for the modification of the existing traffic signal at Bloomfield Avenue and 166th Street from a protective-permissive signal to a fully protected signal for drivers making left turns.

Funding source: Street Improvement Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	0	250,000	0	0	0	250,000
TOTAL	0	0	250,000	0	0	0	250,000

ACTIVITY TOTAL	0	150,000	250,000	350,000	0	0	750,000
----------------	---	---------	---------	---------	---	---	---------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

CITY RESERVOIRS

This project will provide structural upgrades to the City's three reservoirs.
Funding source: Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17001	0	625,000	625,000	0	0	0	1,250,000
TOTAL	0	625,000	625,000	0	0	0	1,250,000

GROUNDWATER REMEDIATION – CORPORATE YARD

This project provided for the operation of a groundwater contamination remediation system at the Corporate Yard. Underground Storage Tank Fund (USTF); no revenues anticipated for next year. Funding source: Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17005	0	0	0	0	0	123,880	123,880
TOTAL	0	0	0	0	0	123,880	123,880

NPDES IMPLEMENTATION PROGRAM

This item provides for various construction projects necessary for implementation of the National Pollutant Discharge Elimination System (NPDES) Municipal Storm Water Permit.
Funding source: Water Fund (assumes other agencies participate)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17007	108,500	125,000	125,000	125,000	125,000	36,800	645,300
TOTAL	108,500	125,000	125,000	125,000	125,000	36,800	645,300

BETTENCOURT RECLAIMED WATER LINE REPLACEMENT

The project provides for the replacement of the reclaimed water line along Coyote Creek from Rainbow Park to Bettencourt Park.

Funding source: Reclaimed Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17028	0	275,000	0	0	0	0	275,000
TOTAL	0	275,000	0	0	0	0	275,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

VALVE REPLACEMENT PROJECT

This is an ongoing project to replace mainline butterfly valves in the City's water system.

Funding source: Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17100	200,000	280,000	280,000	280,000	0	0	1,040,000
TOTAL	200,000	280,000	280,000	280,000	0	0	1,040,000

VALLEY VIEW UTILITY RELOCATION

This project provides for the relocation of a water utility line along Valley View Avenue and the bridge over the I-5 Freeway. As part of the I-5 widening project, CalTrans will replace the bridge and the City is designing the relocation of the utility.

Funding source: Water Fund (CalTrans to reimburse the City all related expenses)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17105	0	673,720	0	0	0	28,280	702,000
TOTAL	0	673,720	0	0	0	28,280	702,000

C-5 WATER WELL

This project provides for the design and construction of a pump house and all associated water lines to bring the C-5 water well into production. The addition of the water well will help reduce the need for imported MWD water.

Funding source: Water Fund (project to be completed upon availability of grant funds)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17197	0	1,400,000	1,600,000	0	0	0	3,000,000
TOTAL	0	1,400,000	1,600,000	0	0	0	3,000,000

RECYCLED WATER LINE TO FOREST LAWN

This project provides for the construction of a recycled water pipeline starting from the City of Cerritos and continuing through a portion of the cities of Lakewood and Cypress to Forest Lawn Memorial Park.

Funding source: Reclaimed Water Fund (Forest Lawn, Department of Water Resources grant)

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17198	2,188,700	0	0	0	0	181,300	2,370,000
TOTAL	2,188,700	0	0	0	0	181,300	2,370,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

MISCELLANEOUS RECLAIMED WATER CONVERSIONS

This item provides for the conversion of potable water services to reclaimed water services throughout the City.
Funding source: Reclaimed Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
17709	25,000	25,000	25,000	25,000	0	15,000	115,000
TOTAL	25,000	25,000	25,000	25,000	0	15,000	115,000

SCADA SYSTEM UPGRADE

This project provides for the update and maintenance of the Water Division's Supervisory Control and Data Acquisition (SCADA) system.

Funding source: Reclaimed Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	1,000,000	0	0	0	0	0	1,000,000
TOTAL	1,000,000	0	0	0	0	0	1,000,000

GROUNDWATER REMEDIATION - LINCOLN STATION

This project provides for the City's required contribution toward the operation of a groundwater contamination remediation system at Lincoln Station.

Funding source: Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	1,300,000	1,025,000	375,000	100,000	0	2,800,000
TOTAL	0	1,300,000	1,025,000	375,000	100,000	0	2,800,000

GROUNDWATER REMEDIATION - CIVIC CENTER

This project provides for the installation of a filtration system to remove trace levels of arsenic from the groundwater pumped from the Civic Center parking structure.

Funding source: Water Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	260,000	60,000	60,000	60,000	60,000	0	500,000
TOTAL	260,000	60,000	60,000	60,000	60,000	0	500,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Water Improvements

WATER MAIN AND APPURTENANCES REPLACEMENT

This project provides for the annual replacement of approximately one mile of water mains and related appurtenances. The project will be completed through annual allocations over the course of the next seven years.

Funding source: Water Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL <u>COST</u>
NEW	0	1,500,000	1,500,000	1,500,000	1,500,000	0	6,000,000
TOTAL	0	1,500,000	1,500,000	1,500,000	1,500,000	0	6,000,000

ACTIVITY TOTAL	3,782,200	6,263,720	5,240,000	2,365,000	1,785,000	385,260	19,821,180
----------------	-----------	-----------	-----------	-----------	-----------	---------	------------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Sewer Improvements

SOUTH STREET SEWER REPAIRS

This project provides for the replacement of sections of the South Street sewer and lining the entire length of the sewer.

Funding source: Sewer Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	100,000	700,000	0	0	0	0	800,000
TOTAL	100,000	700,000	0	0	0	0	800,000

PARK PLAZA/SHOEMAKER AVENUE SEWER LINE REPAIR

This project provides for the repair of the City sewer main at Park Plaza and Shoemaker Avenue.

Funding source: Sewer Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	0	0	500,000	0	0	500,000
TOTAL	0	0	0	500,000	0	0	500,000

ANNUAL PIPELINE CONDITION AND INSPECTION SURVEY

This project provides for the annual and ongoing inspection of the condition of the City's existing sewer pipelines.

Funding source: Sewer Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	100,000	100,000	100,000	100,000	0	400,000
TOTAL	0	100,000	100,000	100,000	100,000	0	400,000

SEWER MAIN REPLACEMENT/UPGRADES

This project provides for the upgrade of the City's existing sewer mains at a total estimated project cost of \$8.4 million. The project will be completed through annual allocations over the course of the next seven years.

Funding source: Sewer Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	0	1,200,000	1,200,000	1,200,000	1,200,000	0	4,800,000
TOTAL	0	1,200,000	1,200,000	1,200,000	1,200,000	0	4,800,000

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Sewer Improvements

REPLACEMENT/REHABILITATION OF SEWER LIFT AND DEWATERING STATIONS

This project provides for the replacement or rehabilitation of the City's existing sewer lift and dewatering stations at a total estimated project cost of \$1.8 million. This project will be completed through annual allocations over the course of the next nine years.

Funding source: Sewer Fund

<u>PROJECT NUMBER</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>EST. EXPEND. 2014-2015</u>	<u>TOTAL COST</u>
NEW	0	200,000	200,000	200,000	200,000	0	800,000
TOTAL	0	200,000	200,000	200,000	200,000	0	800,000

ACTIVITY TOTAL	100,000	2,200,000	1,500,000	2,000,000	1,500,000	0	7,300,000
----------------	---------	-----------	-----------	-----------	-----------	---	-----------

CITY OF CERRITOS CAPITAL IMPROVEMENT PROGRAM DETAIL

ACTIVITY: Other Projects

SCULPTURE GARDEN IMPROVEMENTS

This project provides for the construction of improvements in the Cerritos Sculpture Garden including art pieces, lighting fixtures, landscaping and sprinkler improvements.

Funding source: Art in Public Places Trust Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
19125	12,000	0	12,000	0	12,000	0	36,000
TOTAL	12,000	0	12,000	0	12,000	0	36,000

AUTO SQUARE STORAGE IMPROVEMENTS

This project provides for the resurfacing and re-striping of the automobile storage facility adjacent to the San Gabriel River channel.

Funding source: Municipal Improvement Fund (General Fund)

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
19441	200,000	0	0	0	0	0	200,000
TOTAL	200,000	0	0	0	0	0	200,000

SCULPTURE GARDEN SECURITY ENHANCEMENTS

This project provides for the installation of security cameras and informational signage in the Cerritos Sculpture Garden.

Funding source: Art in Public Places Trust Fund

PROJECT NUMBER	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	EST. EXPEND. <u>2014-2015</u>	TOTAL COST
NEW	50,000	0	0	0	0	0	50,000
TOTAL	50,000	0	0	0	0	0	50,000

ACTIVITY TOTAL	262,000	0	12,000	0	12,000	0	286,000
-------------------	---------	---	--------	---	--------	---	---------

Appendix A

**Resolutions No. 2015-17 and CSA 2015-1
FY 2015-2016 Combined Financial Program**

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

**RESOLUTION NO. 2015-17
RESOLUTION NO. CSA 2015-1**

**A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CERRITOS
AND THE SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT
AGENCY, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE
FISCAL YEAR 2015-2016, APPROPRIATING THE FUNDS NECESSARY TO
MEET THE EXPENDITURES SET FORTH THEREIN, AND APPROVING THE
INVESTMENT POLICY FOR THE FISCAL YEAR 2015-2016 FOR THE CITY OF
CERRITOS AND THE SUCCESSOR AGENCY TO THE CERRITOS
REDEVELOPMENT AGENCY (COUNCIL/SUCCESSOR AGENCY)**

WHEREAS, the City Manager of the City of Cerritos, in accordance with Article IX of the Municipal Charter, has submitted to the City Council of the City of Cerritos a 2015-2016 Fiscal Year combined Operating and Capital Improvement Budget in the amount of \$92,923,792 in proposed expenditures for general and special City purposes and reflecting funds available in the total amount of \$91,249,565; and

WHEREAS, the City Council of the City of Cerritos has fixed the date of June 22, 2015 as the date for holding of a public hearing relative to the adoption of said budget; and

WHEREAS, following duly given notice, the City Council of the City of Cerritos did hold such public hearing, receiving, considering and evaluating all public comments.

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

SECTION 1. The City Manager's proposed 2015-2016 Fiscal Year Budget for general and special City purposes, is approved and adopted in the amount of \$92,923,792 for expenditures and \$91,249,565 in revenue. The referenced approved expenditure amount is inclusive of a request authorized by the City Council at the June 22, 2015 City Council meeting to include an allocation not to exceed \$50,000 for the production and distribution of the 2016 Community Calendar.

SECTION 2. The monies necessary to offset the operating expenses, including personnel expenses as detailed in Appendix G – Employee Classification Tables, incurred as set forth in the 2015-2016 budget document, as adopted by the City Council for the City of Cerritos pursuant to Section 1 hereof, are authorized by this section to be appropriated out of the funds available to the City during the 2015-2016 Fiscal Year.

SECTION 3. As part of the proposed 2015-2016 Combined Financial Program, the City Manager of the City of Cerritos has submitted a budget for the Successor Agency to the Cerritos Redevelopment Agency in the amount of \$18,960,210.

SECTION 4. The proposed Fiscal Year 2015-2016 Successor Agency Budget is hereby approved and adopted based in the amount of \$18,960,210.

SECTION 5. The City Manager is authorized to make such changes in department operating budget totals during the 2015-2016 Fiscal Year as he may, from time to time, deem desirable and necessary in order to meet the City's needs.

SECTION 6. The City Council delegates the authority to assign fund balance amounts in the annual financial statements to the City Manager. The assigned portions of fund balance are constrained by the City of Cerritos' intent to be used for specific purposes and such purposes shall be described in the notes to the financial statements.

SECTION 7. The City Council hereby directs that any unappropriated or appropriated balance in the General Fund as of June 30, 2016 shall be automatically appropriated into the Contingency Fund.

SECTION 8. The City Council hereby directs that any unappropriated or appropriated balance in the Water Fund on June 30, 2016 shall be automatically appropriated into the Contingency Fund.

SECTION 9. The City Council hereby directs that any monies advanced to the Water Fund by the General Fund during the 2015-2016 Fiscal Year, and which remain unreimbursed as of June 30, 2016, shall constitute a loan from the General Fund to the Water Fund, to be repaid at an interest rate of 2.5%.

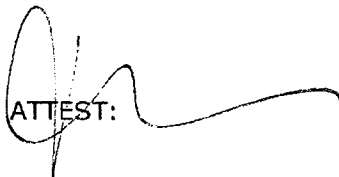
SECTION 10. The City Council hereby directs that any monies advanced to the Sewer Fund by the General Fund during the 2015-2016 Fiscal Year, and which remain unreimbursed as of June 30, 2016, shall constitute a loan from the General Fund to the Sewer Fund, to be repaid at an interest rate of 2.5%.

SECTION 11. The City Council hereby directs that any monies advanced to the Electric Utility Fund by the General Fund during the 2015-2016 Fiscal Year, and which remain unreimbursed as of June 30, 2016, shall constitute a loan from the General Fund to the Electric Utility Fund, to be repaid at an interest rate of 2.5%.

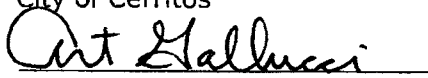
SECTION 12. As authorized by Section 909 of the City Charter, the City Council hereby orders the completion of the final audit and report, to be submitted to the City Council within six months from the completion of the 2014-2015 Fiscal Year.

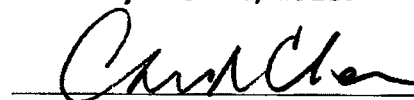
SECTION 13. In conjunction with the budget adoption process for Fiscal Year 2015-2016 the Cerritos City Council/Successor Agency approves the attached Investment Policy and finds it to comply with all current public finance regulations.

PASSED, APPROVED and ADOPTED this 22nd day of June, 2015.

ATTEST: 

Vida Barone, City Clerk
City of Cerritos


Art Gallucci, Successor Agency
Executive Director


Carol K. Chen, Mayor/Chair

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

I. SCOPE

This policy is intended to provide investment guidelines for prudent investment of the funds of the City of Cerritos and the Successor Agency to the Cerritos Redevelopment Agency ("Successor Agency"), and outline the policies to maximize the efficiency of the Cash Management System.

Pooling of Funds. Except for cash in certain restricted and special funds, the City and Successor Agency may consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

II. OBJECTIVES

The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield;

- A. Safety.** Safety of principal is the foremost objective of the investment program. Investment shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate the credit risk and interest rate risk.
 - 1. Credit Risk.** The City/Successor Agency will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - a.** Limiting investments to the safest types of securities.
 - b.** Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisers with which the City/Successor Agency will do business.
 - c.** Diversifying the investment portfolio so that the potential losses on individual securities will be minimized.
 - 2. Interest Rate Risk.** The City/Successor Agency will minimize the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates by:
 - a.** Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
 - b.** Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

- B. Liquidity.** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. A portion of the portfolio also may be placed in money market mutual funds or local government investment pools, which offer same-day liquidity for short-term funds.
- C. Yield.** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraint and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of the investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk assumed. Securities shall not be sold prior to maturity with the following exceptions:
1. A security with declining credit may be sold early to minimize loss of principal.
 2. A security swap would improve the quality, yield or target duration in the portfolio.
 3. Liquidity needs of the portfolio require that a security be sold.

III. STANDARDS OF CARE

- A. Prudence.** The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The Investment Officer, acting in accordance with written procedures and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculations, but for investment, considering the probable safety of their capital, as well as, the probable income to be derived.

- B. Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City of Cerritos and Cerritos Successor Agency.

- C. Delegation of Authority.** Authority to manage the investment program is granted to the Investment Officer. The responsibility for the operation of the investment program is hereby delegated to the Investment Officer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, custodial services and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

IV. SAFEKEEPING AND CUSTODY

- A. Authorized Financial Dealers and Institutions.** A list will be maintained of financial institutions authorized to provide investment services. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness (e.g., a minimum capital requirement of \$5,000,000.00 and at least five years of operations). These may include primary dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

1. Most recent audited financial statements.
2. Proof of FINRA certification.
3. Proof of State registration.
4. Certification of having received, read and understood and agreeing to comply with the City of Cerritos/Successor Agency investment policy.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the Investment Officer.

From time to time, the Investment Officer may choose to invest in certificates of deposit offered by community financial institutions. All terms and relationships will be fully disclosed and will be reported to the appropriate entity on a consistent basis and should be consistent with state or local law.

- B. Internal Controls.** The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City of Cerritos/Cerritos Successor Agency are protected from loss, theft and misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Investment Officer shall establish a process for an annual

independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of Collusion.
 2. Separation of transaction authority from accounting and bookkeeping.
 3. Custodial safekeeping.
 4. Avoidance of physical delivery securities.
 5. Clear delegation of authority to subordinate staff members.
 6. Written confirmation of transactions of investments and wire transfers.
 7. Development of a wire transfer agreement with lead bank and third party custodian.
- C. Delivery vs. Payments.** All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidence by safekeeping receipts.

V. SUITABLE AND AUTHORIZED INVESTMENTS

- A. Investment Types.** Consistent with the California Government Code, Sections 53600 et Seq., and the City of Cerritos/Cerritos Successor Agency Investment Policy, the following investments will be permitted:
1. U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
 2. Certificate of deposits and other evidences of deposit at financial institutions, banker's acceptances, corporate medium term notes and commercial paper, rated in the highest tier (e.g. A-1, P-1, or higher) by a nationally-recognized rating agency;
 3. Investment-grade obligations of state, local governments and public authorities;
 4. Repurchase agreements whose underlying purchased securities consist of the foregoing;
 5. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist of dollar-denominated securities; and
 6. Local Agency Investment Fund (LAIF), administered by the State of California.

Investment in derivatives of the above instruments shall require authorization by the appropriate governing authority.

- B. Collateralization.** Where allowed by state law and in accordance with the GFOA Recommended Practices on the Collateralization of Public Deposits, full collateralization will be required on non-negotiable certificates of deposit.
- C. Repurchase Agreements.** Repurchase agreements shall be consistent with GFOA Recommended Practices on Repurchase Agreements.

VI. INVESTMENT PARAMETERS

A. **Diversification.** The investments shall be diversified by:

1. Limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities and Agency issues);
2. Limiting investments in commercial papers and corporate medium term notes and bonds to 40% of the total portfolio and no more than 10% of the total portfolio value may be invested in commercial paper and corporate medium term notes and bonds issued by any one issuer;
3. Limiting investments in securities that have higher credit risks;
4. Investing in securities with varying maturities; and
5. Continuously investing a portion of the portfolio in readily available funds such as local agency investment funds (LAIF), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

B. **Maximum Securities.** To the extent possible, the City/Agency shall attempt to match its investments with anticipated cash flow requirements. Unless matched to specific cash flow, the City/Agency will not directly invest in securities maturing more than five (5) years from the date of purchase, or in conflict with state and local statutes and ordinances. The City/Agency shall adopt a weighted average maturity limitation (which often range from 90 days to 3 years), consistent with the investment objectives.

Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding five (5) years if the maturity of such investments are made to coincide as early as practicable with the expected use of funds. The intent to invest in securities with longer maturities shall be disclosed in writing to the legislative body.

Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LAIF, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

VII. REPORTING

A. **Methods.** The Investment Officer shall prepare a monthly investment report, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the City/Agency to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the legislative body. The report will include the following:

1. Listing of individual securities held at the end of the reporting period.
2. Realized and unrealized gains or losses resulting from appreciation

- or depreciation by listing the cost and market value of securities (in accordance with Government Accounting Standards Board (GASB) requirements).
3. Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.
 4. Listing of investments by maturity date.
 5. Percentage of the total portfolio which each type of investment represents.
- B. Performance Standards.** The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis.
- C. Marking to Market.** The market value of the portfolio shall be calculated at least monthly and a statement of the market value of the portfolio shall be issued at least monthly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed consistent with the GFOA Recommended Practice on "Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools." In defining market value, considerations should be given to the GASB 31 Statement 31 pronouncements.

VIII. POLICY CONSIDERATION AND REVIEW

- A. Exemption.** Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.
- B. Decisions and Strategies.** Investment decisions and strategies shall be subject to review and approval procedure. The Finance Manager and/or Director of Administrative Services can enter into contracts with each financial institution, depository, third party custodian and broker/dealer as described under Section IV.
- C. Amendments.** This policy shall be reviewed on an annual basis. Any changes must be approved by the City Council.

Appendix B

Resolution No. 2015-18

FY 2015-2016 Annual Appropriation Limit

CITY OF CERRITOS

RESOLUTION NO. 2015-18

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CERRITOS
APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT FOR
FISCAL YEAR 2015-2016**

WHEREAS, the voters of California on November 6, 1979 added Article XIII B to the State Constitution placing various limitations on the appropriations of the state and local governments; and

WHEREAS, Article XIII B provides that the appropriation limit for the Fiscal Year 2015-2016 is based on actual appropriation during the 1978-1979 fiscal year, and is adjusted each year using the growth of population and inflation; and

WHEREAS, Proposition 111, passed by the voters of California on June 5, 1990 requires the City Council to select the adjustment factors each year. The inflation factor may be the growth in California per capita personal income or the increase in non-residential assessed valuation due to new construction within the City, and the population factor may reflect the population growth within either the City of Cerritos or the entire County of Los Angeles; and

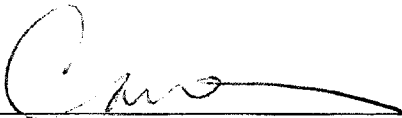
WHEREAS, the information necessary for making these adjustments is available in the City Finance Division and the City Clerk's Office; and

WHEREAS, the City of Cerritos has complied with all the provisions of Article XIII B in determining the limit for fiscal year 2015-2016.


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

SECTION 1. The appropriation limit in the fiscal year 2015-2016 shall be \$164,959,196 for the City of Cerritos and that the inflation factor used was the increase in non-residential assessed valuation due to new construction and the population factor was Los Angeles County's population growth. The total appropriation subject to limitation is \$45,042,220.

PASSED, APPROVED and ADOPTED this 22nd day of June, 2015



Carol K. Chen, Mayor

ATTEST:


Vida Barone, City Clerk

Appendix C

Chart of Expense Accounts and Definitions

EXPENSE ACCOUNT DEFINITIONS

The following Chart of Accounts provides a detailed definition of each expense account used to classify all operating expenses incurred by the City.

51010 REGULAR EARNINGS. Normal payroll expenditures carried continuously, assigned payroll number and subject to all usual deductions.

51021 OVERTIME. Portion of salary subject to time and a half. Any time approved by Department Director over 40-hour week subject to additional premium pay.

52010 REGULAR EARNINGS - PART-TIME. Wages paid to employees who are classified as part-time employees.

52015 SPECIAL PROJECT EARNINGS - PART-TIME.

52021 OVERTIME EARNINGS - PART-TIME.

52400 EMPLOYEE BENEFITS. Social Security, PERS, Medicare, Comp. Insurance, Health Insurance and other benefits that the City pays for employees.

53010 AUTO ALLOWANCE. Monthly car allowance for designated employees in lieu of assigned City vehicle. No other charges to this account.

53020 DUES AND PUBLICATIONS. Books, publications and membership dues in job-related organizations.

53030 EDUCATION AND TRAINING. Job-oriented education or training sponsored by the City.

53040 EMPLOYEE AWARDS. Service awards presented to employees for continuous service and any special award that may arise.

53060 RECRUITMENT EXPENSE. Expenses incurred in the hiring of employees such as newspaper advertisements, pre-employment physicals, fingerprinting and other recruitment related expenses.

53070 REIMBURSED MILEAGE. Mileage reimbursement for use of employees' automobile. This account is limited to local travel within a fifty-mile radius of City Hall.

53080 TRAVEL AND MEETING. All expenses incurred in local meetings or outside seminars, conferences or workshops. Examples are meals, air fare, hotels and registration fees. Includes mileage reimbursement for trips in excess of 50 miles from City Hall.

53090 UNIFORMS AND SHOES. Purchase and cleaning of uniforms, shop towels and rain gear.

53091 VEHICLE OPERATIONS. Gasoline and oil expenses for City-owned trucks and automobiles.

61010 AMBULANCE SERVICE. Charges by Los Angeles County for ambulance services within the City limits which cannot be paid by the patron.

61020 ANIMAL CONTROL SERVICES. Contracting agreement with City of Long Beach for animal control services.

61030 ARCHITECTURAL SERVICES. Contracted services for architectural design.

61040 AUDIT SERVICES. Auditing service performed by outside auditing firms.

61050 BANK CHARGES/FEES. Costs related to bank processing.

61060 BOND PROCESSING FEES. Bank service charge for handling of bonds.

61070 CHECKING AND INSPECTION. Outside engineering charges for checking and inspection. Also covers construction engineering for capital projects.

61080 CODIFICATION. Expense associated with updating and codifying of municipal code and handled only through the City Clerk's office.

61090 COMPOSTING. Costs associated with programs to cause organic material to biologically decompose under controlled conditions.

61100 CONSULTING FEES.

61110 CUSTODIAL SERVICES. Janitorial services as provided by contract agreement.

61115 COMMISSIONER'S FEES AND SALARIES. Compensation paid to members of City commissions.

61120 COUNTY BUILDING AND SAFETY EXPENSE. Charges made by County Building Department for building and safety inspections.

61130 DELIVERY SERVICES. Special messenger delivery service.

61131 DOCUMENT STORAGE.

61140 DUMP CHARGES. Charges made by the Los Angeles County Sanitation District for dumping of disposable materials.

61150 EDUCATIONAL INFORMATION. Includes expenditures for publicity, informational publications and educational activities specific to recycling and waste management. These expenditures may be offset by federal or state grant funds.

61160 ELECTION EXPENSE. Costs associated with municipal elections.

61170 ELECTRONIC INFORMATION. Public microcomputers, supplies and software.

61180 ENGINEERING SERVICES. Engineering charges for any work except checking or inspection.

61190 ENVIRONMENTAL REMEDIATION.

61220 FINGER PRINTING EXPENSE. Expenses associated with finger printing in the Community Safety Division.

61230 FREIGHT CHARGES. Delivery charges on Central Stores purchases.

61240 FRONT-OF-HOUSE EXPENSE. Hospitality expenditures such as ground transportation and meals provided to performing artists at CCPA.

61250 HAZARDOUS WASTE DISPOSAL. The disposal of hazardous materials from City operated facilities.

61260 INSURANCE - GENERAL. Premiums paid for fire, liability, employees' bonds and other insurance coverage. Does not include premiums for Worker's Compensation and personal health and life insurance, which are fringe benefits.

61270 INSURANCE - EARTHQUAKE SELF-INSURANCE.

61281 PUBLIC LIBRARY FUND.

61282 LIBRARY GRANT. Libris Design

61283 LIBRARY GRANT. CLIO

61290 MARKETING EXPENSE. Promotions in news media, radio, etc. for performances and events at CCPA.

61310 LEGAL SERVICES. Legal services provided by the City Attorney.

61315 LEGAL SERVICES – SPECIAL COUNSEL. Legal services provided by outside counsel for special purposes including redevelopment dissolution issues.

61320 LEGAL ADVERTISING. Advertising expense handled only through City Clerk's office for public hearing notices and other advertising as required by law.

61325 LOW & MODERATE INCOME HOUSING SERVICES. Ongoing professional services related to the compliance review of prospective residents for the dissolved Cerritos Redevelopment Agency's affordable housing developments.

61340 OUTSIDE SERVICES. Any repair or maintenance function on vehicles and other machinery and equipment performed by outside vendors.

61350 OUTSIDE PROCESSING. Processing and special handling of various materials by outside vendors.

61360 PERMIT FEES. Costs incurred for permits and licenses required by other agencies to allow the operation of City programs and functions.

61370 POLICE AND SAFETY SERVICES. Contracted agreement with Los Angeles County Sheriff's Department for police services and other related community safety expenditures. Also includes Sky Knight Program contracted with the City of Lakewood.

61380 PRINTING. All outside printing costs not included in office supplies or special supplies accounts. Does not include envelopes, letterheads, business cards.

61410 PRODUCTION EXPENSE. Purchases, supplies and professional services directly related to performances at the CCPA.

61430 PROFESSIONAL SERVICES. Outside professional services contracted by the City.

61432 PROFESSIONAL SERVICES - EPA. Outside professional services contracted by the City regarding issues involving the Environmental Protection Agency.

61440 PROGRAM EXPENSE. Expenses incurred for opening acts, musicians, percentages and other required items specified in contracts with performing artists at CCPA.

61460 RECORDATION. Charges made for recording of documents by the County Recorder.

61470 RECREATION EXPENSE.

61480 RECYCLING. Related costs of programs to convert wastes and by-products into new materials and products to meet AB 939 goals.

61490 RESIDENTIAL ASSISTANCE PROGRAM. Expenditures to fund residential rehabilitation grants, incurred for the demolition of substandard structures and/or clearing of unsightly property. Includes legal and inspection costs.

61495 RESIDENTIAL LOAN PROGRAM. Expenditures to fund residential rehabilitation loans.

61520 SPECIAL STUDIES. Special information-gathering studies performed by an outside consultant or agency.

61530 SOIL STERILIZATION AND WEED CONTROL. The sterilization and/or weed abatement of areas off streets which are deemed to be a public nuisance and require City action.

61540 SOURCE REDUCTION. Design, manufacture, acquisition and reuse of materials to minimize the quantity of waste produced. The related cost of programs to help achieve AB 939 goals.

61550 SPECIAL WASTE. Costs for disposal of bulky items such as tires and white goods.

61560 STORM WATER MANAGEMENT.

61580 TEMPORARY HELP.

61590 TRASH COLLECTION. Includes costs associated with the contract for collection of refuse in residential portions of the City.

61610 WATER RELATED EXPENSES.

61611 WATER TREATMENT. Chemicals used in water treatment.

61612 WATER MASTER ASSESSMENT. Annual payment to the Department of Water Resources and Central Basin Water Association for bookkeeping and water deeds.

61613 WATER SERVICE CONNECTION. Materials and contracts for connections from transmission main to service residential and commercial sites.

63010 AUDIO VISUAL MATERIAL. Compact discs, audio cassettes, video cassettes, CD-ROMs and DVDs associated with audio visual section of the Library.

63020 BOOKS AND LIBRARY MATERIALS. An account associated only with the City Library. All books and publications purchased for public use. Does not include periodicals.

63021 BOOKS - STATE GRANT. State library grant funds for library services, materials and equipment.

63030 BOUTIQUE MERCHANDISE. Purchase of boutique merchandise.

63110 COMPUTER SUPPLIES. Computer programs for use with data processing equipment.

63120 COMPUTER ACCESSORIES AND PERIPHERALS.

63121 COMPUTER SOFTWARE. Expenditures for software programs and upgrades.

63130 COMMUNITY AWARDS. Plaques, proclamations, flowers and other presentation-type materials.

63140 INVENTORY FOR RESALE. Cost of goods purchased for resale.

63150 CENTRAL STORES - INVENTORY. Purchase of items for Central Stores inventory.

63200 MICROFILM - LIBRARY. Purchase of microfilm materials for the Library.

63230 MAPS AND PUBLICATIONS. Maps, plans specifications, publications and other printed material provided to contractors, other technical or professional groups and citizens. This is partially offset by the revenue account "Sales of Maps and Publications."

63250 OFFICE SUPPLIES. All general office supplies that can be utilized by all departmental personnel. Paper, pens, pencils, note pads, stationery, etc.

63270 PHOTOGRAPHIC FILM AND PROCESSING. The purchase of film and/or cost of processing of film.

63280 PLANTS AND TREES. New or replacement trees purchased for parks and parkways.

63310 POSTAGE. Mailing expense.

63409 TRANSIT PROGRAMS/PROP A. Expenditures for transit programs funded by Proposition A revenues.

63410 PROGRAM EXPENSES AND SUPPLIES. Supplies and expenses associated with the various programs of the City/Agency.

63411 COMMUNITY PROGRAMS. Council directed support of various civic organizations.

63412 TRANSIT PROGRAMS/PROP. C. Expenditures for transit programs funded by Proposition C revenues.

63413 TRIP REDUCTION/AQMD. Rideshare and trip reduction programs encouraged by AQMD.

63510 SIGNAGE/FLAGS/DISPLAYS. Expenditures and supplies related to promotions and activities at the CCPA.

63520 SPECIAL SUPPLIES. Special purpose supplies usually unique to the program wherein budgeted.

63530 SMALL TOOLS. Tools valued under \$200 and often portable.

63540 SMALL EQUIPMENT.

63550 SUBSCRIPTIONS AND PERIODICALS. An account associated only with the City Library. All periodicals purchased for public use.

63675 EMERGENCY WATER STORAGE SUPPLIES. Supplies for emergency water kits offered for sale to Cerritos residents and businesses.

63710 WATER METERS. Purchase of water meters. This account is capitalized to fixed assets at the end of the year.

63720 WATER PURCHASE. Cost of water purchased for water system.

65010 AIR CONDITIONING MAINTENANCE. Expenses relating to maintenance and repair of permanent air conditioning installations in various City facilities.

65015 ARTWORK MAINTENANCE. Allocations for the maintenance of art pieces located in the City.

65020 BUILDINGS AND GROUNDS MAINTENANCE. Supplies and other expenses incurred for the maintenance of various City buildings and facilities. Does not include park grounds, streets, and medians.

65030 BRIDGE MAINTENANCE. Maintenance of all bridges and appurtenant structures as performed by the County.

65040 EQUIPMENT MAINTENANCE AND REPLACEMENT. Rent for equipment owned and maintained by the equipment replacement fund.

65050 EQUIPMENT AND MACHINERY MAINTENANCE. Maintenance of equipment other than office equipment or air conditioning equipment.

65060 LEASED EQUIPMENT MAINTENANCE. Maintenance of equipment leased from external sources.

65070 MARKING AND STRIPING. The painting of traffic control markings on street pavement surfaces.

65080 OFFICE FURNITURE/FIXTURES MAINTENANCE. Maintenance agreements and service costs for office equipment.

65090 OFF-STREET MAINTENANCE. This includes all City maintenance activities on private or public property performed for the benefit of the general public.

65110 PLAYGROUND EQUIPMENT MAINTENANCE. Supplies and other expenses incurred for the maintenance of playground equipment.

65120 PRODUCTION EQUIPMENT.

65121 PRODUCTION MAINTENANCE. Maintenance expenses associated with production equipment for the reclaimed water system.

65130 RENT - OFFICE EQUIPMENT. Rental costs of office equipment not owned by the City.

65131 RENT - OTHER EQUIPMENT. Rental costs for other equipment needed on a temporary basis.

65132 RENT - BUILDINGS AND GROUNDS. Rental costs of trailers and/or buildings and land.

65133 ROADSIDE MAINTENANCE. This includes all maintenance activities for improvements normally located within the parkway; i.e., inside public rights-of-way but outside the normal riding surface. This would include maintenance of such things as grading of shoulders, drainage ditches, AC sidewalks and installation of traffic barricades.

65134 SEWER MAINTENANCE. The maintenance of all City sewer lines excluding County sanitation facilities.

65140 STORM DRAIN MAINTENANCE. The cleaning, reconstruction, and maintenance of all storm drains and catch basins under the jurisdiction of the City. However, maintenance of drains and appurtenant structures that have been transferred to the County Flood Control District is performed by the County.

65150 STREET MAINTENANCE.

65151 STREET LIGHTS MAINTENANCE. The maintenance and power necessary to operate all street lights within the Los Coyotes Lighting and Landscaping District.

65152 STREET NAME SIGN MAINTENANCE. The maintenance of all street name signs.

65153 STREET SIGN MAINTENANCE. The installation of all informational and directional street signs.

65154 STREET SWEEPING. Includes all operations associated with street sweeping contract.

65155 STREET MAINTENANCE - CITY. Miscellaneous street maintenance activities such as patching, slurry sealing, curb grinding and street reconstruction that is done by City contract or City personnel.

65156 STREET MAINTENANCE - COUNTY. Includes activities performed by the Los Angeles County Road Department or outside contractors such as patching, slurry and chip sealing, grinding, curb and gutter reconstruction and other related road repairs.

65157 STREET MAINTENANCE - MEASURE R. Improvements funded through Measure R, a half-cent sales tax for Los Angeles County to finance transportation projects and programs.

65170 TRAFFIC SIGNAL MAINTENANCE.

65171 TRAFFIC SIGNAL - STATE. Cerritos' share of the maintenance of traffic signals under the jurisdiction of the State of California and performed by the State.

65172 TRAFFIC SIGNAL - CITY. The maintenance of traffic signals within the City limits performed by the City or by contract.

65173 TRAFFIC SIGNAL - COUNTY. Cerritos' share of the maintenance by the County of Los Angeles of traffic signals that are under joint jurisdiction with bordering cities.

65174 TRAFFIC SIGNAL - CITY - POWER. Energy charges related to operation of signals within the City.

- 65175 TRAFFIC AND REGULATORY SIGNS. The installation and maintenance of all regulatory, informative and directional signs.
- 65176 TRAFFIC SIGNAL CAMERA ENFORCEMENT. Maintenance and operation of photo enforcement equipment installed at selected traffic signals.
- 65180 TREE MAINTENANCE.
- 65190 VEHICLE MAINTENANCE.
- 65210 WATER DISTRIBUTION SYSTEMS MAINTENANCE. Includes maintenance and repair of meter boxes and fittings and general distribution lines.
- 65211 WATER – SPECIAL MAINTENANCE. Includes maintenance of fire hydrants and special backflow devices.
- 65212 WATER PRODUCTION EQUIPMENT MAINTENANCE. Includes maintenance and repair of pump motors, engines, chlorinators, general production equipment.
- 65213 WATER WELL PUMPING ASSESSMENT. Central and West Basin Water Replenishment District assessment based on quantity of water pumped from Basin.
- 67010 WATER. Water used by all City facilities.
- 67020 WATER PURCHASE - MWD. Cost of water purchased from Central Basin Municipal Water District.
- 67030 NATURAL GAS. Natural gas used by all City facilities.
- 67040 ELECTRICITY. Electricity used by all City facilities.
- 67050 TELEPHONE. Telephone expenses, office phones, park phones, phones associated with computers, etc.
- 67060 CELLULAR PHONE. Operating expenses associated with the use of cellular telephones for City business.
- 67070 WATER POWER. The cost of power used to operate various water pump stations, etc., and separate from all other utilities.
- 67080 ELECTRIC UTILITY FUEL EXPENSE. The cost of fuel used to operate the Magnolia Power Plant and generate electrical power.
- 67085 ADDITIONAL ENERGY RESOURCES. The purchase of wholesale energy on the open market.
- 67090 MAGNOLIA POWER EXPENSES. Prior year power expenditures related to the Magnolia Power Project, including expenses for schedule coordinating services, gas and power marketing services, and transmission fees.
- 67095 MAGNOLIA POWER PLANT O & M. The variable costs (non-fuel) associated with the operation of the Magnolia Power Plant.
- 67100 ELECTRIC ENERGY PURCHASED COSTS. Energy purchased to meet retail electric requirements.
- 67101 ELECTRIC TRANSMISSION SCHEDULING FEE. Transmission services provided for the delivery of power output.
- 67102 ELECTRIC ENERGY SETTLEMENT. Settlement amount from the ISO for imbalance energy (revenue or expense).
- 67103 POWER SCHEDULING FEE. Electricity scheduling and coordination services.

- 67104 ENERGY PURCHASED-OPTION PREMIUM. Negotiated contract payment to PPM for structured energy purchases that enables a graduated pricing design.
- 67105 TRANSMISSION LOSSES. Purchased energy to make up for line losses to the point of delivery.
- 67106 ENERGY PURCHASED-SUPPLIER BUY BACK. Purchase of excess wholesale energy acquired by Cerritos but not necessary to meet retail electric sales.
- 67107 ENERGY PURCHASED-SUPPLIER BUY BACK-O&M. Reimbursement from energy contract for the variable operation and maintenance (VOM) charges in connection with the ownership interest in the Magnolia Power Plant.
- 67108 ENERGY PURCH-SUPP BUY BACK-CAPACITY PYMT. The contract (tolling) payment from contractor to use the Cerritos entitlement in the Magnolia Power Plant.
- 67110 ELECTRIC SPECIAL ASSESSMENT. Payments made to SCPPA for extraordinary Magnolia Power Plant expenses.
- 67112 FUEL CONTINGENCY ACCOUNT (FLOAT). Payments made to SCPPA for fuel related charges not associated with monthly fuel requirements.
- 67115 RELIABILITY SERVICE. Charges for distribution and reliability service costs incurred by the Cerritos Electric Utility.
- 67116 CAP AND TRADE/GREENHOUSE GAS. Costs incurred by Cerritos Electric Utility to comply with California State mandates pertaining to air pollution reduction. This requirement is a central element of California's Global Warming Solutions Act (AB 32) and covers major sources of greenhouse gas emissions in the State such as refineries, power plants, industrial facilities, and transportation fuels.
- 67117 RENEWABLE PORTFOLIO. California State regulations currently require that electricity providers obtain 20% of their annual energy portfolio from renewable sources. Cerritos Electric Utility will procure its share of renewable energy from the market.
- 67118 LOAD GROWTH. Expenditures related to load growth services provided to the Cerritos Electric Utility, including development of customer acquisitions and switchovers, marketing support, and other activities designed to maintain and enhance the Utility's customer demand.
- 67120 FUEL EXPENSE. Gas acquired by the City of Cerritos and delivered to Magnolia for power generation.
- 67121 FUEL TRANSPORTATION. Charges for the delivery of fuel to the Magnolia Power Plant.
- 67143 MAINTENANCE-STRUCTURES. Charges for maintenance of equipment not directly related to the Magnolia generation plant.
- 67145 MAINTENANCE-ELECTRIC PLANT. Charges for maintenance at the Magnolia Power Plant assessed to the participants not included in the SCPPA budget O & M (67095).
- 67146 MAJOR MAINTENANCE-CAP IMPR (RESERVES). Payments made to SCPPA to maintain a reserve fund for major Magnolia Power Plant repairs.
- 67147 SPARE PARTS-CAP IMPR (RESERVES). Payments made to SCPPA to maintain a reserve fund for replacement parts necessary to operate Magnolia Power Plant.
- 67190 BILLING MANAGEMENT. Expenditures for services provided to the Cerritos Electric Utility related to billing and data management, including data exchanges, enrollment status reports, notifications of meter attributes, and associated support.
- 67191 GENERAL AND ADMINISTRATIVE. Administrative fees associated with the SCPPA.

67192 CUSTOMER EXPENSE. All expenses in connection with providing electric service to the end-user including metering, billing and customer service.

67193 GRID MANAGEMENT CHARGES. Payments made to the CAL-ISO for pro-rata charges of participating in the State operating transmission service.

67194 DEBT SERVICE – PROJECT B. Principal and interest payments to SCPPA to amortize the City of Cerritos' share of the acquisition costs for the Magnolia Power Plant.

67197 RATE STABILIZATION FUND WITH SCPPA. This account reflects payments made by the Cerritos Electric Utility into the Rate Stabilization Fund administered by the Southern California Public Power Authority (SCPPA).

67198 REGULATORY COMPLIANCE. California State Legislature is currently considering several new regulations regarding electric utility operations. This line item accommodates costs to bring the Cerritos Electric Utility into compliance.

69010 ADMINISTRATIVE FEES -- COUNTY. Charges imposed by Los Angeles County for billing and other administrative functions.

69013 ADMINISTRATIVE FEES -- SCPPA. Administrative fees for the City's participation in the Southern California Public Power Authority.

69045 INTEREST EXPENSE ON ADVANCES. Interest expenses for advances from the City associated with the Cerritos Electric Utility's initial start-up costs.

69050 LEASED WATER RIGHTS. Cost of leasing additional water rights to meet pumping capacity.

69080 MISCELLANEOUS EXPENSES.

69090 MISCELLANEOUS REIMBURSEMENTS. Reimbursable expenses incurred by the Cerritos Center for the Performing Arts.

69120 PROPERTY TAXES. Property taxes paid to Orange County Tax Collector for City property within Orange County.

69130 UNCOLLECTIBLE ACCOUNTS.

79010 LAND. The purchase of land and related expenses.

79020 BUILDINGS. All expenses incurred in the acquisition and construction of buildings. Includes major additions or improvements to existing structures.

79030 OTHER STRUCTURES AND IMPROVEMENTS. Includes land improvements, underground utility systems and other infrastructure such as curbs, gutters, streets and street lighting.

79050 FURNITURE, FIXTURES AND OFFICE EQUIPMENT. Office furniture and equipment which includes desks, chairs, calculators, typewriters, computer equipment and other business machines associated with office work.

79060 VEHICLES. Trucks, autos and other motor vehicles that are licensed to operate on City streets.

79070 MACHINERY AND EQUIPMENT. Various engineering, maintenance and grounds equipment as well as specialized items such as physical fitness and audio-visual equipment.

79080 WORKS OF ART. Art work located in City facilities and outdoor sculptures and statues at various sites throughout the City.

Appendix D

Acronyms

ACRONYM LIST

The following list provides a summary of acronyms and abbreviations commonly encountered in the operations of the City of Cerritos, and in the municipal management profession in general.

AD-6. Assessment District Six; the industrial area bounded by Bloomfield Avenue, 166th Street, Carmenita Road and the northern City limits.

ADA. The Americans with Disabilities Act.

ADP-2. Area Development Plan Two; the commercial area bounded by Bloomfield Avenue, the 91 Freeway, Shoemaker Avenue and 183rd Street.

AQMD. Southern California Air Quality Management District.

ARRA. The American Recovery and Reinvestment Act of 2009.

A/V. Assessed Valuation; the dollar value assigned to a property for purposes of calculating applicable property taxes.

CDBG. Community Development Block Grant.

CCPA. The Cerritos Center for the Performing Arts.

CEQA. The California Environmental Quality Act of 1970.

CJPIA. California Joint Powers Insurance Authority; a consortium providing property insurance, liability protection and related services to approximately 120 public agencies throughout California.

COW. Cerritos on Wheels; a City-sponsored fixed-route transit system funded by Proposition C allocations.

CPE. Cerritos Park East; a City park/community center located at 13234 166th Street in Cerritos.

CPSC. Consumer Product Safety Commission.

CPUC. California Public Utilities Commission.

CRA. Community Redevelopment Agency. (Due to the passage of Assembly Bill 1X 26 and subsequent affirmation by the California Supreme Court, all redevelopment agencies in California were dissolved on February 1, 2012.)

CSMFO. California Society of Municipal Finance Officers.

CUP. Conditional Use Permit; required for certain land uses which may need special conditions to ensure compatibility with surrounding land uses.

CWP. City Wide Pride; an annual awards program managed by the Code Enforcement Division.

EOPS. Enforceable Obligation Payment Schedule; documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

EPA. Environmental Protection Agency.

FCC. Federal Communications Commission.

FERC. Federal Energy Regulatory Commission.

FPPC. The State of California Fair Political Practices Commission.

FTE. Full-time Equivalent; a measure of workload equivalency to a full-time position.

GAAP. Generally Accepted Accounting Principles; the common set of accounting principles, standards and procedures that organizations use to compile their financial statements.

GFOA. Government Finance Officers Association.

GIS. The Geographic Information Systems function (City cost center 212).

ISO The California Independent System Operator.

JAG. Justice Assistance Grant.

LAEDC. Los Angeles County Economic Development Corporation.

LAIF. The Local Agency Investment Fund; a voluntary program created by statute in 1977 as an investment alternative for California's local governments and special districts.

LASD. The Los Angeles County Sheriff's Department.

LMIH. The Low- and Moderate-Income Housing Fund; formerly within the Cerritos Redevelopment Agency. .

MFOA. Municipal Finance Officers Association.

MIS. The Management Information Systems division of the City of Cerritos (cost center 561).

MTA. The Los Angeles County Metropolitan Transportation Authority.

MWD. The Metropolitan Water District.

NPDES. National Pollutant Discharge Elimination System; a permit program authorized by the Clean Water Act to control water pollution by regulating point sources that discharge pollutants into waters of the United States.

PDROPS. Preliminary Enforceable Obligation Payment Schedule; preliminary documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

PLF. The State of California Public Library Fund.

RFP. Request for Proposal; a document that a government organization sends to prospective vendors inviting the submittal of a bid for a product or service.

RHNA. Regional Housing Needs Assessment.

ROPS. Recognized Obligation Payment Schedule; ongoing documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

RPTTF. Redevelopment Property Tax Trust Fund; the Fund administered by the County of Los Angeles for distribution of property tax allocations to successor agencies. Formerly categorized as tax increment, allocations are used to fulfill bond payments which remain payable after the dissolution of redevelopment agencies in California on February 1, 2012.

SCADA. Supervisory Control and Data Acquisition; generally refers to computer systems that monitor and control infrastructure-related processes, such as water systems.

SCAG. Southern California Association of Governments.

SCE. Southern California Edison.

SCPPA. Southern California Public Power Authority

SERAF. Supplemental Educational Revenue Augmentation Fund;

STP-L. Surface Transportation Program-Local; program administered by the Federal Highway Administration to provide funds to states and localities for projects on roads not classified as minor local or rural collectors.

TIP. Federal Transportation Improvement Program.

TMDL. Total Maximum Daily Load; a regulation that imposes a limit regarding the maximum amount of a pollutant that a body of water can receive and still safely meet water quality standards, in accordance with the Clean Water Act.

Appendix E

General Plan and Project Area Maps

CITY OF CERRITOS GENERAL PLAN LEGEND



RESIDENTIAL

- Low Density - 2 to 5.5 Units/Acre
- Medium Density - 6 to 20 Units/Acre

COMMERCIAL

- Office Professional Commercial
- Neighborhood
- Community
- Regional

AREA DEVELOPMENT PLANS

- Industrial Park
- Towne Center/Commercial
- Residential Development (low-medium density)
- Residential Development (low density)
- Auto Mall/Restricted Commercial
- Residential Development (medium density)
- Residential Development (medium density)
- Residential Development (low-medium density)
- Residential Development (low density)
- Residential Development (senior housing)
- Residential Development (senior housing)
- Residential Development (low density)
- Residential Development (senior housing)
- Specialized/Commercial
- Residential Development (high density)
- Residential Development (medium density)

INDUSTRIAL

- Light Industrial
- Industrial/Commercial

OPEN SPACE

SCHOOLS:

- Elementary
- Junior High
- Senior High
- Community College
- ABC School District & High School
- Private School

PARKS:

- Neighborhood Park
- Community Park
- Regional Park
- Special Park

OTHER OPEN SPACE

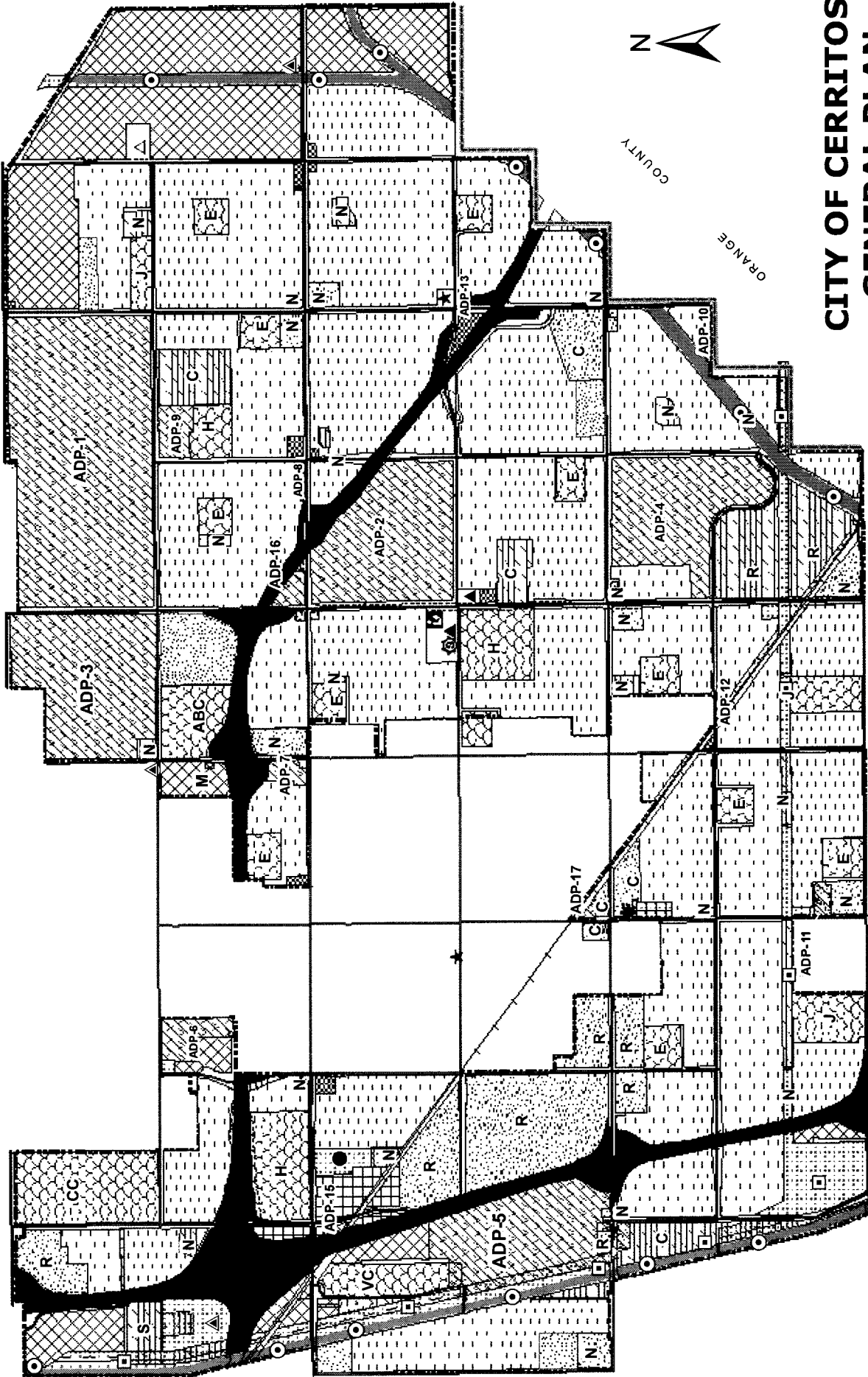
- Greenbelt with Trails
- Landscaped Buffer
- Equestrian Trails

COMMUNITY FACILITIES:

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

CIRCULATION

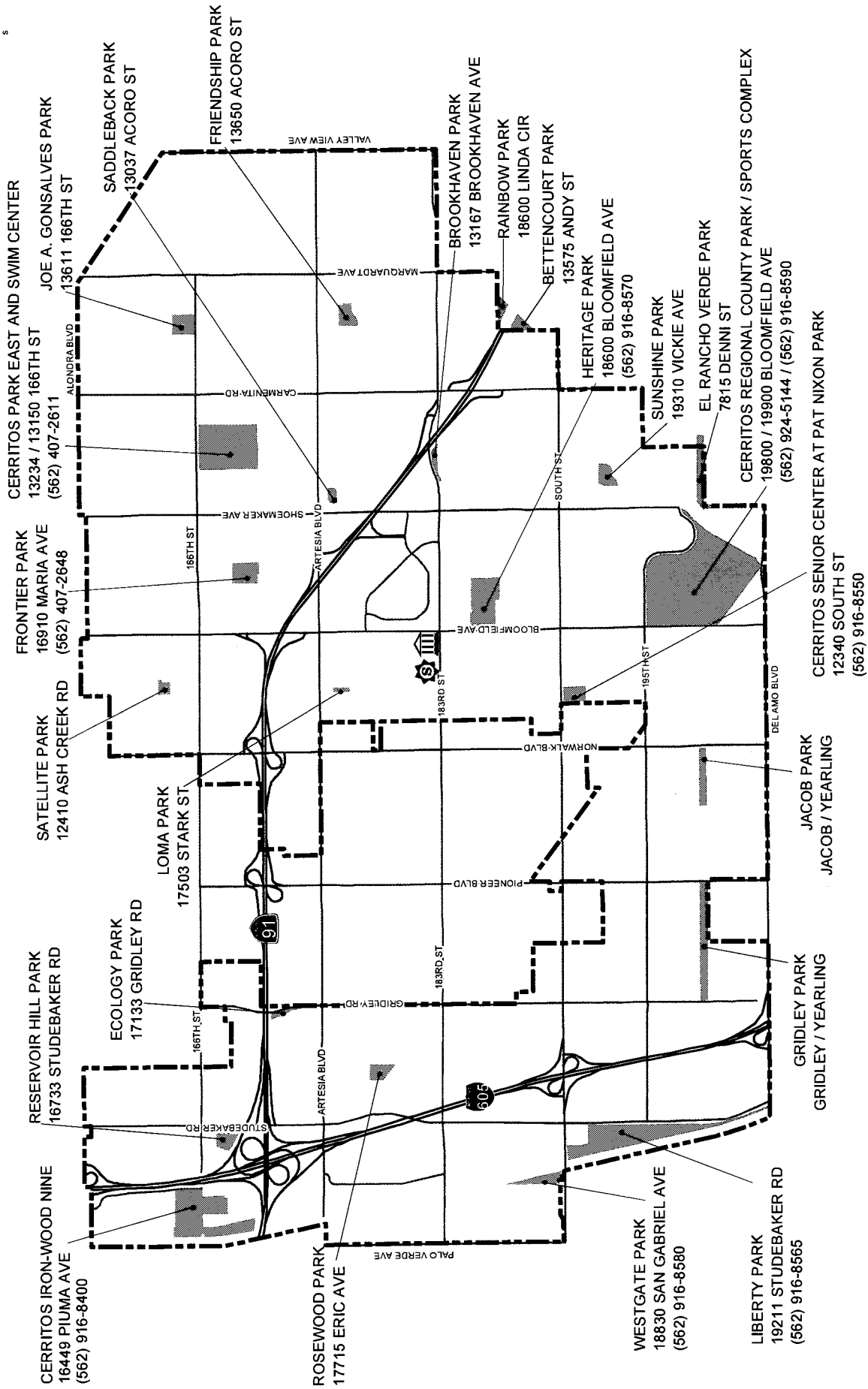
- Major Arterial
- Secondary Arterial
- Railroad
- Freeway
- Cerritos City Limits
- Orange County Limits



CITY OF CERRITOS GENERAL PLAN

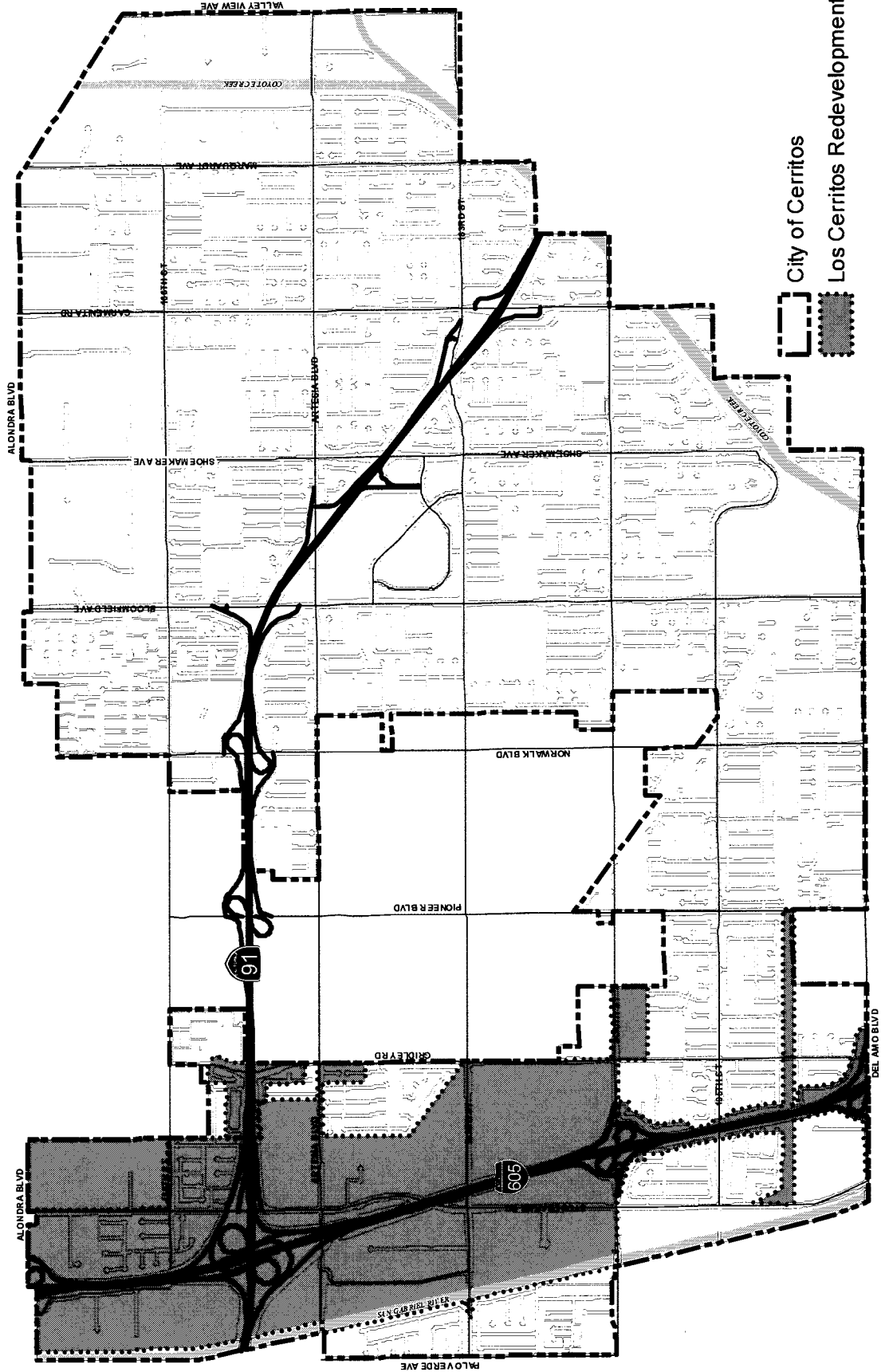


CERRITOS RECREATION FACILITIES



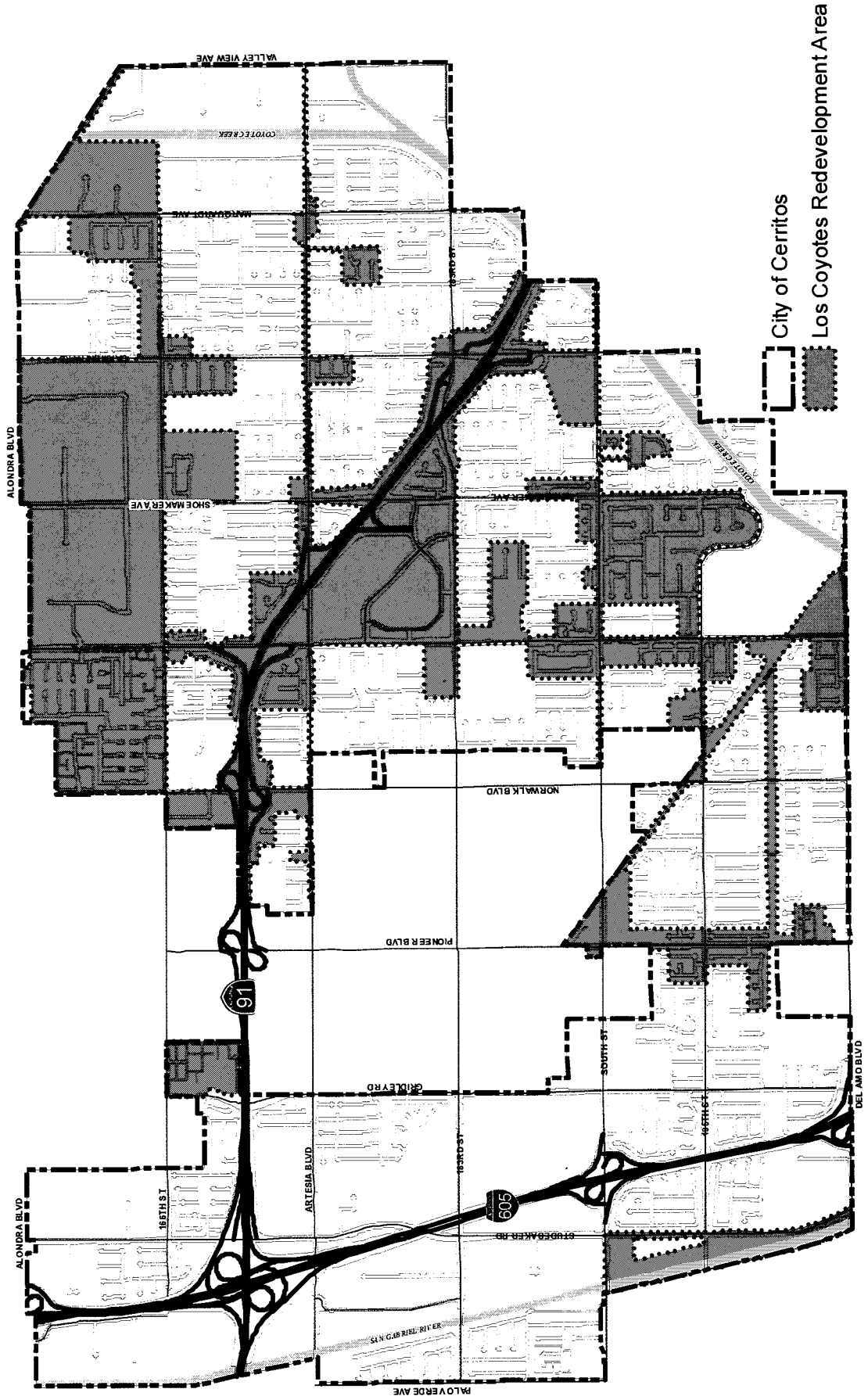
LOS CERRITOS REDEVELOPMENT AREA

Dissolved February 1, 2012

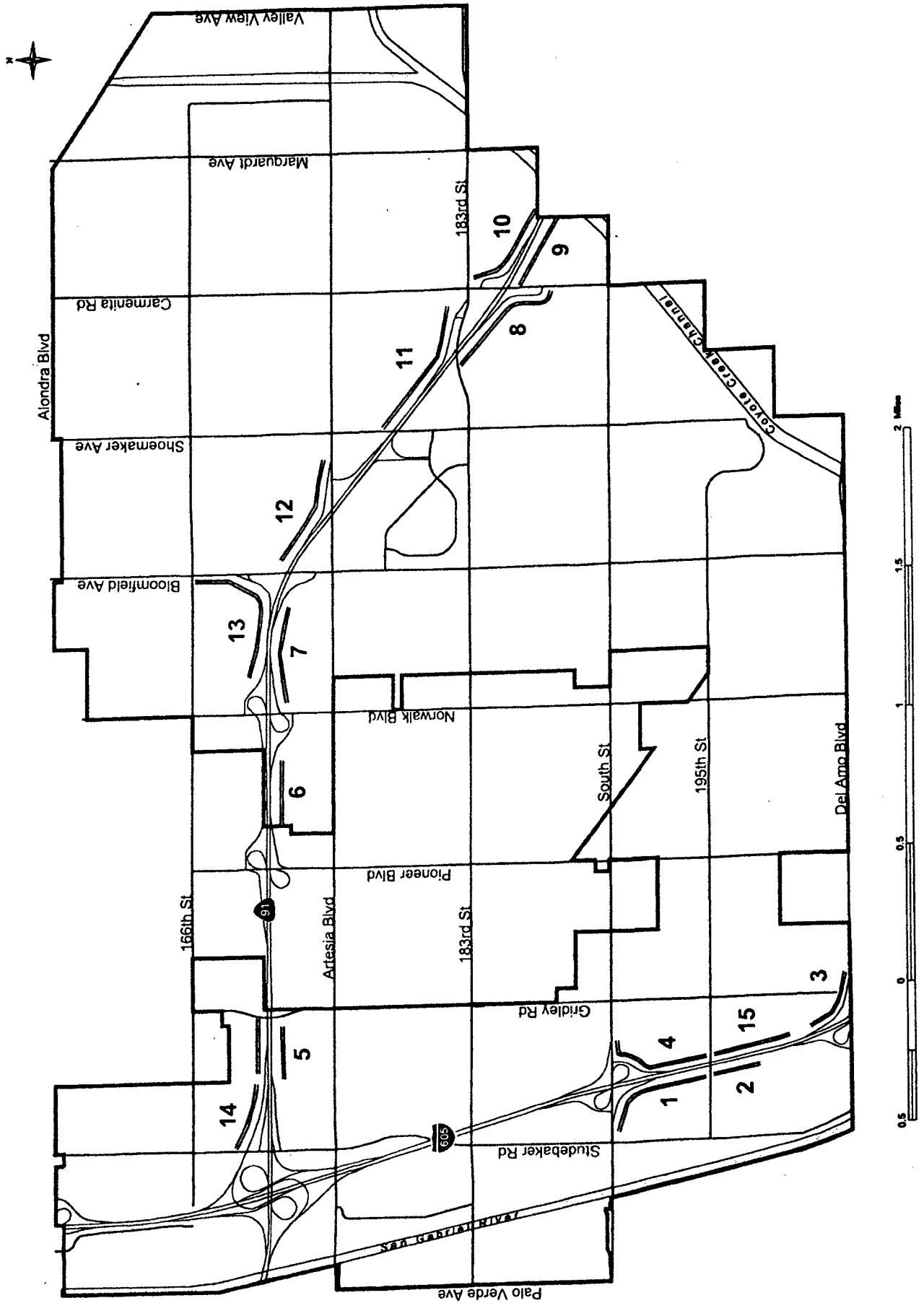


LOS COYOTES REDEVELOPMENT AREA

Dissolved February 1, 2012

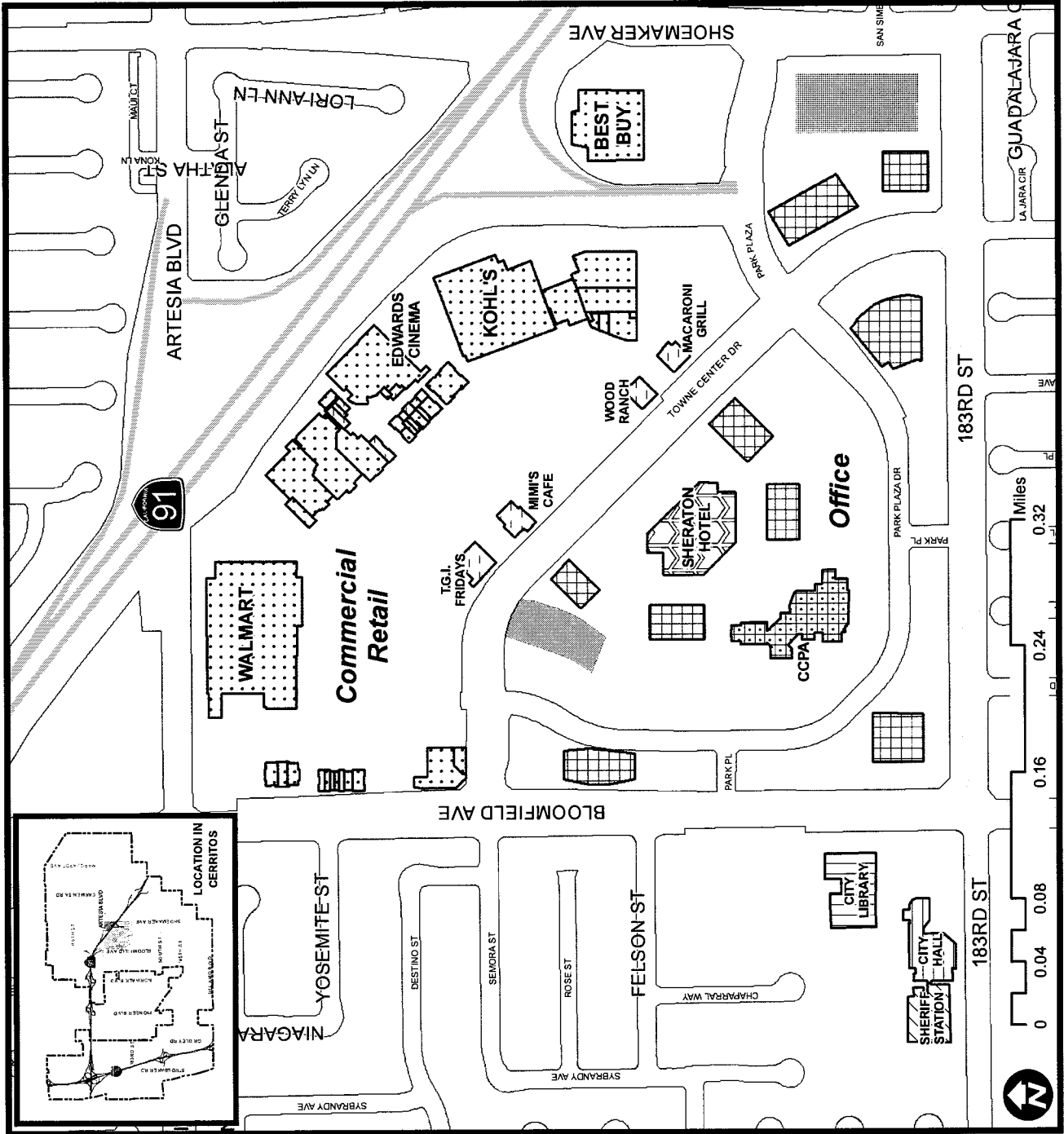


LOCATIONS OF FREEWAY BUFFER WALLS



CERRITOS TOWNE CENTER AREA

CIVIC CENTER	
	CITY HALL
	CITY LIBRARY
	SHERIFF STATION
TOWNE CENTER BUILDINGS	
	CCPA
	HOTEL
	OFFICE
	RETAIL
	RESTAURANT
	PARKING



Appendix F

City of Cerritos Demographics

City of Cerritos Demographics

Sources: United States Census data and Southern California Association of Governments

Total Cerritos Population*	50,004	
Male	23,577	48.1%
Female	25,464	51.9%
Median Age	44	
<u>Race</u>		
Asian	30,363	61.9%
American Indian & Alaska Native	131	0.3%
Black or African American	3,388	6.9%
White	11,341	23.1%
Native Hawaiian and Other Pacific Islander	138	.3%
Some other race	1,822	3.7%
Two or more races	1,858	3.8%
<u>Housing</u>		
Total housing units	15,859	
Occupied housing units	15,526	97.9%
Vacant housing units	333	2.1%
Owner-occupied housing units	12,711	81.9%
Population in owner-occupied housing units	39,392	
Average household size of owner-occupied units	3.1	
Renter-occupied housing units	2,815	18.1%
Population in renter-occupied housing units	9,545	
Average household size of renter-occupied units	3.39	
2014 median existing home sales price	\$624,608	
<u>Income</u>		
2013 median household income	\$89,594	

*Cerritos population totals were provided via the mid-term United States Census. At the time of publication of this document, additional demographic data was not yet available. Summarily, the demographic data provided herein is reflective of the most recent available information.

Appendix G

Employee Classification Tables

CITY OF CERRITOS

303

Full-Time and Part-Time Classifications (Salary Effective 07/01/14)

<u>CLASSIFICATIONS-FULL-TIME</u>	<u>GRADE</u>	<u>SALARY/MONTHLY</u>
Custodian I	23	3234/3957
Park Gardener I	27	3529/4333
Custodian II Secretary/Receptionist Secretary/Receptionist, Confidential Tree Trimmer I Water Maintenance I	28	3607/4425
Account Clerk Delivery/Warehouse Clerk Library Clerk	29	3690/4534
Assistant Aquatics Coordinator Business License Officer Event Coordinator Secretary to the City Clerk, Confidential Water Meter Reader	30	3775/4630
Building and Safety Clerk Maintenance Mechanic I Senior Account Clerk Senior Business License Officer Ticket Office Coordinator	31	3867/4746
Custodial Leadworker Division Secretary Division Secretary, Confidential Facility/Volunteer Coordinator Human Services Coordinator Library Assistant Park Gardener II Parking Enforcement Coordinator Senior Services Recreation Coordinator	32	3957/4848
Aquatics Maintenance Specialist Technical Services Assistant Tree Trimmer II Water Maintenance II	33	4044/4968
Audio Specialist Corporate Yard Coordinator Engineering Aide Lighting Specialist Master Carpenter Purchasing Assistant Sr. Ticket Office Coordinator Water Meter Repairer	34	4132/5086
Accounting Technician Accounting Technician, Confidential Department Secretary Department Secretary, Confidential Maintenance Mechanic II Planning Assistant	35	4224/5205
Deputy City Clerk/Records Coordinator, Confidential Community Safety Officer Graphic Designer House Coordinator Media Coordinator Sr. Library Assistant Stage Crew Supervisor	37	4425/5450

CITY OF CERRITOS

Full-Time and Part-Time Classifications (Salary Effective 07/01/14)

Administrative Secretary, Confidential Building Maintenance Technician Buyer Maintenance Leadworker Parks Leadworker Production Distribution Maintenance Operator Recreation Services Coordinator Trees Leadworker Water Maintenance Leadworker	38	4534/5576
Human Resources Analyst	39	4600/5744
Code Enforcement Officer Information Technician I Video Production Specialist	40	4709/5905
Custodial Services Supervisor Library Supervisor	41	4836/6042
Associate Planner GIS Analyst Information Technician II Librarian I	42	4964/6193
Administrative Assistant Assistant City Clerk Communications Specialist Public Works Inspector Senior Code Enforcement Officer Senior Services Supervisor Water Constr./Cross-Conn. Control Inspector	43	5087/6349
Building Maintenance Engineer Maintenance Supervisor Parks Supervisor Trees Supervisor	45	5335/6675
Management Analyst	46	5469/6829
Accountant Event Sales Manager Marketing Supervisor Water Supervisor	47	5609/7008
Community Services Supervisor Information Technology Analyst Personnel Administrator Senior Planner	48	5744/7186
Assistant Civil Engineer GIS Administrator Librarian II Recreation Services Supervisor Senior Accountant Utility Analyst	49	5905/7363
Information Technology Supervisor	51	6193/7732
Accounting Supervisor Associate Civil Engineer Community Participation Manager Manager Network Administrator Theater Administrator	53	6509/8129
Advanced Planning Manager Current Planning Manager Environmental Services Manager Manager Public Information Manager Support Services Manager	55	6829/8542

Full-Time and Part-Time Classifications (Salary Effective 07/01/14)

Budget Manager Maintenance Superintendent Manager Parks Superintendent	58	7363/9192
Assistant City Engineer City & Theater Marketing Manager Performance Manager Technical Administrator	60	7732/9655
Community Safety Manager Manager Recreation Services Superintendent Theater Administrator Water Superintendent	61	7933/9903
City Librarian City Librarian and Marketing Manager Deputy City Manager Finance Manager Information Technology Manager Personnel/Risk Manager	64	8542/10667
Assistant City Manager	68	9429/11769
Director Director of Administrative Services Director of Community and Cultural Services Director of Community and Safety Services Director of Community Development Director of Public Works/City Engineer Theater Executive Director	72	10403/12995
Senior Assistant City Manager	77	11768/14695

Note: Classifications listed include active and inactive classifications.

CLASSIFICATIONS-APPOINTED BY CITY COUNCIL

SALARY

City Manager	—	\$227,060/yr Effective 7/1/08
City Clerk	—	\$130,000/yr Effective 2/19/12
City Attorney (salary is based on the first 60 hours of general municipal work, with a credit for any unused portion of the retainer to be applied against other work if in any month the general municipal work is less than 60 hours)	—	\$12,075/month Effective 12/30/06

<u>CLASSIFICATIONS-PART-TIME</u>	<u>GRADE/TIER</u>	<u>PAYRATE/HOURLY</u>
Box Office Aide I	2	11.23/14.03
Facility Assistant I	2B	10.44/13.04
Library Page	2C	9.42/12.02
Recreation Leader	2D	8.76/11.18
Recreation Leader I		
Security/Parking Assistant I		
Senior Center Specialist I		
Stage Assistant I	3	11.45/14.35
	3B	10.65/13.34
	3C	9.63/12.32
	3D	8.96/11.45

CITY OF CERRITOS
Full-Time and Part-Time Classifications (Salary Effective 07/01/14)

Recreation Leader II	7	12.73/15.84
Senior Center Specialist II	7B	11.84/14.73
	7C	10.82/13.71
	7D	10.07/12.75
Box Office Aide II	13	14.74/18.37
Clerical Aide	13B	13.71/17.07
Clerical Aide, Confidential	13C	12.69/16.05
Crossing Guard	13D	11.80/14.93
Facility Assistant II		
Library Aide		
Parks Maintenance Assistant (Unskilled)		
Recreation Leader III		
Senior Center Specialist III		
Stage Assistant II		
Administrative Intern	19	17.07/21.30
Communications Intern	19B	15.89/19.82
Emergency Preparedness Intern	19C	14.87/18.80
Engineering Intern	19D	13.83/17.48
Planning Intern		
Public Works Intern		
Recreation Leader IV		
Security/Parking Assistant II		
Senior Center Specialist IV		
Stage Assistant III		
Box Office Teller	23	19.68/24.03
Custodian I	23B	18.30/22.35
Facility Assistant III	23C	17.28/21.33
Parking Enforcement Officer	23D	16.07/19.84
Security/Parking Assistant III		
Senior Lifeguard		
Stage Assistant IV		
Pedestrian Safety Coordinator	25	20.52/25.25
	25B	19.09/23.48
	25C	18.07/22.46
	25D	16.81/20.89
Human Resources Assistant, Confidential	28	21.98/26.90
Secretary/Receptionist	28B	20.44/25.01
Secretary/Receptionist, Confidential	28C	19.42/23.99
	28D	18.06/22.31
Account Clerk	29	22.58/27.73
Building & Safety Clerk	29B	21.00/25.78
Geographic Information Systems Clerk	29C	19.98/24.76
Graphic Design Artist	29D	18.58/23.02
Information Technology Clerk		
Library Clerk		
Purchasing Clerk		
Stage Assistant V	31	23.65/29.00
	31B	22.00/26.98
	31C	20.98/25.96
	31D	19.51/24.14

CITY OF CERRITOS

Full-Time and Part-Time Classifications (Salary Effective 07/01/14)

Assistant Lighting Specialist	32	24.15/29.66
Audio Specialist	32B	22.46/27.58
Code Enforcement Officer	32C	21.44/26.56
Community Services Officer	32D	19.94/24.70
Division Secretary		
Division Secretary, Confidential		
Human Resources Benefits Coordinator, Confidential		
Library Assistant		
Rigger Specialist		
Wardrobe/Backstage Production Assistant		
Zoning Enforcement Officer		
Crime Analyst	40	28.90/36.09
	40B	26.87/33.57
	40C	25.85/32.55
	40D	24.04/30.27
Librarian I	42	30.35/37.84
	42B	28.21/35.20
	42C	27.19/34.18
	42D	25.29/31.78

*Note: Classifications listed include active and inactive classifications.

CLASSIFICATION STEPS- FULL TIME EMPLOYEES -EFFECTIVE 07/01/14

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
23 Hourly	18.66	19.04	19.45	19.91	20.36	20.81	21.29	21.78	22.31	22.83
23 Monthly	3,234	3,300	3,371	3,451	3,529	3,607	3,690	3,775	3,867	3,957
25 Hourly	19.45	19.91	20.36	20.81	21.29	21.78	22.31	22.83	23.33	23.84
25 Monthly	3,371	3,451	3,529	3,607	3,690	3,775	3,867	3,957	4,044	4,132
27 Hourly	20.36	20.81	21.29	21.78	22.31	22.83	23.33	23.84	24.37	25.00
27 Monthly	3,529	3,607	3,690	3,775	3,867	3,957	4,044	4,132	4,224	4,333
28 Hourly	20.81	21.29	21.78	22.31	22.83	23.33	23.84	24.37	25.00	25.53
28 Monthly	3,607	3,690	3,775	3,867	3,957	4,044	4,132	4,224	4,333	4,425
29 Hourly	21.29	21.78	22.31	22.83	23.33	23.84	24.37	25.00	25.53	26.16
29 Monthly	3,690	3,775	3,867	3,957	4,044	4,132	4,224	4,333	4,425	4,534
30 Hourly	21.78	22.31	22.83	23.33	23.84	24.37	25.00	25.53	26.16	26.71
30 Monthly	3,775	3,867	3,957	4,044	4,132	4,224	4,333	4,425	4,534	4,630
31 Hourly	22.31	22.83	23.33	23.84	24.37	25.00	25.53	26.16	26.71	27.38
31 Monthly	3,867	3,957	4,044	4,132	4,224	4,333	4,425	4,534	4,630	4,746
32 Hourly	22.83	23.33	23.84	24.37	25.00	25.53	26.16	26.71	27.38	27.97
32 Monthly	3,957	4,044	4,132	4,224	4,333	4,425	4,534	4,630	4,746	4,848
33 Hourly	23.33	23.84	24.37	25.00	25.53	26.16	26.71	27.38	27.97	28.66
33 Monthly	4,044	4,132	4,224	4,333	4,425	4,534	4,630	4,746	4,848	4,968
34 Hourly	23.84	24.37	25.00	25.53	26.16	26.71	27.38	27.97	28.66	29.34
34 Monthly	4,132	4,224	4,333	4,425	4,534	4,630	4,746	4,848	4,968	5,086
35 Hourly	24.37	25.00	25.53	26.16	26.71	27.38	27.97	28.66	29.34	30.03
35 Monthly	4,224	4,333	4,425	4,534	4,630	4,746	4,848	4,968	5,086	5,205
37 Hourly	25.53	26.16	26.71	27.38	27.97	28.66	29.34	30.03	30.71	31.44
37 Monthly	4,425	4,534	4,630	4,746	4,848	4,968	5,086	5,205	5,323	5,450
38 Hourly	26.16	26.71	27.38	27.97	28.66	29.34	30.03	30.71	31.44	32.17
38 Monthly	4,534	4,630	4,746	4,848	4,968	5,086	5,205	5,323	5,450	5,576
39 Hourly	26.54	27.17	27.90	28.64	29.35	30.06	30.78	31.55	32.36	33.14
39 Monthly	4,600	4,709	4,836	4,964	5,087	5,210	5,335	5,469	5,609	5,744
40 Hourly	27.17	27.90	28.64	29.35	30.06	30.78	31.55	32.36	33.14	34.07
40 Monthly	4,709	4,836	4,964	5,087	5,210	5,335	5,469	5,609	5,744	5,905
41 Hourly	27.90	28.64	29.35	30.06	30.78	31.55	32.36	33.14	34.07	34.86
41 Monthly	4,836	4,964	5,087	5,210	5,335	5,469	5,609	5,744	5,905	6,042
42 Hourly	28.64	29.35	30.06	30.78	31.55	32.36	33.14	34.07	34.86	35.73
42 Monthly	4,964	5,087	5,210	5,335	5,469	5,609	5,744	5,905	6,042	6,193
43 Hourly	29.35	30.06	30.78	31.55	32.36	33.14	34.07	34.86	35.73	36.63
43 Monthly	5,087	5,210	5,335	5,469	5,609	5,744	5,905	6,042	6,193	6,349
45 Hourly	30.78	31.55	32.36	33.14	34.07	34.86	35.73	36.63	37.55	38.51
45 Monthly	5,335	5,469	5,609	5,744	5,905	6,042	6,193	6,349	6,509	6,675
46 Hourly	31.55	32.36	33.14	34.07	34.86	35.73	36.63	37.55	38.51	39.40
46 Monthly	5,469	5,609	5,744	5,905	6,042	6,193	6,349	6,509	6,675	6,829
47 Hourly	32.36	33.14	34.07	34.86	35.73	36.63	37.55	38.51	39.40	40.43
47 Monthly	5,609	5,744	5,905	6,042	6,193	6,349	6,509	6,675	6,829	7,008
48 Hourly	33.14	34.07	34.86	35.73	36.63	37.55	38.51	39.40	40.43	41.46
48 Monthly	5,744	5,905	6,042	6,193	6,349	6,509	6,675	6,829	7,008	7,186
49 Hourly	34.07	34.86	35.73	36.63	37.55	38.51	39.40	40.43	41.46	42.48

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
49 Monthly	5,905	6,042	6,193	6,349	6,509	6,675	6,829	7,008	7,186	7,363
50 Hourly	34.86	35.73	36.64	37.55	38.51	39.40	40.43	41.46	42.48	43.51
50 Monthly	6,042	6,193	6,351	6,509	6,675	6,829	7,008	7,186	7,363	7,542
51 Hourly	35.73	36.63	37.55	38.51	39.40	40.43	41.46	42.48	43.51	44.61
51 Monthly	6,193	6,349	6,509	6,675	6,829	7,008	7,186	7,363	7,542	7,732
53 Hourly	37.55	38.51	39.40	40.43	41.46	42.48	43.51	44.61	45.77	46.90
53 Monthly	6,509	6,675	6,829	7,008	7,186	7,363	7,542	7,732	7,933	8,129
55 Hourly	39.40	40.43	41.46	42.48	43.51	44.61	45.77	46.90	48.11	49.28
55 Monthly	6,829	7,008	7,186	7,363	7,542	7,732	7,933	8,129	8,339	8,542
58 Hourly	42.48	43.51	44.61	45.77	46.90	48.11	49.28	50.49	51.73	53.03
58 Monthly	7,363	7,542	7,732	7,933	8,129	8,339	8,542	8,752	8,967	9,192
60 Hourly	44.61	45.77	46.90	48.11	49.28	50.49	51.73	53.03	54.40	55.70
60 Monthly	7,732	7,933	8,129	8,339	8,542	8,752	8,967	9,192	9,429	9,655
61 Hourly	45.77	46.90	48.11	49.28	50.49	51.73	53.03	54.40	55.70	57.13
61 Monthly	7,933	8,129	8,339	8,542	8,752	8,967	9,192	9,429	9,655	9,903
63 Hourly	48.07	49.29	50.55	51.75	53.05	54.36	55.72	57.16	58.53	60.03
63 Monthly	8,332	8,544	8,762	8,970	9,195	9,422	9,658	9,908	10,145	10,405
64 Hourly	49.28	50.49	51.73	53.03	54.40	55.70	57.13	58.56	60.02	61.54
64 Monthly	8,542	8,752	8,967	9,192	9,429	9,655	9,903	10,150	10,403	10,667
68 Hourly	54.40	55.70	57.13	58.56	60.02	61.54	63.08	64.63	66.26	67.90
68 Monthly	9,429	9,655	9,903	10,150	10,403	10,667	10,934	11,203	11,485	11,769
69 Hourly	55.70	57.13	58.56	60.02	61.54	63.08	64.63	66.26	67.90	69.57
69 Monthly	9,655	9,903	10,150	10,403	10,667	10,934	11,203	11,485	11,769	12,059
72 Hourly	60.02	61.54	63.08	64.63	66.26	67.90	69.57	71.36	73.12	74.97
72 Monthly	10,403	10,667	10,934	11,203	11,485	11,769	12,059	12,369	12,674	12,995
75 Hourly	64.62	66.24	67.87	69.57	71.34	73.10	74.93	76.83	78.70	80.68
75 Monthly	11,201	11,482	11,764	12,059	12,366	12,671	12,988	13,317	13,641	13,985
76 Hourly	66.24	67.87	69.56	71.34	73.10	74.93	76.83	78.70	80.69	82.71
76 Monthly	11,482	11,764	12,057	12,366	12,671	12,988	13,317	13,641	13,986	14,336
77 Hourly	67.89	69.55	71.32	73.12	74.93	76.81	78.73	80.66	82.71	84.78
77 Monthly	11,768	12,055	12,362	12,674	12,988	13,314	13,647	13,981	14,336	14,695

Note: In certain cases rounding adjustments may apply.

CLASSIFICATION STEPS- TEMPORARY PART-TIME EMPLOYEES -EFFECTIVE 07/01/14

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
2 Hourly	11.23	11.45	11.79	12.10	12.41	12.73	13.07	13.30	13.64	14.03
2B Hourly	10.44	10.65	10.97	11.24	11.55	11.84	12.16	12.38	12.69	13.04
2C Hourly	9.42	9.63	9.95	10.22	10.53	10.82	11.14	11.36	11.67	12.02
2D Hourly	8.76	8.96	9.25	9.51	9.79	10.07	10.36	10.57	10.85	11.18
3 Hourly	11.45	11.79	12.10	12.41	12.73	13.07	13.30	13.64	14.03	14.35
3B Hourly	10.65	10.97	11.24	11.55	11.84	12.16	12.38	12.69	13.04	13.34
3C Hourly	9.63	9.95	10.22	10.53	10.82	11.14	11.36	11.67	12.02	12.32
3D Hourly	8.96	9.25	9.51	9.79	10.07	10.36	10.57	10.85	11.18	11.45
7 Hourly	12.73	13.07	13.30	13.64	14.03	14.35	14.74	15.15	15.48	15.84
7B Hourly	11.84	12.16	12.38	12.69	13.04	13.34	13.71	14.09	14.40	14.73
7C Hourly	10.82	11.14	11.36	11.67	12.02	12.32	12.69	13.07	13.38	13.71
7D Hourly	10.07	10.36	10.57	10.85	11.18	11.45	11.80	12.15	12.44	12.75
13 Hourly	14.74	15.15	15.48	15.84	16.23	16.66	17.07	17.49	17.95	18.37
13B Hourly	13.71	14.09	14.40	14.73	15.10	15.48	15.89	16.27	16.70	17.07

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
13C Hourly	12.69	13.07	13.38	13.71	14.08	14.46	14.87	15.25	15.68	16.05
13D Hourly	11.80	12.15	12.44	12.75	13.09	13.45	13.83	14.18	14.58	14.93
19 Hourly	17.07	17.49	17.95	18.37	18.87	19.35	19.81	20.28	20.85	21.30
19B Hourly	15.89	16.27	16.70	17.07	17.55	17.99	18.41	18.85	19.38	19.82
19C Hourly	14.87	15.25	15.68	16.05	16.53	16.97	17.39	17.83	18.36	18.80
19D Hourly	13.83	14.18	14.58	14.93	15.38	15.79	16.18	16.59	17.07	17.48
23 Hourly	19.68	20.10	20.52	20.98	21.49	21.97	22.45	22.98	23.50	24.03
23B Hourly	18.30	18.69	19.09	19.52	19.98	20.43	20.89	21.37	21.85	22.35
23C Hourly	17.28	17.67	18.07	18.50	18.96	19.41	19.87	20.35	20.83	21.33
23D Hourly	16.07	16.43	16.81	17.21	17.64	18.05	18.48	18.92	19.37	19.84
25 Hourly	20.52	20.98	21.49	21.97	22.45	22.98	23.50	24.03	24.63	25.25
25B Hourly	19.09	19.52	19.98	20.43	20.89	21.37	21.85	22.35	22.91	23.48
25C Hourly	18.07	18.50	18.96	19.41	19.87	20.35	20.83	21.33	21.89	22.46
25D Hourly	16.81	17.21	17.64	18.05	18.48	18.92	19.37	19.84	20.36	20.89
28 Hourly	21.98	22.45	22.98	23.55	24.05	24.63	25.16	25.72	26.37	26.90
28B Hourly	20.44	20.89	21.37	21.91	22.36	22.91	23.40	23.93	24.52	25.01
28C Hourly	19.42	19.87	20.35	20.89	21.34	21.89	22.38	22.91	23.50	23.99
28D Hourly	18.06	18.48	18.92	19.43	19.85	20.36	20.81	21.31	21.86	22.31
29 Hourly	22.58	23.07	23.65	24.15	24.70	25.28	25.84	26.47	27.06	27.73
29B Hourly	21.00	21.46	22.00	22.46	22.97	23.51	24.03	24.61	25.16	25.78
29C Hourly	19.98	20.44	20.98	21.44	21.95	22.49	23.01	23.59	24.14	24.76
29D Hourly	18.58	19.01	19.51	19.94	20.41	20.92	21.40	21.94	22.45	23.02
31 Hourly	23.65	24.15	24.70	25.28	25.84	26.47	27.06	27.73	28.35	29.00
31B Hourly	22.00	22.46	22.97	23.51	24.03	24.61	25.16	25.78	26.36	26.98
31C Hourly	20.98	21.44	21.95	22.49	23.01	23.59	24.14	24.76	25.34	25.96
31D Hourly	19.51	19.94	20.41	20.92	21.40	21.94	22.45	23.02	23.56	24.14
32 Hourly	24.15	24.70	25.28	25.84	26.47	27.06	27.73	28.35	29.00	29.66
32B Hourly	22.46	22.97	23.51	24.03	24.61	25.16	25.78	26.36	26.98	27.58
32C Hourly	21.44	21.95	22.49	23.01	23.59	24.14	24.76	25.34	25.96	26.56
32D Hourly	19.94	20.41	20.92	21.40	21.94	22.45	23.02	23.56	24.14	24.70
35 Hourly	25.84	26.48	27.06	27.73	28.33	29.01	29.63	30.36	31.10	31.82
35B Hourly	24.03	24.62	25.16	25.78	26.33	26.99	27.56	28.22	28.93	29.60
35C Hourly	23.01	23.60	24.14	24.76	25.31	25.97	26.54	27.20	27.91	28.58
35D Hourly	21.40	21.95	22.45	23.02	23.53	24.15	24.68	25.30	25.95	26.58
40 Hourly	28.90	29.63	30.36	31.13	31.90	32.71	33.50	34.36	35.21	36.09
40B Hourly	26.87	27.56	28.22	28.95	29.67	30.42	31.15	31.95	32.74	33.57
40C Hourly	25.85	26.54	27.20	27.93	28.65	29.40	30.13	30.93	31.72	32.55
40D Hourly	24.04	24.68	25.30	25.97	26.64	27.34	28.02	28.76	29.50	30.27
42 Hourly	30.35	31.10	31.88	32.61	33.45	34.29	35.12	36.09	36.94	37.84
42B Hourly	28.21	28.93	29.64	30.32	31.11	31.90	32.66	33.57	34.37	35.20
42C Hourly	27.19	27.91	28.62	29.30	30.09	30.88	31.64	32.55	33.35	34.18
42D Hourly	25.29	25.95	26.62	27.25	27.99	28.71	29.43	30.27	31.02	31.78

Note: In certain cases rounding adjustments may apply.

