



# **Fiscal Year 2023 Proposed Budget**

**National City, California  
Incorporated September 17, 1887**





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# Directory of City Officials

## City Council

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Alejandra Sotelo-Solis  
Mayor

Marcus Bush  
Vice Mayor

Jose Rodriguez  
Councilmember

Mona Rios  
Councilmember

Ron Morrison  
Councilmember

### City Treasurer

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R. Mitchel Beauchamp

### City Clerk

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Luz Molina

### City Manager

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Brad Raulston

### City Attorney

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Charles E. Bell Jr.

## Department Heads

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Tony Winney

Assistant City Manager

Frank Parra

Chief of Emergency Services

Jose Tellez

Chief of Police

Molly Brennan

Director of Administrative Services

Armando Vergara

Director of Community Development

Roberto Yano

Director of Engineering & Public Works

Carlos Aguirre

Director of Housing Authority

Robert Meteau

Director of Human Resources

Joyce Ryan

Director of Library & Community Services





# CITY MANAGER'S BUDGET MESSAGE

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Honorable Mayor and City Council:

Together, we have much to be proud of as an organization. Despite many challenges, we have been able to navigate through a second full fiscal year of coping with the COVID-19 pandemic. We worked hard to ensure that National City's residents had access to all essential City services. We have celebrated many significant accomplishments during the past year including the completion of Paradise Creek Educational Park, receiving the Robert Wood Johnson Community of Health Prize, expanding wireless access and launching a laptop and wireless loan program at the Library, issuing pension obligation bonds to reduce the annual costs associated with the City's obligation to CalPERS for the unfunded liability component of the City's retirement program, earning an improved credit rating on the City's bonds, and reaching agreements with all of the City's bargaining groups that provide meaningful wage increases for our workforce.

We entered Fiscal Year 2021-22 with a General Fund budget deficit of \$3.8 million, but as a result of a more robust than expected economy and the City being awarded \$18.0 million in American Rescue Plan Act (ARPA) funding, we expect a much improved outcome by the end of the year. The ARPA funds have allowed us to partially close that funding gap, provide essential worker premium pay to City employees, and address much needed rehabilitation of the Las Palmas Park Pool, the surrounding deck, the pool building, and restrooms. The Pool project will cost \$7.75 million with \$6.75 million funded by ARPA and \$1.0 million from a State grant that is also providing funding for overall improvements at El Toyon Park and the playground in Kimball Park. Once completed, the benefits from these investments will be felt by the community for many years to come.

As we enter Fiscal Year 2022-23, we are forecasting a budget surplus for the first time in 10 years. This accomplishment is due in part to the City Council's authorization to use \$2.0 million in ARPA funds in each of the next two fiscal years to make up for lost revenues during the pandemic. While this short term support for City services is significant and much appreciated, our overall focus must remain on working towards long-term solutions for fiscal sustainability that include robust economic development projects and programs that benefit our residents and achieve a stable workforce. To that end, some of the top priorities for Fiscal Year 2022-23 include completing the Carmax Project, certifying the Port's Marina District Balanced Plan environmental impact report, releasing a request for proposals for the Marina Gateway project, promoting our business community, supporting downtown growth, and implementing the City's new Cannabis ordinance.

Under Engineering and Public Works, the priorities for Fiscal Year 2022-23 will be to effectively manage multiple park, facilities, streets, and sewer capital improvement projects, continue the modernization of the City's vehicle fleet, and maintain the City's parks, streets, infrastructure and facilities. In Public Safety, recruitment, retention and succession planning will be a significant focus as will launching a new dispatch system, enhancing Animal Regulation services, and building out Station 33. In the area of Library, Recreation and Cultural Arts, we will be resuming services that were curtailed or canceled because of COVID-19, such as re-establishing Library hours and community breakfasts, and initiating some new avenues to encourage community engagement, such as a fine-free policy at the Library, enhancing services at the Nutrition Center, and establishing city-wide volunteer clubs. Within



## CITY MANAGER'S BUDGET MESSAGE

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Housing and Community Development, priorities include finalizing the General Plan update, breaking ground on the Kimball Highland project, implementing housing strategic plan objectives, implementing the climate action plan, strengthening code compliance and addressing homelessness.

Our capital improvement program continues to deliver a variety of projects to enhance safety and quality of life for National City residents and guests. In Fiscal Year 2022-23, the budget includes funding for routine maintenance of City facilities, maintenance and improvements to City streets, and to the City's sewer system. Other projects that are receiving significant amounts of grant funding include the Sweetwater Road Protected Bikeway, the Bayshore Bikeway – Segment 5, the West 19<sup>th</sup> Street Greenway, city-wide protected left turn enhancements, the El Toyon-Las Palmas Bicycle Corridor, Safe Routes to School and the 8<sup>th</sup> Street and Roosevelt Active Transportation Corridor. Also included in the proposed budget is \$3.0 million in ARPA funding for various new amenities at Kimball, Las Palmas and Paradise Creek parks, vehicular equipment for city-wide homelessness services, and for improvements to the City's cultural assets. Kimball Park would see a new dog park and lighting. Las Palmas Park would be enhanced by a new pool splash pad and children's area, a new dog park, and a new yoga and fitness lawn. Finally, restrooms would be added to Paradise Creek Educational Park.

The City of National City continues to embrace the "Together We Can!" campaign, adhere to the 7 Cs pledge, and strategically plan for the future. We have proven we are stronger together as a community. We must continue to vigilantly control costs, aggressively pursue strategies to expand and enhance ongoing revenues, and tirelessly seek grant funds to fund capital improvement needs. This proposed budget exemplifies responsible stewardship of the resources entrusted to us as leaders, administrators and service providers, and I am proud to present it to you and the residents of National City.

Thank you for the opportunity to lead this exceptional organization during these difficult times. Our staff has been very nimble in developing ways to serve our residents over the last two years. As always, I would also like to give a special thank you to the staff of the Department of Finance for preparing this budget, to all of the department staff who assisted in its creation, and to the members of our workforce who will be responsible for carrying out the work plan. Finally, thank you to the members of the City Council for providing your vision and support while we navigate through the still-present challenges of the COVID-19 pandemic and continue to sail forward with the 7C's as our wind. I look forward to continuing our work, alongside the City Council and community partners, to lead us through the economic recovery and the strengthening of our community.

Together, We Can,

Brad Raulston  
City Manager



# STRATEGIC PLAN 2020-2025

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## **Overview**

Strategic planning is a structured and coordinated process for fostering decision-making. A strategic plan communicates an organization's long-term goals and the objectives which must be met to achieve them. In order to remain useful, the strategic plan must be a dynamic, not static, document, consistently updated to address the most challenging issues facing the organization.

The City of National City's strategic plan is adopted by the City Council for a five-year period and is updated every two years. The most recent update of the strategic plan occurred in 2019.

To develop the strategic plan, City staff works with all departments, to assess needs and establish priorities for implementing policies, programs, plans, and projects. Staff then presents its recommendations to the City Council during a series of City Council meetings and workshops, where the strategic plan is refined and approved.

The 2020-2025 Strategic Plan was developed in late 2019. It was adopted by the City Council at its regular meeting of December 3, 2019.



## **Strategic Focus Area # 1 – Balanced Budget and Economic Development**

- a) Maximize economic development strategies.
- b) Partner with other public agencies and non-profits, to increase revenue and augment services.
- c) Manage pension and other employee expenses.
- d) Optimize City assets and lease property, when appropriate.

## **Strategic Focus Area # 2 – Communication and Outreach**

- a) Prepare effective budget, close deficit, accurately forecast funding sources, manage investments wisely, provide consistent financial reports, maintain clean audits, resolve findings/deficiencies in a timely manner, and update finance and budget policies.
- b) Connect the community with timely and transparent information.
- c) Increase meaningful outreach through quality engagement.
- d) Improve emergency preparedness and public noticing.
- e) Promote educational and economic opportunities.

## **Strategic Focus Area # 3 – Health, Environment, and Sustainability**

- a) Update and implement the Climate Action Plan.
- b) Support a healthy community through active living and healthy eating.
- c) Create health and education hubs around major transit stops.
- d) Support an age-friendly community.

## **Strategic Focus Area # 4 – Housing and Community Development**

- a) Pursue new housing options at all income levels.
- b) Ensure preservation of existing affordable housing stock.
- c) Streamline permitting and improve code compliance.
- d) Enhance role in reducing homelessness.

## **Strategic Focus Area # 5 – Parks, Recreation, and Library**

- a) Improve outreach and increase participation.
- b) Organize community events and support other gatherings.
- c) Seek reliable funding and synergize with South Bay partners.
- d) Develop volunteer program and community services plan.



## **Strategic Focus Area # 6 – Public Safety**

- a) Reduce overall crime and illegal activity.
- b) Improve operational readiness and community resilience.
- c) Enhance recruitment and retention and promote public safety pipeline.
- d) Expand community engagement and increase visibility.

## **Strategic Focus Area # 7 – Transportation Choices and Infrastructure**

- a) Expand mobility choices by improving access to transit, biking, walking, rolling, and parking management.
- b) Improve traffic safety through traffic calming and safe routes.
- c) Update capital needs assessment and funding strategies.
- d) Maintain infrastructure and establish measurable targets.



# BUDGET DOCUMENT READER'S GUIDE

The budget document has been designed to provide the public concise and readable information about the City of National City's Fiscal Year 2023 Preliminary Budget. The preamble provides an overview of the budget, while the pages that follow provide more specific and detailed information about the City's budget. The budget is separated into five major sections: General Information, Summary Schedules, Operating Budget (organized by department), Capital Improvement Program, and the Appendix.

## **Section I - General Information**

The beginning of the budget document contains general information about the City of National City, a list of the City's Boards and Commissions, and a description of the City's Budget Controls, Process, Basis, and Policies.

## **Section II – Summary Schedules**

The summary section includes an analysis of the budget's impact on fund balances, a schedule of operating transfers, revenue and expenditure summary reports, a schedule of internal service fund charges, and schedules showing authorized positions by classification for the City as a whole and by fund.

## **Section III – General Fund Revenue Detail vs Expenditures**

This section shows the General Fund revenues versus Expenditures.

## **Section IV – Operating Budget**

The operating budget section is organized by department. Each departmental section includes:

**Department/Division Description.** This summary provides an overview of the department or division, its goals and objectives, significant changes during the past fiscal year, and productivity/workload statistics, as applicable.

**Department Organizational Chart.** The organizational chart summarizes the department structure and lists the titles and numbers of full-time-equivalent employees ("FTEs") under each department and division or group within the department, followed by a position schedule, which reflects staffing by fund.

**Revenues by Account.** The table shows the revenues earned by the department by fund, activity, and account. The columns show actual revenue totals for Fiscal Years 2020 and 2021, the adopted budget for Fiscal Year 2022, and the preliminary budget for Fiscal Year 2023.

**Expenditures by Account.** The table details the expenditures for the department by fund, activity, and object. The columns show actual expenditure totals for Fiscal Years 2020 and 2021, the adopted budget for Fiscal Year 2022, and the preliminary budget for Fiscal Year 2023.

## **Section V – Capital Improvement Program**

This section includes general information about the City's capital improvement program ("CIP") and its funding sources, a list of new capital projects recommended for Fiscal Year 2023, a five-year outlook for the CIP, and forms showing the projects by fund, compared to prior year actuals and budgets. This section also contains a table showing the City's proposed vehicle acquisitions for Fiscal Year 2023.



# BUDGET DOCUMENT READER'S GUIDE

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**Section VI – Appendix** The Appendix includes a glossary of terms and acronyms used throughout the budget's narrative, and schedules describing the funds and object (i.e., expenditure) accounts utilized by the City to develop the budget and track the utilization of resources.

CALIFORNIA  
**NATIONAL CITY**  
1887  
INCORPORATED

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Section

1.

# General Information

Proposed Budget  
Fiscal Year 2023





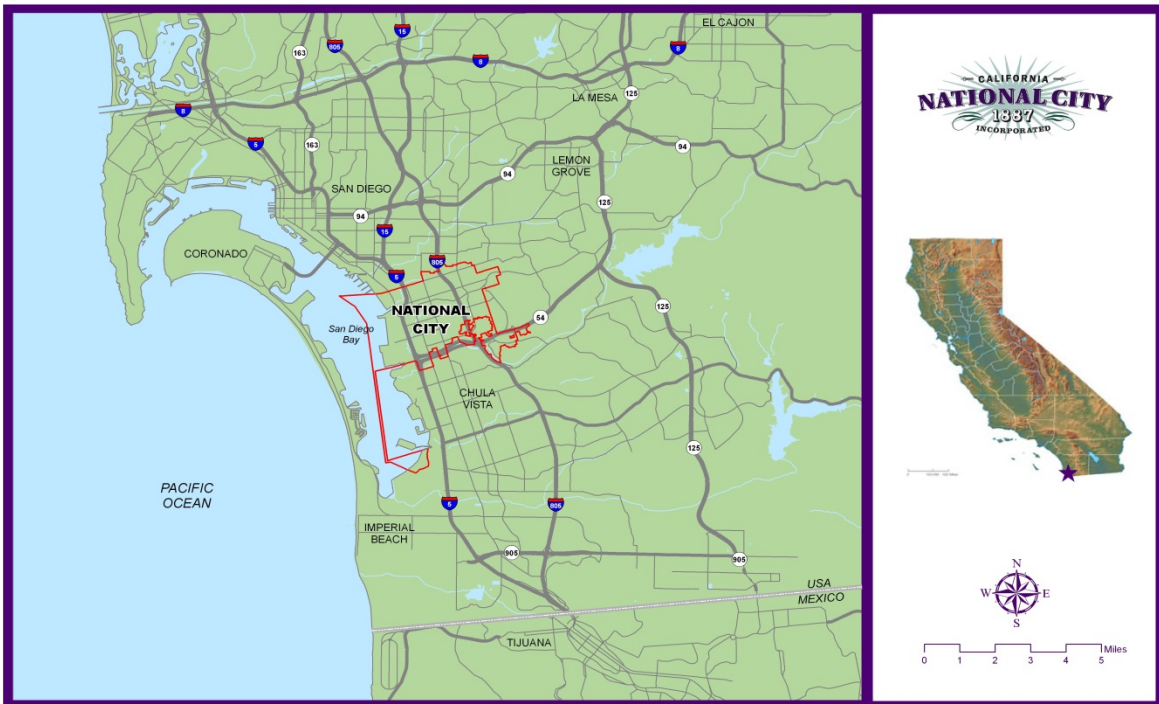
# ABOUT NATIONAL CITY

## *“In the Center of it all”*

The Spanish Land Grant, El Rancho de la Nacion, was purchased by Frank, Warren, and Levi Kimball in 1868. The Kimball brothers cleared the lands, built roads, constructed the City's first wharf, and brought the railroad to the City. They successfully advertised National City as the most healthful climate on earth. Tree-lined streets soon connected graceful Victorian homes, and orchards flourished over rolling hills.

National City, San Diego County's second oldest city, is truly *“in the center of it all:”* a thriving bi-national region of five million consumers. The City's competitive edge is its central location, transportation network, and business industry. National City is 10 minutes from everywhere and positioned for prosperity, with proximity to the San Diego Bay, US-Mexico border, downtown San Diego, international airport, rail, San Diego State University, and other colleges and universities.

National City is served by interstates 5 and 805 and highways 54 and 15. The San Diego Trolley and the Metropolitan Transit System (MTS) provide public transit service to National City seven days a week. These transportation resources conveniently connect the City to the region.



National City is home to more than two thousand businesses – a remarkable number for a city with an estimated population of 56,173. As one of the healthiest business climates in Southern California, National City attracts businesses from various industries and sectors. Business types range from small family-owned operations to multi-million dollar corporations. National City also boasts the highest sales tax revenue per capita in the County.



# ABOUT NATIONAL CITY



The National City Marine Terminal, part of the Unified Port of San Diego, is the most advanced vehicle import and export facility on the West Coast, processing more than 500,000 vehicles annually. Lumber is also imported from the Pacific Northwest for construction use throughout the region. National City's port area extends three miles along San Diego Bay and is part of the largest US Navy installation on the West Coast.

## **City Attractions**

*Shopping.* National City is a great place for shopping. The City is served by several major shopping centers: South Bay Plaza, the first regional shopping center in San Diego; National City Plaza Shopping Center; Sweetwater Crossing; Bay Plaza Shopping Center; Grove Shopping Center; and Westfield Plaza Bonita, the largest enclosed mall in the South Bay. If you are shopping for a car, visit the "Mile of Cars," where you will find nine automobile dealers offering more than five thousand cars from over seventeen major brands. The Mile of Cars leads the San Diego area in per capita vehicle sales.

*Dining.* If you're in the mood for food, whether it be Mexican, Japanese, or a good old fashioned cheeseburger, National City has it all. The National City restaurant scene has over two hundred restaurants to choose from, running the full range from affordable fast food to interesting ethnic restaurants to fine dining.

*Historical Sightseeing.* National City's Victorian heritage is one of its most important assets. Visit one of the four buildings in the City that are listed in the National Register of Historic Places: Brick Row on Heritage Square, Granger Music Hall, the Santa Fe Rail Depot, and St. Matthews Episcopal Church.

*City Parks.* National City's 87.2 acres of park land exceed the statewide norm. The City's five major parks include El Toyon Park, Kimball Park, Las Palmas Park, Sweetwater Heights Park and Paradise Creek Park.

*Recreation.* Golfers of all ages are invited to golf the National City Golf Course. The nine-hole course offers discount rates for City residents and economical rates for non-residents as well. The National City recreation division provides programs at three recreation centers, a senior citizen center and a municipal pool. Instruction classes are offered at the various centers in athletics, fitness, dance, music and crafts. National





# ABOUT NATIONAL CITY

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City's recreation division offers a diverse year-round program of activities for all ages.

## **City Government**

National City is a general law city and operates under the council-manager form of government. The City Council has five members, a mayor and four council members. The mayor is elected at large, while the council members are elected by district. They each have four year terms with a limit of three consecutive terms. The residents of National City also elect the City Treasurer and the City Clerk.

The City Council is responsible for setting policies, enacting ordinances, adopting the budget, reviewing the General Plan, appointing committees, and appointing the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and directives of the City Council, ensuring that the laws and ordinances are duly enforced, appointing City department heads, and overseeing the day-to-day operations of the City. The City Manager also serves as executive director and secretary of the Community Development Commission of the City of National City.

## **General information**

**Date of Incorporation:** September 17, 1887

**Population:** 56,173 (2020, US Census Bureau estimate)

**Area:** 9.2 square miles  
(Land Area: 7.3 square miles)

**Location:** National City is bordered by the City of San Diego to the north and east, the City of Chula Vista to the south, the unincorporated areas of Lincoln Acres and Bonita to the south and southeast, and San Diego Bay to the west.

## **Transportation Facilities and Services**

Interstate Freeways:	I-5 and I-805 cross the City from north to south, and State Route 54 traverses the southern edge of town.
Port and Rail Facilities:	National City Marine Terminal, San Diego Unified Port District, Burlington Northern Santa Fe Railroad, San Diego & Arizona Eastern Railway
Public Transit:	Metropolitan Transit System (bus service through the City and adjacent areas) San Diego Trolley – two stations



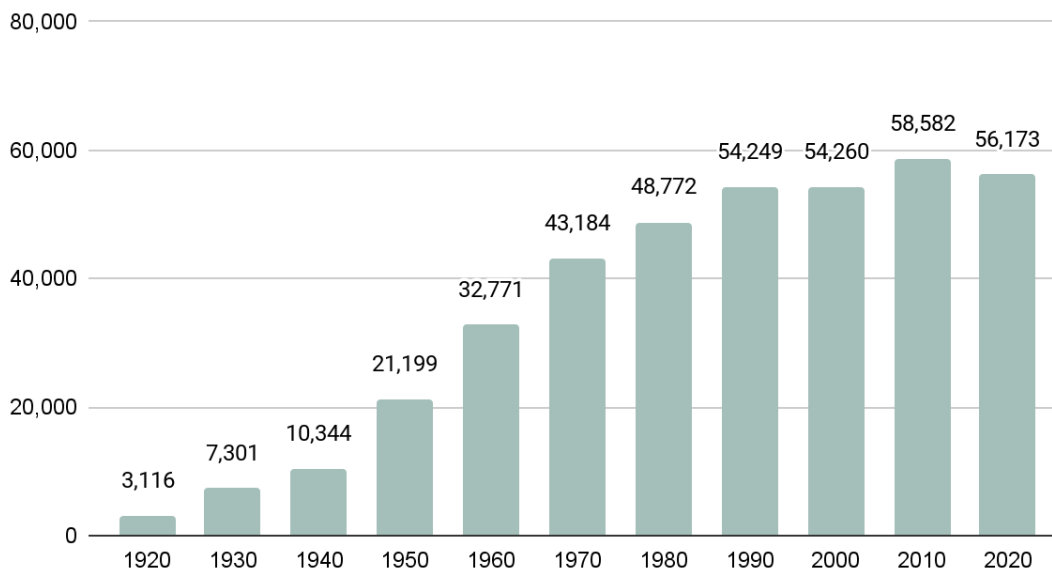
# ABOUT NATIONAL CITY

## Land Use and Development Pattern (2012 National City General Plan)

The following are estimates of land use areas within the City. Percentages are based on net acreage, excluding streets, highways, and other transportation facilities:

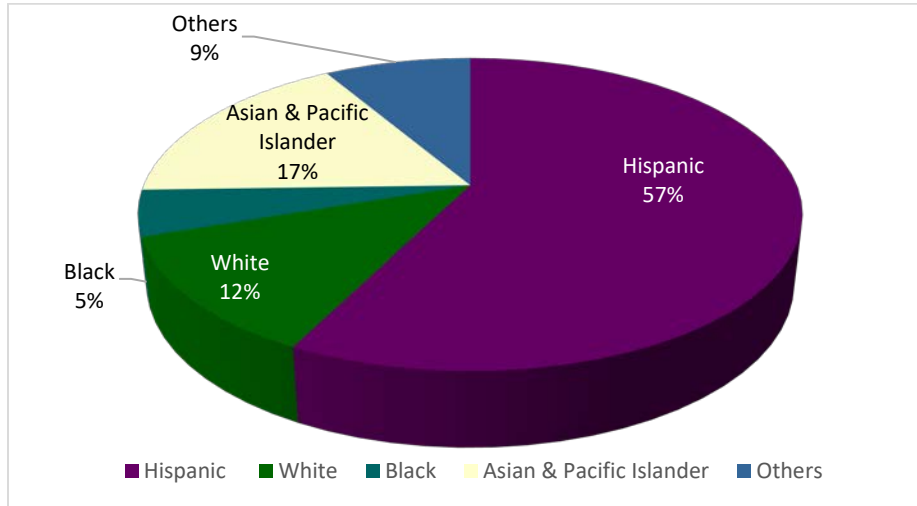
Land Use	% of Land Area
Residential	28.2%
Transportation	16.7%
Water	13.1%
Industrial	12.6%
Military	9.5%
Commercial	5.4%
Institution/Education	4.9%
Parks & Recreation	4.7%
Shopping Center	2.6%
Vacant	2.3%

## National City, CA | Historical Population Growth



According to the U.S. Census Bureau, National City experienced a steady population expansion up until 2010, with 2020 representing the first decennial census in which the city saw a decline in overall population. The overall population decreased by 2,400 primarily due to a significant drop in the number of people counted in group quarters. Group quarters population decreased by 4,700 while household population grew by 2,300.

### Population by Ethnic Group \*



### Property Valuation (Fiscal Year 2022, San Diego County Assessor)

Total Assessed Property Value (Gross): \$4,969,982.52  
 Number of Assessed Parcels: 9,865

### Housing Characteristics \*

Total Housing Units:	17,689
% vacant:	4.6%
Average Household Size (persons):	3.11
Household Population:	55,153
Group Quarters Population:	1,020
Owner-Occupied Housing:	29.4%
Renter-Occupied Housing:	64.20%

(Group quarters population is primarily those onboard military ships, in addition to persons in residential care facilities or convalescent homes.)

Median Household Income: \$49,176 (US Census, 2020)  
 Median Age: 33.9 (US Census, 2018)

### City Employment \*

Civilian:	23,993 (78.7%)
Military:	4,192 (13.8%)
<b>Total:</b>	<b>28,185</b>

Elementary Schools:	11
Intermediate Schools:	2
High Schools:Community Colleges:	1

\* Source: US Census Bureau 2016 American Community Survey



*We Pledge to Provide **Customer Service***

*through a **Culture of...***

***Courtesy***

*We treat everyone with dignity and respect.*

***Collaboration***

*We work to achieve common goals and value our differences.*

***Communication***

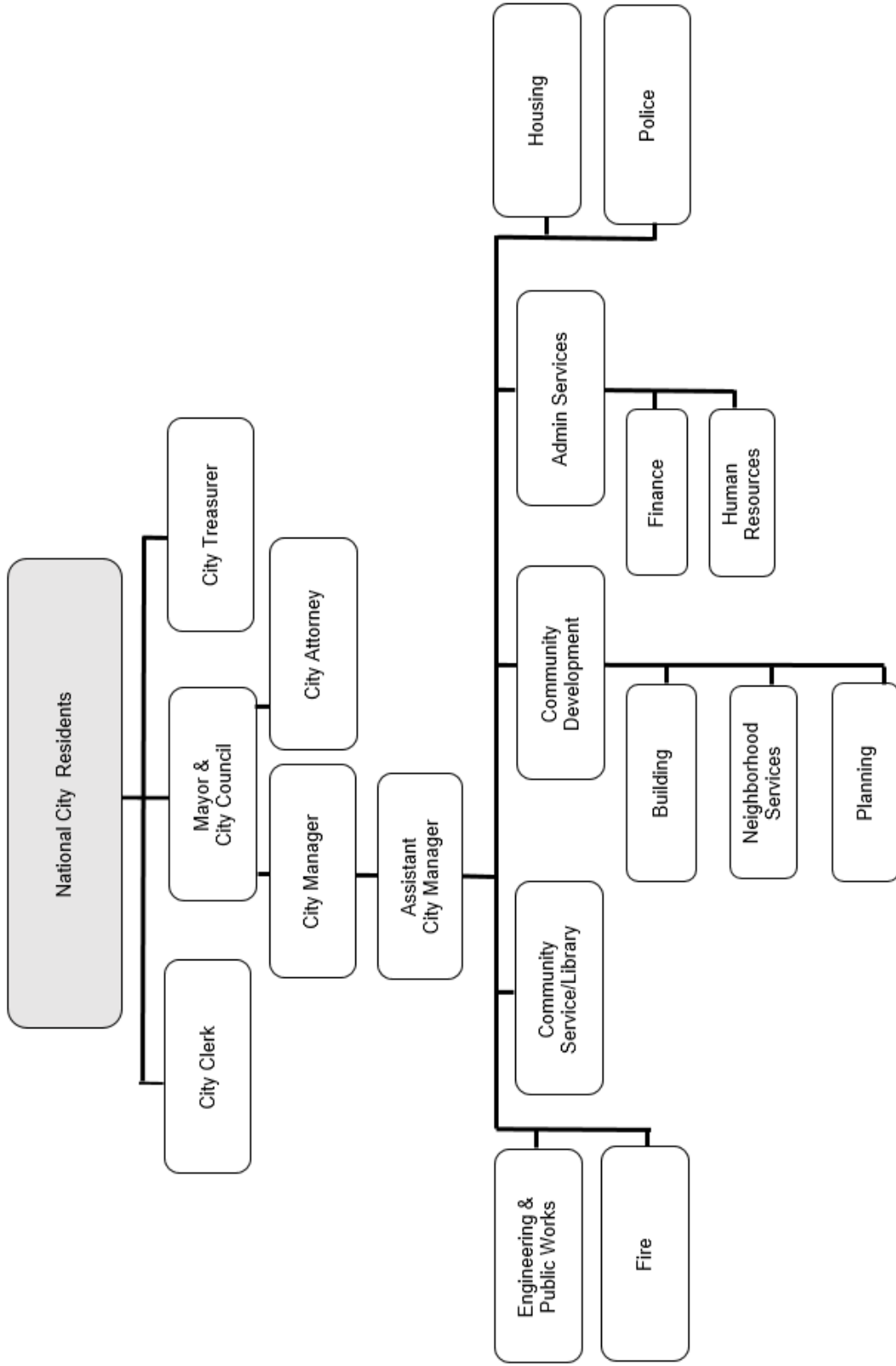
*We communicate openly, honestly, and with clear, consistent messages.*

*with a **Commitment to Our Community!***





# CITY ORGANIZATIONAL CHART





# BOARDS, COMMISSIONS & COMMITTEES

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The following boards and commissions on which citizens of National City may serve as advisors to the Mayor and City Council:

Civil Service Commission – advises the Director of Human Resources and the City Council on personnel matters and hears appeals of any person in the competitive service relative to any alleged infringement upon their rights and privileges granted by the Civil Service Rules.

Community and Police Relations Commission – provides a forum for citizens to voice their concerns about issues related to police-community relations and advises the City Council on police department operations and policy issues.

Board of Library Trustees – acts in accordance with the Education Code Section 18910 et seq.; coordinates the activities of the City Library; advises the City Librarian on operational policies; and recommends the adoption of rules and regulations to the City Council.

Park, Recreation, and Senior Citizens' Advisory Committee – advises the Council on matters of policy and administration of City owned parks and the recreation programs operated in them, as well as on all matters pertaining to the senior citizens of the City of National City.

Planning Commission – renders determinations and makes recommendations to the Council on land use matters, including recommendations on changes to the City's General Plan, Specific Plans, and Land Use Code. They also serve provide discretionary review for land use matters such as Conditional Use Permits, Variances, and Subdivisions.

Public Art Committee – advises the Council on matters relating to the selection and installation of public art throughout the City.

Traffic Safety Committee – reviews and makes recommendations on matters related to vehicular and pedestrian safety within the City of National City. The Committee addresses traffic safety matters, such as parking, speeding, sight distance, school safety, and installation or removal of traffic control devices.

Housing Advisory Committee – advises the City Council and Housing Authority on housing matters and opportunities reviewing housing needs and policies, strategies and proposed affordable housing projects and programs for National City.

**\*\*Positions appointed by the Mayor and City Council for outside agencies board members:**

Sweetwater Authority:

Governing Board of Directors composed of seven (7) members. Two (2) Directors are appointed by the Mayor of National City, subject to City Council confirmation. The governing board establishes policies and procedures for Sweetwater Authority operations.

Port Commission:

One Commissioner is appointed by each of the City Councils of Chula Vista, Coronado, Imperial Beach, and National City. The Board establishes policies under which the Port's staff – supervised by the President and Chief Executive Officer – conducts its daily operations.



# BUDGET CONTROLS, BASIS, & POLICIES

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## **BUDGETARY CONTROLS**

The estimated revenues and appropriations for the funds in the City of National City's budget are each classified as one of five fund types: general fund, special revenue funds, debt service funds, capital projects funds, and internal service funds. Classifications and definitions of the City's funds are located in the Appendix. The City maintains budgetary controls at the individual fund level. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the City's budget ordinance (Municipal Code Chapter 2.55) and the annual budget adopted by the City Council.

Assisted by tools incorporated into the City's automated accounting system, each department's expenditures within a fund are restricted to the overall amount of its budgeted appropriations for that fund for the fiscal year. An increase in a department's total appropriation within a fund must be approved by the City Council when it involves a transfer from the contingency reserve, use of fund balance, or an appropriation of unanticipated or over-realized revenue identified to a specific source. There is no "floor" to the amount requiring approval. A department may have appropriations in more than one fund but may not comingle those resources. The City Council has authorized the City Manager to make budgetary revisions between departments within a fund.

Detailed information regarding development of the annual budget and transfers and revisions to adopted appropriations may be found in the City's budget ordinance, a copy of which is located in the Appendix.

## **BUDGET BASIS**

Budgets are adopted on a basis consistent with generally accepted accounting principles ("GAAP"). Both governmental and internal service funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year. Budgeted appropriations for expenditures that have been encumbered or are under contract at fiscal year-end are carried forward to the following fiscal year.

## **BUDGET POLICIES**

The City adheres to important fiscal policies that provide the framework for budget development and guide the decision-making process:

### **Balanced Budget Policy**

Pursuant to the budget ordinance, the City is required to prepare a balanced budget whereby funding sources are sufficient to meet budget requirements. The Department of Finance is responsible for preparing revenue estimates for the budget and uses a variety of sources, including historical trends and information obtained from City departments, the County, the State, consultants, and other agencies, to develop estimates that are as realistic as possible. Appropriation requests are submitted by departments to the Department of Finance. The Department of Finance, in conjunction with the City Manager, then reviews all requested appropriations to ensure they align with the objectives of the City's strategic plan and other City Council priorities before presentation to the City Council for adoption.



# BUDGET CONTROLS, BASIS, & POLICIES

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## **Reserves**

It is the City's policy to accumulate and maintain a series of reserves to strengthen its ability to withstand unexpected financial emergencies, such as those that may result from natural disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature, and to accumulate funds for large-scale purchases. City Council Policy #201 describes each reserve and defines its target level. The policy was revised in May, 2021, and is included in the appendix.

## **Cash Management**

The basic tool for management of the City's cash is the Council-approved investment policy, which complies with California law. Staff monitors cash regularly in order to maximize investment opportunities. The City pools its funds for investment purposes, participating in both the State Local Agency Investment Fund ("LAIF") and the San Diego County Treasurer's Pooled Money Fund, while placing some funds in a portfolio managed by a professional investment manager. Investment earnings are allocated to the General Fund unless otherwise required by law. Statutory allocations to restricted funds are made in proportion to the ratio of cash balances to the total pooled balances.

## **Debt Policy / Capital Financing**

The City's policy is to incur debt only in certain specific circumstances. Borrowing is generally restricted to the financing of large capital projects. Several factors are considered prior to making a decision to debt finance. Staff evaluates whether there are continuing revenues sufficient to service the debt, the potential cost in increased construction costs resulting from a delay, current market conditions, and any additional on-going operational costs that will result from a new facility or project. The City has limited debt obligations, and most capital improvements are completed on a pay-as-you-go basis. Current bond debt obligations include payments on a \$4.885 million general obligation bond issued in 2012 to refund the general obligation bonds issued in 2003 for construction of the City's Library and on a \$5.5 million facilities lease issued in 2017 to finance the City's energy and water conservation project.

## **Pension / OPEB Funding**

The City has created a Pension trust and an Other Post-Employment Benefits (OPEB) trust, both of which are managed by PARS. The City has contributed \$6.05 million to the Pension trust and \$3.1 million to the OPEB trust. As of June 30, 2021, as a result of investment earnings, the combined trusts were valued at \$10.8 million. Further, as allowed under its debt management policy and pursuant to its pension funding policy, the City issued pension obligation bonds (POBs) in November 2021 to pay down a portion of its unfunded actuarial liability (UAL) to CalPERS. The cost of the debt service payments over the life of the bonds will be significantly less than what the City would otherwise be contributing to CalPERS to meet the UAL obligation.



**CALENDAR - FISCAL YEAR 2023 BUDGET**

DATE	DESCRIPTION	DEPARTMENT
Tuesday, January 18, 2022 (City Council Meeting)	Scheduling of City Council workshops	City Council Finance
Tuesday, April 19, 2022 (City Council Workshop)	Budget workshop / preliminary budget presentation	City Council Finance
Tuesday, May 17, 2022 (City Council Meeting)	Revised preliminary budget	City Council Finance
Tuesday, June 7, 2022 (City Council Meeting)	Budget hearing / budget adoption	City Council Finance

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Proposed Budget  
Fiscal Year 2023

# Fund Balances





**CITY OF NATIONAL CITY  
BUDGET ANALYSIS BY FUND  
FISCAL YEAR 2023**

<b>Fund</b>	<b>Fund Name</b>	<b>Estimated Fund Bal 6/30/22</b>	<b>Estimated Revenues</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Proposed Expenditures</b>	<b>Estimated Fund Bal 6/30/23</b>
001	General Fund	\$ 51,229,606	\$ 64,574,077	\$ 2,005,500	\$ (2,557,210)	\$ (63,658,703)	\$ 51,593,270
104	Library Fund	586,206.00	963,272	1,184,150	-	(2,147,422)	586,206
105	Parks Maintenance Fund	-	1,131,625	838,345	-	(1,969,970)	\$ -
108	Library Capital Outlay Fund	699,648.43	160,000	-	-	(51,900)	807,748
109	Gas Taxes Fund	1,186,441.00	3,269,653	-	-	(3,005,318)	1,450,776
117	American Rescue Plan Act - ARPA	(1,344,546.00)	9,005,454	-	(2,500,000)	(2,500,000)	2,660,908
125	Sewer Service Fund	16,705,612.39	9,931,785	-	-	(10,777,336)	15,860,061
130	EMT-D Revolving Fund	(663.00)	334,124	-	-	(325,380)	8,081
166	Nutrition Fund	(3,800.00)	413,600	703,035	(48,000)	(1,064,835)	(0)
172	Trash Rate Stabilization Fund	202,585.00	215,000	-	-	(196,431)	221,154
195	Mile of Cars Landscape Maint. Dist. Fund	2,284.00	156,912	16,753	(5,500)	(168,165)	2,284
211	Security & Alarm Regulation Fund	196,318.00	36,600	-	-	-	232,918
212	Post-Employment Benefits Fund	8,950.00	-	360,000	-	(360,000)	8,950
258	Pension Obligation Bonds Fund	-	-	5,729,428	-	(5,729,428)	-
259	Library Bonds Debt Service Fund	1,023,150.00	393,815	-	-	(392,650)	1,024,315
277	National City Public Library Donations Fund	23,228.00	1,500	-	-	(1,500)	23,228
282	Reimbursable Grants City-Wide Fund	187,664.10	609,685	-	-	(678,316)	119,033
290	Police Dept Grants	60,404.00	-	-	-	-	60,404
296	Engineering Department Grants Fund	(2,702,696.23)	-	-	-	-	(2,702,696)
301	Community Development Block Grant Fund	(1,014,123.00)	710,043	-	-	(928,817)	(1,232,897)
307	TransNet	775,925.00	1,784,000	-	-	(1,784,000)	775,925
320	Library Grants Fund	321,497.00	-	-	-	-	321,497
325	Development Impact Fees Fund	870,446.00	41,000	-	-	(200,000)	711,446
326	Transportation Impact Fee Fund	1,776,911.00	-	-	-	(1,000,000)	776,911
420	Parking Authority	(0.51)	265,500	-	-	(265,472)	28
501	Housing Authority Fund	13,759,219.29	856,073	-	(545,073)	(1,234,515)	12,835,704
502	Housing Choice Voucher Fund	963,035.00	15,051,642	-	-	(14,714,842)	1,299,835
505	HOME Fund	683,809.71	400,681	-	-	(264,274)	820,217
532	Low & Moderate Income Housing Asset Fund	456,940.00	125,000	-	-	(185,222)	396,718
626	Facilities Maintenance Fund	301,975.00	3,059,638	48,000	-	(3,107,638)	301,975
627	Liability Insurance Fund	3,029,447.00	3,879,083	-	-	(4,243,695)	2,664,835
629	Information Systems Maintenance Fund	1,014,410.55	2,712,516	-	-	(3,194,505)	532,422
630	Office Equipment Depreciation Fund	630,686.00	-	-	-	(32,000)	598,686
643	Motor Vehicle Service Fund	532,824.00	1,366,307	-	-	(1,366,307)	\$ 532,824
644	Vehicle Replacement Fund	7,060,577.04	1,518,079	500,000	-	(1,362,000)	\$ 7,716,656
<b>Total, All Funds</b>		<b>\$ 99,223,971</b>	<b>\$ 122,966,664</b>	<b>\$ 11,385,211</b>	<b>\$ (5,655,783)</b>	<b>\$ (126,910,639)</b>	<b>\$ 101,009,424</b>

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# Interfund Transfers





**CITY OF NATIONAL CITY  
FUND TRANSFERS DETAIL  
FISCAL YEAR 2023**

<b>From</b>		<b>To</b>		<b>Purpose</b>	<b>Proposed Transfers</b>
001	General Fund	104	Library Fund	Operating Subsidy	\$ 1,184,150
001	General Fund	105	Parks Maintenance Fund	Operating Subsidy	838,345
001	General Fund	166	Nutrition Center Fund	Operating Subsidy	157,962
001	General Fund	212	Post-Employment Benefit Fund	Retiree Health Benefits	360,000
001	General Fund	195	Mile of Cars LMD	Maintenance District	16,753
				<b>Total (Net) General Fund Impact</b>	<b>\$ 2,557,210</b>
117	ARPA	001	General Fund	Operating Subsidy	2,000,000
117	ARPA	644	Vehicle Replacement Fund	Vehicle Purchases	500,000
166	Nutrition Center Fund	626	Facilities Maintenance Fund	Custodial Staffing	48,000
195	Mile of Cars LMD	001	General Fund	Administrative Transfer	5,500
501	Housing Authority	166	Nutrition Center Fund	Operating Subsidy	545,073
				<b>Total (Net) Other Funds Impact</b>	<b>\$ 3,098,573</b>
				<b>Total, All Funds</b>	<b>\$ 5,655,783</b>

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Proposed Budget  
Fiscal Year 2023

# Expenditure & Revenue Summary





**CITY OF NATIONAL CITY  
EXPENDITURE SUMMARY BY CATEGORY- ALL FUNDS  
FISCAL YEAR 2023**

Fund	Fund Name	Personnel Services	Maintenance & Operations	Capital Outlay	Capital Improvements	Alloc Costs & Internal Chrgs	Expenditure Total
001	General Fund Department						
	413 Building	\$ 457,899	\$ 621,780			\$ 97,897	\$ 1,177,576
	401 City Council	345,705	43,176			118,634	507,515
	402 City Clerk	291,894	262,875			48,764	603,533
	410 City Treasurer	29,054	2,960			18,533	50,547
	403 City Manager	1,090,441	32,090			118,432	1,240,963
	405 City Attorney	810,866	161,050			91,264	1,063,180
	441 Community Services	909,851	364,860	-		694,385	1,969,096
	416 Engineering & Public Works	1,235,630	1,492,700	-		1,336,702	4,065,032
	404 Finance	1,688,221	366,386	-		246,102	2,300,709
	412 Fire	10,093,371	1,138,058	-		1,271,039	12,502,468
	419 Housing & Economic Development	364,531	67,900			114,741	547,172
	407 Human Resources	673,186	287,012			160,535	1,120,733
	420 Neighborhood Services	989,337	65,000	-		191,672	1,246,009
	409 Non-Departmental	1,272,000	1,101,581		1,900,000	125,000	4,398,581
	443 Planning	529,892	-			65,851	595,743
	411 Police	24,629,007	1,690,067	143,500		3,807,271	30,269,845
<b>001</b>	<b>General Fund Total</b>	<b>\$ 45,410,886</b>	<b>\$ 7,697,495</b>	<b>\$ 143,500</b>	<b>\$ 1,900,000</b>	<b>\$ 8,506,822</b>	<b>\$ 63,658,703</b>
104	Library Fund	1,221,543	130,740			795,139	2,147,422
105	Parks Maintenance Fund	1,252,432	440,400	-		277,138	1,969,970
108	Library Capital Outlay Fund		47,900	4,000	-		51,900
109	Gas Taxes Fund	903,556	427,100		1,430,342	244,320	3,005,318
117	American Rescue Plan Act - ARPA	-			2,500,000		2,500,000
125	Sewer Service Fund	1,148,896	7,234,300	-	2,000,000	394,140	10,777,336
130	EMT-D Revolving Fund	325,380	-				325,380
166	Nutrition Fund	630,325	410,650	-		23,860	1,064,835
172	Trash Rate Stabilization Fund	185,789	10,000			642	196,431
195	Mile of Cars Landscape Maint. Dist. Fund		168,165				168,165
212	Post-Employment Benefits Fund	360,000					360,000
258	Pension Obligation Bonds Fund		5,729,428				5,729,428
259	Library Bonds Debt Service Fund		392,650				392,650
277	National City Public Library Donations Fund	-	1,500	-	-	-	1,500
282	Reimbursable Grants Citywide	678,316	-	-	-	-	678,316
301	Community Development Block Grant Fund	270,877	657,940	-	-	-	928,817
307	TransNet	-	-	-	1,784,000	-	1,784,000
320	Library Grants Fund	-	-	-	-	-	-
325	Development Impact Fees				200,000	-	200,000
326	Transportation Impact Fee Fund				1,000,000		
420	Parking Authority	263,872	1,600	-	-	-	265,472
501	Housing Authority	150,565	1,083,950	-	-	-	1,234,515
502	Housing Choice Voucher Fund	1,009,922	13,570,600	5,000	-	129,320	14,714,842
505	HOME Fund	210,424	53,850			-	264,274
532	Low & Moderate Income Housing Asset Fund	106,647	76,000			2,575	185,222
626	Facilities Maintenance Fund	1,038,577	1,939,872	-		129,189	3,107,638
627	Liability Insurance Fund	80,045	4,163,650	-	-	-	4,243,695
629	Information Systems Maintenance Fund	574,339	2,101,879	414,000	100,000	4,287	3,194,505
630	Office Equipment Depreciation Fund			32,000			32,000
643	Motor Vehicle Service Fund	521,897	841,200			3,210	1,366,307
644	Vehicle Replacement Fund		25,000	1,337,000		-	1,362,000
	<b>Other Funds Total</b>	<b>\$ 10,933,400</b>	<b>\$ 39,508,374</b>	<b>\$ 1,792,000</b>	<b>\$ 9,014,342</b>	<b>\$ 2,003,820</b>	<b>\$ 63,251,936</b>
	<b>Total, All Funds</b>	<b>\$ 56,344,286</b>	<b>\$ 47,205,869</b>	<b>\$ 1,935,500</b>	<b>\$ 10,914,342</b>	<b>\$ 10,510,642</b>	<b>\$ 126,910,639</b>

**CITY OF NATIONAL CITY  
REVENUE SUMMARY BY CATEGORY- ALL FUNDS  
FISCAL YEAR 2023**

<b>Fund</b>	<b>Fund Name</b>	<b>Sales &amp; Use Tax</b>	<b>District Trans &amp; Use Tax</b>	<b>Property Tax</b>	<b>Prop in Lieu of VLF</b>	<b>Other Revenues</b>	<b>Revenue Total</b>
001	General Fund	23,905,000	14,951,000	2,497,353	8,223,000	14,997,724	64,574,077
104	Library Fund			959,075		4,197	963,272
105	Parks Maintenance Fund			1,125,871		5,754	1,131,625
108	Library Capital Outlay Fund					160,000	160,000
109	Gas Taxes Fund					3,269,653	3,269,653
117	American Rescue Plan Act - ARPA					9,005,454	9,005,454
125	Sewer Service Fund					9,931,785	9,931,785
130	EMT-D Revolving Fund					334,124	334,124
166	Nutrition Fund					413,600	413,600
172	Trash Rate Stabilization Fund					215,000	215,000
195	Mile of Cars Landscape Maint. Dist. Fund			156,912			156,912
211	Security and Alarm Regulation Fund					36,600	36,600
212	Post-Employment Benefits Fund						-
259	Library Bonds Debt Service Fund			393,815			393,815
277	National City Public Library Donations Fund					1,500	1,500
282	Reimbursable Grants Citywide					609,685	609,685
290	Police Department Grants						-
301	Community Development Block Grant Fund					710,043	710,043
307	TransNet					1,784,000	1,784,000
320	Library Grants Fund						-
325	Development Impact Fees					41,000	41,000
420	Parking Authority					265,500	265,500
501	Housing Authority					856,073	856,073
502	Housing Choice Voucher Fund					15,051,642	15,051,642
505	HOME Fund					400,681	400,681
532	Low & Moderate Income Housing Asset Fund					125,000	125,000
626	Facilities Maintenance Fund					3,059,638	3,059,638
627	Liability Insurance Fund					3,879,083	3,879,083
629	Information Systems Maintenance Fund					2,712,516	2,712,516
643	Motor Vehicle Service Fund					1,366,307	1,366,307
644	Vehicle Replacement Fund					1,518,079	1,518,079
<b>All Funds Total</b>		<b>\$ 23,905,000</b>	<b>\$ 14,951,000</b>	<b>\$ 5,133,026</b>	<b>\$ 8,223,000</b>	<b>\$ 70,754,638</b>	<b>\$ 122,966,664</b>

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# Cost Recovery





**CITY OF NATIONAL CITY  
GENERAL FUND COST RECOVERY / COST ALLOCATION PLAN  
FISCAL YEAR 2023**

<b>Fund</b>	<b>Fund Name</b>		<b>Total</b>
109	Gas Taxes Fund <sup>3</sup>	\$	128,529
125	Sewer Service Fund <sup>1</sup>		239,533
130	EMT-D Revolving Fund		16,964
172	Trash Rate Stabilization Fund		12,365
502	Housing Choice Voucher <sup>2</sup>		180,000
<b>Total Costs Recovered By General Fund</b>		<b>\$</b>	<b><u>577,391.00</u></b>

<sup>1</sup> Cost Allocation Plan rate charged is 25.00% of the calculated allocated rate for the fiscal year.

<sup>2</sup> Cost Allocation Plan rate charged is 33.33% of the calculated allocated rate for the fiscal year.

<sup>3</sup> Cost Allocation Plan rate charged is 50.00% of the calculated allocated rate for the fiscal year.

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Proposed Budget  
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# Internal Service Charges





**CITY OF NATIONAL CITY**  
**SUMMARY OF INTERNAL SERVICE CHARGES BY FUND DEPARTMENT**  
**FISCAL YEAR 2023**

<b>Fund / Dept</b>	<b>Fund/Dept/Div Name</b>	<b>Facilities Maintenance</b>	<b>Information Systems</b>	<b>Risk Management</b>	<b>Vehicle Leases &amp; Replacement</b>	<b>Vehicle Maintenance</b>	<b>Total</b>
001-401	City Council	\$ 54,628	\$ 57,575	\$ 6,431	\$ -	\$ -	\$ 118,634
001-402	City Clerk	\$ 18,210	\$ 27,574	\$ 2,980	\$ -	\$ -	\$ 48,764
001-403	City Manager	\$ 63,732	\$ 46,361	\$ 8,339	\$ -	\$ -	\$ 118,432
001-405	City Attorney	\$ 45,524	\$ 36,360	\$ 9,380	\$ -	\$ -	\$ 91,264
001-410	City Treasurer	\$ 9,104	\$ 8,787	\$ 642	\$ -	\$ -	\$ 18,533
001-411	Police	\$ 509,563	\$ 1,414,288	\$ 809,818	\$ 570,647	\$ 502,955	\$ 3,807,271
001-413	Building	\$ 36,418	\$ 50,002	\$ 5,123	\$ 4,000	\$ 2,354	\$ 97,897
001-416	Engineering & Public Works	\$ 500,950	\$ 183,895	\$ 345,059	\$ 230,064	\$ 76,734	\$ 1,336,702
001-412	Fire	\$ 320,910	\$ 169,962	\$ 58,237	\$ 474,768	\$ 247,162	\$ 1,271,039
001-404	Finance	\$ 122,915	\$ 112,094	\$ 11,093	\$ -	\$ -	\$ 246,102
001-419	Housing & Economic Develop.	\$ 49,165	\$ 48,933	\$ 4,392	\$ -	\$ 12,251	\$ 114,741
001-407	Human Resources	\$ 104,124	\$ 50,294	\$ 6,117	\$ -	\$ -	\$ 160,535
001-420	Neighborhood Services	\$ 27,314	\$ 86,948	\$ 7,214	\$ 38,080	\$ 32,116	\$ 191,672
001-441	Community Services	\$ 553,277	\$ 84,227	\$ 29,520	\$ 5,920	\$ 21,441	\$ 694,385
001-443	Planning	\$ 36,418	\$ 25,146	\$ 4,287	\$ -	\$ -	\$ 65,851
104-431	Library	\$ 539,901	\$ 183,266	\$ 53,230	\$ -	\$ 18,742	\$ 795,139
105-416	Parks Maintenance	\$ -	\$ 17,574	\$ 28,213	\$ 92,717	\$ 138,634	\$ 277,138
109-416	Public Works - Streets	\$ 19,281	\$ 10,000	\$ 34,699	\$ -	\$ 180,340	\$ 244,320
125-416	Sewer Service	\$ 19,281	\$ 15,147	\$ 275,053	\$ 21,300	\$ 63,359	\$ 394,140
166-441	Nutrition Fund	\$ -	\$ -	\$ 6,420	\$ -	\$ 17,440	\$ 23,860
172-416	Trash Rate Stabilization Fund	\$ -	\$ -	\$ 642	\$ -	\$ -	\$ 642
502-419	Housing Choice Voucher	\$ 28,923	\$ 81,508	\$ 7,535	\$ 9,000	\$ 2,354	\$ 129,320
626-416	Facilities Maintenance	\$ -	\$ -	\$ 7,180	\$ 71,584	\$ 50,425	\$ 129,189
629-403	Information Technology Services	\$ -	\$ -	\$ 4,287	\$ -	\$ -	\$ 4,287
643-416	Motor Vehicle Service Fund	\$ -	\$ -	\$ 3,210	\$ -	\$ -	\$ 3,210
532-419	Housing	\$ -	\$ 2,575	\$ -	\$ -	\$ -	\$ 2,575
<b>Total</b>		<b>\$ 3,059,638</b>	<b>\$ 2,712,516</b>	<b>\$ 1,729,101</b>	<b>\$ 1,518,080</b>	<b>\$ 1,366,307</b>	<b>\$ 10,385,642</b>

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Fiscal Year 2023

# Staffing Levels







**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
<b>CITY COUNCIL</b>		
Confidential Assistant	1.00	1.00
Councilmember	4.00	4.00
Mayor	1.00	1.00
<b>CITY COUNCIL Total</b>	<b>6.00</b>	<b>6.00</b>
<b>CITY CLERK</b>		
City Clerk	1.00	1.00
Deputy City Clerk	1.00	1.00
Executive Secretary	1.00	1.00
<b>CITY CLERK Total</b>	<b>3.00</b>	<b>3.00</b>
<b>CITY MANAGER</b>		
Assistant City Manager	1.00	1.00
City Manager	1.00	1.00
Community Development Spec II	1.00	
Community Development Spec III		1.00
Executive Assistant IV	1.00	1.00
Information Technology Analyst	1.00	
Information Technology Manager	1.00	1.00
Information Technology Technician	2.00	2.00
Management Analyst II	1.00	1.00
Senior Office Assistant	1.00	1.00
Sr It Analyst		1.00
<b>CITY MANAGER Total</b>	<b>10.00</b>	<b>10.00</b>
<b>FINANCE</b>		
Accountant	2.00	2.00
Accounting Assistant	5.00	2.00
Administrative Technician	1.00	1.00
Budget Manager	1.00	1.00
Buyer	1.00	1.00
Director Of Admin Services	0.50	0.50
Financial Services Officer	1.00	1.00
Payroll Technician I	1.00	1.00
Payroll Technician II		1.00

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.



**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed*</b>
Senior Accountant	1.00	1.00
Senior Accounting Assistant	1.00	2.00
<b>FINANCE Total</b>	<b>14.50</b>	<b>13.50</b>
 <b>CITY ATTORNEY</b>		
Assistant City Attorney		1.00
City Attorney	1.00	1.00
Deputy City Attorney	1.00	1.00
Executive Assistant IV	1.00	1.00
Sr. Assistant City Attorney	1.00	
<b>CITY ATTORNEY Total</b>	<b>4.00</b>	<b>4.00</b>
 <b>HUMAN RESOURCES</b>		
Administrative Secretary	1.00	
Director Of Admin Services	0.50	0.50
Executive Assistant IV		1.00
Human Resources Manager	1.00	1.00
Management Analyst II	1.00	1.50
Senior Office Assistant	1.00	1.00
<b>HUMAN RESOURCES Total</b>	<b>4.50</b>	<b>5.00</b>
 <b>CITY TREASURER</b>		
City Treasurer	1.00	1.00
<b>CITY TREASURER Total</b>	<b>1.00</b>	<b>1.00</b>
 <b>POLICE</b>		
Administrative Secretary	1.00	1.00
Animal Regulations Officer	2.00	3.00
Assistant Chief Of Police		1.00
Community Services Officer	2.00	2.00
Crime Analyst	1.00	1.00
Crime Scene Specialist	1.00	1.00
Executive Assistant II	1.00	1.00
Information Technology Analyst	1.00	1.00
Management Analyst II		1.00
Police Captain	2.00	2.00

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.





**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Police Chief	1.00	1.00
Police Corporal	21.00	21.00
Police Dispatcher	11.00	11.00
Police Investigator	1.00	1.00
Police Lieutenant	5.00	5.00
Police Officer	44.00	46.00
Police Operations Assistant	1.00	1.00
Police Records Clerk	5.00	5.00
Police Records Supervisor	1.00	1.00
Police Sergeant	13.00	13.00
Police Support Services Mgr.	1.00	1.00
Property & Evidence Spec I	1.00	1.00
Property & Evidence Spec II	1.00	1.00
Property & Evidence Supervisor	1.00	1.00
Senior Office Assistant	1.00	1.00
Senior Police Dispatcher	2.00	2.00
Stop Grant Office Coordinator	1.00	1.00
Training Coordinator	1.00	1.00
<b>POLICE Total</b>	<b>123.00</b>	<b>128.00</b>
 <b>FIRE</b>		
Administrative Secretary	1.00	1.00
Battalion Chief	1.00	1.00
Deputy Fire Marshal	1.00	1.00
Director Of Emergency Services	1.00	1.00
Fire Battalion Chief	3.00	3.00
Fire Captain	12.00	12.00
Fire Engineer	9.00	9.00
Fire Inspector	2.00	2.00
Firefighter	20.00	20.00
Management Analyst III	1.00	1.00
Senior Office Assistant	1.00	1.00
<b>FIRE Total</b>	<b>52.00</b>	<b>52.00</b>
 <b>BUILDING &amp; SAFETY</b>		

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**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed*</b>
Building Official	1.00	1.00
Permit Technician	2.00	2.00
Senior Building Inspector	1.00	1.00
<b>BUILDING &amp; SAFETY Total</b>	<b>4.00</b>	<b>4.00</b>
 <b>ENGINEERING &amp; PUBLIC WORKS</b>		
Administrative Secretary	1.00	1.00
Assistant Engineer-Civil	2.00	2.00
Associate Civil Engineer		1.00
Asst Director Engineering / PW		1.00
Building Trades Specialist	3.00	3.00
Civil Engineering Technician	1.00	1.00
Custodian	7.00	7.00
Director Of Pw/City Engineer	1.00	1.00
Equip. Maint. Supervisor	1.00	1.00
Equipment Mechanic	3.00	3.00
Equipment Operator	4.00	4.00
Executive Secretary	1.00	1.00
Facilities Maint. Supervisor	1.00	1.00
Lead Equipment Mechanic	1.00	1.00
Lead Tree Trimmer	1.00	1.00
Maintenance Worker	8.00	8.00
Management Analyst II	1.00	1.00
Park Caretaker	4.00	4.00
Park Superintendent	1.00	1.00
Park Supervisor	1.00	1.00
Parks Equipment Operator	1.00	1.00
Principal Civil Engineer	1.00	
Senior Civil Engineering Tech	1.00	1.00
Senior Construction Inspector	1.00	1.00
Senior Equipment Operator	2.00	2.00
Senior Office Assistant	1.00	1.00
Senior Park Caretaker	4.00	4.00
Senior Traffic Painter	1.00	1.00
St & Wastewater Maint Super	1.00	1.00

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.



**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Street Sweeper Operator	2.00	2.00
Supervising Custodian	1.00	1.00
Traffic Painter	1.00	1.00
Tree Trimmer	1.00	1.00
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>	<b>60.00</b>	<b>61.00</b>
 <b>HOUSING AND ECONOMIC DEVELOPMENT</b>		
Community Development Manager	1.00	1.00
Community Development Spec II	1.00	1.00
Dir Of Housing & Economic Dev	1.00	1.00
Executive Assistant IV	1.00	1.00
Homelessness Outreach Coordinator		1.00
Housing Assistant	2.00	2.00
Housing Inspector I	1.00	
Housing Programs Manager	1.00	1.00
Housing Specialist	5.00	5.00
Property Agent	1.00	1.00
Senior Housing Specialist	1.00	1.00
<b>HOUSING AND ECONOMIC DEVELOPMENT Total</b>	<b>15.00</b>	<b>15.00</b>
 <b>NEIGHBORHOOD SERVICES</b>		
Administrative Secretary	1.00	1.00
Code Conformance Officer I		1.00
Code Conformance Officer II	1.00	1.00
Director Of Comm Development	1.00	1.00
Graffiti Removal Assistant	1.00	1.00
Graffiti Removal Technician	1.00	1.00
Housing Inspector I		1.00
Neighborhood Services Mgr	1.00	1.00
Parking Regulations Officer	3.00	3.00
Senior Office Assistant	1.00	1.00
<b>NEIGHBORHOOD SERVICES Total</b>	<b>10.00</b>	<b>12.00</b>
 <b>LIBRARY</b>		
Academic Enrichment Prog Coord	1.00	1.00
Administrative Secretary	1.00	1.00

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.



**CITY OF NATIONAL CITY  
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed*</b>
Library/Comm Svcs Director	0.50	0.50
Management Analyst II		0.50
Principal Library	1.00	1.00
Senior Librarian	1.00	1.00
Senior Library Technician	3.00	3.00
<b>LIBRARY Total</b>	<b>7.50</b>	<b>8.00</b>
 <b>COMMUNITY SERVICES</b>		
Community Services Manager		1.00
Executive Chef	1.00	1.00
Food Services Worker	0.75	0.75
Home Delivered Meals Coord	1.00	1.00
Home Delivered Meals Driver	1.50	1.50
Library/Comm Svcs Director	0.50	0.50
Management Analyst II		0.50
Nutrition Program Manager	1.00	1.00
Recreation Center Supervisor	2.75	
Recreation Superintendent	1.00	
Recreation Supervisor		2.75
Senior Office Assistant	1.00	1.00
Sous Chef	1.00	1.00
<b>COMMUNITY SERVICES Total</b>	<b>11.50</b>	<b>12.00</b>
 <b>PLANNING</b>		
Assistant Planner	1.00	1.00
Associate Planner	1.00	1.00
Executive Secretary	1.00	1.00
Planning Manager		1.00
Planning Technician	1.00	1.00
Principal Planner	1.00	1.00
<b>PLANNING Total</b>	<b>5.00</b>	<b>6.00</b>
 <b>Grand Total</b>	 <b>331.00</b>	 <b>340.50</b>

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.



**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
<b>GENERAL FUND</b>		
Accountant	2.00	2.00
Accounting Assistant	5.00	2.00
Administrative Secretary	4.70	3.70
Administrative Technician	1.00	1.00
Animal Regulations Officer	2.00	3.00
Assistant Chief Of Police		1.00
Assistant City Attorney		1.00
Assistant City Manager	1.00	1.00
Assistant Engineer-Civil	1.50	1.50
Assistant Planner	1.00	1.00
Associate Civil Engineer		0.60
Associate Planner	1.00	1.00
Asst Director Engineering / PW		0.70
Battalion Chief	1.00	1.00
Budget Manager	1.00	1.00
Building Official	1.00	1.00
Buyer	1.00	1.00
City Attorney	1.00	1.00
City Clerk	1.00	1.00
City Manager	1.00	1.00
City Treasurer	1.00	1.00
Civil Engineering Technician	0.80	0.80
Code Conformance Officer I		1.00
Code Conformance Officer II	1.00	1.00
Community Development Spec II	1.00	
Community Development Spec III		1.00
Community Services Manager		1.00
Community Services Officer	2.00	2.00
Confidential Assistant	1.00	1.00
Councilmember	4.00	4.00
Crime Analyst	1.00	1.00
Crime Scene Specialist	1.00	1.00
Deputy City Attorney	1.00	1.00

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**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Deputy City Clerk	1.00	1.00
Deputy Fire Marshal	1.00	1.00
Director Of Admin Services	1.00	1.00
Director Of Comm Development	1.00	1.00
Director Of Emergency Services	1.00	1.00
Director Of Pw/City Engineer	0.60	0.60
Equipment Operator	0.50	0.50
Executive Assistant II	1.00	1.00
Executive Assistant IV	2.00	3.00
Executive Secretary	2.70	2.70
Financial Services Officer	1.00	1.00
Fire Battalion Chief	3.00	3.00
Fire Captain	12.00	12.00
Fire Engineer	9.00	9.00
Fire Inspector	2.00	2.00
Firefighter	15.00	15.00
Graffiti Removal Assistant	1.00	1.00
Graffiti Removal Technician	1.00	1.00
Homelessness Outreach Coordinator		1.00
Human Resources Manager	1.00	1.00
Information Technology Analyst	1.00	1.00
Library/Comm Svcs Director	0.50	0.50
Management Analyst II	2.70	4.70
Management Analyst III	1.00	1.00
Mayor	1.00	1.00
Neighborhood Services Mgr	1.00	1.00
Payroll Technician I	1.00	1.00
Payroll Technician II		1.00
Permit Technician	2.00	2.00
Planning Manager		1.00
Planning Technician	1.00	1.00
Police Captain	2.00	2.00
Police Chief	1.00	1.00
Police Corporal	21.00	21.00

\* Starting in FY2022 Hourly/Non-benefited positions are no longer included in FTE count. Budgets for hourly positions can be found in the individual department pages of Section III of the document.



**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

**AUTHORIZED POSITIONS**

	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Police Dispatcher	11.00	11.00
Police Investigator	1.00	1.00
Police Lieutenant	5.00	5.00
Police Officer	44.00	46.00
Police Operations Assistant	1.00	1.00
Police Records Clerk	5.00	5.00
Police Records Supervisor	1.00	1.00
Police Sergeant	13.00	13.00
Police Support Services Mgr.	1.00	1.00
Principal Civil Engineer	0.70	
Principal Planner	1.00	1.00
Property & Evidence Spec I	1.00	1.00
Property & Evidence Spec II	1.00	1.00
Property & Evidence Supervisor	1.00	1.00
Property Agent	0.50	0.50
Recreation Center Supervisor	2.75	
Recreation Superintendent	1.00	
Recreation Supervisor		2.75
Senior Accountant	1.00	1.00
Senior Accounting Assistant	1.00	2.00
Senior Building Inspector	1.00	1.00
Senior Civil Engineering Tech	0.80	0.80
Senior Construction Inspector	0.80	0.80
Senior Equipment Operator	0.25	0.25
Senior Office Assistant	4.70	4.70
Senior Police Dispatcher	2.00	2.00
Sr. Assistant City Attorney	1.00	
Stop Grant Office Coordinator	1.00	1.00
Training Coordinator	1.00	1.00
<b>GENERAL FUND Total</b>	<b>237.50</b>	<b>246.10</b>
<b>LIBRARY FUND</b>		
Academic Enrichment Prog Coord		1.00
Administrative Secretary	1.00	1.00
Library/Comm Svcs Director	0.50	0.50

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**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Management Analyst II		0.50
Principal Library	1.00	1.00
Senior Librarian	1.00	1.00
Senior Library Technician	3.00	3.00
<b>LIBRARY FUND Total</b>	<b>6.50</b>	<b>8.00</b>
 <b>PARKS MAINTENANCE FUND</b>		
Lead Tree Trimmer	1.00	1.00
Park Caretaker	4.00	4.00
Park Superintendent	1.00	1.00
Park Supervisor	1.00	1.00
Parks Equipment Operator	1.00	1.00
Senior Park Caretaker	4.00	4.00
Tree Trimmer	1.00	1.00
<b>PARKS MAINTENANCE FUND Total</b>	<b>13.00</b>	<b>13.00</b>
 <b>GAS TAXES FUND</b>		
Equipment Operator	1.50	1.50
Maintenance Worker	4.50	4.50
Senior Equipment Operator	0.75	0.75
Senior Traffic Painter	1.00	1.00
St & Wastewater Maint Super	0.50	0.50
Traffic Painter	1.00	1.00
<b>GAS TAXES FUND Total</b>	<b>9.25</b>	<b>9.25</b>
 <b>SEWER SERVICE FUND</b>		
Administrative Secretary	0.30	0.30
Assistant Engineer-Civil	0.50	0.50
Associate Civil Engineer		0.40
Asst Director Engineering / PW		0.30
Civil Engineering Technician	0.20	0.20
Director Of Pw/City Engineer	0.40	0.40
Equipment Operator	2.00	2.00
Executive Secretary	0.30	0.30
Maintenance Worker	3.50	3.50
Management Analyst II	0.30	0.30

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**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
Principal Civil Engineer	0.30	
Senior Civil Engineering Tech	0.20	0.20
Senior Construction Inspector	0.20	0.20
Senior Equipment Operator	1.00	1.00
Senior Office Assistant	0.30	0.30
St & Wastewater Maint Super	0.50	0.50
<b>SEWER SERVICE FUND Total</b>	<b>10.00</b>	<b>10.40</b>
 <b>NUTRITION</b>		
Executive Chef	1.00	1.00
Food Services Worker	0.75	0.75
Home Delivered Meals Coord	1.00	1.00
Home Delivered Meals Driver	1.50	1.50
Nutrition Program Manager	1.00	1.00
Senior Office Assistant	1.00	1.00
Sous Chef	1.00	1.00
<b>NUTRITION Total</b>	<b>7.25</b>	<b>7.25</b>
 <b>TRASH RATE STABILIZATION FUND</b>		
Street Sweeper Operator	2.00	2.00
<b>TRASH RATE STABILIZATION FUND Total</b>	<b>2.00</b>	<b>2.00</b>
 <b>REIMBURSABLE GRANTS CITYWIDE</b>		
Firefighter	5.00	5.00
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>	<b>5.00</b>	<b>5.00</b>
 <b>GRANT-C.D.B.G.</b>		
Academic Enrichment Prog Coord	1.00	
Community Development Manager	0.70	0.70
Community Development Spec II	1.00	0.90
Dir Of Housing & Economic Dev	0.20	0.10
Executive Assistant IV		0.35
<b>GRANT-C.D.B.G. Total</b>	<b>2.90</b>	<b>2.05</b>
 <b>PARKING AUTHORITY</b>		
Parking Regulations Officer	3.00	3.00

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**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
<b>PARKING AUTHORITY Total</b>	<b>3.00</b>	<b>3.00</b>
<b>HOUSING AUTHORITY</b>		
Dir Of Housing & Economic Dev	0.50	0.10
Executive Assistant IV	1.00	0.25
Housing Inspector I	1.00	1.00
<b>HOUSING AUTHORITY Total</b>	<b>2.50</b>	<b>1.35</b>
<b>SECTION 8 FUND</b>		
Dir Of Housing & Economic Dev	0.10	0.10
Housing Assistant	2.00	2.00
Housing Programs Manager	1.00	1.00
Housing Specialist	5.00	5.00
Senior Housing Specialist	1.00	1.00
<b>SECTION 8 FUND Total</b>	<b>9.10</b>	<b>9.10</b>
<b>HOME FUND</b>		
Community Development Manager	0.30	0.30
Community Development Spec II		0.10
Dir Of Housing & Economic Dev		0.50
Executive Assistant IV		0.15
Property Agent		0.25
<b>HOME FUND Total</b>	<b>0.30</b>	<b>1.30</b>
<b>LOW&amp;MOD INCOME HOUSING ASSET FUND</b>		
Dir Of Housing & Economic Dev	0.20	0.20
Executive Assistant IV		0.25
Property Agent	0.50	0.25
<b>LOW&amp;MOD INCOME HOUSING ASSET FUND Tot</b>	<b>0.70</b>	<b>0.70</b>
<b>FACILITIES MAINT FUND</b>		
Building Trades Specialist	3.00	3.00
Custodian	7.00	7.00
Facilities Maint. Supervisor	1.00	1.00
Supervising Custodian	1.00	1.00
<b>FACILITIES MAINT FUND Total</b>	<b>12.00</b>	<b>12.00</b>

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**CITY OF NATIONAL CITY  
SUMMARY OF AUTHORIZED POSITIONS BY FUND  
FISCAL YEAR 2023**

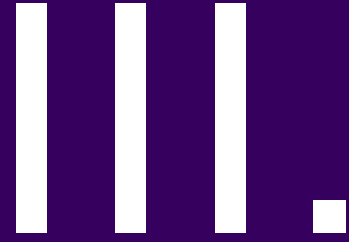
<b>AUTHORIZED POSITIONS</b>	<b>FY 2022 Adopted*</b>	<b>FY 2023 Proposed</b>
<b>LIABILITY INS. FUND</b>		
Senior Office Assistant	1.00	1.00
<b>LIABILITY INS. FUND Total</b>	<b>1.00</b>	<b>1.00</b>
<b>INFORMATION SYSTEMS MAINTENANC</b>		
Information Technology Analyst	1.00	
Information Technology Manager	1.00	1.00
Information Technology Technician	2.00	2.00
Sr It Analyst		1.00
<b>INFORMATION SYSTEMS MAINTENANC Total</b>	<b>4.00</b>	<b>4.00</b>
<b>MOTOR VEHICLE SVC FUND</b>		
Equip. Maint. Supervisor	1.00	1.00
Equipment Mechanic	3.00	3.00
Lead Equipment Mechanic	1.00	1.00
<b>MOTOR VEHICLE SVC FUND Total</b>	<b>5.00</b>	<b>5.00</b>
<b>Grand Total</b>	<b>331.00</b>	<b>340.50</b>

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CALIFORNIA  
**NATIONAL CITY**  
1887  
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Section



# General Fund Revenue Detail vs. Expenditure

Proposed Budget  
Fiscal Year 2023





# GENERAL FUND REVENUES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
001-00000-3000	CURRENT YEAR-SECURED	\$3,858,642	\$3,884,648	\$3,984,450	\$4,294,800
001-00000-3001	CURRENT YEAR-UNSECURED	\$118,514	\$118,808	\$115,000	\$108,000
001-00000-3002	SUPPLEMENTAL ROLL	\$176,944	\$174,665	\$120,000	\$170,000
001-00000-3003	PRIOR YEAR-SECURED & UNSECURED	\$775	\$1,208	\$0	\$1,500
001-00000-3006	INTEREST, PENALTIES & DELINQ.	\$20,706	\$10,724	\$0	\$8,000
001-00000-3009	PROPERTY TAXES ALLOCATED	(\$1,888,858)	(\$1,900,033)	(\$1,846,452)	(\$2,084,947)
001-00000-3010	SALES & USE TAXES	\$18,384,227	\$22,139,734	\$20,397,106	\$23,905,000
001-00000-3012	PROPERTY TAX: IN LIEU OF VLF	\$7,178,195	\$7,634,768	\$7,741,006	\$8,223,000
001-00000-3014	PROP 172-PUBLIC SAFETY SALES TAX	\$173,766	\$182,326	\$160,000	\$223,000
001-00000-3015	DISTRICT TRANSACTION & USE TAX	\$11,822,718	\$13,118,582	\$12,654,000	\$14,951,000
001-00000-3016	AB1290 PROPERTY TAX PASS THRU PMT-CD	\$522,514	\$653,029	\$600,000	\$650,000
001-00000-3017	SA RESIDUAL BALANCE DISTRIBUTIONS	\$3,416,651	\$3,087,411	\$2,500,000	\$2,950,000
001-00000-3018	US FISH & WILDLIFE IN LIEU OF PROP.TAX	\$650	\$1,013	\$0	\$100
001-00000-3020	TRANSIENT LODGING TAX	\$1,522,714	\$1,600,549	\$1,500,000	\$1,600,000
001-00000-3030	CABLE TV FRANCHISE	\$506,974	\$398,810	\$350,000	\$350,000
001-00000-3031	ELECTRIC FRANCHISE	\$1,105,206	\$863,049	\$1,000,000	\$1,000,000
001-00000-3032	GAS FRANCHISE	\$77,881	\$90,455	\$70,000	\$90,000
001-00000-3033	REFUSE FRANCHISE	\$640,636	\$752,122	\$600,000	\$575,000
001-00000-3040	BUSINESS LICENSE TAX	\$542,225	\$543,960	\$450,000	\$530,000
001-00000-3041	RESIDENTIAL RENTAL FEE	\$136,438	\$193,475	\$140,000	\$140,000
001-00000-3043	SB1186 DISABILITY ACCESS	\$9,925	\$18,938	\$2,500	\$6,000
001-00000-3300	INVESTMENT EARNINGS	\$841,347	\$505,028	\$150,000	\$150,000
001-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$616,503	(\$578,270)	\$0	\$0
001-00000-3314	RENTAL-LAND	\$576,667	\$607,134	\$450,000	\$600,000
001-00000-3420	STATE HOPTR	\$13,793	\$13,567	\$14,000	\$14,000
001-00000-3452	MANDATED COST REIMBURSEMENT	\$196	\$147,934	\$30,000	\$45,000
001-00000-3601	SALES OF REAL PROPERTY	\$0	\$3,890	\$0	\$0
001-00000-3603	LITIGATION RECOVERY PROCEEDS	\$2,800	\$1,642	\$0	\$0
001-00000-3608	VETERANS WALL OF HONOR	\$830	\$75	\$0	\$0
001-00000-3634	MISC. REVENUE	\$6,480	\$7,755	\$100,000	\$10,000



# GENERAL FUND REVENUES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
001-00000-3636	REFUNDS & REIMBURSEMENTS	\$98,596	\$125,834	\$100,000	\$100,000
001-00000-3637	DONATIONS	\$51,100	\$0	\$0	\$0
001-00000-3654	ADMINISTRATIVE COSTS REIMBURSEMENTS	\$243,452	\$245,444	\$235,000	\$230,000
001-00000-3698	INDIRECT/OVERHEAD COSTS RECOVERY	\$591,706	\$565,960	\$577,391	\$577,391
001-00000-3990	GAIN ON DISPOSAL OF FIXED ASST	(\$589,700)	\$0	\$0	\$0
001-00000-3999	TRANSFERS FROM OTHER FUNDS	\$5,500	\$5,500	\$5,500	\$2,005,500
001-00911-3463	OTHER STATE GRANTS	\$0	\$766,745	\$0	\$0
001-01729-3300	INVESTMENT EARNINGS	\$324,571	\$1,330,536	\$0	\$0
001-02000-3529	SALES OF MISC. PUBLICATIONS	\$0	\$70	\$0	\$0
001-02000-3585	MISC. USER CHARGES	\$402	\$646	\$0	\$290
001-02000-3634	MISC. REVENUE	\$0	\$57,958	\$0	\$60,000
001-04045-3101	ADMINISTRATIVE FEES	\$6,109	\$6,294	\$8,000	\$6,500
001-04045-3141	GARAGE SALE PERMITS	\$1,211	\$287	\$1,500	\$1,000
001-04045-3585	MISC. USER CHARGES	\$138	\$0	\$400	\$200
001-04045-3589	RETURNED CHECK CHARGES	\$275	\$323	\$500	\$300
001-04046-3631	CASH OVER/SHORT	\$16	\$3	\$0	\$0
001-06027-3143	HOME OCCUPATION PERMITS	\$1,700	\$2,500	\$5,200	\$5,200
001-06027-3502	CONDITIONAL USE PERMIT	\$33,300	\$14,800	\$29,000	\$44,000
001-06027-3503	G.P./S.P. CHANGES	\$0	\$0	\$4,000	\$4,000
001-06027-3506	PLANNED DEVELOPMENT PERMIT	\$0	\$0	\$1,000	\$3,700
001-06027-3509	STREET VACATIONS	\$2,000	\$4,000	\$3,200	\$3,200
001-06027-3510	TENTATIVE PARCEL MAP	\$3,000	\$6,000	\$3,300	\$9,000
001-06027-3511	TENTATIVE SUBDIVISION MAP	\$0	\$1,000	\$2,000	\$4,000
001-06027-3512	ZONE CHANGE PERMIT	\$0	\$0	\$2,000	\$11,000
001-06027-3513	ZONE VARIANCE PERMIT	\$0	\$0	\$1,000	\$3,700
001-06027-3521	COASTAL DEVELOPMENT PERMIT	\$0	\$0	\$2,500	\$3,350
001-06027-3530	APPEAL FEE	\$0	\$0	\$3,700	\$1,000
001-06027-3532	PROCESSING FEE	\$2,340	\$240	\$2,000	\$2,000
001-06027-3546	PRELIM SITE PLAN REVIEW	\$2,400	\$0	\$2,000	\$4,200
001-06027-3581	ENVIRONMENTAL ASSESSMENT FORM	\$0	\$1,800	\$1,800	\$2,200





# GENERAL FUND REVENUES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
001-06027-3585	MISC. USER CHARGES	\$7	\$0	\$0	\$0
001-06027-3586	PHOTOCOPY SALES	\$0	\$0	\$0	\$0
001-06027-3588	ZONING/REBUILD LETTER	\$2,167	\$6,472	\$1,000	\$2,400
001-06027-3591	GENERAL PLAN UPDATE FEE	\$150	\$0	\$0	\$3,000
001-06027-3634	MISC. REVENUE	\$20,621	\$2,807	\$1,500	\$1,500
001-06028-3101	ADMINISTRATIVE FEES	\$36,557	\$47,987	\$30,000	\$30,000
001-06028-3120	BUILDING PERMITS	\$601,811	\$478,011	\$423,000	\$423,000
001-06028-3204	ENFORCEMENT FINES & PENALTIES	\$24,423	\$19,331	\$0	\$0
001-06028-3545	PLAN CHECKING FEE	\$515,600	\$358,692	\$500,000	\$500,000
001-06028-3552	CONST. & DEMOLITION ADMIN FEE	\$118	\$0	\$0	\$0
001-06028-3585	MISC. USER CHARGES	\$147	\$571	\$0	\$0
001-06029-3100	LICENSES AND PERMITS	\$0	\$0	\$0	\$0
001-06029-3125	SEWER PERMITS	\$12,181	\$7,552	\$4,000	\$4,000
001-06029-3130	STREET & CURB PERMITS	\$12,050	\$698	\$500	\$500
001-06029-3142	GRADING PERMITS	\$32,690	\$22,927	\$30,000	\$30,000
001-06029-3144	HOUSE MOVING PERMITS	\$3,132	\$3,366	\$1,500	\$1,500
001-06029-3146	PARKING DISTRICT PERMIT	\$7,866	\$6,347	\$7,000	\$7,000
001-06029-3147	MISCELLANEOUS PERMITS	\$1,160	\$150	\$0	\$0
001-06029-3152	DUMPSTER PERMITS	\$275	\$325	\$375	\$375
001-06029-3160	UTILITY COMPANY PERMITS	\$171,548	\$79,240	\$130,000	\$130,000
001-06029-3547	STORM WATER MGT FEE (NPDES)	\$1,170	\$910	\$1,000	\$1,000
001-06029-3557	TRAFFIC CONTROL PLAN/IMPACT STUDY RE	\$12,000	\$4,146	\$20,000	\$20,000
001-06029-3559	ADDRESSING	\$4,312	\$7,646	\$2,000	\$2,000
001-06029-3585	MISC. USER CHARGES	\$0	\$0	\$600	\$600
001-06029-3634	MISC. REVENUE	\$2,000	\$2,200	\$2,000	\$2,000
001-06029-3636	REFUNDS & REIMBURSEMENTS	\$38,587	\$0	\$0	\$0
001-06029-3645	PARADISE CREEK PARK SITE REMEDIATION	\$2,255,407	\$200,000	\$0	\$0
001-06029-3648	WITOD IMPROVEMENTS	\$968,571	\$1,571,291	\$0	\$0
001-06030-3164	SDGE	\$254	\$0	\$0	\$0
001-06030-3165	SWEETWATER AUTHORITY	\$2,555	\$0	\$0	\$0



# GENERAL FUND REVENUES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
001-06030-3168	CROWN CASTLE	\$11,015	\$55,658	\$0	\$0
001-06031-3562	INSPECTION FEE	\$75,755	\$73,201	\$0	\$0
001-06031-3585	MISC. USER CHARGES	\$3,140	\$0	\$0	\$0
001-09025-3470	COUNTY GRANTS	\$0	\$96,939	\$0	\$0
001-09911-3498	OTHER FEDERAL GRANTS	\$1,095,124	\$14,663	\$0	\$0
001-11000-3100	LICENSES AND PERMITS	\$6,785	\$8,143	\$6,500	\$7,320
001-11000-3200	VEHICLE CODE FINES	\$67,826	\$73,916	\$65,000	\$69,500
001-11000-3205	CITATION SIGN-OFF FEE	\$2,025	\$0	\$2,000	\$2,000
001-11000-3220	OTHER FORFEITS & PENALTIES	\$2,582	\$2,164	\$2,000	\$2,000
001-11000-3469	OVERTIME REIMBURSEMENTS	\$62,456	\$5,187	\$0	\$40,000
001-11000-3533	BOOKING FEES	\$30,131	\$28,752	\$25,000	\$25,000
001-11000-3537	MISC. POLICE SERVICES	\$8,950	\$8,204	\$5,000	\$4,500
001-11000-3550	VEHICLE IMPOUND FEES	\$4,414	\$4,321	\$4,000	\$4,000
001-11000-3551	ADMINISTRATIVE IMPOUND FEE	\$84,078	\$126,604	\$70,000	\$45,500
001-11000-3556	POLICE & FIRE SVCS-PORT OF SAN DIEGO	\$694,356	\$712,409	\$736,642	\$736,642
001-11000-3558	TOW/IMPOUND REFERRAL FEES	\$122,520	\$122,520	\$100,000	\$100,000
001-11000-3567	POLICE REGULATED BUSINESSES FEES	\$1,625	\$1,255	\$0	\$1,800
001-11000-3586	PHOTOCOPY SALES	\$28,564	\$22,944	\$20,000	\$20,000
001-11000-3634	MISC. REVENUE	\$12,626	\$1,927	\$0	\$7,700
001-11000-3636	REFUNDS & REIMBURSEMENTS	\$3,665	\$3,137	\$0	\$2,300
001-11107-3467	SCHOOL DISTRICT CONTRACT REIMB-NSD	\$154,136	\$77,068	\$77,000	\$77,068
001-11108-3467	SCHOOL DISTRICT CONTRACT REIMB-SUHS	\$105,000	\$105,000	\$84,000	\$105,000
001-11110-3550	VEHICLE IMPOUND FEES	\$20,361	\$18,822	\$20,000	\$20,000
001-11112-3461	P.O.S.T. REIMBURSEMENT	\$33,366	\$23,343	\$20,000	\$20,000
001-12000-3322	AMR LEASE - FIRE STATION	\$7,234	\$0	\$0	\$0
001-12000-3469	OVERTIME REIMBURSEMENTS	\$449,374	\$934,641	\$0	\$723,490
001-12000-3470	COUNTY GRANTS	\$6,800	\$21,000	\$0	\$0
001-12124-3122	STORAGE TANK PERMITS	\$879	\$3,635	\$879	\$879
001-12124-3541	PLAN REVIEW FIRE SYSTEMS	\$89,489	\$75,061	\$57,000	\$57,000
001-12124-3553	FIRE PERMIT REVIEW FEE	\$10,495	\$13,581	\$14,000	\$14,000



# GENERAL FUND REVENUES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
001-12124-3561	WEED ABATEMENT	\$11,264	\$20,779	\$0	\$0
001-12125-3202	FALSE ALARM FINES	\$104,741	\$30,474	\$55,000	\$55,000
001-12125-3322	AMR LEASE - FIRE STATION	\$72,165	\$89,721	\$94,200	\$98,399
001-12125-3544	MISC. FIRE SERVICES	\$22,437	\$13,784	\$40,000	\$40,000
001-12125-3555	FIRE PROT SVCS-LOWER SWEETWATER	\$412,543	\$314,591	\$235,530	\$235,530
001-12125-3556	POLICE & FIRE SVCS-PORT OF SAN DIEGO	\$545,565	\$559,750	\$578,790	\$578,790
001-12125-3558	LSWFPD EQUIP REPLACEMENT	\$22,000	\$259,752	\$0	\$0
001-12125-3566	FIRE/LIFE SAFETY ANNUAL INSPECTION FEE	\$258,373	\$388,916	\$463,300	\$463,300
001-12125-3636	REFUNDS & REIMBURSEMENTS	\$0	\$2,035	\$0	\$25,000
001-14000-3632	COMP INSURANCE REIMBURSEMENT	\$603	\$0	\$0	\$0
001-14000-3636	REFUNDS & REIMBURSEMENTS	\$111,039	\$88,808	\$0	\$0
001-22000-3634	MISC. REVENUE	\$7,663	\$420	\$0	\$0
001-22223-3634	MISC. REVENUE	\$1,208	\$900	\$0	\$0
001-41000-3312	RENT AND LEASES	\$10,881	\$6,215	\$8,000	\$3,000
001-41000-3317	RENTAL-LAS PALMAS GOLF COURSE	\$67,003	\$36,000	\$98,000	\$98,000
001-41000-3572	RECREATION PROGRAM REVENUE	\$2,080	\$907	\$2,300	\$2,300
001-41000-3574	SWIMMING POOL REVENUE	\$131,652	\$339,139	\$411,000	\$85,000
001-41000-3598	CONTRACT CLASS RECREATION	\$6,888	\$6,697	\$5,500	\$33,000
001-41000-3637	SPONSORSHIPS AND DONATIONS	\$19,000	\$9,697	\$8,000	\$8,000
001-41000-3650	CASA YOUTH FUNDRAISING	\$882	\$0	\$2,000	\$2,000
001-42000-3585	MISC. USER CHARGES	\$3,780	\$0	\$0	\$0
001-42000-3590	STREET TREE FEES	\$0	\$130	\$0	\$0
001-42000-3634	MISC. REVENUE	\$2,238	\$0	\$0	\$0
001-45462-3634	MISC. REVENUE	\$40	\$0	\$0	\$0
001-45464-3201	PARKING CITATIONS	\$338,824	\$370,859	\$0	\$0
001-45464-3203	PARKING CITATION ADMIN FEE	\$2,320	\$1,255	\$0	\$0
001-45464-3206	RV PERMITS	\$660	\$378	\$1,000	\$500
001-45464-3585	MISC. USER CHARGES	\$22,063	\$15,077	\$20,000	\$16,000
<b>GENERAL FUND REVENUE Total</b>		<b>\$61,264,217</b>	<b>\$65,423,984</b>	<b>\$56,758,717</b>	<b>\$66,579,577</b>
<b>GENERAL FUND EXPENDITURE Total</b>		<b>\$61,314,074</b>	<b>\$63,032,221</b>	<b>\$60,554,214</b>	<b>\$66,215,913</b>
<b>REVENUES LESS EXPENDITURES</b>		<b>(\$49,857)</b>	<b>\$2,391,763</b>	<b>(\$3,795,497)</b>	<b>\$363,664</b>

CALIFORNIA  
**NATIONAL CITY**  
1887  
INCORPORATED

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Section

IV.

Departmental  
Operating  
Budget

Proposed Budget  
Fiscal Year 2023



Proposed Budget  
Fiscal Year 2023

# Mayor & City Council









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## **DEPARTMENT DESCRIPTION**

The City of National City's five-member City Council is comprised of four council members and the Mayor who are the legislative and policy-making body of the City.

The Mayor and council members are elected citywide to serve four-year terms for no more than three consecutive years. The Mayor acts as the presiding officer of the City Council, which works closely with the City Manager to ensure policies are effectively put into action. Goals and objectives of the governing body are accomplished through adoption of ordinances and policy resolutions, adoption, of the City budget, approval of contracts and agreements, and review of the City's General Plan.

City Council meetings are held the first and third Tuesdays at 6 p.m. in the council chambers. Meetings are streamed live on the city's website and archived online.

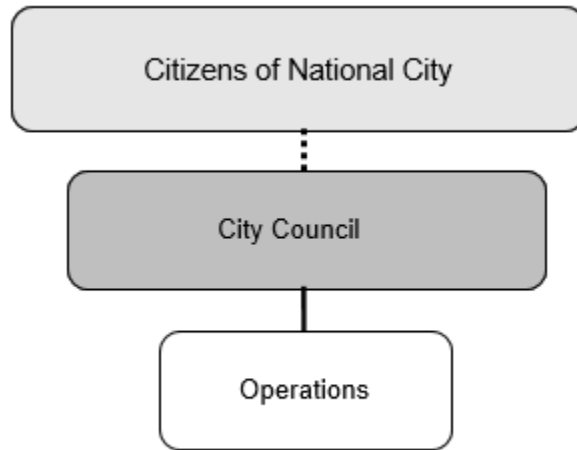
## **GOALS & OBJECTIVES**

1. Serve the best interests of all National City residents and ensure the City is a desirable place to live, work, do business, and visit by implementing the objectives set forth in the City Council's adopted Strategic Plan.
2. Engage, inform, and empower the community by improving communications and building programs that leverage the efforts of residents and businesses.
3. Attract diverse revenue generating projects, leverage financial incentives, and maximize funding sources such as grants.
4. Build the image of the City by distinguishing important community assets and marketing them to the region.



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**DEPARTMENT ORGANIZATIONAL CHART**



**SIGNIFICANT CHANGE**

No significant changes anticipated



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 401 000</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$2,135	\$1,805	\$100,000	\$0
101	FULL-TIME SALARIES	\$140,556	\$160,492	\$166,817	\$173,492
102	OVERTIME	\$0	\$0	\$3,000	\$3,000
110	ALLOWANCES & STIPENDS	\$29,273	\$25,234	\$21,120	\$21,120
120	DIFFERENTIAL PAY	\$804	\$1,297	\$1,300	\$1,300
140	WORKERS' COMPENSATION	\$5,729	\$5,958	\$5,480	\$5,547
150	HEALTH INSURANCE	\$53,935	\$59,600	\$85,960	\$85,960
160	RETIREMENT PLAN CHARGES	\$49,845	\$53,379	\$59,137	\$52,771
161	MEDICARE	\$2,661	\$2,754	\$2,419	\$2,516
199	PERSONNEL COMPENSATION	\$0	\$2,000	\$0	\$0
<b>Personnel Services Total</b>		<b>\$284,938</b>	<b>\$312,519</b>	<b>\$445,233</b>	<b>\$345,705</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$9,494	\$6,422	\$5,100	\$5,100
212	GOVERNMENTAL PURPOSES- MORRISON	\$579	\$250	\$1,050	\$1,050
212	GOVERNMENTAL PURPOSES-MAYORAL EVENTS	\$12,059	\$16,334	\$18,000	\$18,000
212	GOVERNMENTAL PURPOSES-CANO	\$178	\$1,043	\$1,050	\$0
212	GOV PURPOSES - MAYOR SOTELO-SOLIS	\$1,894	\$1,283	\$1,836	\$1,836
212	GOVERNMENTAL PURPOSES- RIOS	\$260	\$35	\$1,050	\$1,050
212	GOVERNMENTAL PURPOSES-QUINTERO	\$985	\$545	\$1,050	\$0
212	GOVERNMENTAL PURPOSES-RODRIGUEZ	\$0	\$718	\$0	\$1,050
212	GOVERNMENTAL PURPOSES-BUSH	\$0	\$479	\$0	\$1,050
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$0	\$1,060	\$1,060
226	TRAINING-MORRISON	\$1,960	\$0	\$2,000	\$2,000
226	TRAINING-MAYOR SOTELO-SOLIS	\$1,780	\$50	\$2,000	\$2,000
226	TRAINING- RIOS	\$12	\$50	\$2,000	\$2,000
226	TRAINING-RODRIGUEZ	\$0	\$0	\$2,000	\$2,000
226	TRAINING-BUSH	\$0	\$0	\$2,000	\$2,000
299	CONTRACT SERVICES	\$8,870	\$0	\$0	\$0
307	DUPLICATING SUPPLIES	\$93	\$0	\$140	\$140
399	MATERIALS & SUPPLIES	\$2,029	\$0	\$2,840	\$2,840



# CITY COUNCIL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Maintenance &amp; Operations Total</b>		\$40,193	\$27,209	\$43,176	\$43,176
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$49,096	\$54,734	\$49,600	\$54,628
755	INFO. SYSTEMS MAINT. CHARGE	\$46,563	\$52,392	\$51,493	\$57,575
790	INSURANCE CHARGES	\$5,144	\$6,431	\$6,431	\$6,431
<b>Internal Service Charges and Reserves Total</b>		\$100,803	\$113,557	\$107,524	\$118,634
<b>OPERATIONS Total</b>		<b>\$425,934</b>	<b>\$453,285</b>	<b>\$595,933</b>	<b>\$507,515</b>
<b>CITY COUNCIL Total</b>		<b>\$425,934</b>	<b>\$453,285</b>	<b>\$595,933</b>	<b>\$507,515</b>
<b>GENERAL FUND Total</b>		<b>\$425,934</b>	<b>\$453,285</b>	<b>\$595,933</b>	<b>\$507,515</b>

Proposed Budget  
Fiscal Year 2023

# City Clerk







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## DEPARTMENT DESCRIPTION

The City Clerk of the City of National City is an Elected Official who is responsible for carrying out the ceremonial functions for the City Clerk's Office, produces City Council Meeting Minutes, and is the Parliamentarian for City Council Meetings. The City Clerk serves as a liaison between the public and the City Council.

The Office of the City Clerk serves as the impartial link between City government and those it serves, providing access to public records, City Council meeting agenda material, preparing minutes, resolutions, ordinances, and publishing legal noticing as required by law.

Serving as the City's Election Official, it is the responsibility of the Deputy City Clerk to plan and conduct the City's elections in accordance with all applicable local, state and federal laws. The Elections Official issues, reviews, and accepts nomination petitions, processes initiative, referendum and City Measures for placement on the ballot. In addition, serves as the campaign filing acceptance officer receiving, reviewing, and maintaining campaign financial disclosures submitted by candidates and committees that receive and spend campaign related funds as well as Statements of Economic Interest from approximately 100 designated filers.

The City Clerk's Office serves as the public records manager, receives public records requests, and oversees the City-wide records management program including records storage, retention schedule and destruction; Certifying City documents, maintains the Municipal Code, authorized agent of the City to receive service of all legal processes. Processes all incoming mail for the City, and manages the boards, commissions and committees application and appointment process.

## GOALS & OBJECTIVES

- Continue evaluating current processes for efficiencies and streamlining when applicable.
- Automate the Boards/Commission/Committee application process by providing a public portal for processes.
- Update the City-Wide Records Management Program including the Records Retention Schedule.
- Increase the quantity of documents made available on the City website for public access and transparency.
- Automate the Agenda Process and Workflows as paperless for efficiencies and reduction of cost and resources.
- Manage City Election in November 2022 which includes completing the Districting process to initiate by-district elections, executing the election processes up to certification for any initiatives, referendums, measures and open seats for Mayor (at-large) and two (2) District City Councilmembers in November 2022.



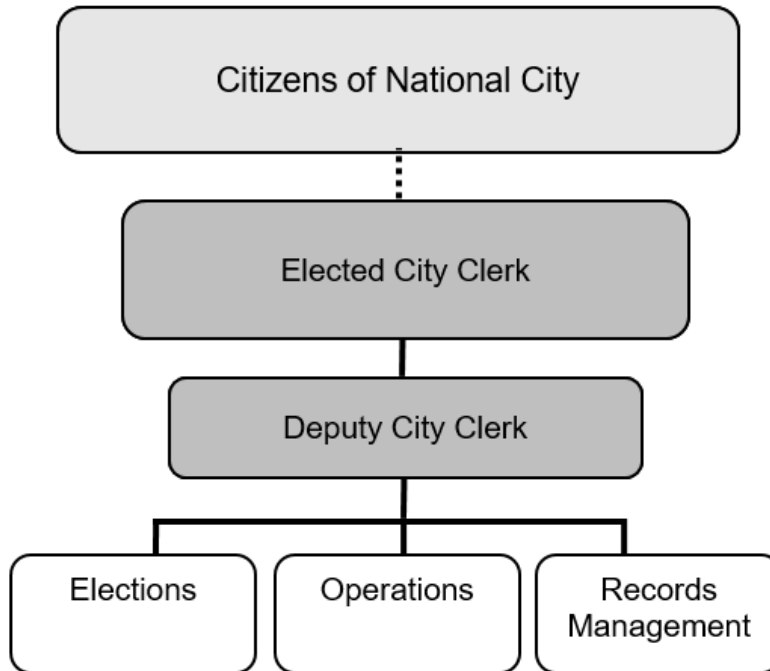
**PRODUCTIVITY/WORKLOAD STATISTICS**

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
<b>City Council Meetings:</b>				
Number of City Council / Agency	47	56	50	50
<b>Information Requests:</b>				
Requests for records/documents	450	449	500	300
<b>Legislative Records Maintained:</b>				
City Council/CDC Resolutions	226	201	225	230
Ordinance processed	8	7	8	10
Meeting minutes sets - prepared	46	56	50	50
Contracts processed, filed, &	163	92	105	150
Incoming mail counted/processed	14,808	15,674	15,000	15,000
Economic Interest Form 700s	112	155	150	150
<b>Election Campaign:</b>				
Candidate processing	0	0	15	0
Campaign Filings – documents and disclosure Forms Received and Processed / # of pages	132/981	60 /400	50 / 300	25 / 100
Initiatives/Referendums/Measures		0	6	0
<b>Other:</b>				
Oaths administered	40	135	150	125
Claims / Subpoenas Processed	25	101	80	80
Applications and Appointments for Boards, Commissions, Committees	14	63	50	50
Processed Written Comments for City Council Meetings	543	223	250	200



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**DEPARTMENT ORGANIZATIONAL CHART**



**SIGNIFICANT CHANGES**

- Implementation of Passport Acceptance Facility through the U.S. Department of State
- Adding one (1) Part-time Passport Agent



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-02000-3634	MISC. REVENUE	\$0	\$57,958	\$0	\$60,000
001-02000-3585	MISC. USER CHARGES	\$402	\$646	\$0	\$290
001-02000-3529	SALES OF MISC. PUBLICATIONS	\$0	\$70	\$0	\$0
<b>Other Revenues Total</b>		\$402	\$58,674	\$0	\$60,290
<b>City Clerk Revenues Total</b>		\$402	\$58,674	\$0	\$60,290
<b>GENERAL FUND Total</b>		\$402	\$58,674	\$0	\$60,290



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 402 000</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$0	\$0	\$20,000
101	FULL-TIME SALARIES	\$54,811	\$17,149	\$146,451	\$161,417
102	OVERTIME	\$0	\$0	\$500	\$500
140	WORKERS' COMPENSATION	\$537	\$676	\$1,435	\$1,582
150	HEALTH INSURANCE	\$10,954	\$18,667	\$25,930	\$26,795
151	LTD INSURANCE	\$0	\$0	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$15,717	\$8,255	\$51,917	\$49,098
161	MEDICARE	\$756	\$317	\$2,124	\$2,341
199	PERSONNEL COMPENSATION	\$0	\$16,662	\$0	\$0
<b>Personnel Services Total</b>		<b>\$82,775</b>	<b>\$61,726</b>	<b>\$229,088</b>	<b>\$262,463</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$0	\$1,024	\$100	\$100
213	PROFESSIONAL SERVICES	\$4,110	\$35,024	\$10,000	\$43,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$85	\$135	\$400	\$800
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$150	\$500	\$7,465
230	PRINTING & BINDING	\$0	\$42	\$200	\$200
250	POSTAGE	\$3	\$0	\$0	\$3,000
260	ADVERTISING	\$5,702	\$5,012	\$4,500	\$10,000
281	R & M - OFFICE EQUIPMENT	\$0	\$0	\$175	\$0
299	CONTRACT SERVICES	\$0	\$986	\$0	\$0
307	DUPLICATING SUPPLIES	\$2,002	\$438	\$600	\$0
399	MATERIALS & SUPPLIES	\$56	\$215	\$500	\$2,060
<b>Maintenance &amp; Operations Total</b>		<b>\$11,958</b>	<b>\$43,026</b>	<b>\$16,975</b>	<b>\$66,625</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$16,365	\$18,245	\$16,534	\$18,210
755	INFO. SYSTEMS MAINT. CHARGE	\$22,300	\$25,092	\$24,661	\$27,574
790	INSURANCE CHARGES	\$2,291	\$2,980	\$2,980	\$2,980
<b>Internal Service Charges and Reserves Total</b>		<b>\$40,956</b>	<b>\$46,317</b>	<b>\$44,175</b>	<b>\$48,764</b>
<b>OPERATIONS Total</b>		<b>\$135,689</b>	<b>\$151,069</b>	<b>\$290,238</b>	<b>\$377,852</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>					
<b>Activity No.</b>	001 402 013				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$0	\$11,028	\$11,028
140	WORKERS' COMPENSATION	\$0	\$0	\$489	\$489
150	HEALTH INSURANCE	\$0	\$0	\$14,400	\$14,400
160	RETIREMENT PLAN CHARGES	\$0	\$0	\$3,909	\$3,354
161	MEDICARE	\$0	\$0	\$160	\$160
<b>Personnel Services Total</b>		\$0	\$0	\$29,986	\$29,431
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$0	\$250	\$250
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$0	\$500	\$2,000
399	MATERIALS & SUPPLIES	\$0	\$0	\$100	\$100
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$850	\$2,350
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$30,836</b>	<b>\$31,781</b>
<b>Activity</b>					
	RECORDS MANAGEMENT				
<b>Activity No.</b>	001 402 020				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$103,937	\$48,400	\$0	\$0
110	ALLOWANCES & STIPENDS	\$3,471	\$1,677	\$0	\$0
140	WORKERS' COMPENSATION	\$1,100	\$535	\$0	\$0
150	HEALTH INSURANCE	\$14,081	\$7,260	\$0	\$0
151	LTD INSURANCE	\$651	\$336	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$32,528	\$18,132	\$0	\$0
161	MEDICARE	\$1,667	\$826	\$0	\$0
199	PERSONNEL COMPENSATION	\$2,732	\$4,385	\$539	\$0
<b>Personnel Services Total</b>		\$160,167	\$81,551	\$539	\$0
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$3,723	\$4,957	\$1,800	\$2,400
213	PROFESSIONAL SERVICES	\$0	(\$256)	\$0	\$6,000
268	RENTALS & LEASES	\$2,967	\$1,295	\$0	\$0



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
399	MATERIALS & SUPPLIES	\$1,126	\$287	\$500	\$500
	<b>Maintenance &amp; Operations Total</b>	<b>\$7,816</b>	<b>\$6,283</b>	<b>\$2,300</b>	<b>\$8,900</b>
	<b>RECORDS MANAGEMENT Total</b>	<b>\$167,983</b>	<b>\$87,834</b>	<b>\$2,839</b>	<b>\$8,900</b>
<b>Activity</b>	<b>ELECTIONS</b>				
<b>Activity No.</b>	<b>001 402 021</b>				
	<b>Maintenance &amp; Operations</b>				
212	GOVERNMENTAL PURPOSES	\$52,072	\$101,408	\$0	\$185,000
	<b>Maintenance &amp; Operations Total</b>	<b>\$52,072</b>	<b>\$101,408</b>	<b>\$0</b>	<b>\$185,000</b>
	<b>ELECTIONS Total</b>	<b>\$52,072</b>	<b>\$101,408</b>	<b>\$0</b>	<b>\$185,000</b>
	<b>CITY CLERK Total</b>	<b>\$355,744</b>	<b>\$340,311</b>	<b>\$323,913</b>	<b>\$603,533</b>
	<b>GENERAL FUND Total</b>	<b>\$355,744</b>	<b>\$340,311</b>	<b>\$323,913</b>	<b>\$603,533</b>

CALIFORNIA  
**NATIONAL CITY**  
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Proposed Budget  
Fiscal Year 2023

# City Treasurer









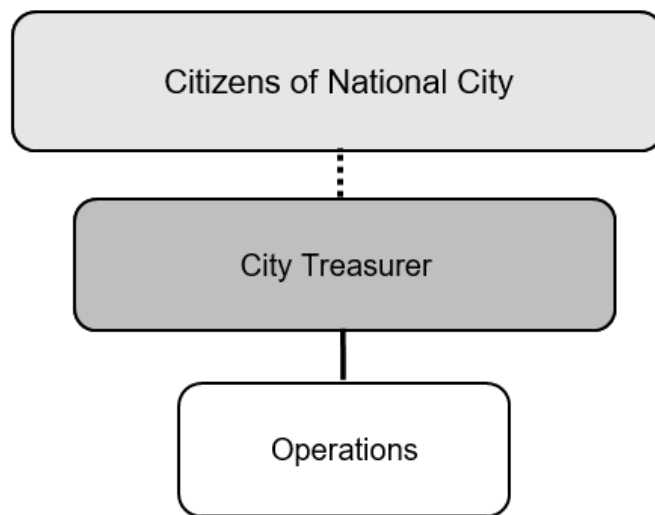
## DEPARTMENT DESCRIPTION

The City Treasurer is an elected position that serves National City residents acting as the custodian of public funds under control of the City. The official duties of the City Treasurer are mandated by state law and city policies and include managing all money coming into the public trust, compliance with laws governing, depositing and securing those funds, distributing accounts payable, submitting monthly reports to the City Council and other interested parties accounting for receipts, disbursements, and balances in the City Treasury.

## GOALS & OBJECTIVES

To serve the citizens of National City with honesty and transparency.

## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

No significant changes anticipated



# CITY TREASURER

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 410 000</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$11,153	\$11,532	\$11,031	\$11,031
140	WORKERS' COMPENSATION	\$201	\$213	\$108	\$108
150	HEALTH INSURANCE	\$10,367	\$11,281	\$14,400	\$14,400
160	RETIREMENT PLAN CHARGES	\$3,477	\$3,744	\$3,910	\$3,355
161	MEDICARE	\$298	\$315	\$160	\$160
<b>Personnel Services Total</b>		<b>\$25,496</b>	<b>\$27,085</b>	<b>\$29,609</b>	<b>\$29,054</b>
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$0	\$250	\$250
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$0	\$0	\$2,000
258	TRAVEL & SUBSISTENCE	\$0	\$0	\$700	\$700
301	OFFICE SUPPLIES	\$56	\$48	\$10	\$10
<b>Maintenance &amp; Operations Total</b>		<b>\$56</b>	<b>\$48</b>	<b>\$960</b>	<b>\$2,960</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$8,183	\$9,122	\$8,266	\$9,104
755	INFO. SYSTEMS MAINT. CHARGE	\$7,106	\$7,996	\$7,859	\$8,787
790	INSURANCE CHARGES	\$491	\$642	\$642	\$642
<b>Internal Service Charges and Reserves Total</b>		<b>\$15,780</b>	<b>\$17,760</b>	<b>\$16,767</b>	<b>\$18,533</b>
<b>OPERATIONS Total</b>		<b>\$41,332</b>	<b>\$44,893</b>	<b>\$47,336</b>	<b>\$50,547</b>
<b>CITY TREASURER Total</b>		<b>\$41,332</b>	<b>\$44,893</b>	<b>\$47,336</b>	<b>\$50,547</b>
<b>GENERAL FUND Total</b>		<b>\$41,332</b>	<b>\$44,893</b>	<b>\$47,336</b>	<b>\$50,547</b>

Proposed Budget  
Fiscal Year 2023

# City Attorney







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## **DEPARTMENT DESCRIPTION**

The City Attorney's Office acts as legal counsel to multiple entities, including the City, Community Development Commission – Housing Authority, Successor Agency to the Community Development Commission ("Successor Agency"), the Parking Authority, and Joint Powers Financing Authority. The City Attorney's Office also serves as the legal advisor to the City Council, City Manager, Departments, Boards, Commissions, Committees, and other City offices, providing a full range of legal services.

These services include legal advice regarding proposed actions and the defense of civil actions filed against the City and its employees acting in the scope of employment. The issues include the exercise of police powers, land use, environmental regulations, public works, contracts, personnel and labor, economic development, and various other topics. The City Attorney's Office prepares and reviews City Council reports, legal opinions, ordinances, resolutions, contracts, agreements, leases, and other documents. The City Attorney and staff are tasked with enforcing the municipal code in civil actions and serving as prosecutor involving ordinance violations.

In general, the City Attorney's Office provides the legal services needed to establish the policy makers' programs.

## **RISK MANAGEMENT – GENERAL LIABILITY**

The City Attorney's Office manages the City's liability program and purchases property, fidelity, and special event coverage. It's the Risk Manager's responsibility to adjust all liability claims against the City, assist the City Attorney in defending litigated claims, handle the City's first-party property and subrogation claims, and review contracts and permits for insurance compliance. The Risk Manager serves as the City's representative to the statewide (CSAC-EIA) insurance joint power authority, which provides training, risk-sharing mechanisms, and group purchase insurance programs.

## **GOALS & OBJECTIVES**

1. Consistent with City Council Policy 1001, interpret and advise the Risk Manager on the Government Claims Act, as well as provide legal analysis in crafting proactive risk management policies and procedures.
2. Serve as legal counsel at City Council, City boards, committees, and commission meetings.
3. Represent the City Council and staff in administrative hearings, civil litigations, and legislative matters.
4. Administer the City's program of self-insurance for liability claims and suits.
5. Provide updates and training to City Council, City staff, City Boards, Committees, and Commissions on significant municipal law developments, including the Brown Act, the Public Records Act, Political Reform Act, and other applicable areas of the law.

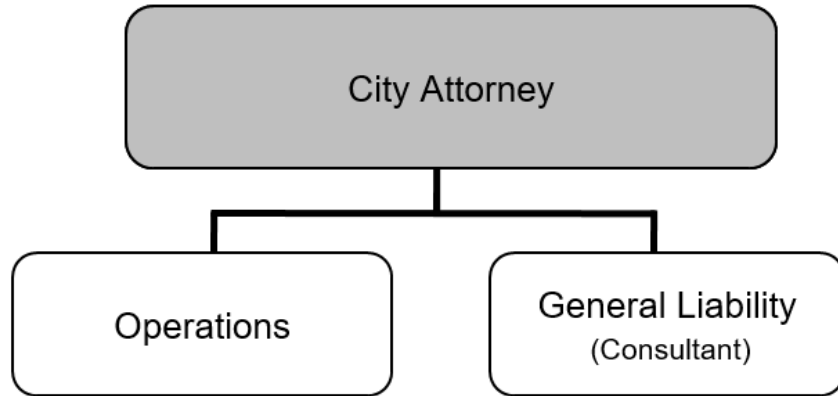


6. Provide timely and thorough drafting and review of legal documents, including City ordinances, resolutions, contracts, and other agreements.
7. Update construction contracts to conform to evolving legal developments and provide City staff training on the updates.
8. Provide successful and cost-effective defense of civil litigation cases.
9. Work with Department Directors to align legal support services with departmental support needs.
10. Provide legal support for specific upcoming planning-related matters: Downtown Specific Plan Update, Amortization, and Port Balanced Plan.
11. Work with the Finance, Police and Planning Departments to prepare new ordinances regulating the establishment and operation of various businesses in the City.
12. Work with Police, Fire, Neighborhood Services, and Building Departments to address vacant and other nuisance properties.
13. Assist with the comprehensive review and updating of leases and of maintenance and operating agreements for the lessees and operators of City facilities.

**PRODUCTIVITY/WORKLOAD STATISTICS**

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
Resolutions	226	198	200	210
Ordinances	6	7	12	17
Requests for Legal Services	357	330	340	350
Trainings	10	2	3	5
Liability Claims Processed	49	45	52	56

**DEPARTMENT ORGANIZATIONAL CHART**



**SIGNIFICANT CHANGES**

No significant changes anticipated.



# CITY ATTORNEY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 405 000</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$0	\$0	\$34,570
101	FULL-TIME SALARIES	\$511,557	\$478,693	\$507,849	\$532,099
102	OVERTIME	\$0	\$0	\$500	\$500
110	ALLOWANCES & STIPENDS	\$3,471	\$8,183	\$9,750	\$9,000
140	WORKERS' COMPENSATION	\$7,416	\$7,785	\$4,977	\$5,215
150	HEALTH INSURANCE	\$52,914	\$51,982	\$57,160	\$57,160
151	LTD INSURANCE	\$1,907	\$1,763	\$731	\$1,463
160	RETIREMENT PLAN CHARGES	\$164,714	\$171,776	\$180,032	\$163,145
161	MEDICARE	\$7,991	\$7,987	\$7,364	\$7,715
199	PERSONNEL COMPENSATION	\$23,942	\$62,239	\$20,686	\$0
<b>Personnel Services Total</b>		<b>\$773,912</b>	<b>\$790,408</b>	<b>\$789,049</b>	<b>\$810,866</b>
<b>Maintenance &amp; Operations</b>					
209	LEGAL SERVICES	\$24,078	\$0	\$0	\$100,000
212	GOVERNMENTAL PURPOSES	\$563	\$272	\$2,000	\$2,000
213	PROFESSIONAL SERVICES	\$57,825	\$101,151	\$50,000	\$25,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$4,001	\$2,055	\$30,000	\$15,000
226	TRAINING, TRAVEL & SUBSISTENCE	\$2,828	\$3,805	\$7,000	\$7,000
250	POSTAGE	\$41	\$0	\$150	\$50
299	CONTRACT SERVICES	(\$1,107)	\$3,350	\$5,000	\$10,000
301	OFFICE SUPPLIES	\$0	\$0	\$0	\$2,000
304	BOOKS	\$20,991	\$11,721	\$0	\$0
399	MATERIALS & SUPPLIES	\$1,292	\$2,121	\$3,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$110,512</b>	<b>\$124,475</b>	<b>\$97,150</b>	<b>\$161,050</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$40,913	\$45,612	\$41,334	\$45,524
755	INFO. SYSTEMS MAINT. CHARGE	\$29,407	\$33,087	\$32,520	\$36,360
790	INSURANCE CHARGES	\$7,927	\$9,380	\$9,380	\$9,380
<b>Internal Service Charges and Reserves Total</b>		<b>\$78,247</b>	<b>\$88,079</b>	<b>\$83,234</b>	<b>\$91,264</b>
<b>OPERATIONS Total</b>		<b>\$962,671</b>	<b>\$1,002,962</b>	<b>\$969,433</b>	<b>\$1,063,180</b>





# CITY ATTORNEY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>CITY ATTORNEY Total</b>	<b>\$962,671</b>	<b>\$1,002,962</b>	<b>\$969,433</b>	<b>\$1,063,180</b>
	<b>GENERAL FUND Total</b>	<b>\$962,671</b>	<b>\$1,002,962</b>	<b>\$969,433</b>	<b>\$1,063,180</b>



# CITY ATTORNEY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>RISK MANAGEMENT</b>				
<b>Activity No.</b>	<b>627 405 081</b>				
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$159,114	\$158,444	\$80,000	\$160,000
299	CONTRACT SERVICES	\$2,250	\$6,167	\$9,550	\$10,000
399	MATERIALS & SUPPLIES	\$340	\$885	\$600	\$600
410	PROPERTY INSURANCE	\$116,479	\$154,566	\$183,000	\$236,000
420	GENERAL LIABILITY INSURANCE	\$389,985	\$587,518	\$722,000	\$895,800
421	POLLUTION PROGRAM INSURANCE	\$0	\$0	\$4,700	\$27,000
430	FIDELITY INSURANCE	\$0	\$2,250	\$7,000	\$8,500
432	LIABILITY CLAIM COST	3,132,366	\$437,059	\$902,000	\$1,000,000
<b>Maintenance &amp; Operations Total</b>		<b>\$3,800,534</b>	<b>\$1,346,889</b>	<b>\$1,908,850</b>	<b>\$2,337,900</b>
<b>RISK MANAGEMENT Total</b>		<b>\$3,800,534</b>	<b>\$1,346,889</b>	<b>\$1,908,850</b>	<b>\$2,337,900</b>
<b>CITY ATTORNEY Total</b>		<b>\$3,800,534</b>	<b>\$1,346,889</b>	<b>\$1,908,850</b>	<b>\$2,337,900</b>
<b>LIABILITY INS. FUND Total</b>		<b>\$3,800,534</b>	<b>\$1,346,889</b>	<b>\$1,908,850</b>	<b>\$2,337,900</b>

Proposed Budget  
Fiscal Year 2023

# City Manager







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## **DEPARTMENT DESCRIPTION**

The City Manager is appointed by the five-member City Council, which acts as a board of directors to the City of National City. The position acts in the way a CEO would serve a private corporation, except in a public capacity. In general, the City Manager provides the overall management, leadership and guidance regarding all City services and activities, while ensuring City Council policies are applied throughout the organization.

The City Manager is responsible for overseeing the work of all City departments and directing the fiscal accountability of the City such as planning, budget preparation, long-term capital financing, as assigned by the City Council.

A core duty of the City Manager is to ensure the needs and concerns of the community are addressed in a manner that maintains National City's quality of life. In addition, the position is focused on providing an efficient, cost-effective delivery of public services to taxpayers, citizens, visitors, business owners and developers.

Economic Development, Communications including the website and social media and the Community & Police Relations Commission are managed by the City Manager's Office.

## **ECONOMIC DEVELOPMENT**

The goals of the Economic Development division are to collaborate and communicate, support business, promote vibrant neighborhoods, support employment and increase city revenues. Creating incentives to leverage the investment / involvement of different public and private sectors; advocate for the well-being of the community through policy creation and implementation; and tracking of economic trends to measure success and prepare for changes.

## **INFORMATION TECHNOLOGY SERVICES DIVISION**

The Information Technology Services Division is responsible for the overall security of the City's computer systems, network and applications. That includes maintaining, managing, repairing, and overseeing of the City's information technology (IT) infrastructure (hardware and software). IT Services program staff are responsible for developing and implementing IT operational policies and standards, managing IT contracts and budgets, providing support for citywide technologies and applications, coordinating major citywide IT activities, IT procurement, and managing the network and communication systems.

## **GOALS & OBJECTIVES**

1. Carry out the objectives set forth in the City Council's Strategic Plan
  - a. Balanced Budget and Economic Development
  - b. Communication and Outreach
  - c. Health, Environment, and Sustainability
  - d. Housing and Community Development



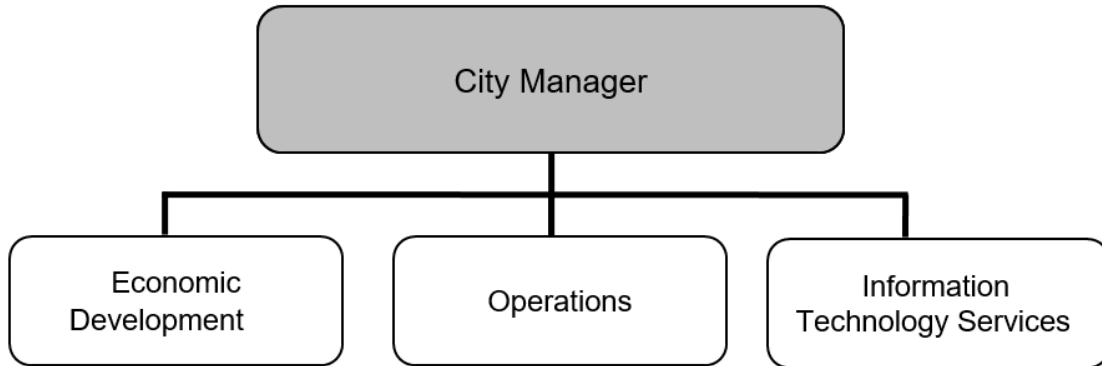
- e. Parks, Recreation and Library
  - f. Public Safety
  - g. Transportation Choices
2. Work within the County, State, and Federal legislative processes to promote laws of importance and interest to National City.
  3. Provide technologies to expand public access to City services.
  4. Implement new software and upgrade existing systems.
  5. Manage technologies to ensure a secure and reliable IT infrastructure.
  6. Disaster Recovery and Resiliency.

**PRODUCTIVITY/WORKLOAD STATISTICS**

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
City Council / CDC / Housing Authority / Successor Agency meeting agendas	50	50	50	50
Electronic newsletters	4	2	4	4
Subscribers to weekly e-mail updates	72	85	93	200
E-mail notifications	34,950	28,000	43,054	50,000
Facebook followers	4,200	6,500	8,100	9,000
Twitter followers	2,150	2,700	3,017	3,500
Instagram	1,000	2,000	2,410	2,800
Scheduled network uptime	99%	99%	99%	99%



## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

No significant changes anticipated.



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 403 000</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$565,468	\$643,842	\$571,068	\$581,293
102	OVERTIME	\$0	\$368	\$500	\$500
110	ALLOWANCES & STIPENDS	\$13,042	\$13,904	\$14,950	\$13,800
120	DIFFERENTIAL PAY	\$4,064	\$2,067	\$1,300	\$2,600
140	WORKERS' COMPENSATION	\$5,821	\$6,902	\$5,596	\$5,697
150	HEALTH INSURANCE	\$63,157	\$76,979	\$68,690	\$69,555
151	LTD INSURANCE	\$1,843	\$2,465	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$178,232	\$213,786	\$202,443	\$176,812
161	MEDICARE	\$8,583	\$10,338	\$8,280	\$8,429
199	PERSONNEL COMPENSATION	\$66,626	\$64,309	\$103,222	\$0
<b>Personnel Services Total</b>		<b>\$906,836</b>	<b>\$1,034,960</b>	<b>\$976,780</b>	<b>\$859,417</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$52	\$1,010	\$1,100	\$1,100
213	PROFESSIONAL SERVICES	\$160	\$360	\$6,000	\$0
222	MEMBERSHIPS & SUBSCRIPTIONS	\$2,844	\$4,221	\$4,650	\$5,650
226	TRAINING, TRAVEL & SUBSISTENCE	\$7,906	\$1,187	\$7,250	\$7,250
230	PRINTING & BINDING	\$0	\$0	\$290	\$290
260	ADVERTISING	\$0	\$0	\$4,500	\$0
281	R & M - OFFICE EQUIPMENT	\$0	\$0	\$175	\$0
299	CONTRACT SERVICES	\$29,920	\$25,504	\$0	\$0
307	DUPLICATING SUPPLIES	\$279	\$328	\$1,100	\$1,100
399	MATERIALS & SUPPLIES	\$2,249	\$1,267	\$2,000	\$2,000
<b>Maintenance &amp; Operations Total</b>		<b>\$43,410</b>	<b>\$33,877</b>	<b>\$27,065</b>	<b>\$17,390</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$57,278	\$63,856	\$57,866	\$63,732
755	INFO. SYSTEMS MAINT. CHARGE	\$37,494	\$42,188	\$41,464	\$46,361
790	INSURANCE CHARGES	\$6,578	\$8,339	\$8,339	\$8,339
<b>Internal Service Charges and Reserves Total</b>		<b>\$101,350</b>	<b>\$114,383</b>	<b>\$107,669</b>	<b>\$118,432</b>
<b>OPERATIONS Total</b>		<b>\$1,051,596</b>	<b>\$1,183,220</b>	<b>\$1,111,514</b>	<b>\$995,239</b>





# CITY MANAGER

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>NEIGHBORHOOD COUNCIL</b>				
<b>Activity No.</b>	<b>001 403 414</b>				
<b>Maintenance &amp; Operations</b>					
264	PROMOTIONAL ACTIVITIES	\$5,070	\$0	\$8,500	\$0
399	MATERIALS & SUPPLIES	\$232	\$30	\$2,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$5,302</b>	<b>\$30</b>	<b>\$10,500</b>	<b>\$0</b>
<b>NEIGHBORHOOD COUNCIL Total</b>		<b>\$5,302</b>	<b>\$30</b>	<b>\$10,500</b>	<b>\$0</b>
<b>Activity</b>	<b>COMMUNITY &amp; POLICE RELATIONS COMMITTEE</b>				
<b>Activity No.</b>	<b>001 403 415</b>				
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$0	\$600	\$600
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$1,360	\$3,500	\$3,500
399	MATERIALS & SUPPLIES	\$0	\$0	\$100	\$100
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$1,360</b>	<b>\$4,200</b>	<b>\$4,200</b>
<b>COMMUNITY &amp; POLICE RELATIONS COMMITTEE Total</b>		<b>\$0</b>	<b>\$1,360</b>	<b>\$4,200</b>	<b>\$4,200</b>
<b>Activity</b>	<b>ECONOMIC DEVELOPMENT</b>				
<b>Activity No.</b>	<b>001 403 476</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$0	\$0	\$91,000
101	FULL-TIME SALARIES	\$0	\$71,574	\$75,795	\$95,000
140	WORKERS' COMPENSATION	\$0	\$680	\$743	\$931
150	HEALTH INSURANCE	\$0	\$13,047	\$11,530	\$12,395
160	RETIREMENT PLAN CHARGES	\$14,468	\$24,266	\$26,869	\$30,321
161	MEDICARE	\$0	\$904	\$1,099	\$1,378
199	PERSONNEL COMPENSATION	\$0	\$2,000	\$0	\$0
<b>Personnel Services Total</b>		<b>\$14,468</b>	<b>\$112,471</b>	<b>\$116,036</b>	<b>\$231,024</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$109	\$695	\$1,000	\$1,000
299	CONTRACT SERVICES	\$0	\$0	\$8,500	\$8,500
399	MATERIALS & SUPPLIES	\$549	\$0	\$1,000	\$1,000



# CITY MANAGER

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
650	AGENCY CONTRIBUTIONS	\$15,329	\$0	\$0	\$0
	<b>Maintenance &amp; Operations Total</b>	\$15,987	\$695	\$10,500	\$10,500
	<b>ECONOMIC DEVELOPMENT Total</b>	\$30,455	\$113,166	\$126,536	\$241,524
	<b>CITY MANAGER Total</b>	\$1,087,353	\$1,297,776	\$1,252,750	\$1,240,963
	<b>GENERAL FUND Total</b>	\$1,087,353	\$1,297,776	\$1,252,750	\$1,240,963



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	MIS				
<b>Activity No.</b>	629 403 082				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$114	\$0	\$0
101	FULL-TIME SALARIES	\$332,851	\$364,882	\$355,742	\$380,007
102	OVERTIME	\$21,646	\$28,288	\$10,000	\$0
140	WORKERS' COMPENSATION	\$3,648	\$4,000	\$3,486	\$3,724
150	HEALTH INSURANCE	\$52,835	\$63,009	\$56,280	\$56,280
151	LTD INSURANCE	\$651	\$708	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$108,991	\$119,778	\$126,111	\$115,587
161	MEDICARE	\$5,225	\$5,795	\$5,158	\$5,510
199	PERSONNEL COMPENSATION	\$12,363	\$19,896	\$14,459	\$12,500
<b>Personnel Services Total</b>		\$538,210	\$606,470	\$571,967	\$574,339
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$15,654	\$230	\$0	\$0
226	TRAINING, TRAVEL & SUBSISTENCE	\$6,945	\$8,333	\$15,480	\$15,975
248	TEL & TEL & TELEGRAPH	\$294,483	\$285,974	\$371,540	\$374,240
268	RENTALS & LEASES	\$78,584	\$63,031	\$69,000	\$69,000
281	R & M - OFFICE EQUIPMENT	\$746,449	\$788,504	\$836,770	\$943,804
299	CONTRACT SERVICES	\$167,605	\$292,075	\$405,730	\$673,860
306	COMPUTER SUPPLIES	\$32,551	\$40,621	\$0	\$25,000
<b>Maintenance &amp; Operations Total</b>		\$1,342,271	\$1,478,768	\$1,698,520	\$2,101,879
<b>Internal Service Charges and Reserves</b>					
790	INSURANCE CHARGES	\$3,429	\$4,287	\$4,287	\$4,287
<b>Internal Service Charges and Reserves Total</b>		\$3,429	\$4,287	\$4,287	\$4,287
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$23,588	\$136,609	\$151,205	\$414,000
<b>Capital Outlay Total</b>		\$23,588	\$136,609	\$151,205	\$414,000
<b>MIS Total</b>		<b>\$1,907,498</b>	<b>\$2,226,134</b>	<b>\$2,425,979</b>	<b>\$3,094,505</b>



# CITY MANAGER

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	COVID-19 Response				
<b>Activity No.</b>	629 403 911				
<b>Maintenance &amp; Operations</b>					
306	COMPUTER SUPPLIES	\$10,690	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$10,690	\$0	\$0	\$0
<b>COVID-19 Response Total</b>		<b>\$10,690</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	GAAP ADJUSTMENT				
<b>Activity No.</b>	629 403 999				
<b>Internal Service Charges and Reserves</b>					
720	DEPRECIATION EXPENSE	\$213,524	\$180,166	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$213,524	\$180,166	\$0	\$0
<b>GAAP ADJUSTMENT Total</b>		<b>\$213,524</b>	<b>\$180,166</b>	<b>\$0</b>	<b>\$0</b>
<b>CITY MANAGER Total</b>		<b>\$2,131,712</b>	<b>\$2,406,300</b>	<b>\$2,425,979</b>	<b>\$3,094,505</b>
<b>INFORMATION SYSTEMS MAINTENANC Total</b>		<b>\$2,131,712</b>	<b>\$2,406,300</b>	<b>\$2,425,979</b>	<b>\$3,094,505</b>

Proposed Budget  
Fiscal Year 2023

# Community Development







# COMMUNITY DEVELOPMENT

## DEPARTMENT DESCRIPTION

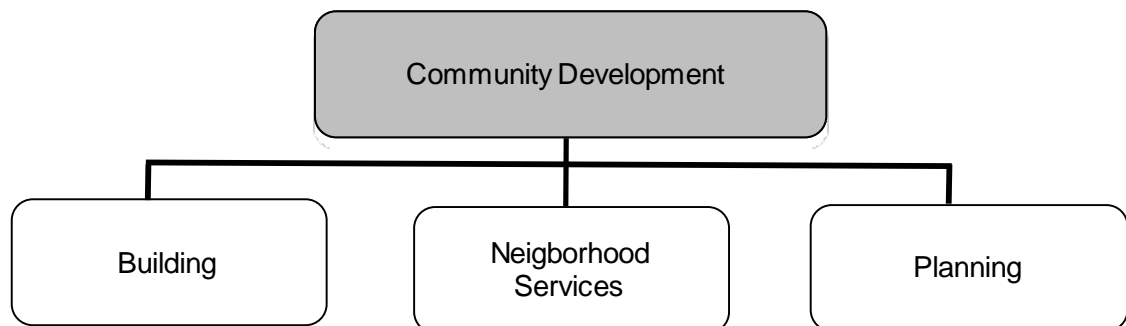
The Community Development Department plays a key role in shaping the future of urban development in National City. The department consists of three divisions; Neighborhood Services, Planning, and Building. The Planning and Building divisions develop guiding policies in the City's General Plan, and review new construction through zoning, building permits, subdivision regulations, code enforcement, and community design guidelines. The Neighborhood Services division houses the Code Enforcement Unit, Graffiti Abatement Unit, Housing Unit, Parking Regulations Unit, and Homeless Outreach and is the division in which to apply for Special Events and Temporary Use permits.

The Community Development Department serves National City residents directly at the public counter, and indirectly by guiding the City's urban form from concept to construction. The Department's primary goal is to ensure and enhance the quality of life in the community.

The Community Development Department staff provides high quality service and we pledge Commitment-Customer Service-Courtesy-Communication and Collaboration. We will:

- Listen to understand your needs
- Give clear, accurate and prompt answers to your questions
- Explain how you can achieve your goals under the City's rules
- Help resolve problems in an open, objective manner
- Maintain high ethical standards
- Work to improve our service efficiency

## DEPARTMENT ORGANIZATIONAL CHART



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Proposed Budget  
Fiscal Year 2023

# Building







## DIVISION DESCRIPTION

The Building Division provides assistance to residents and the development community on building codes, reviews building plans, and conducts on-site inspections to ensure construction projects are safe and comply with the current adopted building codes. The Division maintains data on building permits issued throughout the City and coordinates final permits with the assessor's office to ensure accurate land use valuation for tax purposes.

## GOALS AND OBJECTIVES

### Strategic Goal 1 - Provide Quality Services with an Efficient Organization

- The Building Division will continue to explore ways to improve customer service at the building counter and to quickly resolve issues in the inspection process. One way is to provide the required training and certification of our Building Inspector and Permit Technicians so that they are up-to-date on current building methods, procedures and materials. On January 1, 2020 the City of National City adopted the current 2019 California Building Codes which were mandated by the State of California.
- The Building Division is an active member of the San Diego Chapter of the International Code Council. Participation in the chapter ensures staff members are updated on upcoming state mandates and regulations; and, new building products, methods and procedures. This will be especially helpful with the new Green Building Codes that may become mandatory with the new code adoption. This also provides consistency in code interpretation within the various jurisdictions that fall within the County of San Diego.
- The Building Division participates in regular Community Development staff meetings in an effort to coordinate activities between the three Divisions that will effectively reduce redundancy and streamline permit processing. The goal is to explore ways to better serve residents and the development community.

### Strategic Goal 2 - Improve Quality of Life

- The Building Division is the primary enforcement department for the adopted "Construction and Demolition and Debris" regulations (Ordinance 2309). The purpose of the ordinance is to reduce the amount of construction debris that ends up in local landfills. The ordinance requires the builder to recycle 75% of inert debris and 65% of all other construction and demolition debris. This practice will allow our landfills to stay in operation longer and eliminate debris that can be recycled and reused.



## BUILDING DIVISION

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- The Building Division assures that through the review of building plans, issuance of building permits, and inspection of residential/commercial projects, buildings are built safe and as per the approved plans.
- The Building Division also conducts inspections on complaints from citizens regarding construction without proper permits. Several building code violations were cited last year and owners are asked to bring their structures into compliance by obtaining a building permit if the zoning allows it in that area. These types of inspections assure that projects are constructed to the current building codes and are in compliance.

### **Strategic Goal 3 - Improve Housing Conditions**

- In order to streamline building permit processes and assist homeowners and contractors, staff will conduct a comprehensive review of all counter handouts. The handouts will be revised to reflect current building codes and updated construction practices.
- Inspectors regularly look for non-permitted construction during routine inspection calls. If a project is found to be in violation, a stop work order is issued and the owner of the property is asked to submit plans and/or obtain a building permit to legalize the work. This practice helps to improve our housing stock in National City. We will also continue to assist and work closely with the Code Enforcement Division the Housing Division and our City Attorney's office to as needed to achieve compliance and keep our housing stock as safe as possible.
- The City Council approved amended permit fees on May 21, 2019. Some of these amendments will assist our citizens and developers to construct their projects with the required permits and inspections, thus ensuring safer dwellings and structures.



## PRODUCTIVITY/WORKLOAD STATISTICS

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY23 Projected</b>
Inspections	1,054	1,345	1450	1600
Plan Checks	945	1125	1250	1350
Permits Issued	851	921	1200	1300

## SIGNIFICANT CHANGES

- Significant Changes: The Building Division had some significant changes which included an upgraded with the internal software system from CDP to City Works. This new system has created a more efficient way of managing building projects and issuing permits. We are currently in the process of moving our property research database from Metroscan to Realquest.



# BUILDING

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-06028-3585	MISC. USER CHARGES	\$147	\$571	\$0	\$0
001-06028-3552	CONST. & DEMOLITION ADMIN FEE	\$118	\$0	\$0	\$0
001-06028-3545	PLAN CHECKING FEE	\$515,600	\$358,692	\$500,000	\$500,000
001-06028-3204	ENFORCEMENT FINES & PENALTIES	\$24,423	\$19,331	\$0	\$0
001-06028-3120	BUILDING PERMITS	\$601,811	\$478,011	\$423,000	\$423,000
001-06028-3101	ADMINISTRATIVE FEES	\$36,557	\$47,987	\$30,000	\$30,000
<b>Other Revenues Total</b>		\$1,178,656	\$904,592	\$953,000	\$953,000
<b>BUILDING REVENUES Total</b>		<b>\$1,178,656</b>	<b>\$904,592</b>	<b>\$953,000</b>	<b>\$953,000</b>
<b>GENERAL FUND Total</b>		<b>\$1,178,656</b>	<b>\$904,592</b>	<b>\$953,000</b>	<b>\$953,000</b>



# BUILDING & SAFETY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	BUILDING				
<b>Activity No.</b>	001 413 028				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$185,972	\$267,302	\$298,638
120	DIFFERENTIAL PAY	\$0	\$0	\$4,608	\$2,600
140	WORKERS' COMPENSATION	\$0	\$10,744	\$8,297	\$9,178
150	HEALTH INSURANCE	\$0	\$37,103	\$48,990	\$51,584
151	LTD INSURANCE	\$0	\$0	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$0	\$100,768	\$94,759	\$90,837
161	MEDICARE	\$0	\$3,378	\$3,876	\$4,330
199	PERSONNEL COMPENSATION	\$0	\$34,800	\$268	\$0
<b>Personnel Services Total</b>		\$0	\$372,765	\$428,831	\$457,899
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$0	\$593,611	\$600,000	\$600,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$685	\$930	\$930
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$847	\$2,350	\$2,350
230	PRINTING & BINDING	\$0	\$7,000	\$20,000	\$15,000
304	BOOKS	\$0	\$0	\$500	\$500
399	MATERIALS & SUPPLIES	\$0	\$1,344	\$3,000	\$3,000
<b>Maintenance &amp; Operations Total</b>		\$0	\$603,487	\$626,780	\$621,780
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$0	\$36,489	\$33,066	\$36,418
750	VEHICLE SERVICES CHARGES	\$0	\$1,927	\$2,042	\$2,354
752	VEHICLE LEASE CHARGE	\$0	\$4,000	\$4,000	\$4,000
755	INFO. SYSTEMS MAINT. CHARGE	\$0	\$45,501	\$44,720	\$50,002
790	INSURANCE CHARGES	\$0	\$5,123	\$5,123	\$5,123
<b>Internal Service Charges and Reserves Total</b>		\$0	\$93,040	\$88,951	\$97,897
<b>BUILDING Total</b>		\$0	\$1,069,292	\$1,144,562	\$1,177,576
<b>BUILDING &amp; SAFETY Total</b>		\$0	\$1,069,292	\$1,144,562	\$1,177,576
<b>GENERAL FUND Total</b>		\$0	\$1,069,292	\$1,144,562	\$1,177,576

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Proposed Budget  
Fiscal Year 2023

# Neighborhood Services







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## DIVISION DESCRIPTION

The Neighborhood Services Division houses the Code Enforcement Unit, Graffiti Abatement Unit, Housing Inspection Unit, Parking Regulations Unit, and Homeless Outreach and is the division in which to apply for Special Events and Temporary Use permits.

Code Enforcement tackles quality of life issues, such as property appearance, land use, and zoning, and enforces the City's Municipal Code relating to these areas. The Code Conformance Officers also work with the Housing Inspector which deals with housing quality issues related to violations of the Health & Safety Code.

The Graffiti Abatement Unit removes graffiti on our public rights-of-way and private property.

The Parking Regulations Unit is responsible for the enforcement of local ordinances and California Vehicle Code regulations related to the parking of vehicles. Our Parking Unit also responds to service calls related to abandoned vehicles and works special traffic enforcement details.

The Housing Inspector performs inspections of habitability to ensure that all residents are living in safe, sanitary environments and assist code enforcement staff with field inspections.

The Division addresses local homelessness issues as a part of Homeless Outreach and is currently working with the Alpha Project. The Code Enforcement Unit, along with other City departments including Housing, Grants, and Asset Management; Public Works; and, Police, work to address issues related to homelessness. This unit is responsible for conducting encampment cleanups, service outreach/referrals, and collaboration with other service organizations to decrease homelessness in National City.

The Neighborhood Services Division also processes Temporary Use Permits (TUP) used for special activities, events, or structures that are beneficial to the public for limited periods of time with coordination of temporary compliance with building, fire, zoning, and other local codes.

## GOALS & OBJECTIVES

1. Customer Service:
  - a. Efforts to increase community responsiveness, engagement & public outreach.
2. Improve Quality of Life:
  - a. Implementing Neighborhood Action Plans, the Together We Can Campaign, and continue amortization efforts by working with residents/community.
3. Enhancing Neighborhood Service Programs:
  - a. In addition to full-time staff, two part-time Code Conformance officers and one Housing Inspector provide six day a week City-wide coverage and proactive enforcement efforts.
  - b. Neighborhood Preservation clean-ups and Homeless Outreach Program with the Alpha Project and McAlister Institute.
4. Advancing Field Technology:
  - a. Implementing new computer software technology for field reporting via CityWorks and tracking of complaints.
  - b. Online and future capabilities with smartphone reporting for code officers; and,
  - c. Enhanced parking enforcement technology using LPR-Camera Systems, digital-chalking, and smartphone handhelds for field officers.



## NEIGHBORHOOD SERVICES

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- d. Addition of Parking Meter Technology to be implemented in FY 2023 consisting of approximately 60-80 parking meters in the downtown area.
  5. Collaboration on City Ordinance and Policy:
    - a. Constant review and development of policy with ordinance changes reflective of state and local codes.

### PRODUCTIVITY/WORKLOAD STATISTICS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
Graffiti removal incidents	14,441	5,931	5328	5,500
Parking citations issued	6,189	4,955	9492	10,500
Code conformance/Housing cases	825	529	825	1,000

### SIGNIFICANT CHANGES

No significant changes anticipated.



# NEIGHBORHOOD SERVICES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-45464-3585	MISC. USER CHARGES	\$22,063	\$15,077	\$20,000	\$16,000
001-45464-3206	RV PERMITS	\$660	\$378	\$1,000	\$500
001-45464-3203	PARKING CITATION ADMIN FEE	\$2,320	\$1,255	\$0	\$0
001-45464-3201	PARKING CITATIONS	\$338,824	\$370,859	\$0	\$0
<b>Other Revenues Total</b>		\$363,867	\$387,569	\$21,000	\$16,500
<b>NEIGHBORHOOD SRVCS Total</b>		<b>\$363,867</b>	<b>\$387,569</b>	<b>\$21,000</b>	<b>\$16,500</b>
<b>GENERAL FUND Total</b>		<b>\$363,867</b>	<b>\$387,569</b>	<b>\$21,000</b>	<b>\$16,500</b>



# NEIGHBORHOOD SERVICES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Transfers In</b>					
420-00000-3999	TRANSFERS FROM OTHER FUNDS	\$0	\$0	\$109,457	\$0
<b>Transfers In Total</b>		\$0	\$0	\$109,457	\$0
<b>General Operating Revenues Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$109,457</b>	<b>\$0</b>
<b>Other Revenues</b>					
420-45464-3203	PARKING CITATION ADMIN FEE	\$0	\$0	\$2,500	\$2,500
420-45464-3201	PARKING CITATIONS	\$0	\$0	\$210,000	\$263,000
<b>Other Revenues Total</b>		\$0	\$0	\$212,500	\$265,500
<b>NEIGHBORHOOD SRVCS Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$212,500</b>	<b>\$265,500</b>
<b>PARKING AUTHORITY Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$321,957</b>	<b>\$265,500</b>



# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	NEIGHBORHOOD SERVICES				
<b>Activity No.</b>	001 420 057				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$50,929	\$55,713	\$51,000	\$51,000
101	FULL-TIME SALARIES	\$450,683	\$468,177	\$481,509	\$602,789
102	OVERTIME	\$3,369	\$2,678	\$7,000	\$7,000
110	ALLOWANCES & STIPENDS	\$4,118	\$4,276	\$4,574	\$4,274
120	DIFFERENTIAL PAY	\$10,031	\$9,873	\$8,040	\$9,768
140	WORKERS' COMPENSATION	\$36,329	\$39,005	\$14,215	\$18,516
150	HEALTH INSURANCE	\$88,902	\$100,917	\$86,450	\$103,169
151	LTD INSURANCE	\$651	\$708	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$146,447	\$184,057	\$170,695	\$183,350
161	MEDICARE	\$6,993	\$7,582	\$6,982	\$8,740
199	PERSONNEL COMPENSATION	\$3,955	\$17,137	\$6,128	\$0
<b>Personnel Services Total</b>		<b>\$802,407</b>	<b>\$890,123</b>	<b>\$837,324</b>	<b>\$989,337</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$306	\$23	\$350	\$350
222	MEMBERSHIPS & SUBSCRIPTIONS	\$580	\$475	\$554	\$550
226	TRAINING, TRAVEL & SUBSISTENCE	\$3,637	(\$528)	\$6,500	\$6,500
299	CONTRACT SERVICES	\$2,348	\$1,620	\$2,000	\$2,000
301	OFFICE SUPPLIES	\$1,100	\$1,267	\$1,500	\$1,500
318	WEARING APPAREL	\$2,116	\$1,711	\$2,100	\$2,100
329	PAINTING SUPPLIES	\$13,743	\$14,641	\$14,000	\$14,000
399	MATERIALS & SUPPLIES	\$808	\$811	\$2,000	\$2,000
<b>Maintenance &amp; Operations Total</b>		<b>\$24,638</b>	<b>\$20,020</b>	<b>\$29,004</b>	<b>\$29,000</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$24,548	\$27,367	\$24,800	\$27,314
750	VEHICLE SERVICES CHARGES	\$27,704	\$26,288	\$27,855	\$32,116
751	VEHICLE REPLACEMENT CHARGE	\$8,260	\$0	\$0	\$0
752	VEHICLE LEASE CHARGE	\$0	\$33,759	\$38,080	\$38,080
755	INFO. SYSTEMS MAINT. CHARGE	\$70,318	\$79,121	\$77,762	\$86,948
790	INSURANCE CHARGES	\$5,284	\$7,214	\$7,214	\$7,214
<b>Internal Service Charges and Reserves Total</b>		<b>\$136,114</b>	<b>\$173,749</b>	<b>\$175,711</b>	<b>\$191,672</b>



# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$36,183	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$36,183	\$0	\$0	\$0
<b>NEIGHBORHOOD SERVICES Total</b>		<b>\$999,342</b>	<b>\$1,083,892</b>	<b>\$1,042,039</b>	<b>\$1,210,009</b>
<b>Activity PARKING ENFORCEMENT</b>					
<b>Activity No. 001 420 137</b>					
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$166,855	\$125,181	\$0	\$0
102	OVERTIME	\$2,634	\$4,251	\$0	\$0
110	ALLOWANCES & STIPENDS	\$1,139	\$1,254	\$0	\$0
120	DIFFERENTIAL PAY	\$2,049	\$1,840	\$0	\$0
140	WORKERS' COMPENSATION	\$9,322	\$9,029	\$0	\$0
150	HEALTH INSURANCE	\$27,290	\$30,695	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$42,772	\$46,734	\$0	\$0
161	MEDICARE	\$2,451	\$2,034	\$0	\$0
199	PERSONNEL COMPENSATION	\$1,855	\$10,675	\$0	\$0
<b>Personnel Services Total</b>		\$256,367	\$231,693	\$0	\$0
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$854	\$500	\$0	\$0
299	CONTRACT SERVICES	\$36,042	\$60,235	\$0	\$0
301	OFFICE SUPPLIES	\$56	\$565	\$0	\$0
318	WEARING APPAREL	\$2,125	\$1,951	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$39,077	\$63,251	\$0	\$0
<b>PARKING ENFORCEMENT Total</b>		<b>\$295,444</b>	<b>\$294,944</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity HOUSING INSPECTION PROGRAM</b>					
<b>Activity No. 001 420 467</b>					
<b>Personnel Services</b>					
160	RETIREMENT PLAN CHARGES	\$9,365	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$9,365	\$0	\$0	\$0





# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>HOUSING INSPECTION PROGRAM Total</b>		<b>\$9,365</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>NEIGHBORHOOD PRESERVATION</b>				
<b>Activity No.</b>	<b>001 420 473</b>				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$0	\$5,000	\$0
399	MATERIALS & SUPPLIES	\$0	\$25	\$36,000	\$36,000
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$25</b>	<b>\$41,000</b>	<b>\$36,000</b>
<b>NEIGHBORHOOD PRESERVATION Total</b>		<b>\$0</b>	<b>\$25</b>	<b>\$41,000</b>	<b>\$36,000</b>
<b>NEIGHBORHOOD SERVICES Total</b>		<b>\$1,304,151</b>	<b>\$1,378,861</b>	<b>\$1,083,039</b>	<b>\$1,246,009</b>
<b>GENERAL FUND Total</b>		<b>\$1,304,151</b>	<b>\$1,378,861</b>	<b>\$1,083,039</b>	<b>\$1,246,009</b>



# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>HOUSING INSPECTION PROGRAM</b>				
<b>Activity No.</b>	<b>301 420 467</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$75,216	\$0	\$0
120	DIFFERENTIAL PAY	\$0	\$1,200	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$2,615	\$0	\$0
150	HEALTH INSURANCE	\$0	\$11,490	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$3,933	\$9,351	\$0	\$0
161	MEDICARE	\$0	\$1,117	\$0	\$0
199	PERSONNEL COMPENSATION	\$0	\$2,659	\$0	\$0
<b>Personnel Services Total</b>		<b>\$3,933</b>	<b>\$103,648</b>	<b>\$0</b>	<b>\$0</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$1,485	\$3,000	\$0
270	PERMITS & LICENSES	\$0	\$0	\$250	\$0
301	OFFICE SUPPLIES	(\$112)	\$44	\$500	\$0
399	MATERIALS & SUPPLIES	\$5,271	\$15,804	\$10,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$5,159</b>	<b>\$17,333</b>	<b>\$13,750</b>	<b>\$0</b>
<b>HOUSING INSPECTION PROGRAM Total</b>		<b>\$9,092</b>	<b>\$120,981</b>	<b>\$13,750</b>	<b>\$0</b>
<b>NEIGHBORHOOD SERVICES Total</b>		<b>\$9,092</b>	<b>\$120,981</b>	<b>\$13,750</b>	<b>\$0</b>
<b>GRANT-C.D.B.G. Total</b>		<b>\$9,092</b>	<b>\$120,981</b>	<b>\$13,750</b>	<b>\$0</b>



# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>PARKING ENFORCEMENT</b>				
<b>Activity No.</b>	<b>420 420 137</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$0	\$144,705	\$163,930
102	OVERTIME	\$0	\$0	\$0	\$0
110	ALLOWANCES & STIPENDS	\$0	\$0	\$1,256	\$1,256
120	DIFFERENTIAL PAY	\$0	\$0	\$1,300	\$1,300
140	WORKERS' COMPENSATION	\$0	\$0	\$6,410	\$7,262
150	HEALTH INSURANCE	\$0	\$0	\$34,590	\$37,184
160	RETIREMENT PLAN CHARGES	\$0	\$0	\$51,298	\$49,863
161	MEDICARE	\$0	\$0	\$2,098	\$2,377
199	PERSONNEL COMPENSATION	\$0	\$0	\$0	\$700
<b>Personnel Services Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$241,657</b>	<b>\$263,872</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$0	\$1,600	\$1,600
301	OFFICE SUPPLIES	\$0	\$0	\$1,500	\$0
318	WEARING APPAREL	\$0	\$0	\$2,200	\$0
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$0	\$75,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$80,300</b>	<b>\$1,600</b>
<b>PARKING ENFORCEMENT Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$321,957</b>	<b>\$265,472</b>
<b>NEIGHBORHOOD SERVICES Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$321,957</b>	<b>\$265,472</b>
<b>PARKING AUTHORITY Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$321,957</b>	<b>\$265,472</b>



# NEIGHBORHOOD SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING INSPECTION PROGRAM				
<b>Activity No.</b>	501 420 467				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$0	\$0	\$63,558
140	WORKERS' COMPENSATION	\$0	\$0	\$0	\$2,816
150	HEALTH INSURANCE	\$0	\$0	\$0	\$12,395
160	RETIREMENT PLAN CHARGES	\$0	\$0	\$0	\$19,332
161	MEDICARE	\$0	\$0	\$0	\$922
<b>Personnel Services Total</b>		\$0	\$0	\$0	\$99,022
<b>HOUSING INSPECTION PROGRAM Total</b>		\$0	\$0	\$0	\$99,022
<b>NEIGHBORHOOD SERVICES Total</b>		\$0	\$0	\$0	\$99,022
<b>HOUSING AUTHORITY Total</b>		\$0	\$0	\$0	\$99,022

Proposed Budget  
Fiscal Year 2023

# Planning







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## **DIVISION DESCRIPTION**

The Planning Division is responsible for guiding city development in a way that achieves a balance between the economic stability of the City, quality of life for residents and sensitivity to the environment.

In order to maintain this stability, the City must follow a carefully prepared General Plan and Zoning regulations. Specifically, this Division is in charge of reviewing land development proposals as well as ensuring compliance with local and state land use regulations such as the Local Coastal Program and California Environmental Quality Act (CEQA).

The Planning Division also provides support to the City's Planning Commission and recommends and implements changes to the land use section of the Land Use Code.

This Division is focused on two strategies to accomplish City development goals.

### CURRENT PLANNING

Current Planning exists to execute the City's General Plan and is achieved through the review of specific requests for property development or use.

This area is responsible for reviewing, analyzing, evaluating and acting or recommending action on land use and development proposals; as well as permit applications that involve environmental and natural resource impact analysis, infrastructure improvement, and best management practices for projects.

Planning staff in this area assists the public with questions relating to the Land Use Code, zoning verification, business licenses, and permitting, and application processes for zoning changes.

### ADVANCE PLANNING

Advance Planning considers future development of the City and includes major long-range planning efforts such as reviewing, analyzing, evaluating, and developing policies on land use, growth and development, the environment and natural resources, infrastructure and capital improvements, sustainability, and other related policies.

An example of Advance Planning is the City's General Plan, which guides community development typically for 15 to 20 years. Other examples include the Housing Element, Five-Year Strategic Plan, Downtown, Harbor and Westside Specific plans.

The Advance Planning area is also responsible for recommending revisions, amendments and new policies as necessary to the Planning Commission and/or City Council.

## **GOALS & OBJECTIVES**

1. Continue to implement online services and explore additional technological opportunities including data and permit management.



2. Continue to pursue amortization of nonconforming businesses per Council policy.
3. Update the Downtown Specific Plan with regard to interim uses.
4. Update the Westside Specific Plan.
5. Implement the Balanced Plan within the Marina/Tidelands Planning Area, and update the Local Coastal Plan.
6. Amend the Municipal Code to be consistent with changing local and state housing policies.
7. Implement Energy Roadmap, and other sustainability policies, as part of Climate Action Plan implementation.
8. Perform a focused update to the General Plan, including the Circulation, Housing, and Safety Elements, as well as update the Climate Action Plan.
9. Implement Commercial Cannabis licensing program.

**PRODUCTIVITY/WORKLOAD STATISTICS**

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
Conditional Use Permits	4	13	12	12
Zone Variances	0	0	1	1
Amendments	1	5	5	5
Subdivisions	4	6	8	10
Coastal Permits	1	0	1	1
Other	5	7	10	10

**SIGNIFICANT CHANGES**

The Planning Division has been significantly understaffed for the last several years. The Division recently hired a Planning Technician and is the process of hiring an Assistant Planner, which will help the Division adapt to changing regulations and provide services otherwise missing due to staff shortages. Examples include providing information and handbooks on ADU development, SB 9 and 10 regulations, and other pending state-level regulations that affect City codes.





REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-06027-3530	APPEAL FEE	\$0	\$0	\$3,700	\$1,000
001-06027-3502	CONDITIONAL USE PERMIT	\$33,300	\$14,800	\$29,000	\$44,000
001-06027-3503	G.P./S.P. CHANGES	\$0	\$0	\$4,000	\$4,000
001-06027-3506	PLANNED DEVELOPMENT PERMIT	\$0	\$0	\$1,000	\$3,700
001-06027-3509	STREET VACATIONS	\$2,000	\$4,000	\$3,200	\$3,200
001-06027-3510	TENTATIVE PARCEL MAP	\$3,000	\$6,000	\$3,300	\$9,000
001-06027-3511	TENTATIVE SUBDIVISION MAP	\$0	\$1,000	\$2,000	\$4,000
001-06027-3512	ZONE CHANGE PERMIT	\$0	\$0	\$2,000	\$11,000
001-06027-3143	HOME OCCUPATION PERMITS	\$1,700	\$2,500	\$5,200	\$5,200
001-06027-3521	COASTAL DEVELOPMENT PERMIT	\$0	\$0	\$2,500	\$3,350
001-06027-3532	PROCESSING FEE	\$2,340	\$240	\$2,000	\$2,000
001-06027-3546	PRELIM SITE PLAN REVIEW	\$2,400	\$0	\$2,000	\$4,200
001-06027-3581	ENVIRONMENTAL ASSESSMENT FORM	\$0	\$1,800	\$1,800	\$2,200
001-06027-3585	MISC. USER CHARGES	\$7	\$0	\$0	\$0
001-06027-3586	PHOTOCOPY SALES	\$0	\$0	\$0	\$0
001-06027-3588	ZONING/REBUILD LETTER	\$2,167	\$6,472	\$1,000	\$2,400
001-06027-3591	GENERAL PLAN UPDATE FEE	\$150	\$0	\$0	\$3,000
001-06027-3634	MISC. REVENUE	\$20,621	\$2,807	\$1,500	\$1,500
001-06027-3513	ZONE VARIANCE PERMIT	\$0	\$0	\$1,000	\$3,700
<b>Other Revenues Total</b>		\$67,685	\$39,619	\$65,200	\$107,450
<b>PLANNING REVENUES Total</b>		\$67,685	\$39,619	\$65,200	\$107,450
<b>GENERAL FUND Total</b>		\$67,685	\$39,619	\$65,200	\$107,450



**REVENUE DETAIL**

<b>Account No.</b>	<b>Account Title</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Proposed</b>
<b>Other Revenues</b>					
120-00000-3545	PLAN CHECKING FEE	\$1,459	\$2,056	\$0	\$0
<b>Other Revenues Total</b>		\$1,459	\$2,056	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$1,459</b>	<b>\$2,056</b>	<b>\$0</b>	<b>\$0</b>
<b>PLAN CHECKING REVOLVING FUND Total</b>		<b>\$1,459</b>	<b>\$2,056</b>	<b>\$0</b>	<b>\$0</b>



# PLANNING

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	PLANNING				
<b>Activity No.</b>	001 443 055				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$8,900	\$6,400	\$8,900	\$9,552
101	FULL-TIME SALARIES	\$296,103	\$248,991	\$246,578	\$263,251
102	OVERTIME	\$1,357	\$588	\$500	\$3,000
120	DIFFERENTIAL PAY	\$11,023	\$6,139	\$0	\$0
140	WORKERS' COMPENSATION	\$3,314	\$3,231	\$5,026	\$5,955
150	HEALTH INSURANCE	\$45,796	\$43,515	\$48,990	\$51,584
151	LTD INSURANCE	\$1,198	\$987	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$99,834	\$87,704	\$87,412	\$80,431
161	MEDICARE	\$4,690	\$5,185	\$3,575	\$3,817
199	PERSONNEL COMPENSATION	\$3,443	\$91,939	\$0	\$0
<b>Personnel Services Total</b>		<b>\$475,658</b>	<b>\$494,679</b>	<b>\$401,712</b>	<b>\$418,323</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$0	\$4,199	\$2,500	\$0
213	PROFESSIONAL SERVICES	\$32,638	\$25,560	\$50,000	\$0
222	MEMBERSHIPS & SUBSCRIPTIONS	\$809	\$803	\$2,000	\$0
226	TRAINING, TRAVEL & SUBSISTENCE	\$4,841	\$1,452	\$7,000	\$0
250	POSTAGE	\$0	\$283	\$250	\$0
260	ADVERTISING	\$2,183	\$4,931	\$5,000	\$0
399	MATERIALS & SUPPLIES	\$1,659	\$2,119	\$2,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$42,130</b>	<b>\$39,347</b>	<b>\$68,750</b>	<b>\$0</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$32,730	\$36,489	\$33,066	\$36,418
755	INFO. SYSTEMS MAINT. CHARGE	\$20,337	\$22,883	\$22,491	\$25,146
790	INSURANCE CHARGES	\$3,429	\$4,287	\$4,287	\$4,287
<b>Internal Service Charges and Reserves Total</b>		<b>\$56,496</b>	<b>\$63,659</b>	<b>\$59,844</b>	<b>\$65,851</b>
<b>PLANNING Total</b>		<b>\$574,284</b>	<b>\$597,685</b>	<b>\$530,306</b>	<b>\$484,174</b>

**Activity** SB2 PLANNING GRANTS PROGRAM  
**Activity No.** 001 443 326



# PLANNING

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$4,573	\$65,499	\$72,763
102	OVERTIME	\$0	\$0	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$236	\$2,902	\$3,223
150	HEALTH INSURANCE	\$0	\$739	\$11,530	\$12,395
160	RETIREMENT PLAN CHARGES	\$0	\$651	\$23,219	\$22,132
161	MEDICARE	\$0	\$77	\$950	\$1,055
<b>Personnel Services Total</b>		\$0	\$6,276	\$104,100	\$111,569
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$0	\$226,381	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$226,381	\$0	\$0
<b>SB2 PLANNING GRANTS PROGRAM Total</b>		\$0	\$232,657	\$104,100	\$111,569
<b>PLANNING Total</b>		\$574,284	\$830,342	\$634,406	\$595,743
<b>GENERAL FUND Total</b>		\$574,284	\$830,342	\$634,406	\$595,743



# PLANNING

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	PLANNING				
Activity No.	195 443 055				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$5,500	\$5,500	\$5,500	\$5,500
<b>TRANSFERS OUT Total</b>		<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$144,700	\$164,165	\$164,165	\$168,165
<b>Maintenance &amp; Operations Total</b>		<b>\$144,700</b>	<b>\$164,165</b>	<b>\$164,165</b>	<b>\$168,165</b>
<b>PLANNING Total</b>		<b>\$150,200</b>	<b>\$169,665</b>	<b>\$169,665</b>	<b>\$173,665</b>
<b>PLANNING Total</b>		<b>\$150,200</b>	<b>\$169,665</b>	<b>\$169,665</b>	<b>\$173,665</b>
<b>MILE OF CARS LMD Total</b>		<b>\$150,200</b>	<b>\$169,665</b>	<b>\$169,665</b>	<b>\$173,665</b>



# PLANNING

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	PLANNING				
<b>Activity No.</b>	501 443 055				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$34,777	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$1,541	\$0	\$0
150	HEALTH INSURANCE	\$0	\$4,277	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$0	\$12,247	\$0	\$0
161	MEDICARE	\$0	\$504	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$53,346	\$0	\$0
<b>PLANNING Total</b>		\$0	\$53,346	\$0	\$0
<b>PLANNING Total</b>		\$0	\$53,346	\$0	\$0
<b>HOUSING AUTHORITY Total</b>		\$0	\$53,346	\$0	\$0

Proposed Budget  
Fiscal Year 2023

# Engineering / Public Works









## DEPARTMENT DESCRIPTION

The Department of Engineering & Public Works oversees the following core activities on behalf of the City of National City: 1) planning, design, engineering, construction and management of capital projects; 2) maintenance of City-owned facilities, parks, streets and other infrastructure; 3) environmental compliance; and 4) engineering permits, plan reviews and inspections.

### ENGINEERING DIVISION

#### Environmental Compliance:

- Coordinates with environmental regulatory agencies, residents, local businesses, and other City departments to implement and enforce programs and best management practices (BMPs) to protect the environment.
- Oversees compliance, inspections and reporting requirements related to storm water pollution prevention; air pollution controls; wastewater discharges; Fats, Oils and Grease (FOG) and organic waste programs for local businesses; and hazardous materials (HAZMAT).
- Regulates and enforces Clean Water Act standards as prescribed by the National Pollutant Discharge Elimination System (NPDES) permit program, which controls water pollution by regulating point sources that discharge pollutants into water bodies. Examples include, 1) inspection and educational programs for local businesses, 2) preparation and enforcement of National City's Jurisdictional Urban Runoff Management Plan (JURMP) used to reduce the discharge of pollutants to water bodies (to the maximum extent practicable), and 3) preparation and enforcement of National City's Standard Urban Storm Water Mitigation Plan (SUSMP) designed to reduce pollutants and runoff flows from new development and redevelopment projects.

#### Capital Improvement Program (CIP):

- Manages National City's CIP, which represents a "sliding" five-year budgeting process for establishing the City's capital priorities and funding plan. The CIP addresses the repair, replacement and expansion of the City's physical infrastructure including streets, sidewalks, sewers, storm drains, street lights, traffic signals, buildings, and parks.
- Oversees planning, design, engineering, construction and management for National City's capital projects, including implementation of National City's Pavement Management Program, Sewer Master Plan, Circulation Element to the General Plan, Bicycle Master Plan, Active Transportation Plan, and Americans with Disabilities Act (ADA) Transition Plan.
- Prepares grant applications to obtain funding for capital projects.

#### Traffic Safety:

- Manages traffic signal timing and operations.
- Provides data collection and analysis related to traffic safety and operations, including sight distance evaluations, speed surveys and counter measures, traffic control warrants, parking surveys, and evaluation of traffic calming measures.



# ENGINEERING & PUBLIC WORKS

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- Prepares reports to the Traffic Safety Committee, a panel of five volunteers from the Community appointed by City Council, whose primary function is to review and make recommendations on matters related to driver, bicycle and pedestrian safety.

## Engineering Permits & Inspections:

- Reviews plans and permit applications, and provides inspections for grading, utilities, traffic control, construction of retaining walls, driveways, sidewalks, curbs and gutters, pedestrian curb ramps and storm water BMPs.
- Reviews subdivision maps, plat and legal descriptions, encroachment permits, easements, grant deeds, and requests for lot line adjustments.

## Records Management:

- Manages engineering records and files such as engineering permits, utility permits, engineering plans and as-builts, grading certifications, sewer maps, right of way maps, and flood plain documents.
- Provides records and maps to the public upon request.

## PUBLIC WORKS DIVISION

### Streets:

- Responsible for maintenance and repair of street infrastructure, including patching potholes; sidewalk repairs; street light and traffic signal maintenance; traffic signage and striping (such as crosswalks, pavement legends and curb markings); street sweeping; and traffic control.
- Provides “Quality of Life” services such as removing trash, illegal postings, shopping carts and weeds; repairing potholes and sidewalks; and clearing debris from storm drains and channels.

### Wastewater:

- Responsible for maintenance of sewer mains, including flushing, ro ing, repairs, raising manholes and closed circuit television inspections.
- Responsible for maintenance of pump stations, storm drains and catch basins; and responding to citizen concerns regarding sewer issues.

### Equipment Maintenance:

- Provides inspections, preventative maintenance and repairs for the City’s fleet, which consists of approximately 220 vehicles and heavy equipment used to support City departments in delivering municipal services to residents, local businesses and visitors.
- Coordinates with City departments to assess vehicle and equipment needs; provides specifications, cost estimates and recommendations for repair, replacement and modernization of the City’s fleet.

### Facilities Maintenance:

- Responsible for the repair, maintenance and operation of City-owned facilities.



# ENGINEERING & PUBLIC WORKS

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- Provides custodial services for City-owned facilities, including set-up / clean-up for special events held at the City's community and recreation centers.

## Parks:

- Responsible for landscape maintenance and irrigation of Community parks, roadway medians, bioretention / infiltration basins, and around City-owned buildings.
- Provides tree planting, trimming and removal services for City-owned trees along roadway corridors and within Community parks.

## GOALS & OBJECTIVES

1. Implement project accounting software for management of capital improvement projects.
2. Emphasize Customer Service and Responsiveness
3. Perform management, inspections and reporting to ensure environmental compliance with Federal, State and Regional regulations involving storm water pollution prevention; air pollution controls; wastewater discharges; Fats, Oils and Grease (FOG) and organic waste programs for local businesses; and hazardous materials (HAZMAT).
4. Maintain Parks, Streets, Infrastructure
5. Manage City Facilities/Department Maintenance Requests
6. Modernize and Maintain Fleet
7. Implement Energy Efficiency and Decarbonization
8. Improve Traffic Systems
9. Provide opportunities for City crews to construct smaller capital projects related to sidewalk removal and replacement for compliance with the Americans with Disabilities Act (ADA), roadway signing and striping, slurry seals, and drainage improvements.
10. Update Circulation Element as part of Focused General Plan Update.
11. Update Bike Master Plan.
12. Update Sewer Master Plan.
13. Update ADA Transition Plan.
14. Update Capital Needs Assessment.
15. Continue implementation of a grid-based system for tree trimming and landscape maintenance services to provide residents a consistent schedule, with prioritization given to emergency work and calls for service related to safety.
16. Continue to provide "Quality of Life" services such as removing trash, illegal postings, shopping carts and weeds; repairing potholes and sidewalks; and clearing debris from storm drains and channels.
17. Complete construction of the following capital projects in fiscal year 2023:
  - Paradise Creek Improvements at Kimball (19-35)



# ENGINEERING & PUBLIC WORKS

- El Toyon Las Palmas Bicycle Corridor (19-02)
  - National City Blvd Inter-City Bike Connections;
  - Safe Routes to School (19-04)
  - City Hall Electrical Room Upgrades (20-03)
  - Camacho Gym AC Units and Control Upgrades (20-07)
  - Street Resurfacing FY 22 (22-19) – Per Pavement Management Program (PMP);
  - Communications Infrastructure Expansion / Public Safety Cameras;
  - Paradise Creek Park Expansion (19-33)
  - Sewer Replacement / Upsizing FY22 (20-01)
  - Fire Arms Training Range (20-04)
  - Police Department Records Management Center (22-03)
  - Parking Deck Waterproofing (22-04)
- 18 Continue implementation of Citywide Safe Routes to School Education and Encouragement Sustainability Program, including partnerships with the school districts, local schools, parents, teachers, non-profit organizations, National City Police Department, and volunteers.
- 19 Continue implementation of community-based Active Transportation programs and projects.
- 20 Continue public outreach for capital projects through workshops, presentations, community events, and management of the [CIP Projects Dashboard](#).
- 21 Continue to aggressively apply for competitive grants to fund capital projects with a goal of achieving a minimum of \$5 million in grant awards for fiscal year 2023.
- 22 Continue to review procedures for management of capital projects to ensure compliance with Federal and State regulations involving public contracting, labor laws and project accounting.

## PRODUCTIVITY/WORKLOAD STATISTICS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
<i>Public Works:</i>				
Park permits issued	2	16	20	20
Jumper permits issued	0	0	70	80
Trees trimmed	2,493	2264	2500	2500
Potholes repaired	2,060	775	1553	1500
Sidewalks repaired	155	42	48	50
Shopping cart removals	440	356	321	400
Illegal dumping / trash removals	839	1014	952	1000
Illegal posting removals	1440	1096	1041	1200
Misc. clean-ups (medians, parkways, sidewalks, bus stops, alleys, etc.)	839	1014	923	1000



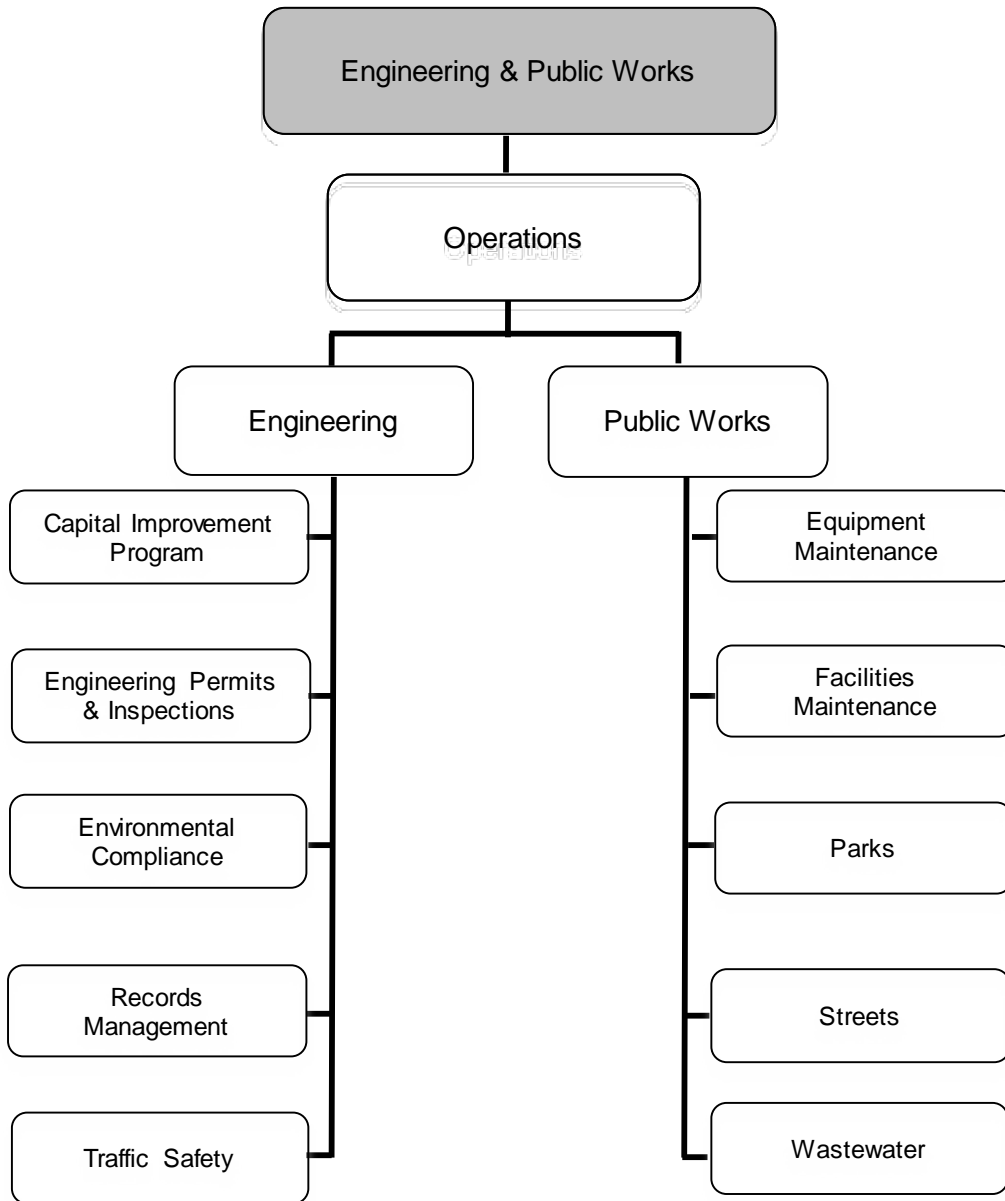
# ENGINEERING & PUBLIC WORKS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
Streetlights maintained	848	848	848	848
Traffic signals maintained	80	80	80	80
Traffic signs installed	428	191	300	300
Linear feet of sewers cleaned	193,001	224,400	248,729	230,000
Storm drains / catch basins cleaned	455	415	294	400
Channels Cleaned	106	65	41	50
<i>Engineering:</i>				
Annual parking permits issued	330	34	250	250
Temporary parking permits issued	740	92	60	100
Temporary RV parking permits issued	188	162	160	160
Engineering permits issued	606	620	600	600
Private development plans / maps reviewed	516	550	500	500
Engineering inspections conducted	730	750	800	800
Miles of streets resurfaced (grinding and overlay 1" thick or greater)	3.75	.5	1.1	4
Miles of streets slurry sealed (less than 1" thick overlay)	0	1	1.5	3
Number of items taken to Traffic Safety Committee	18	29	18	30



# ENGINEERING & PUBLIC WORKS

## DEPARTMENT ORGANIZATIONAL CHART





# ENGINEERING & PUBLIC WORKS

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## **SIGNIFICANT CHANGES**

No significant changes anticipated.



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-06029-3557	TRAFFIC CONTROL PLAN/IMPACT STUDY RE	\$12,000	\$4,146	\$20,000	\$20,000
001-06029-3648	WITOD IMPROVEMENTS	\$968,571	\$1,571,291	\$0	\$0
001-06029-3645	PARADISE CREEK PARK SITE REMEDIATION	\$2,255,407	\$200,000	\$0	\$0
001-06029-3636	REFUNDS & REIMBURSEMENTS	\$38,587	\$0	\$0	\$0
001-06029-3634	MISC. REVENUE	\$2,000	\$2,200	\$2,000	\$2,000
001-06029-3100	LICENSES AND PERMITS	\$0	\$0	\$0	\$0
001-06029-3559	ADDRESSING	\$4,312	\$7,646	\$2,000	\$2,000
001-06029-3547	STORM WATER MGT FEE (NPDES)	\$1,170	\$910	\$1,000	\$1,000
001-06029-3160	UTILITY COMPANY PERMITS	\$171,548	\$79,240	\$130,000	\$130,000
001-06029-3152	DUMPSTER PERMITS	\$275	\$325	\$375	\$375
001-06029-3147	MISCELLANEOUS PERMITS	\$1,160	\$150	\$0	\$0
001-06029-3146	PARKING DISTRICT PERMIT	\$7,866	\$6,347	\$7,000	\$7,000
001-06029-3144	HOUSE MOVING PERMITS	\$3,132	\$3,366	\$1,500	\$1,500
001-06029-3142	GRADING PERMITS	\$32,690	\$22,927	\$30,000	\$30,000
001-06029-3130	STREET & CURB PERMITS	\$12,050	\$698	\$500	\$500
001-06029-3125	SEWER PERMITS	\$12,181	\$7,552	\$4,000	\$4,000
001-06029-3585	MISC. USER CHARGES	\$0	\$0	\$600	\$600
<b>Other Revenues Total</b>		<b>\$3,522,949</b>	<b>\$1,906,798</b>	<b>\$198,975</b>	<b>\$198,975</b>
<b>Engineering Revenues Total</b>		<b>\$3,522,949</b>	<b>\$1,906,798</b>	<b>\$198,975</b>	<b>\$198,975</b>
<b>Other Revenues</b>					
001-06030-3164	SDGE	\$254	\$0	\$0	\$0
001-06030-3165	SWEETWATER AUTHORITY	\$2,555	\$0	\$0	\$0
001-06030-3168	CROWN CASTLE	\$11,015	\$55,658	\$0	\$0
<b>Other Revenues Total</b>		<b>\$13,824</b>	<b>\$55,658</b>	<b>\$0</b>	<b>\$0</b>
<b>ENGINEERING - UTILITY PERMITS Total</b>		<b>\$13,824</b>	<b>\$55,658</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
001-06031-3585	MISC. USER CHARGES	\$3,140	\$0	\$0	\$0
001-06031-3562	INSPECTION FEE	\$75,755	\$73,201	\$0	\$0
<b>Other Revenues Total</b>		<b>\$78,895</b>	<b>\$73,201</b>	<b>\$0</b>	<b>\$0</b>





# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>STORM WATER Total</b>		<b>\$78,895</b>	<b>\$73,201</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
001-22000-3634	MISC. REVENUE	\$7,663	\$420	\$0	\$0
<b>Other Revenues Total</b>		<b>\$7,663</b>	<b>\$420</b>	<b>\$0</b>	<b>\$0</b>
<b>Public Works Operations Revenues Total</b>		<b>\$7,663</b>	<b>\$420</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
001-22223-3634	MISC. REVENUE	\$1,208	\$900	\$0	\$0
<b>Other Revenues Total</b>		<b>\$1,208</b>	<b>\$900</b>	<b>\$0</b>	<b>\$0</b>
<b>Public Works Facilities Maint. Revenues Total</b>		<b>\$1,208</b>	<b>\$900</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL FUND Total</b>		<b>\$3,624,539</b>	<b>\$2,036,977</b>	<b>\$198,975</b>	<b>\$198,975</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
105-00000-3420	STATE HOPTR	\$6,188	\$5,754	\$0	\$0
<b>Other Revenues Total</b>		\$6,188	\$5,754	\$0	\$0
<b>Property Tax</b>					
105-00000-3009	PROPERTY TAXES ALLOCATED	\$1,016,509	\$1,022,522	\$993,683	\$1,125,871
<b>Property Tax Total</b>		\$1,016,509	\$1,022,522	\$993,683	\$1,125,871
<b>Transfers In</b>					
105-00000-3999	TRANSFERS FROM OTHER FUNDS	\$487,019	\$579,761	\$663,963	\$877,195
<b>Transfers In Total</b>		\$487,019	\$579,761	\$663,963	\$877,195
<b>General Operating Revenues Total</b>		<b>\$1,509,716</b>	<b>\$1,608,037</b>	<b>\$1,657,646</b>	<b>\$2,003,066</b>
<b>PARKS MAINTENANCE FUND Total</b>		<b>\$1,509,716</b>	<b>\$1,608,037</b>	<b>\$1,657,646</b>	<b>\$2,003,066</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
109-00000-3416	GAS TAX 2032	\$1,079,149	\$1,151,225	\$1,079,149	\$1,430,342
109-00000-3603	LITIGATION RECOVERY PROCEEDS	\$0	\$6,787	\$0	\$0
109-00000-3415	GAS TAX 16321	\$70,047	\$0	\$70,047	\$0
109-00000-3414	GAS TAX 2103	\$429,630	\$414,308	\$429,630	\$618,014
109-00000-3413	GAS TAX 2105	\$317,833	\$316,373	\$317,833	\$404,847
109-00000-3411	GAS TAX 2107	\$401,325	\$428,106	\$401,325	\$553,086
109-00000-3410	GAS TAX 2106	\$206,455	\$204,144	\$206,455	\$255,864
109-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$23,660	(\$21,635)	\$23,660	\$0
109-00000-3300	INVESTMENT EARNINGS	\$22,002	\$12,625	\$22,002	\$0
109-00000-3636	REFUNDS & REIMBURSEMENTS	\$0	\$41,607	\$0	\$0
109-00000-3412	GAS TAX 2107.5	\$7,500	\$7,500	\$7,500	\$7,500
<b>Other Revenues Total</b>		\$2,557,601	\$2,561,040	\$2,557,601	\$3,269,653
<b>General Operating Revenues Total</b>		<b>\$2,557,601</b>	<b>\$2,561,040</b>	<b>\$2,557,601</b>	<b>\$3,269,653</b>
<b>GAS TAXES FUND Total</b>		<b>\$2,557,601</b>	<b>\$2,561,040</b>	<b>\$2,557,601</b>	<b>\$3,269,653</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
115-42000-3585	MISC. USER CHARGES	\$540	\$3,420	\$0	\$0
<b>Other Revenues Total</b>		\$540	\$3,420	\$0	\$0
<b>Parks Revenues Total</b>		\$540	\$3,420	\$0	\$0
<b>PARK &amp; REC CAPITAL OUTLAY FUND Total</b>		\$540	\$3,420	\$0	\$0



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
125-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$220,903	(\$194,958)	\$0	\$0
125-00000-3300	INVESTMENT EARNINGS	\$279,498	\$198,133	\$0	\$0
<b>Other Revenues Total</b>		\$500,401	\$3,175	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$500,401</b>	<b>\$3,175</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
125-06029-3125	SEWER PERMITS	\$432,791	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$432,791	\$0	\$0	\$0
<b>Engineering Revenues Total</b>		<b>\$432,791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
125-22222-3636	REFUNDS & REIMBURSEMENTS	\$846,147	\$0	\$0	\$0
125-22222-3563	SEWER SERVICE CHARGE	\$9,197,459	\$10,051,087	\$9,599,525	\$9,931,785
<b>Other Revenues Total</b>		\$10,043,606	\$10,051,087	\$9,599,525	\$9,931,785
<b>Public Works Sewer Revenues Total</b>		<b>\$10,043,606</b>	<b>\$10,051,087</b>	<b>\$9,599,525</b>	<b>\$9,931,785</b>
<b>SEWER SERVICE FUND Total</b>		<b>\$10,976,798</b>	<b>\$10,054,262</b>	<b>\$9,599,525</b>	<b>\$9,931,785</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
172-00000-3463	OTHER STATE GRANTS	\$15,542	\$15,539	\$0	\$0
172-00000-3642	RATE STABILIZATION RECEIPTS	\$136,078	\$50,464	\$207,860	\$215,000
<b>Other Revenues Total</b>		\$151,620	\$66,003	\$207,860	\$215,000
<b>General Operating Revenues Total</b>		<b>\$151,620</b>	<b>\$66,003</b>	<b>\$207,860</b>	<b>\$215,000</b>
<b>TRASH RATE STABILIZATION FUND Total</b>		<b>\$151,620</b>	<b>\$66,003</b>	<b>\$207,860</b>	<b>\$215,000</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
296-00000-3463	OTHER STATE GRANTS	\$0	\$817	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$817	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$0</b>	<b>\$817</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06035-3498	OTHER FEDERAL GRANTS	\$0	\$11,400	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$11,400	\$0	\$0
<b>RESURFACE STREETS Total</b>		<b>\$0</b>	<b>\$11,400</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06043-3498	OTHER FEDERAL GRANTS	\$439,300	\$158,879	\$0	\$0
<b>Other Revenues Total</b>		\$439,300	\$158,879	\$0	\$0
<b>CITYWIDE T SIGNAL &amp; ADA ENHAN HSIP 029 Total</b>		<b>\$439,300</b>	<b>\$158,879</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06045-3498	OTHER FEDERAL GRANTS	\$0	\$42,817	\$455,100	\$0
<b>Other Revenues Total</b>		\$0	\$42,817	\$455,100	\$0
<b>FIBER OPTIC TRAFFIC SIGNAL PHASE II Total</b>		<b>\$0</b>	<b>\$42,817</b>	<b>\$455,100</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06046-3498	OTHER FEDERAL GRANTS	\$0	\$11,677	\$243,200	\$0
<b>Other Revenues Total</b>		\$0	\$11,677	\$243,200	\$0
<b>PEDESTRIAN ADA IMPROVEMENTS Total</b>		<b>\$0</b>	<b>\$11,677</b>	<b>\$243,200</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06047-3498	OTHER FEDERAL GRANTS	\$0	\$2,542	\$177,440	\$0
<b>Other Revenues Total</b>		\$0	\$2,542	\$177,440	\$0
<b>E. 4TH STREET PROTECTED LEFT TURN ENHAN Total</b>		<b>\$0</b>	<b>\$2,542</b>	<b>\$177,440</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06048-3498	OTHER FEDERAL GRANTS	\$0	\$0	\$680,940	\$0
<b>Other Revenues Total</b>		\$0	\$0	\$680,940	\$0
<b>SWEETWATER ROAD SAFETY ENHANCEMENTS Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$680,940</b>	<b>\$0</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
296-06049-3498	OTHER FEDERAL GRANTS	\$0	\$792	\$512,900	\$0
<b>Other Revenues Total</b>		\$0	\$792	\$512,900	\$0
<b>CITYWIDE PEDESTRIAN SAFETY IMPROV Total</b>		<b>\$0</b>	<b>\$792</b>	<b>\$512,900</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06050-3498	OTHER FEDERAL GRANTS	\$0	\$855	\$175,200	\$0
<b>Other Revenues Total</b>		\$0	\$855	\$175,200	\$0
<b>CITYWIDE SAFETY LIGHTING ENHANCEMENTS Total</b>		<b>\$0</b>	<b>\$855</b>	<b>\$175,200</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06166-3498	OTHER FEDERAL GRANTS	\$139,899	\$270	\$1,000,000	\$0
<b>Other Revenues Total</b>		\$139,899	\$270	\$1,000,000	\$0
<b>SRTS - PEDESTRIAN ENHANCEMENTS Total</b>		<b>\$139,899</b>	<b>\$270</b>	<b>\$1,000,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06183-3463	OTHER STATE GRANTS	\$179,819	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$179,819	\$0	\$0	\$0
<b>NC INTRA-CONNECT PLAN PROJECT Total</b>		<b>\$179,819</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06193-3463	OTHER STATE GRANTS	\$21,296	\$980,919	\$0	\$0
<b>Other Revenues Total</b>		\$21,296	\$980,919	\$0	\$0
<b>PARADISE CREEK BIOFILTRATION - PROP 84 Total</b>		<b>\$21,296</b>	<b>\$980,919</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06195-3463	OTHER STATE GRANTS	\$0	\$0	\$800,000	\$0
<b>Other Revenues Total</b>		\$0	\$0	\$800,000	\$0
<b>PARADISE CREEK EDUC PARK PHASE II Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06196-3498	OTHER FEDERAL GRANTS	\$0	\$113,503	\$143,685	\$0
<b>Other Revenues Total</b>		\$0	\$113,503	\$143,685	\$0
<b>PARADISE CREEK IMPV HIGHLAND AVE PHASE I Total</b>		<b>\$0</b>	<b>\$113,503</b>	<b>\$143,685</b>	<b>\$0</b>
<b>Other Revenues</b>					





# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
296-06572-3463	OTHER STATE GRANTS	\$1,720,160	\$1,574,644	\$3,335,000	\$0
<b>Other Revenues Total</b>		\$1,720,160	\$1,574,644	\$3,335,000	\$0
<b>EUCLID BICYCLE AND PED ENHANCEMENTS Total</b>		<b>\$1,720,160</b>	<b>\$1,574,644</b>	<b>\$3,335,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06574-3463	OTHER STATE GRANTS	\$22,800	\$22,800	\$889,000	\$0
<b>Other Revenues Total</b>		\$22,800	\$22,800	\$889,000	\$0
<b>30TH ST. PED AND BIKE ENHAN-CALTRANS ATP Total</b>		<b>\$22,800</b>	<b>\$22,800</b>	<b>\$889,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06579-3463	OTHER STATE GRANTS	\$169,584	\$0	\$0	\$0
296-06579-3498	OTHER FEDERAL GRANTS	\$0	\$0	\$1,000,000	\$0
<b>Other Revenues Total</b>		\$169,584	\$0	\$1,000,000	\$0
<b>EL TOYON-LAS PALMAS BICYCLE CORRIDOR Total</b>		<b>\$169,584</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06581-3463	OTHER STATE GRANTS	\$62,500	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$62,500	\$0	\$0	\$0
<b>MIDBLOCK PED CROSSING ENHAN - NC28 Total</b>		<b>\$62,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06582-3463	OTHER STATE GRANTS	\$321,701	\$282,484	\$0	\$0
<b>Other Revenues Total</b>		\$321,701	\$282,484	\$0	\$0
<b>URBAN FOREST MGMT PLNG GRANT PHASE II Total</b>		<b>\$321,701</b>	<b>\$282,484</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06584-3463	OTHER STATE GRANTS	\$0	\$18,231	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$18,231	\$0	\$0
<b>PARADISE VLLY CRK WATER QLTY AND COM ENH Tot:</b>		<b>\$0</b>	<b>\$18,231</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06600-3470	COUNTY GRANTS	\$3,114	\$308,885	\$0	\$0
<b>Other Revenues Total</b>		\$3,114	\$308,885	\$0	\$0
<b>DIVISION ST - EUCLID AVE TO HARBISON AVE Total</b>		<b>\$3,114</b>	<b>\$308,885</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
296-06601-3470	COUNTY GRANTS	\$9,792	\$20,181	\$0	\$0
<b>Other Revenues Total</b>		\$9,792	\$20,181	\$0	\$0
<b>NATIONAL CITY BLVD INTER-CITY BIKE CONN Total</b>		<b>\$9,792</b>	<b>\$20,181</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06602-3470	COUNTY GRANTS	\$33,634	\$35,313	\$0	\$0
<b>Other Revenues Total</b>		\$33,634	\$35,313	\$0	\$0
<b>NATIONAL CITY BIKE PARKING ENHANCEMENTS Total</b>		<b>\$33,634</b>	<b>\$35,313</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06603-3470	COUNTY GRANTS	\$81,038	\$104,516	\$0	\$0
<b>Other Revenues Total</b>		\$81,038	\$104,516	\$0	\$0
<b>WATERFRONT TO HOMEFRONT CONNECTIVITY STU To</b>		<b>\$81,038</b>	<b>\$104,516</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06604-3470	COUNTY GRANTS	\$112,368	\$214,564	\$0	\$0
<b>Other Revenues Total</b>		\$112,368	\$214,564	\$0	\$0
<b>24TH ST TOD OVERLAY Total</b>		<b>\$112,368</b>	<b>\$214,564</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06605-3470	COUNTY GRANTS	\$68,060	\$696,686	\$0	\$0
<b>Other Revenues Total</b>		\$68,060	\$696,686	\$0	\$0
<b>ROOSEVELT AVE CORRIDOR SMART GROWTH REVI To</b>		<b>\$68,060</b>	<b>\$696,686</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06606-3470	COUNTY GRANTS	\$101,979	\$127,078	\$0	\$0
<b>Other Revenues Total</b>		\$101,979	\$127,078	\$0	\$0
<b>SWEETWATER RD PROTECTED BIKEWAY Total</b>		<b>\$101,979</b>	<b>\$127,078</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06607-3498	OTHER FEDERAL GRANTS	\$0	\$18,754	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$18,754	\$0	\$0
<b>CITYWIDE PROTECTED LEFT TURN ENHAN PROJ Total</b>		<b>\$0</b>	<b>\$18,754</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
296-06610-3470	COUNTY GRANTS	\$0	\$191,665	\$0	\$0



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>Other Revenues Total</b>	\$0	\$191,665	\$0	\$0
	<b>BAYSHORE BIKEWAY - SDUPD Total</b>	\$0	\$191,665	\$0	\$0
	<b>ENGINEERING DEPT GRANTS Total</b>	\$3,487,044	\$4,940,272	\$9,412,465	\$0



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
307-00000-3300	INVESTMENT EARNINGS	\$5,424	\$6,965	\$0	\$0
307-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$1,482	\$322	\$0	\$0
307-00000-3466	TRANSACTIONS & USE TAX	\$888,000	\$975,000	\$1,541,000	\$1,784,000
<b>Other Revenues Total</b>		<b>\$894,906</b>	<b>\$982,287</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>
<b>General Operating Revenues Total</b>		<b>\$894,906</b>	<b>\$982,287</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>
<b>TRANSNET Total</b>		<b>\$894,906</b>	<b>\$982,287</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
326-00000-3300	INVESTMENT EARNINGS	\$17,066	\$18,758	\$0	\$0
326-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$20,971	(\$15,558)	\$0	\$0
326-00000-3163	TDIF REVENUE - MF RESIDENTIAL	\$1,044,170	\$97,942	\$0	\$0
326-00000-3162	TDIF REVENUE - SF RESIDENTIAL	\$17,738	\$38,710	\$0	\$0
<b>Other Revenues Total</b>		\$1,099,945	\$139,852	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$1,099,945</b>	<b>\$139,852</b>	<b>\$0</b>	<b>\$0</b>
<b>TRANSPORTATION IMPACT FEE FUND Total</b>		<b>\$1,099,945</b>	<b>\$139,852</b>	<b>\$0</b>	<b>\$0</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
343-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$1,459	(\$1,320)	\$0	\$0
343-00000-3300	INVESTMENT EARNINGS	\$2,108	\$1,484	\$0	\$0
<b>Other Revenues Total</b>		<b>\$3,567</b>	<b>\$164</b>	<b>\$0</b>	<b>\$0</b>
<b>General Operating Revenues Total</b>		<b>\$3,567</b>	<b>\$164</b>	<b>\$0</b>	<b>\$0</b>
<b>STATE-LOCAL PARTNERSHIP Total</b>		<b>\$3,567</b>	<b>\$164</b>	<b>\$0</b>	<b>\$0</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
626-00000-3636	REFUNDS & REIMBURSEMENTS	\$0	\$0	\$0	\$0
626-00000-3700	INTERNAL SERVICE CHARGES	\$2,932,151	\$3,051,503	\$3,057,311	\$3,059,638
<b>Other Revenues Total</b>		\$2,932,151	\$3,051,503	\$3,057,311	\$3,059,638
<b>Transfers In</b>					
626-00000-3999	TRANSFERS FROM OTHER FUNDS	\$5,000	\$0	\$0	\$48,000
<b>Transfers In Total</b>		\$5,000	\$0	\$0	\$48,000
<b>General Operating Revenues Total</b>		<b>\$2,937,151</b>	<b>\$3,051,503</b>	<b>\$3,057,311</b>	<b>\$3,107,638</b>
<b>FACILITIES MAINT FUND Total</b>		<b>\$2,937,151</b>	<b>\$3,051,503</b>	<b>\$3,057,311</b>	<b>\$3,107,638</b>



# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
643-00000-3634	MISC. REVENUE	\$14,681	\$76,910	\$0	\$0
643-00000-3700	INTERNAL SERVICE CHARGES	\$1,178,584	\$1,118,352	\$1,185,009	\$1,366,307
<b>Other Revenues Total</b>		\$1,193,265	\$1,195,262	\$1,185,009	\$1,366,307
<b>General Operating Revenues Total</b>		\$1,193,265	\$1,195,262	\$1,185,009	\$1,366,307
<b>MOTOR VEHICLE SVC FUND Total</b>		\$1,193,265	\$1,195,262	\$1,185,009	\$1,366,307





# ENGINEERING & PUBLIC WORKS

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
644-00000-3643	INSURANCE SETTLEMENTS	\$0	\$109,872	\$0	\$0
644-00000-3700	INTERNAL SERVICE CHARGES	\$1,007,773	\$928,043	\$1,008,245	\$1,196,079
<b>Other Revenues Total</b>		\$1,007,773	\$1,037,915	\$1,008,245	\$1,196,079
<b>Transfers In</b>					
644-00000-3999	TRANSFERS FROM OTHER FUNDS	\$53,854	\$713,752	\$25,000	\$500,000
<b>Transfers In Total</b>		\$53,854	\$713,752	\$25,000	\$500,000
<b>General Operating Revenues Total</b>		<b>\$1,061,627</b>	<b>\$1,751,667</b>	<b>\$1,033,245</b>	<b>\$1,696,079</b>
<b>Other Revenues</b>					
644-09752-3700	INTERNAL SERVICE CHARGES	\$0	\$209,376	\$275,000	\$322,000
<b>Other Revenues Total</b>		\$0	\$209,376	\$275,000	\$322,000
<b>VEHICLE LEASE CHARGE Total</b>		<b>\$0</b>	<b>\$209,376</b>	<b>\$275,000</b>	<b>\$322,000</b>
<b>VEHICLE REPLACEMENT RESERVE Total</b>		<b>\$1,061,627</b>	<b>\$1,961,043</b>	<b>\$1,308,245</b>	<b>\$2,018,079</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>ENGINEERING</b>				
<b>Activity No.</b>	<b>001 416 029</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$6,076	\$0	\$6,100	\$0
101	FULL-TIME SALARIES	\$681,603	\$608,067	\$603,188	\$736,183
102	OVERTIME	\$1,841	\$2,037	\$9,000	\$19,500
110	ALLOWANCES & STIPENDS	\$2,289	\$3,034	\$2,340	\$2,160
120	DIFFERENTIAL PAY	\$11,222	\$8,274	\$7,101	\$7,509
140	WORKERS' COMPENSATION	\$24,313	\$22,879	\$29,884	\$38,252
150	HEALTH INSURANCE	\$81,792	\$84,698	\$97,980	\$110,605
151	LTD INSURANCE	\$975	\$531	\$1,024	\$1,024
160	RETIREMENT PLAN CHARGES	\$223,931	\$203,897	\$213,830	\$223,924
161	MEDICARE	\$9,557	\$9,313	\$8,746	\$10,675
199	PERSONNEL COMPENSATION	\$5,858	\$16,047	\$3,178	\$0
<b>Personnel Services Total</b>		<b>\$1,049,457</b>	<b>\$958,777</b>	<b>\$982,371</b>	<b>\$1,149,832</b>
<b>Maintenance &amp; Operations</b>					
209	LEGAL SERVICES	\$618	\$0	\$0	\$25,000
213	PROFESSIONAL SERVICES	\$32,465	\$69,680	\$60,000	\$60,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$698	\$626	\$1,200	\$1,200
226	TRAINING, TRAVEL & SUBSISTENCE	\$4,446	\$3,231	\$8,000	\$8,000
230	PRINTING & BINDING	\$305	\$0	\$0	\$0
299	CONTRACT SERVICES	\$97,922	\$268,914	\$270,000	\$270,000
307	DUPLICATING SUPPLIES	\$685	\$0	\$2,000	\$2,000
318	WEARING APPAREL	\$141	\$125	\$350	\$3,500
399	MATERIALS & SUPPLIES	\$8,432	\$8,156	\$9,000	\$9,000
<b>Maintenance &amp; Operations Total</b>		<b>\$145,712</b>	<b>\$350,732</b>	<b>\$350,550</b>	<b>\$378,700</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$98,191	\$109,468	\$99,200	\$109,257
750	VEHICLE SERVICES CHARGES	\$34,525	\$42,777	\$34,714	\$52,261
752	VEHICLE LEASE CHARGE	\$0	\$29,891	\$28,000	\$33,000
755	INFO. SYSTEMS MAINT. CHARGE	\$70,082	\$78,854	\$77,501	\$86,655
790	INSURANCE CHARGES	\$236,806	\$332,550	\$332,550	\$332,550
<b>Internal Service Charges and Reserves Total</b>		<b>\$439,604</b>	<b>\$593,540</b>	<b>\$571,965</b>	<b>\$613,723</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$5,687	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$5,687	\$0	\$0	\$0
<b>ENGINEERING Total</b>		<b>\$1,640,460</b>	<b>\$1,903,049</b>	<b>\$1,904,886</b>	<b>\$2,142,255</b>
<b>Activity ENVIRONMENTAL COMPLIANCE DIVISION</b>					
<b>Activity No. 001 416 030</b>					
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$536,003	\$406,134	\$614,000	\$614,000
<b>Maintenance &amp; Operations Total</b>		\$536,003	\$406,134	\$614,000	\$614,000
<b>ENVIRONMENTAL COMPLIANCE DIVISION Total</b>		<b>\$536,003</b>	<b>\$406,134</b>	<b>\$614,000</b>	<b>\$614,000</b>
<b>Activity PUBLIC WORKS - OPERATIONS</b>					
<b>Activity No. 001 416 052</b>					
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$352,019	\$392,448	\$355,636	\$391,693
750	VEHICLE SERVICES CHARGES	\$31,666	\$20,032	\$31,839	\$24,473
755	INFO. SYSTEMS MAINT. CHARGE	\$78,642	\$88,486	\$86,968	\$97,240
790	INSURANCE CHARGES	\$11,160	\$12,509	\$12,509	\$12,509
<b>Internal Service Charges and Reserves Total</b>		\$473,487	\$513,475	\$486,952	\$525,915
<b>PUBLIC WORKS - OPERATIONS Total</b>		<b>\$473,487</b>	<b>\$513,475</b>	<b>\$486,952</b>	<b>\$525,915</b>
<b>Activity STREETS</b>					
<b>Activity No. 001 416 221</b>					
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$0	\$42,313	\$46,169
102	OVERTIME	\$0	\$0	\$0	\$0
120	DIFFERENTIAL PAY	\$0	\$0	\$975	\$975
140	WORKERS' COMPENSATION	\$0	\$0	\$13,422	\$14,645
150	HEALTH INSURANCE	\$0	\$0	\$8,648	\$9,296
160	RETIREMENT PLAN CHARGES	\$0	\$0	\$15,000	\$14,043
161	MEDICARE	\$0	\$0	\$614	\$669



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Personnel Services Total</b>		\$0	\$0	\$80,972	\$85,798
<b>Maintenance &amp; Operations</b>					
235	STREET LIGHTS & SIGNALS	\$481,767	\$452,438	\$500,000	\$500,000
285	R&M TRAFFIC CONTROL DEVICES	\$16,036	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$497,803	\$452,438	\$500,000	\$500,000
<b>Internal Service Charges and Reserves</b>					
751	VEHICLE REPLACEMENT CHARGE	\$134,669	\$135,096	\$137,762	\$197,064
<b>Internal Service Charges and Reserves Total</b>		\$134,669	\$135,096	\$137,762	\$197,064
<b>STREETS Total</b>		<b>\$632,472</b>	<b>\$587,534</b>	<b>\$718,734</b>	<b>\$782,862</b>
<b>Activity</b> FACILITIES MAINTENANCE					
<b>Activity No.</b> 001 416 223					
<b>Internal Service Charges and Reserves</b>					
751	VEHICLE REPLACEMENT CHARGE	\$23,500	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$23,500	\$0	\$0	\$0
<b>FACILITIES MAINTENANCE Total</b>		<b>\$23,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b> PARKS					
<b>Activity No.</b> 001 416 227					
<b>Internal Service Charges and Reserves</b>					
751	VEHICLE REPLACEMENT CHARGE	\$29,750	\$42,430	\$39,550	\$0
<b>Internal Service Charges and Reserves Total</b>		\$29,750	\$42,430	\$39,550	\$0
<b>PARKS Total</b>		<b>\$29,750</b>	<b>\$42,430</b>	<b>\$39,550</b>	<b>\$0</b>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>\$3,335,672</b>	<b>\$3,452,622</b>	<b>\$3,764,122</b>	<b>\$4,065,032</b>
<b>GENERAL FUND Total</b>		<b>\$3,335,672</b>	<b>\$3,452,622</b>	<b>\$3,764,122</b>	<b>\$4,065,032</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>PARKS</b>				
<b>Activity No.</b>	<b>105 416 227</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$20,499	\$15,305	\$20,500	\$19,590
101	FULL-TIME SALARIES	\$649,726	\$669,392	\$681,960	\$730,319
102	OVERTIME	\$31,385	\$22,596	\$55,000	\$29,000
120	DIFFERENTIAL PAY	\$8,880	\$9,300	\$8,045	\$6,893
140	WORKERS' COMPENSATION	\$49,216	\$52,514	\$48,712	\$52,031
150	HEALTH INSURANCE	\$120,512	\$153,554	\$152,760	\$163,137
151	LTD INSURANCE	\$559	\$608	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$194,334	\$226,269	\$241,755	\$222,141
161	MEDICARE	\$10,202	\$10,734	\$9,888	\$10,590
199	PERSONNEL COMPENSATION	\$10,708	\$36,358	\$16,590	\$18,000
<b>Personnel Services Total</b>		<b>\$1,096,021</b>	<b>\$1,196,630</b>	<b>\$1,235,941</b>	<b>\$1,252,432</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$789	\$0	\$1,500	\$1,500
236	WATER	\$61,894	\$78,128	\$57,000	\$275,000
268	RENTALS & LEASES	\$0	\$0	\$500	\$500
299	CONTRACT SERVICES	\$90,088	\$87,985	\$100,000	\$100,000
318	WEARING APPAREL	\$9,373	\$9,719	\$9,200	\$13,000
321	PLANTING MATERIALS	\$8,104	\$9,298	\$14,000	\$14,000
331	HORTICULTURAL ITEMS	\$3,369	\$3,988	\$4,000	\$4,000
337	SMALL TOOLS	\$2,112	\$2,220	\$10,000	\$10,000
348	WATER PIPE VALVES & FITTINGS	\$7,986	\$9,896	\$7,400	\$7,400
399	MATERIALS & SUPPLIES	\$16,119	\$14,640	\$15,000	\$15,000
<b>Maintenance &amp; Operations Total</b>		<b>\$199,834</b>	<b>\$215,874</b>	<b>\$218,600</b>	<b>\$440,400</b>
<b>Internal Service Charges and Reserves</b>					
750	VEHICLE SERVICES CHARGES	\$119,587	\$113,475	\$120,238	\$138,634
751	VEHICLE REPLACEMENT CHARGE	\$12,680	\$0	\$0	\$47,017
752	VEHICLE LEASE CHARGE	\$0	\$45,110	\$45,700	\$45,700
755	INFO. SYSTEMS MAINT. CHARGE	\$14,213	\$15,992	\$15,717	\$17,574
790	INSURANCE CHARGES	\$20,486	\$28,213	\$28,213	\$28,213



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Internal Service Charges and Reserves Total</b>		\$166,966	\$202,790	\$209,868	\$277,138
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$52,036	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$52,036	\$0	\$0	\$0
<b>PARKS Total</b>		\$1,514,857	\$1,615,294	\$1,664,409	\$1,969,970
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		\$1,514,857	\$1,615,294	\$1,664,409	\$1,969,970
<b>PARKS MAINTENANCE FUND Total</b>		\$1,514,857	\$1,615,294	\$1,664,409	\$1,969,970



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>STREETS</b>				
<b>Activity No.</b>	<b>109 416 221</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$429,385	\$529,318	\$462,712	\$513,541
102	OVERTIME	\$49,848	\$54,341	\$44,000	\$48,000
105	LONGEVITY	\$1,042	\$1,079	\$611	\$600
120	DIFFERENTIAL PAY	\$3,796	\$4,410	\$2,925	\$2,925
140	WORKERS' COMPENSATION	\$38,747	\$49,483	\$42,419	\$46,820
150	HEALTH INSURANCE	\$80,961	\$120,829	\$108,088	\$115,654
151	LTD INSURANCE	\$278	\$303	\$366	\$366
160	RETIREMENT PLAN CHARGES	\$143,346	\$149,922	\$164,031	\$156,204
161	MEDICARE	\$7,015	\$8,851	\$6,709	\$7,446
199	PERSONNEL COMPENSATION	\$9,002	\$25,023	\$12,222	\$12,000
<b>Personnel Services Total</b>		<b>\$763,420</b>	<b>\$943,559</b>	<b>\$844,083</b>	<b>\$903,556</b>
<b>Maintenance &amp; Operations</b>					
211	LAUNDRY & CLEANING SERVICES	\$841	\$212	\$0	\$0
236	WATER	\$0	\$30	\$2,000	\$2,000
240	EQUIPMENT RENTAL	\$0	\$0	\$1,000	\$1,000
285	R&M TRAFFIC CONTROL DEVICES	\$219,297	\$225,506	\$250,000	\$300,000
289	R&M NONSTRUCTURAL ITEMS	\$502	\$4,570	\$4,000	\$4,000
318	WEARING APPAREL	\$9,822	\$12,231	\$9,000	\$14,000
337	SMALL TOOLS	\$1,269	\$3,274	\$3,500	\$3,500
340	SHOP SUPPLIES	\$86	\$1,501	\$800	\$800
346	TRAFFIC CONTROL SUPPLY	\$63,363	\$66,765	\$74,000	\$74,000
356	ROCK & SAND	\$5,288	\$2,379	\$4,800	\$4,800
360	SIDEWALK CURB & GUTTER MATER.	\$2,893	\$10,120	\$5,000	\$5,000
362	ROADWAY MATERIALS	\$16,134	\$7,391	\$15,000	\$15,000
399	MATERIALS & SUPPLIES	\$3,375	\$5,362	\$3,000	\$3,000
698	INDIRECT/OVERHEAD COSTS	\$141,108	\$128,529	\$128,529	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$463,978</b>	<b>\$467,870</b>	<b>\$500,629</b>	<b>\$427,100</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$17,329	\$19,319	\$17,507	\$19,281
750	VEHICLE SERVICES CHARGES	\$155,562	\$147,612	\$156,410	\$180,340



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
755	INFO. SYSTEMS MAINT. CHARGE	\$8,087	\$9,100	\$8,944	\$10,000
790	INSURANCE CHARGES	\$25,129	\$34,699	\$34,699	\$34,699
<b>Internal Service Charges and Reserves Total</b>		\$206,107	\$210,730	\$217,560	\$244,320
<b>STREETS Total</b>		\$1,433,505	\$1,622,159	\$1,562,272	\$1,574,976
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		\$1,433,505	\$1,622,159	\$1,562,272	\$1,574,976
<b>GAS TAXES FUND Total</b>		\$1,433,505	\$1,622,159	\$1,562,272	\$1,574,976





# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>ENGINEERING</b>				
<b>Activity No.</b>	<b>125 416 029</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$1,519	\$0	\$1,600	\$0
101	FULL-TIME SALARIES	\$182,084	\$188,139	\$237,545	\$307,276
102	OVERTIME	\$460	\$509	\$2,500	\$0
110	ALLOWANCES & STIPENDS	\$763	\$1,011	\$1,560	\$1,440
120	DIFFERENTIAL PAY	\$2,983	\$2,385	\$3,179	\$3,415
140	WORKERS' COMPENSATION	\$6,891	\$6,727	\$29,884	\$38,252
150	HEALTH INSURANCE	\$23,115	\$27,704	\$37,460	\$44,147
151	LTD INSURANCE	\$325	\$177	\$439	\$439
160	RETIREMENT PLAN CHARGES	\$61,477	\$73,223	\$84,210	\$93,463
161	MEDICARE	\$2,695	\$2,883	\$3,444	\$4,454
199	PERSONNEL COMPENSATION	\$1,714	\$4,762	\$794	\$2,000
<b>Personnel Services Total</b>		<b>\$284,026</b>	<b>\$307,520</b>	<b>\$402,615</b>	<b>\$494,887</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$23	\$0	\$0	\$0
299	CONTRACT SERVICES	\$47,089	\$20,927	\$75,000	\$75,000
<b>Maintenance &amp; Operations Total</b>		<b>\$47,112</b>	<b>\$20,927</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>ENGINEERING Total</b>		<b>\$331,138</b>	<b>\$328,447</b>	<b>\$477,615</b>	<b>\$569,887</b>
<b>Activity</b>	<b>STREETS</b>				
<b>Activity No.</b>	<b>125 416 221</b>				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$53,854	\$0	\$0	\$0
<b>TRANSFERS OUT Total</b>		<b>\$53,854</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$117,710	\$127,394	\$242,886	\$264,187
102	OVERTIME	\$17,048	\$13,617	\$73,500	\$32,000
105	LONGEVITY	\$356	\$469	\$667	\$700
120	DIFFERENTIAL PAY	\$1,121	\$1,146	\$0	\$0
140	WORKERS' COMPENSATION	\$10,802	\$11,890	\$25,041	\$27,627



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
150	HEALTH INSURANCE	\$27,557	\$34,548	\$59,085	\$62,976
151	LTD INSURANCE	\$0	\$0	\$366	\$366
160	RETIREMENT PLAN CHARGES	\$28,587	\$41,900	\$86,103	\$80,358
161	MEDICARE	\$1,878	\$2,080	\$3,522	\$3,831
199	PERSONNEL COMPENSATION	\$597	\$7,187	\$925	\$3,000
<b>Personnel Services Total</b>		\$205,656	\$240,231	\$492,095	\$475,045
<b>STREETS Total</b>		<b>\$259,510</b>	<b>\$240,231</b>	<b>\$492,095</b>	<b>\$475,045</b>
<b>Activity</b>	SEWER SERVICE				
<b>Activity No.</b>	125 416 222				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$0	\$454,000	\$25,000	\$0
<b>TRANSFERS OUT Total</b>		\$0	\$454,000	\$25,000	\$0
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$140,629	\$148,430	\$100,486	\$104,133
102	OVERTIME	\$14,968	\$18,629	\$25,000	\$0
105	LONGEVITY	\$259	\$205	\$0	\$0
120	DIFFERENTIAL PAY	\$1,644	\$358	\$1,300	\$0
140	WORKERS' COMPENSATION	\$12,981	\$14,563	\$7,969	\$8,258
150	HEALTH INSURANCE	\$31,520	\$31,466	\$23,060	\$24,790
151	LTD INSURANCE	\$278	\$303	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$52,346	\$85,751	\$35,622	\$31,674
161	MEDICARE	\$2,396	\$2,647	\$1,457	\$1,510
199	PERSONNEL COMPENSATION	\$9,638	\$8,485	\$13,206	\$8,600
<b>Personnel Services Total</b>		\$266,659	\$310,837	\$208,100	\$178,965
<b>Maintenance &amp; Operations</b>					
211	LAUNDRY & CLEANING SERVICES	\$251	\$9	\$0	\$0
213	PROFESSIONAL SERVICES	\$111	\$60,087	\$100,000	\$100,000
226	TRAINING, TRAVEL & SUBSISTENCE	\$1,290	\$948	\$2,000	\$2,000
234	ELECTRICITY & GAS	\$2,494	\$3,635	\$6,000	\$6,000
236	WATER	\$2,026	\$1,772	\$3,000	\$3,000
268	RENTALS & LEASES	\$0	\$0	\$500	\$500
272	SEWAGE TRANS. & TREATMENT	5,816,169	\$6,460,037	\$6,400,000	\$7,000,000



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
291	R & M - AUDIO VISUAL EQUIPT.	\$2,357	\$5,157	\$5,000	\$5,000
299	CONTRACT SERVICES	\$14,322	\$19,676	\$25,000	\$25,000
318	WEARING APPAREL	\$4,906	\$3,767	\$3,800	\$5,000
337	SMALL TOOLS	\$2,703	\$513	\$1,200	\$1,200
346	TRAFFIC CONTROL SUPPLY	\$505	\$0	\$800	\$800
352	SEWER PIPE & MATERIALS	\$3,418	\$279	\$4,000	\$4,000
354	CHEMICAL PRODUCTS	\$2,626	\$1,080	\$2,200	\$2,200
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$14,168	\$5,455	\$0	\$0
399	MATERIALS & SUPPLIES	\$5,023	\$2,781	\$4,600	\$4,600
698	INDIRECT/OVERHEAD COSTS	\$238,550	\$239,533	\$239,533	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$6,110,919</b>	<b>\$6,804,729</b>	<b>\$6,797,633</b>	<b>\$7,159,300</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$17,329	\$19,319	\$17,507	\$19,281
750	VEHICLE SERVICES CHARGES	\$54,654	\$51,861	\$54,952	\$63,359
752	VEHICLE LEASE CHARGE	\$0	\$23,967	\$21,300	\$21,300
755	INFO. SYSTEMS MAINT. CHARGE	\$12,250	\$13,784	\$13,547	\$15,147
790	INSURANCE CHARGES	\$195,457	\$275,053	\$275,053	\$275,053
<b>Internal Service Charges and Reserves Total</b>		<b>\$279,690</b>	<b>\$383,984</b>	<b>\$382,359</b>	<b>\$394,140</b>
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$21,280	\$0	\$0	\$0
<b>Capital Outlay Total</b>		<b>\$21,280</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SEWER SERVICE Total</b>		<b>\$6,678,548</b>	<b>\$7,953,550</b>	<b>\$7,413,092</b>	<b>\$7,732,405</b>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>\$7,269,196</b>	<b>\$8,522,228</b>	<b>\$8,382,802</b>	<b>\$8,777,336</b>
<b>SEWER SERVICE FUND Total</b>		<b>\$7,269,196</b>	<b>\$8,522,228</b>	<b>\$8,382,802</b>	<b>\$8,777,336</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>FACILITIES MAINTENANCE</b>				
<b>Activity No.</b>	<b>166 416 223</b>				
<b>Personnel Services</b>					
160	RETIREMENT PLAN CHARGES	\$0	\$6,716	\$0	\$0
<b>Personnel Services Total</b>		<b>\$0</b>	<b>\$6,716</b>	<b>\$0</b>	<b>\$0</b>
<b>FACILITIES MAINTENANCE Total</b>		<b>\$0</b>	<b>\$6,716</b>	<b>\$0</b>	<b>\$0</b>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>\$0</b>	<b>\$6,716</b>	<b>\$0</b>	<b>\$0</b>
<b>NUTRITION Total</b>		<b>\$0</b>	<b>\$6,716</b>	<b>\$0</b>	<b>\$0</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	REFUSE				
<b>Activity No.</b>	172 416 225				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$54,874	\$57,434	\$111,404	\$109,801
102	OVERTIME	\$6,564	\$6,009	\$0	\$5,500
105	LONGEVITY	\$0	\$0	\$447	\$0
140	WORKERS' COMPENSATION	\$4,873	\$5,285	\$8,834	\$8,707
150	HEALTH INSURANCE	\$10,185	\$12,857	\$23,060	\$24,790
160	RETIREMENT PLAN CHARGES	\$15,988	\$30,667	\$39,493	\$33,398
161	MEDICARE	\$848	\$915	\$1,615	\$1,592
199	PERSONNEL COMPENSATION	\$0	\$2,000	\$0	\$2,000
<b>Personnel Services Total</b>		\$93,332	\$115,167	\$184,853	\$185,789
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$0	\$0	\$3,000	\$3,000
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$0	\$2,000	\$2,000
399	MATERIALS & SUPPLIES	\$0	\$0	\$5,000	\$5,000
399	FY18 BEVERAGE CONTAINER RECYCLING PROG	\$15,428	\$0	\$0	\$0
399	FY19 BEVERAGE CONTAINER RECYCLING PROG	\$0	\$15,448	\$0	\$0
698	INDIRECT/OVERHEAD COSTS	\$14,250	\$12,365	\$12,365	\$0
<b>Maintenance &amp; Operations Total</b>		\$29,678	\$27,813	\$22,365	\$10,000
<b>Internal Service Charges and Reserves</b>					
790	INSURANCE CHARGES	\$490	\$642	\$642	\$642
<b>Internal Service Charges and Reserves Total</b>		\$490	\$642	\$642	\$642
<b>REFUSE Total</b>		\$123,500	\$143,622	\$207,860	\$196,431
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		\$123,500	\$143,622	\$207,860	\$196,431
<b>TRASH RATE STABILIZATION FUND Total</b>		\$123,500	\$143,622	\$207,860	\$196,431



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	ENGINEERING				
Activity No.	420 416 029				
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$33,826	\$44,202	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$33,826	\$44,202	\$0	\$0
<b>ENGINEERING Total</b>		\$33,826	\$44,202	\$0	\$0
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		\$33,826	\$44,202	\$0	\$0
<b>PARKING AUTHORITY Total</b>		\$33,826	\$44,202	\$0	\$0



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>FACILITIES MAINTENANCE</b>				
<b>Activity No.</b>	<b>626 416 223</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$8,934	\$0	\$8,900	\$0
101	FULL-TIME SALARIES	\$406,285	\$411,436	\$525,391	\$572,483
102	OVERTIME	\$186,630	\$98,892	\$100,000	\$76,000
120	DIFFERENTIAL PAY	\$1,553	\$1,555	\$1,545	\$1,615
140	WORKERS' COMPENSATION	\$47,971	\$43,061	\$38,960	\$42,572
150	HEALTH INSURANCE	\$94,218	\$93,889	\$141,230	\$150,742
151	LTD INSURANCE	\$559	\$608	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$140,611	\$159,618	\$186,251	\$174,132
161	MEDICARE	\$8,551	\$7,748	\$7,618	\$8,301
199	PERSONNEL COMPENSATION	\$5,990	\$25,207	\$9,280	\$12,000
<b>Personnel Services Total</b>		<b>\$901,302</b>	<b>\$842,014</b>	<b>\$1,019,906</b>	<b>\$1,038,577</b>
<b>Maintenance &amp; Operations</b>					
234	ELECTRICITY & GAS	\$627,589	\$765,898	\$640,000	\$640,000
236	WATER	\$321,946	\$323,166	\$325,551	\$177,500
288	R&M BUILDINGS & STRUCTURES	\$148,828	\$113,774	\$395,000	\$395,000
299	CONTRACT SERVICES	\$522,028	\$460,428	\$520,000	\$600,000
303	JANITORIAL SUPPLIES	\$48,710	\$38,229	\$45,000	\$45,000
318	WEARING APPAREL	\$6,964	\$2,929	\$3,700	\$7,500
323	PLUMBING MATERIALS	\$14,665	\$7,063	\$0	\$0
325	ELECTRICAL MATERIALS	\$12,951	\$4,442	\$0	\$0
329	PAINTING SUPPLIES	\$8,291	\$0	\$0	\$0
337	SMALL TOOLS	\$0	\$0	\$2,500	\$2,500
340	SHOP SUPPLIES	\$0	\$0	\$2,500	\$2,500
354	CHEMICAL PRODUCTS	\$31,716	\$35,618	\$45,000	\$45,000
399	MATERIALS & SUPPLIES	\$0	\$0	\$4,000	\$4,000
483	LOAN INTEREST PAYMENT	\$40,722	\$35,072	\$28,147	\$20,872
<b>Maintenance &amp; Operations Total</b>		<b>\$1,784,410</b>	<b>\$1,786,619</b>	<b>\$2,011,398</b>	<b>\$1,939,872</b>
<b>Internal Service Charges and Reserves</b>					
750	VEHICLE SERVICES CHARGES	\$43,497	\$41,274	\$43,734	\$50,425
751	VEHICLE REPLACEMENT CHARGE	\$7,497	\$33,685	\$35,584	\$35,584



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
752	VEHICLE LEASE CHARGE	\$0	\$34,760	\$36,000	\$36,000
790	INSURANCE CHARGES	\$5,533	\$7,180	\$7,180	\$7,180
<b>Internal Service Charges and Reserves Total</b>		\$56,527	\$116,899	\$122,498	\$129,189
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$938	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$938	\$0	\$0	\$0
<b>FACILITIES MAINTENANCE Total</b>		<b>\$2,743,177</b>	<b>\$2,745,532</b>	<b>\$3,153,802</b>	<b>\$3,107,638</b>
Activity	COVID-19 Response				
Activity No.	626 416 911				
<b>Maintenance &amp; Operations</b>					
288	R&M BUILDINGS & STRUCTURES	\$76,959	\$74,045	\$0	\$0
299	CONTRACT SERVICES	\$21,694	\$151,408	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$98,653	\$225,453	\$0	\$0
<b>COVID-19 Response Total</b>		<b>\$98,653</b>	<b>\$225,453</b>	<b>\$0</b>	<b>\$0</b>
Activity	GAAP ADJUSTMENT				
Activity No.	626 416 999				
<b>Internal Service Charges and Reserves</b>					
720	DEPRECIATION EXPENSE	\$150,749	\$7,308	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$150,749	\$7,308	\$0	\$0
<b>GAAP ADJUSTMENT Total</b>		<b>\$150,749</b>	<b>\$7,308</b>	<b>\$0</b>	<b>\$0</b>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>\$2,992,579</b>	<b>\$2,978,293</b>	<b>\$3,153,802</b>	<b>\$3,107,638</b>
<b>FACILITIES MAINT FUND Total</b>		<b>\$2,992,579</b>	<b>\$2,978,293</b>	<b>\$3,153,802</b>	<b>\$3,107,638</b>





# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>EQUIPMENT MAINTENANCE</b>				
<b>Activity No.</b>	<b>643 416 224</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$165,521	\$202,795	\$318,572	\$309,886
102	OVERTIME	\$10,432	\$11,375	\$15,000	\$9,500
120	DIFFERENTIAL PAY	\$2,889	\$3,140	\$3,105	\$2,476
140	WORKERS' COMPENSATION	\$14,994	\$17,832	\$25,263	\$24,574
150	HEALTH INSURANCE	\$36,693	\$43,046	\$60,520	\$63,979
151	LTD INSURANCE	\$552	\$608	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$73,869	\$88,973	\$112,934	\$94,258
161	MEDICARE	\$2,649	\$3,184	\$4,619	\$4,493
199	PERSONNEL COMPENSATION	\$7,426	\$12,037	\$11,505	\$12,000
<b>Personnel Services Total</b>		<b>\$315,025</b>	<b>\$382,990</b>	<b>\$552,249</b>	<b>\$521,897</b>
<b>Maintenance &amp; Operations</b>					
240	EQUIPMENT RENTAL	\$0	\$0	\$2,300	\$2,300
282	R&M AUTOMOTIVE EQUIPMENT	\$66,879	\$121,721	\$120,000	\$120,000
283	R & M - FIRE EQUIPMENT	\$23,556	\$0	\$0	\$0
314	GAS, OIL & LUBRICANTS	\$428,234	\$389,320	\$360,000	\$560,000
318	WEARING APPAREL	\$3,825	\$4,138	\$3,350	\$5,000
334	AUTOMOTIVE PARTS	\$120,452	\$159,662	\$140,000	\$150,000
335	TIRES	\$37,492	\$0	\$0	\$0
337	SMALL TOOLS	\$0	\$0	\$0	\$0
340	SHOP SUPPLIES	\$406	\$5,507	\$3,500	\$3,500
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$3,099	\$0	\$0	\$0
399	MATERIALS & SUPPLIES	\$0	\$0	\$400	\$400
<b>Maintenance &amp; Operations Total</b>		<b>\$683,943</b>	<b>\$680,348</b>	<b>\$629,550</b>	<b>\$841,200</b>
<b>Internal Service Charges and Reserves</b>					
790	INSURANCE CHARGES	\$2,451	\$3,210	\$3,210	\$3,210
<b>Internal Service Charges and Reserves Total</b>		<b>\$2,451</b>	<b>\$3,210</b>	<b>\$3,210</b>	<b>\$3,210</b>
<b>EQUIPMENT MAINTENANCE Total</b>		<b>\$1,001,419</b>	<b>\$1,066,548</b>	<b>\$1,185,009</b>	<b>\$1,366,307</b>
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		<b>\$1,001,419</b>	<b>\$1,066,548</b>	<b>\$1,185,009</b>	<b>\$1,366,307</b>



# ENGINEERING & PUBLIC WORKS

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## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>MOTOR VEHICLE SVC FUND Total</b>	<b>\$1,001,419</b>	<b>\$1,066,548</b>	<b>\$1,185,009</b>	<b>\$1,366,307</b>



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>STREETS</b>				
<b>Activity No.</b>	644 416 221				
<b>Capital Outlay</b>					
511	AUTOMOTIVE EQUIPMENT	(\$93,940)	\$60,997	\$25,000	\$625,000
<b>Capital Outlay Total</b>		(\$93,940)	\$60,997	\$25,000	\$625,000
<b>STREETS Total</b>		<b>(\$93,940)</b>	<b>\$60,997</b>	<b>\$25,000</b>	<b>\$625,000</b>
<b>Activity</b>	<b>SEWER SERVICE</b>				
<b>Activity No.</b>	644 416 222				
<b>Capital Outlay</b>					
511	AUTOMOTIVE EQUIPMENT	\$0	\$0	\$25,000	\$0
<b>Capital Outlay Total</b>		\$0	\$0	\$25,000	\$0
<b>SEWER SERVICE Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>
<b>Activity</b>	<b>FACILITIES MAINTENANCE</b>				
<b>Activity No.</b>	644 416 223				
<b>Capital Outlay</b>					
511	AUTOMOTIVE EQUIPMENT	\$93,940	\$0	\$43,000	\$0
<b>Capital Outlay Total</b>		\$93,940	\$0	\$43,000	\$0
<b>FACILITIES MAINTENANCE Total</b>		<b>\$93,940</b>	<b>\$0</b>	<b>\$43,000</b>	<b>\$0</b>
<b>Activity</b>	<b>PARKS</b>				
<b>Activity No.</b>	644 416 227				
<b>Capital Outlay</b>					
511	AUTOMOTIVE EQUIPMENT	\$0	\$14,118	\$0	\$45,000
<b>Capital Outlay Total</b>		\$0	\$14,118	\$0	\$45,000
<b>PARKS Total</b>		<b>\$0</b>	<b>\$14,118</b>	<b>\$0</b>	<b>\$45,000</b>
<b>Activity</b>	<b>GAAP ADJUSTMENT</b>				
<b>Activity No.</b>	644 416 999				



# ENGINEERING & PUBLIC WORKS

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Internal Service Charges and Reserves</b>					
720	DEPRECIATION EXPENSE	\$584,934	\$668,381	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$584,934	\$668,381	\$0	\$0
<b>GAAP ADJUSTMENT Total</b>		\$584,934	\$668,381	\$0	\$0
<b>ENGINEERING &amp; PUBLIC WORKS Total</b>		\$584,934	\$743,496	\$93,000	\$670,000
<b>VEHICLE REPLACEMENT RESERVE Total</b>		\$584,934	\$743,496	\$93,000	\$670,000

Proposed Budget  
Fiscal Year 2023

# Finance







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## DEPARTMENT DESCRIPTION

The Finance Department is dedicated to supporting the long-term financial stability of the City as well as improving public trust through an open and transparent government.

This Department is responsible for the management and supervision of the ethical financial practices for all City departments, as well as maintaining the City's financial records. It is comprised of three divisions: Accounting & Reporting, Budgeting, and Purchasing.

### ACCOUNTING & REPORTING

The Accounting & Reporting Division is responsible for maintenance of the City's general financial account, which includes journal entries, annual report preparation, bank account reconciliation, accounts payable and payroll.

Within that Division, the Revenue Services area manages the collection of all City revenues, including those received from the Federal, State and County governments. It also manages grants and local revenues from fees, taxes, licenses, and permits such as transient occupancy, business license, residential rentals, pet licensing, garage sales, building and parking citations.

The Finance Department is required to maintain certain financial records and prepare annual reports in accordance with generally accepted accounting principles (GAAP), the Government Accounting Standards Board (GASB), and City policies.

### BUDGETING

The Budget Division prepares the citywide budget, provides financial assistance to departments, monitors and reports on expenditures and revenue collections, and submits reports for federal and state grants.

### PURCHASING

The Purchasing Division serves all City departments and is responsible for acquiring goods such as supplies, equipment and certain services, as well as disposal of surplus City property and unclaimed personal property.

## GOALS & OBJECTIVES

1. Post revenues and expenditure transactions in a timely manner and maintain the general ledger in a manner which ensures accountability and provision of up-to-date and accurate financial information.
2. Provide quarterly financial reports, analyzing revenues and expenditures in comparison to budget.
3. Uphold high accounting standards and internal controls to ensure continued "clean" audit opinions.
4. Issue the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2022 by the end of January 2023.
5. Earn the Government Finance Officers Association's (GFOA's) Certificate of Achievement for Excellence in Financial Reporting and Distinguished Budget Award.



6. Review and/or update financial policies and procedures, to ensure effectiveness and efficiency of operations.
7. Implement digital solutions to reduce paper and increase efficiency and begin transition to new Enterprise Resource System.

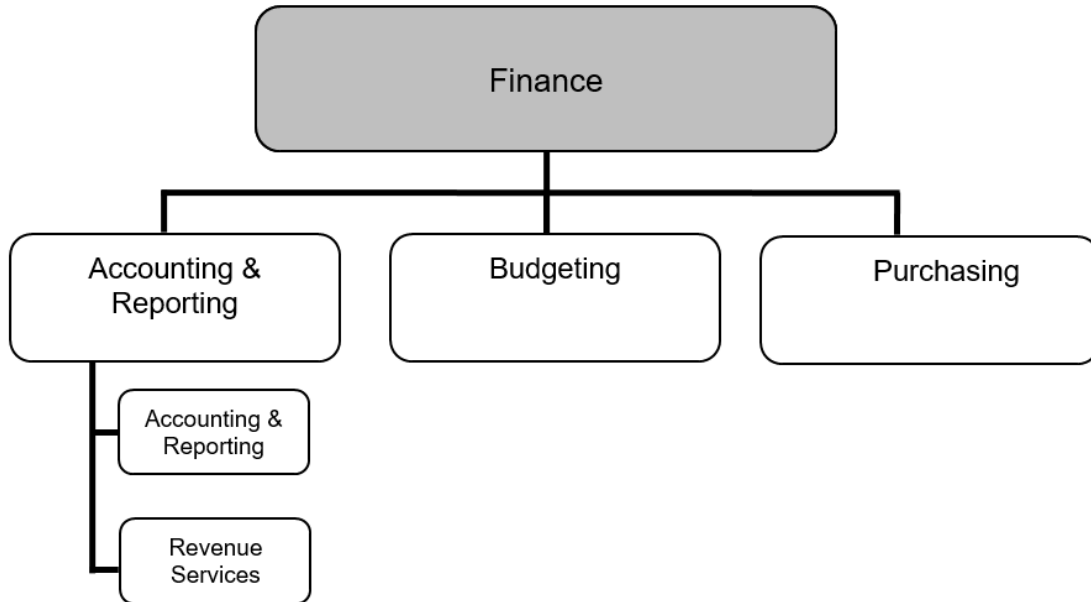
**PRODUCTIVITY/WORKLOAD STATISTICS**

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
Finance:				
Accounts payable invoices processed	12,039	11,655	12,500	12,500
Accounts payable checks processed	6,376	5,530	6,000	6,000
Accounts payable wire payments	101	142	150	150
Accounts payable electronic (HCVP) payments processed	6,230	6,720	6,500	6,500
Business licenses renewed	3,442	3255	3400	3500
Business licenses issued (New)	307	644	650	660
Pet licenses renewed	191	219	36	205
Pet licenses issued	142	108	72	220
Payroll direct deposits processed	9,556	8550	9500	9550
Payroll checks processed	137	82	100	150
Purchasing:				
Purchase orders processed	939	868	1080	975
(Purchase order) change orders	492	435	530	531
Requests for bids/quotes generated	3/230	3/205	2/215	2/216



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**DEPARTMENT ORGANIZATIONAL CHART**



**SIGNIFICANT CHANGES**

No significant changes anticipated.



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-04045-3589	RETURNED CHECK CHARGES	\$275	\$323	\$500	\$300
001-04045-3585	MISC. USER CHARGES	\$138	\$0	\$400	\$200
001-04045-3141	GARAGE SALE PERMITS	\$1,211	\$287	\$1,500	\$1,000
001-04045-3101	ADMINISTRATIVE FEES	\$6,109	\$6,294	\$8,000	\$6,500
<b>Other Revenues Total</b>		\$7,733	\$6,904	\$10,400	\$8,000
<b>Finance Information Services Revenues Total</b>		<b>\$7,733</b>	<b>\$6,904</b>	<b>\$10,400</b>	<b>\$8,000</b>
<b>Other Revenues</b>					
001-04046-3631	CASH OVER/SHORT	\$16	\$3	\$0	\$0
<b>Other Revenues Total</b>		\$16	\$3	\$0	\$0
<b>Finance Revenue &amp; Recovery Revenues Total</b>		<b>\$16</b>	<b>\$3</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL FUND Total</b>		<b>\$7,749</b>	<b>\$6,907</b>	<b>\$10,400</b>	<b>\$8,000</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	ACCOUNTING				
<b>Activity No.</b>	001 404 045				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$53,835	\$114,891	\$107,800	\$145,000
101	FULL-TIME SALARIES	\$820,778	\$778,409	\$877,161	\$947,792
102	OVERTIME	\$7,795	\$9,072	\$8,000	\$8,000
110	ALLOWANCES & STIPENDS	\$3,471	\$1,508	\$1,950	\$1,800
120	DIFFERENTIAL PAY	\$8,844	\$10,717	\$6,500	\$6,500
140	WORKERS' COMPENSATION	\$8,838	\$9,454	\$8,596	\$9,288
150	HEALTH INSURANCE	\$103,535	\$103,106	\$168,130	\$165,083
151	LTD INSURANCE	\$2,271	\$2,080	\$2,194	\$2,194
160	RETIREMENT PLAN CHARGES	\$262,806	\$290,223	\$310,954	\$288,290
161	MEDICARE	\$13,049	\$13,916	\$12,719	\$13,743
199	PERSONNEL COMPENSATION	\$25,093	\$66,210	\$26,903	\$0
<b>Personnel Services Total</b>		\$1,310,315	\$1,399,586	\$1,530,907	\$1,587,690
<b>Maintenance &amp; Operations</b>					
201	AUDITING SERVICES	\$42,220	\$63,464	\$45,000	\$66,028
213	PROFESSIONAL SERVICES	\$127,278	\$239,945	\$61,560	\$268,876
222	MEMBERSHIPS & SUBSCRIPTIONS	\$500	\$2,065	\$2,760	\$2,760
226	TRAINING, TRAVEL & SUBSISTENCE	\$1,116	\$135	\$7,465	\$7,465
230	PRINTING & BINDING	\$3,947	\$3,940	\$3,460	\$3,460
250	POSTAGE	\$130	\$93	\$150	\$150
281	R & M - OFFICE EQUIPMENT	\$0	\$0	\$130	\$130
299	CONTRACT SERVICES	\$37,490	\$24,566	\$8,600	\$8,984
399	MATERIALS & SUPPLIES	\$4,192	\$3,179	\$4,000	\$4,000
491	RECORDING FEES	\$125	\$0	\$125	\$0
<b>Maintenance &amp; Operations Total</b>		\$216,998	\$337,387	\$133,250	\$361,853
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$159,561	\$123,152	\$111,600	\$122,915
755	INFO. SYSTEMS MAINT. CHARGE	\$90,656	\$102,003	\$100,253	\$112,094
790	INSURANCE CHARGES	\$8,378	\$11,093	\$11,093	\$11,093
<b>Internal Service Charges and Reserves Total</b>		\$258,595	\$236,248	\$222,946	\$246,102



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>ACCOUNTING Total</b>		<b>\$1,785,908</b>	<b>\$1,973,221</b>	<b>\$1,887,103</b>	<b>\$2,195,645</b>
<b>Activity</b>	<b>PURCHASING</b>				
<b>Activity No.</b>	<b>001 404 047</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$53,889	\$54,882	\$54,704	\$65,140
102	OVERTIME	\$364	\$0	\$300	\$300
120	DIFFERENTIAL PAY	\$1,463	\$1,542	\$1,300	\$1,300
140	WORKERS' COMPENSATION	\$544	\$583	\$536	\$638
150	HEALTH INSURANCE	\$6,665	\$8,009	\$11,530	\$12,395
160	RETIREMENT PLAN CHARGES	\$15,834	\$18,590	\$19,393	\$19,814
161	MEDICARE	\$830	\$890	\$793	\$945
199	PERSONNEL COMPENSATION	\$2,104	\$4,104	\$3,260	\$0
<b>Personnel Services Total</b>		<b>\$81,693</b>	<b>\$88,600</b>	<b>\$91,816</b>	<b>\$100,531</b>
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$130	\$260	\$130
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$588	\$2,505	\$2,703
260	ADVERTISING	\$56	\$494	\$500	\$500
307	DUPLICATING SUPPLIES	\$1,300	\$968	\$1,200	\$1,200
399	MATERIALS & SUPPLIES	\$0	\$74	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$1,356</b>	<b>\$2,254</b>	<b>\$4,465</b>	<b>\$4,533</b>
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$15,708	\$16,862	\$31,930	\$0
<b>Capital Outlay Total</b>		<b>\$15,708</b>	<b>\$16,862</b>	<b>\$31,930</b>	<b>\$0</b>
<b>PURCHASING Total</b>		<b>\$98,757</b>	<b>\$107,716</b>	<b>\$128,211</b>	<b>\$105,064</b>
<b>Activity</b>	<b>COVID-19 Response</b>				
<b>Activity No.</b>	<b>001 404 911</b>				
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$432	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$432</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# FINANCE

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>COVID-19 Response Total</b>	\$432	\$0	\$0	\$0
	<b>FINANCE Total</b>	\$1,885,097	\$2,080,937	\$2,015,314	\$2,300,709
	<b>GENERAL FUND Total</b>	\$1,885,097	\$2,080,937	\$2,015,314	\$2,300,709



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	PURCHASING				
Activity No.	630 404 047				
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$0	\$0	\$0	\$32,000
<b>Capital Outlay Total</b>		\$0	\$0	\$0	\$32,000
<b>PURCHASING Total</b>		\$0	\$0	\$0	\$32,000
<b>FINANCE Total</b>		\$0	\$0	\$0	\$32,000
<b>OFFICE EQUIPMENT DEPRECIATION Total</b>		\$0	\$0	\$0	\$32,000



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	ACCOUNTING				
<b>Activity No.</b>	632 404 045				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$805	\$0	\$0	\$0
160	RETIREMENT PLAN CHARGES	(\$805)	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$0	\$0	\$0
<b>ACCOUNTING Total</b>		\$0	\$0	\$0	\$0
<b>FINANCE Total</b>		\$0	\$0	\$0	\$0
<b>GENERAL ACCOUNTING SERVICES Total</b>		\$0	\$0	\$0	\$0

CALIFORNIA  
**NATIONAL CITY**  
1887  
INCORPORATED

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Proposed Budget  
Fiscal Year 2023

# Fire







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## **DEPARTMENT DESCRIPTION**

The National City Fire Department is dedicated to the protection of life and property of National City residents, citizens, visitors and business owners from fire and other life safety hazards. The Department is very progressive and public safety oriented.

The Fire Administration, Prevention, and Operations Divisions exist to improve the safety and economic security of the community by reducing the opportunity for fires and other threats.

This Department provides fire protection, emergency medical, and related services to approximately 63,000 residents within roughly nine square miles. These services extend to citizens of the Lower Sweetwater Fire Protection District and the Port of San Diego (under contracts between the City, the Lower Sweetwater Fire Protection District, and the Port of San Diego).

Specifically, the Fire Department decreases the risk of fires from occurring through public education and code enforcement actions. When fires do occur, the Department uses specific tactics, including coordinated fire attacks, in order to confine and extinguish them early on. Our goal is to confine the fire to the room of origin. This minimizes the risk of further property damage, injury, and death. In addition, the Department provides urgent rescue and medical aid to citizens in an emergency.

During the COVID-19 pandemic, the Department has continued to respond to patients with symptoms utilizing proper personal protective equipment (PPE) and infectious disease protocols. The Department partnered with Point Loma Nazarene University to bring preventative health related services such as COVID-19 vaccination clinics to administer vaccines/boosters to our at risk populations, Flu vaccinations, and fall prevention classes.

### **ADMINISTRATION**

The Fire Administration Division, under supervision of the Chief of Emergency Services, oversees the operation of the Fire Department as well as multiple programs, including Dial 911 and 211, Alert San Diego, Community Emergency Response Team, Trauma Intervention Programs, LISTOS Spanish language disaster preparedness classes, and Family Disaster Preparedness Classes. The Division coordinates quarterly blood drives at the MLK Community Center with the American Red Cross. The Division also manages and trains all City Staff in regards to the Emergency Operations Center (EOC) responses to major emergencies or disasters.

### **FIRE PREVENTION**

The primary purpose of the Fire Prevention Division is to reduce the opportunity for fires to occur through enforcement of the Uniform Fire Code as well as conducting plan reviews, inspections, and fire investigations. This Division provides fire life safety information to citizens by acting as a liaison between the City and San Diego County's Department of Health and Human Services regarding regulation of hazardous materials. The Division also contracts out weed abatement, brush management, or public nuisance removal services with Fire Prevention Services, Inc., to protect nearby structures or wooden fences from fire.

### **OPERATIONS**

The Fire Operations Division, under supervision of the on-duty Battalion Chief, oversees 39 full-time sworn personnel who respond to fires, emergency medical calls, rescues, hazardous



incidents, and other calls for service from three fire stations staffed 24 hours a day, 7 days a week. The Division works closely with American Medical Response (AMR), a private ambulance company, to provide basic and advanced life support services. In most instances, the Division will provide a Paramedic on all our units i.e. Engine 34, Engine 31, Truck 34, and Squad 33. The Division works with outside resources to reduce any “uncontrolled” releases of hazardous materials such as an oil spill or other exposures to toxic chemicals. The Division also manages several programs including CPR/AED and First-Aid classes, fire station tours, and ride-along programs.

**GOALS & OBJECTIVES**

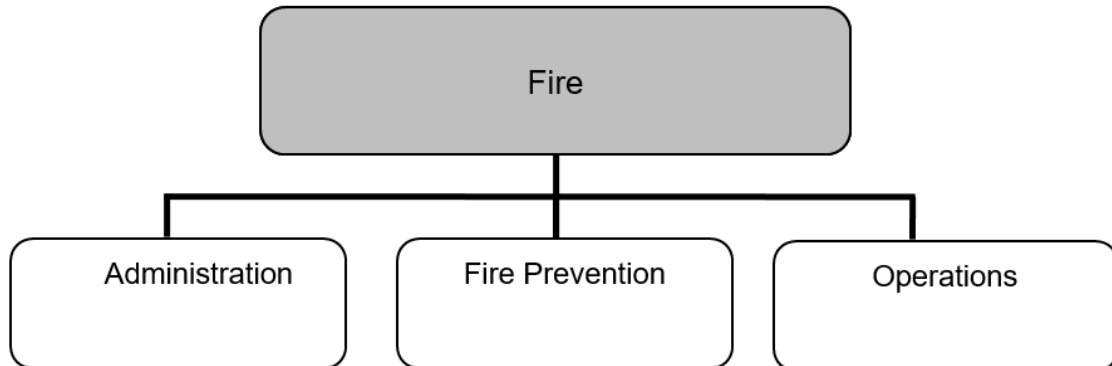
1. Hire and train all personnel:
  - a. Promote based on active certified lists.
  - b. Train new Firefighter/Paramedics to fill vacancies.
  - c. Hire one (1) part-time Fire Inspector.
2. Evaluate current and future emergency service delivery:
  - a. Provide reserve apparatus, squad, and command vehicles.
3. Enhance Emergency Operations Center staff development through exercises:
  - a. Conduct quarterly trainings leading up to an annual exercise.
4. Develop and implement a public education program:
  - a. Hire one (1) part-time Public Education Coordinator.

**PRODUCTIVITY/WORKLOAD STATISTICS**

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
Fire:				
Responses	7,934	8,181	8,844	9,230
Emergency medical responses	4,678	4,956	4,698	4,797
Structure fires	22	30	24	27
Property loss from Structure fires	\$304,100	\$1,884,252	\$363,000	\$509,351

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## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

- Completed a Firefighter Academy composed of lateral recruits, including a female recruit
- Conducted multiple COVID-19 vaccination clinics to administer vaccines and booster shots
- Pre-ordered a new Fire Engine saving general funds of approximately \$62,008.05



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-12000-3469	OVERTIME REIMBURSEMENTS	\$449,374	\$934,641	\$0	\$723,490
001-12000-3470	COUNTY GRANTS	\$6,800	\$21,000	\$0	\$0
001-12000-3322	AMR LEASE - FIRE STATION	\$7,234	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$463,408	\$955,641	\$0	\$723,490
<b>FIRE DEPARTMENT REVENUES Total</b>		<b>\$463,408</b>	<b>\$955,641</b>	<b>\$0</b>	<b>\$723,490</b>
<b>Other Revenues</b>					
001-12124-3122	STORAGE TANK PERMITS	\$879	\$3,635	\$879	\$879
001-12124-3541	PLAN REVIEW FIRE SYSTEMS	\$89,489	\$75,061	\$57,000	\$57,000
001-12124-3553	FIRE PERMIT REVIEW FEE	\$10,495	\$13,581	\$14,000	\$14,000
001-12124-3561	WEED ABATEMENT	\$11,264	\$20,779	\$0	\$0
<b>Other Revenues Total</b>		\$112,127	\$113,056	\$71,879	\$71,879
<b>Fire Prevention Revenues Total</b>		<b>\$112,127</b>	<b>\$113,056</b>	<b>\$71,879</b>	<b>\$71,879</b>
<b>Other Revenues</b>					
001-12125-3558	LSWFPD EQUIP REPLACEMENT	\$22,000	\$259,752	\$0	\$0
001-12125-3202	FALSE ALARM FINES	\$104,741	\$30,474	\$55,000	\$55,000
001-12125-3322	AMR LEASE - FIRE STATION	\$72,165	\$89,721	\$94,200	\$98,399
001-12125-3544	MISC. FIRE SERVICES	\$22,437	\$13,784	\$40,000	\$40,000
001-12125-3556	POLICE & FIRE SVCS-PORT OF SAN DIEGO	\$545,565	\$559,750	\$578,790	\$578,790
001-12125-3566	FIRE/LIFE SAFETY ANNUAL INSPECTION FEE	\$258,373	\$388,916	\$463,300	\$463,300
001-12125-3636	REFUNDS & REIMBURSEMENTS	\$0	\$2,035	\$0	\$25,000
001-12125-3555	FIRE PROT SVCS-LOWER SWEETWATER	\$412,543	\$314,591	\$235,530	\$235,530
<b>Other Revenues Total</b>		\$1,437,824	\$1,659,023	\$1,466,820	\$1,496,019
<b>Fire Operations Revenues Total</b>		<b>\$1,437,824</b>	<b>\$1,659,023</b>	<b>\$1,466,820</b>	<b>\$1,496,019</b>
<b>GENERAL FUND Total</b>		<b>\$2,013,359</b>	<b>\$2,727,720</b>	<b>\$1,538,699</b>	<b>\$2,291,388</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
130-12000-3034	FRANCHISE-AMR	\$291,521	\$344,525	\$334,124	\$334,124
130-12000-3636	REFUNDS & REIMBURSEMENTS	\$3,127	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$294,648	\$344,525	\$334,124	\$334,124
<b>FIRE DEPARTMENT REVENUES Total</b>		\$294,648	\$344,525	\$334,124	\$334,124
<b>EMT-D REVOLVING FUND Total</b>		\$294,648	\$344,525	\$334,124	\$334,124



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
282-00000-3470	COUNTY GRANTS	\$10,000	\$5,000	\$0	\$0
<b>Other Revenues Total</b>		\$10,000	\$5,000	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$10,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
282-12912-3498	OTHER FEDERAL GRANTS	\$5,000	\$2,500	\$0	\$2,500
<b>Other Revenues Total</b>		\$5,000	\$2,500	\$0	\$2,500
<b>CRI - Mass Prophylaxis Plan Total</b>		<b>\$5,000</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$2,500</b>
<b>Other Revenues</b>					
282-12952-3498	OTHER FEDERAL GRANTS	\$0	\$700	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$700	\$0	\$0
<b>FY19 URBAN AREA SECURITY INITIATIVE Total</b>		<b>\$0</b>	<b>\$700</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
282-12954-3498	OTHER FEDERAL GRANTS	\$0	\$135,933	\$590,185	\$590,185
<b>Other Revenues Total</b>		\$0	\$135,933	\$590,185	\$590,185
<b>SAFER Grant Total</b>		<b>\$0</b>	<b>\$135,933</b>	<b>\$590,185</b>	<b>\$590,185</b>
<b>Other Revenues</b>					
282-41341-3470	COUNTY GRANTS	\$0	\$50,000	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$50,000	\$0	\$0
<b>The San Diego FOUNDATION Grant Total</b>		<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>		<b>\$15,000</b>	<b>\$194,133</b>	<b>\$590,185</b>	<b>\$592,685</b>





**REVENUE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
325-12125-3623	Dev Impact Fees- Fire/EMS	\$76,997	\$14,628	\$10,000	\$10,000
<b>Other Revenues Total</b>		\$76,997	\$14,628	\$10,000	\$10,000
<b>Fire Operations Revenues Total</b>		<b>\$76,997</b>	<b>\$14,628</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>DEVELOPMENT IMPACT FEES Total</b>		<b>\$76,997</b>	<b>\$14,628</b>	<b>\$10,000</b>	<b>\$10,000</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	001 412 000				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$20,998	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$20,998	\$0	\$0
<b>OPERATIONS Total</b>		<b>\$0</b>	<b>\$20,998</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>BUILDING</b>				
<b>Activity No.</b>	001 412 028				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$206,264	\$10,427	\$0	\$0
102	OVERTIME	\$1,264	\$0	\$0	\$0
120	DIFFERENTIAL PAY	\$4,799	\$308	\$0	\$0
140	WORKERS' COMPENSATION	\$6,399	\$290	\$0	\$0
150	HEALTH INSURANCE	\$35,870	\$2,914	\$0	\$0
151	LTD INSURANCE	\$651	\$28	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$77,036	\$1,588	\$0	\$0
161	MEDICARE	\$3,199	\$190	\$0	\$0
199	PERSONNEL COMPENSATION	\$173	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$335,655	\$15,745	\$0	\$0
<b>Maintenance &amp; Operations</b>					
209	LEGAL SERVICES	\$5,460	\$0	\$0	\$0
213	PROFESSIONAL SERVICES	\$461,045	\$0	\$0	\$0
222	MEMBERSHIPS & SUBSCRIPTIONS	\$740	\$75	\$0	\$0
226	TRAINING, TRAVEL & SUBSISTENCE	\$300	\$0	\$0	\$0
304	BOOKS	\$705	(\$80)	\$0	\$0
399	MATERIALS & SUPPLIES	\$7,885	\$586	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$476,135	\$581	\$0	\$0
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$32,730	\$0	\$0	\$0
750	VEHICLE SERVICES CHARGES	\$2,031	\$0	\$0	\$0
755	INFO. SYSTEMS MAINT. CHARGE	\$40,438	\$0	\$0	\$0



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
790	INSURANCE CHARGES	\$4,006	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$79,205	\$0	\$0	\$0
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$5,335	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$5,335	\$0	\$0	\$0
<b>BUILDING Total</b>		<b>\$896,330</b>	<b>\$16,326</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	FIRE - OPERATIONS				
<b>Activity No.</b>	001 412 125				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	4,046,052	\$3,850,743	\$4,292,786	\$4,653,751
102	OVERTIME	1,570,456	\$2,907,829	\$800,000	\$1,523,490
105	LONGEVITY	\$409	\$141	\$0	\$0
110	ALLOWANCES & STIPENDS	\$32,415	\$29,729	\$0	\$0
120	DIFFERENTIAL PAY	\$218,674	\$221,176	\$194,072	\$221,316
140	WORKERS' COMPENSATION	\$488,580	\$601,661	\$341,276	\$369,876
150	HEALTH INSURANCE	\$428,676	\$471,286	\$598,440	\$639,366
151	LTD INSURANCE	\$17,241	\$14,189	\$17,739	\$17,414
160	RETIREMENT PLAN CHARGES	2,230,400	\$2,521,194	\$2,589,382	\$2,578,587
161	MEDICARE	\$86,887	\$106,371	\$62,245	\$89,570
199	PERSONNEL COMPENSATION	\$99,147	\$219,473	\$150,808	\$0
<b>Personnel Services Total</b>		\$9,218,937	\$10,943,792	\$9,046,748	\$10,093,371
<b>Maintenance &amp; Operations</b>					
205	MEDICAL SERVICES	\$64,349	\$66,573	\$73,600	\$79,600
213	PROFESSIONAL SERVICES	\$26,647	\$24,767	\$40,000	\$70,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$90	\$3,349	\$2,740	\$3,165
226	TRAINING, TRAVEL & SUBSISTENCE	\$13,815	\$22,904	\$21,450	\$112,902
230	PRINTING & BINDING	\$1,390	\$501	\$950	\$950
236	WATER	\$15,630	\$0	\$0	\$0
250	POSTAGE	\$0	\$209	\$0	\$0
281	R & M - OFFICE EQUIPMENT	\$0	\$181	\$0	\$0
283	R & M - FIRE EQUIPMENT	\$10,964	\$18,657	\$20,500	\$20,500
287	R & M - COMMUNICATIONS EQUIPT.	\$2,018	\$7,639	\$9,000	\$9,000



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
299	CONTRACT SERVICES	\$469,033	\$543,765	\$542,660	\$569,194
301	OFFICE SUPPLIES	\$3,076	\$2,673	\$3,000	\$3,000
303	JANITORIAL SUPPLIES	\$7,299	\$9,336	\$8,600	\$8,600
304	BOOKS	\$752	\$4,157	\$1,800	\$1,800
305	MEDICAL SUPPLIES	\$38	\$1,403	\$2,300	\$2,300
307	DUPLICATING SUPPLIES	\$467	\$0	\$500	\$1,000
309	PHOTOGRAPHIC SUPPLIES	\$619	\$0	\$0	\$0
318	WEARING APPAREL	\$87,237	\$91,399	\$104,450	\$104,450
319	UNIFORM ACCESSORIES	\$416	\$387	\$800	\$800
342	COMMUNICATION MATERIALS	\$1,057	\$45,060	\$45,500	\$45,500
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$41,611	\$414,450	\$50,000	\$50,000
399	MATERIALS & SUPPLIES	\$10,635	\$18,143	\$21,400	\$21,400
470	BOND PRINCIPAL REDEMPTION	\$27,773	\$28,737	\$29,540	\$30,364
480	BOND INTEREST REDEMPTION	\$5,900	\$5,159	\$4,357	\$3,533
<b>Maintenance &amp; Operations Total</b>		<b>\$790,816</b>	<b>\$1,309,449</b>	<b>\$983,147</b>	<b>\$1,138,058</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$239,310	\$321,529	\$291,370	\$320,910
750	VEHICLE SERVICES CHARGES	\$213,203	\$202,307	\$214,365	\$247,162
751	VEHICLE REPLACEMENT CHARGE	\$281,262	\$281,262	\$349,862	\$456,768
752	VEHICLE LEASE CHARGE	\$0	\$8,034	\$11,000	\$18,000
755	INFO. SYSTEMS MAINT. CHARGE	\$137,455	\$154,662	\$152,008	\$169,962
790	INSURANCE CHARGES	\$45,094	\$58,237	\$58,237	\$58,237
<b>Internal Service Charges and Reserves Total</b>		<b>\$916,324</b>	<b>\$1,026,031</b>	<b>\$1,076,842</b>	<b>\$1,271,039</b>
<b>FIRE - OPERATIONS Total</b>		<b>\$10,926,077</b>	<b>\$13,279,272</b>	<b>\$11,106,737</b>	<b>\$12,502,468</b>
<b>Activity COVID-19 Response</b>					
<b>Activity No. 001 412 911</b>					
<b>Maintenance &amp; Operations</b>					
318	WEARING APPAREL	\$14,027	\$0	\$0	\$0
399	MATERIALS & SUPPLIES	\$369	\$4,048	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$14,396</b>	<b>\$4,048</b>	<b>\$0</b>	<b>\$0</b>
<b>COVID-19 Response Total</b>		<b>\$14,396</b>	<b>\$4,048</b>	<b>\$0</b>	<b>\$0</b>



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**EXPENDITURE DETAIL**

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<b>Account No.</b>	<b>Account Title</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Proposed</b>
<b>FIRE Total</b>		<b>\$11,836,803</b>	<b>\$13,320,644</b>	<b>\$11,106,737</b>	<b>\$12,502,468</b>
<b>GENERAL FUND Total</b>		<b>\$11,836,803</b>	<b>\$13,320,644</b>	<b>\$11,106,737</b>	<b>\$12,502,468</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>FIRE - OPERATIONS</b>				
<b>Activity No.</b>	<b>130 412 125</b>				
<b>Personnel Services</b>					
102	OVERTIME	\$8,622	\$13,468	\$20,000	\$0
120	DIFFERENTIAL PAY	\$295,122	\$290,992	\$297,823	\$325,380
<b>Personnel Services Total</b>		<b>\$303,744</b>	<b>\$304,460</b>	<b>\$317,823</b>	<b>\$325,380</b>
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$1,200	\$0	\$0	\$0
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$4,598	\$0	\$0	\$0
698	INDIRECT/OVERHEAD COSTS	\$19,982	\$16,964	\$16,964	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$25,780</b>	<b>\$16,964</b>	<b>\$16,964</b>	<b>\$0</b>
<b>FIRE - OPERATIONS Total</b>		<b>\$329,524</b>	<b>\$321,424</b>	<b>\$334,787</b>	<b>\$325,380</b>
<b>FIRE Total</b>		<b>\$329,524</b>	<b>\$321,424</b>	<b>\$334,787</b>	<b>\$325,380</b>
<b>EMT-D REVOLVING FUND Total</b>		<b>\$329,524</b>	<b>\$321,424</b>	<b>\$334,787</b>	<b>\$325,380</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	282 412 000				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$78	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$78	\$0	\$0
<b>OPERATIONS Total</b>		<b>\$0</b>	<b>\$78</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>CRI - MASS PROPHYLAXIS PROGRAM</b>				
<b>Activity No.</b>	282 412 912				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$1,535	\$4,518	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$1,535	\$4,518	\$0	\$0
<b>CRI - MASS PROPHYLAXIS PROGRAM Total</b>		<b>\$1,535</b>	<b>\$4,518</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>FY18 STATE HOMELAND SECURITY</b>				
<b>Activity No.</b>	282 412 950				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$18,835	\$6,663	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$18,835	\$6,663	\$0	\$0
<b>FY18 STATE HOMELAND SECURITY Total</b>		<b>\$18,835</b>	<b>\$6,663</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>FY18 URBAN AREA SECURITY INITIATIVE</b>				
<b>Activity No.</b>	282 412 951				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$1,405	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$1,405	\$0	\$0	\$0
<b>FY18 URBAN AREA SECURITY INITIATIVE Total</b>		<b>\$1,405</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>FY19 URBAN AREA SECURITY INITIATIVE</b>				
<b>Activity No.</b>	282 412 952				



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$8,750	\$0	\$0
306	COMPUTER SUPPLIES	\$10,000	\$10,000	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$10,000	\$18,750	\$0	\$0
<b>FY19 URBAN AREA SECURITY INITIATIVE Total</b>		<b>\$10,000</b>	<b>\$18,750</b>	<b>\$0</b>	<b>\$0</b>
Activity	FY19 STATE HOMELAND SECURITY				
Activity No.	282 412 953				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$26,205	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$26,205	\$0	\$0
<b>FY19 STATE HOMELAND SECURITY Total</b>		<b>\$0</b>	<b>\$26,205</b>	<b>\$0</b>	<b>\$0</b>
Activity	SAFER Grant				
Activity No.	282 412 954				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$93,071	\$301,460	\$360,959
120	DIFFERENTIAL PAY	\$0	\$6,275	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$6,984	\$25,202	\$30,176
150	HEALTH INSURANCE	\$0	\$7,961	\$63,640	\$68,413
151	LTD INSURANCE	\$0	\$3,073	\$2,035	\$2,035
160	RETIREMENT PLAN CHARGES	\$0	\$15,458	\$193,477	\$210,999
161	MEDICARE	\$0	\$2,073	\$4,371	\$5,234
199	PERSONNEL COMPENSATION	\$0	\$1,039	\$0	\$500
<b>Personnel Services Total</b>		\$0	\$135,934	\$590,185	\$678,316
<b>SAFER Grant Total</b>		<b>\$0</b>	<b>\$135,934</b>	<b>\$590,185</b>	<b>\$678,316</b>
<b>FIRE Total</b>		<b>\$31,775</b>	<b>\$192,148</b>	<b>\$590,185</b>	<b>\$678,316</b>
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>		<b>\$31,775</b>	<b>\$192,148</b>	<b>\$590,185</b>	<b>\$678,316</b>





EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	FIRE - OPERATIONS				
Activity No.	301 412 125				
<b>Maintenance &amp; Operations</b>					
470	BOND PRINCIPAL REDEMPTION	\$455,000	\$485,000	\$520,000	\$565,000
480	BOND INTEREST REDEMPTION	\$56,883	\$47,804	\$36,893	\$23,861
<b>Maintenance &amp; Operations Total</b>		\$511,883	\$532,804	\$556,893	\$588,861
<b>FIRE - OPERATIONS Total</b>		\$511,883	\$532,804	\$556,893	\$588,861
<b>FIRE Total</b>		\$511,883	\$532,804	\$556,893	\$588,861
<b>GRANT-C.D.B.G. Total</b>		\$511,883	\$532,804	\$556,893	\$588,861



FIRE

EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	FIRE - OPERATIONS				
<b>Activity No.</b>	644 412 125				
<b>Capital Outlay</b>					
515	COMMUNICATIONS EQUIPMENT	\$0	\$31,205	\$0	\$0
519	FIRE FIGHTING APPARATUS	\$0	\$0	\$230,000	\$0
<b>Capital Outlay Total</b>		\$0	\$31,205	\$230,000	\$0
<b>FIRE - OPERATIONS Total</b>		\$0	\$31,205	\$230,000	\$0
<b>FIRE Total</b>		\$0	\$31,205	\$230,000	\$0
<b>VEHICLE REPLACEMENT RESERVE Total</b>		\$0	\$31,205	\$230,000	\$0

Proposed Budget  
Fiscal Year 2023

# Housing Authority







# HOUSING AUTHORITY

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## **DESCRIPTION**

The goal of the National City Housing Authority is to be a leader in housing programs and in the preservation, revitalization and the development of affordable housing projects in National City's neighborhoods. To accomplish this goal, the Housing Authority focuses on four main areas of service. They include: (1) increasing the availability of Safe, quality affordable housing and improving neighborhood infrastructure; (2) administering programs that expand economic prosperity and self-sufficiency such as the Section 8 Housing Choice Voucher Program; (3) aggressively pursuing grants and supporting programs that improve the quality of life for residents and sustain neighborhoods and healthy families and; (4) use real estate assets to create additional housing and economic development opportunities.

### AFFORDABLE HOUSING DEVELOPMENT

The Housing Authority partners with non-profit and for profit developers to increase housing opportunities at all income levels. The Housing Authority is also collaborating with the Community Development and Engineering Department in FY2022 to complete a focused General Plan update that will help the City plan for additional housing units and transportation infrastructure.

### SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

This Housing Authority administers 1,123 Housing Choice Vouchers and 32 Emergency Housing Vouchers for eligible low-income families, the elderly and the disabled that either live or work in National City to afford decent, safe, and sanitary housing in the private market. It is a federally funded program under the U.S. Department of Housing and Urban Development (HUD) which enables participants to find their own housing, including single-family homes, townhouses and apartment units.

### HOUSING PROGRAMS AND GRANTS

This Housing Authority also manages the HOME Investment Partnerships Program (HOME), Community Development Block Grant Program (CDBG), Coronavirus Aid, Relief, and Economic Security (CARES) Act CDBG-CV, and American Rescue Plan (ARP) Act funds. Other federal, state, and local funds are also leveraged to further develop and preserve affordable housing and provide services to low and moderate income residents while improving infrastructure and services in the City.

### REAL ESTATE ASSET MANAGEMENT

This Housing Authority is responsible for the tracking and management of all City-owned real estate assets including acquisition, disposition, and leasing. Some of the assets that are vacant or underutilized can be used to provide housing at all income levels and to promote economic development in the City.

### SUPPORT INITIATIVES THAT REDUCE HOMELESSNESS

The Housing Authority supports initiatives to reduce homelessness by participating in the South Region Homeless Alliance and the National City Homeless Task Force. The Department has secured funding to assist the homeless and housing insecure population to get them on a path towards housing stability and manages contracts for case management services for persons experiencing homelessness.



# HOUSING AUTHORITY

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## GOALS & OBJECTIVES

1. Complete a focused General Plan update which includes a traffic analysis, draft Elements, draft FAR Bonus Program, and Climate Action Plan.
2. Continue to deliver high performing housing programs such as the Section 8 Housing Choice Voucher Program, Project Based Voucher Program and Emergency Housing Voucher Program.
3. Leverage the Low and Moderate Income Fund, Community Development Block Grant (CDBG), CARES Act CDBG-CV, HOME Investment Partnership (HOME) Program, County of San Diego Emergency Rental Assistance Program (ERAP), Rental Assistance for Small Landlords (RASL), Security Deposit Program (SDAP), Permanent Local Housing Assistance (PLHA), SANDAG's Housing Acceleration Grant Program (HAP), and Smart Growth Incentive Program (SGIP) funds to develop projects and programs that increase housing opportunities, divert and prevent homelessness, and improve the lives of all residents in National City.
4. Continue to implement the Long-term Property Management Plan for the Successor Agency to the Community Development Commission as the National City Redevelopment Agency and manage the acquisition and disposition of City and Housing Authority properties to promote housing development and prioritize the economic development of National City.
5. Continue to support homeless initiatives by participating on committees, securing funding, and working with City staff and nonprofits to develop programs to assist the housing insecure population and those experiencing homelessness find a pathway towards housing stability.

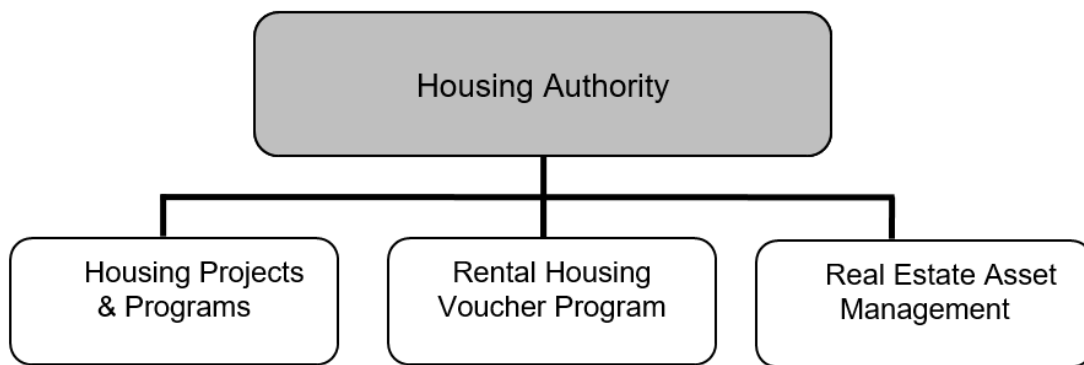


# HOUSING AUTHORITY

## PRODUCTIVITY/WORKLOAD STATISTICS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
HUD CDBG and HOME Programs	10	10	8	4
Special Programs in response to COVID-19	6	3	6	2
Housing:				
Tenant based rental assistance through HOME for homeless/homeless prevention/victims of domestic violence	13	47	16	15
Affordable units acquired/rehabilitated	1	0	6	151
Housing Choice Voucher Program:	1123	1123	1123	1123
Applications taken	282	283	286	425
Applications processed for initial eligibility	250	280	295	325
New admissions	116	99	85	120
Families assisted	1094	1076	1088	1098
Housing Quality Standard inspections	648	992	1025	1150
Incoming portability processed	13	11	11	15
Outgoing portability processed	20	28	30	35

## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

No significant changes anticipated.



# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-45462-3634	MISC. REVENUE	\$40	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$40	\$0	\$0	\$0
<b>HOUSING REVENUE Total</b>		\$40	\$0	\$0	\$0
<b>GENERAL FUND Total</b>		\$40	\$0	\$0	\$0





# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
301-00000-3498	OTHER FEDERAL GRANTS	\$791,989	\$1,338,941	\$733,391	\$710,043
301-00000-3636	REFUNDS & REIMBURSEMENTS	\$9,748	\$0	\$0	\$0
<b>Other Revenues Total</b>		<b>\$801,737</b>	<b>\$1,338,941</b>	<b>\$733,391</b>	<b>\$710,043</b>
<b>Transfers In</b>					
301-00000-3999	TRANSFERS FROM OTHER FUNDS	\$0	\$5,707	\$0	\$0
<b>Transfers In Total</b>		<b>\$0</b>	<b>\$5,707</b>	<b>\$0</b>	<b>\$0</b>
<b>General Operating Revenues Total</b>		<b>\$801,737</b>	<b>\$1,344,648</b>	<b>\$733,391</b>	<b>\$710,043</b>
<b>GRANT-C.D.B.G. Total</b>		<b>\$801,737</b>	<b>\$1,344,648</b>	<b>\$733,391</b>	<b>\$710,043</b>



# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
501-00000-3300	INVESTMENT EARNINGS	\$390,494	\$294,097	\$100,000	\$150,000
501-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$292,258	(\$257,426)	\$0	\$0
501-00000-3320	INTEREST INCOME-LOANS	\$16,625	\$758,832	\$0	\$545,073
501-00000-3329	PARADISE CREEK GROUND LEASE	\$0	\$0	\$75,000	\$0
501-00000-3608	PROCEEDS FROM THE DISPOSITION OF ASS	\$0	\$0	\$526,641	\$0
501-00000-3634	MISC. REVENUE	\$0	\$60,988	\$0	\$0
<b>Other Revenues Total</b>		<b>\$699,377</b>	<b>\$856,491</b>	<b>\$701,641</b>	<b>\$695,073</b>
<b>General Operating Revenues Total</b>		<b>\$699,377</b>	<b>\$856,491</b>	<b>\$701,641</b>	<b>\$695,073</b>
<b>Other Revenues</b>					
501-45462-3300	INVESTMENT EARNINGS	\$418	\$300	\$0	\$0
501-45462-3312	RENT AND LEASES	\$75,000	\$75,000	\$0	\$75,000
501-45462-3634	MISC. REVENUE	\$23,563	\$87,368	\$86,543	\$86,000
<b>Other Revenues Total</b>		<b>\$98,981</b>	<b>\$162,668</b>	<b>\$86,543</b>	<b>\$161,000</b>
<b>HOUSING REVENUE Total</b>		<b>\$98,981</b>	<b>\$162,668</b>	<b>\$86,543</b>	<b>\$161,000</b>
<b>HOUSING AUTHORITY Total</b>		<b>\$798,358</b>	<b>\$1,019,159</b>	<b>\$788,184</b>	<b>\$856,073</b>



# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
502-45462-3615	HUD REVENUE-AMINISTRATIVE FEES	\$1,119,674	\$1,238,109	\$1,300,000	\$1,339,000
502-45462-3300	INVESTMENT EARNINGS	\$102	\$237	\$110	\$150
502-45462-3616	FRAUD RECOVERY-HAP	\$14,099	\$30,295	\$8,000	\$15,000
502-45462-3617	FRAUD RECOVERY--ADMINISTRATIVE FEES	\$14,099	\$30,295	\$8,000	\$15,000
502-45462-3618	OTHER REVENUE-PORTABILITY ADMIN	\$40,588	\$113,168	\$90,000	\$90,000
502-45462-3614	HUD REVENUE-HOUSING ASSISTANCE PMT	\$11,819,709	\$12,426,945	\$12,800,000	\$13,332,000
502-45462-3600	OTHER REVENUE - PORTABILITY 80%	\$3,080	\$8,075	\$9,000	\$15,000
<b>Other Revenues Total</b>		\$13,011,351	\$13,847,124	\$14,215,110	\$14,806,150
<b>HOUSING REVENUE Total</b>		<b>\$13,011,351</b>	<b>\$13,847,124</b>	<b>\$14,215,110</b>	<b>\$14,806,150</b>
<b>Other Revenues</b>					
502-45922-3615	HUD REVENUE-AMINISTRATIVE FEES	\$225,942	\$278,189	\$0	\$0
<b>Other Revenues Total</b>		\$225,942	\$278,189	\$0	\$0
<b>Housing &amp; Grants - CARES Act. Total</b>		<b>\$225,942</b>	<b>\$278,189</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
502-45956-3615	HUD REVENUE-AMINISTRATIVE FEES	\$0	\$0	\$0	\$45,492
502-45956-3614	HUD REVENUE-HOUSING ASSISTANCE PMT	\$0	\$68,800	\$0	\$200,000
<b>Other Revenues Total</b>		\$0	\$68,800	\$0	\$245,492
<b>EMERGENCY HOUSING VOUCHERS-SERVICE FEES Tot:</b>		<b>\$0</b>	<b>\$68,800</b>	<b>\$0</b>	<b>\$245,492</b>
<b>SECTION 8 FUND Total</b>		<b>\$13,237,293</b>	<b>\$14,194,113</b>	<b>\$14,215,110</b>	<b>\$15,051,642</b>



# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
505-00000-3634	MISCELLANEOUS REVENUE	\$0	\$345	\$0	\$0
505-00000-3498	OTHER FEDERAL GRANTS	\$108,906	\$456,334	\$328,323	\$400,681
505-00000-3321	INTEREST	\$41,720	\$39,082	\$0	\$0
505-00000-3300	INVESTMENT EARNINGS	\$11,864	\$7,628	\$0	\$0
505-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$9,078	(\$8,291)	\$0	\$0
<b>Other Revenues Total</b>		\$171,568	\$495,098	\$328,323	\$400,681
<b>General Operating Revenues Total</b>		<b>\$171,568</b>	<b>\$495,098</b>	<b>\$328,323</b>	<b>\$400,681</b>
<b>HOME FUND Total</b>		<b>\$171,568</b>	<b>\$495,098</b>	<b>\$328,323</b>	<b>\$400,681</b>



# HOUSING AUTHORITY

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
532-00000-3321	INTEREST	\$251,285	\$218,571	\$250,000	\$125,000
532-00000-3300	INVESTMENT EARNINGS	\$7,392	\$6,097	\$0	\$0
532-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$5,575	(\$4,675)	\$0	\$0
<b>Other Revenues Total</b>		\$264,252	\$219,993	\$250,000	\$125,000
<b>General Operating Revenues Total</b>		<b>\$264,252</b>	<b>\$219,993</b>	<b>\$250,000</b>	<b>\$125,000</b>
<b>LOW&amp;MOD INCOME HOUSING ASSET FUND Total</b>		<b>\$264,252</b>	<b>\$219,993</b>	<b>\$250,000</b>	<b>\$125,000</b>



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	001 419 462				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$179,441	\$116	\$0	\$0
110	ALLOWANCES & STIPENDS	\$1,661	\$1,795	\$0	\$0
120	DIFFERENTIAL PAY	\$2,014	\$2,652	\$0	\$0
140	WORKERS' COMPENSATION	\$1,152	\$67	\$0	\$0
150	HEALTH INSURANCE	\$22,670	\$1,619	\$0	\$0
151	LTD INSURANCE	\$326	\$321	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$51,229	\$7,694	\$0	\$0
161	MEDICARE	\$2,831	\$142	\$0	\$0
199	PERSONNEL COMPENSATION	\$94	\$13,566	\$0	\$0
<b>Personnel Services Total</b>		\$261,418	\$27,972	\$0	\$0
<b>Maintenance &amp; Operations</b>					
307	DUPLICATING SUPPLIES	\$0	\$0	\$400	\$400
445	LEGAL SETTLEMENTS	\$496	\$1,488	\$3,000	\$3,000
<b>Maintenance &amp; Operations Total</b>		\$496	\$1,488	\$3,400	\$3,400
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$35,349	\$49,261	\$44,640	\$49,165
750	VEHICLE SERVICES CHARGES	\$10,568	\$10,028	\$10,626	\$12,251
755	INFO. SYSTEMS MAINT. CHARGE	\$39,574	\$44,528	\$43,763	\$48,933
790	INSURANCE CHARGES	\$3,197	\$4,392	\$4,392	\$4,392
<b>Internal Service Charges and Reserves Total</b>		\$88,688	\$108,209	\$103,421	\$114,741
<b>HOUSING Total</b>		<b>\$350,602</b>	<b>\$137,669</b>	<b>\$106,821</b>	<b>\$118,141</b>
<b>Activity</b>	ASSET MANAGEMENT				
<b>Activity No.</b>	001 419 475				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$37,691	\$39,186	\$38,272	\$241,112
140	WORKERS' COMPENSATION	\$1,670	\$1,817	\$1,695	\$11,587
150	HEALTH INSURANCE	\$7,545	\$8,758	\$5,765	\$34,997
160	RETIREMENT PLAN CHARGES	\$10,987	\$4,896	\$13,567	\$73,339



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
161	MEDICARE	\$507	\$550	\$555	\$3,496
199	PERSONNEL COMPENSATION	\$0	\$1,000	\$0	\$0
<b>Personnel Services Total</b>		\$58,400	\$56,207	\$59,854	\$364,531
<b>Maintenance &amp; Operations</b>					
209	LEGAL SERVICES	\$0	\$0	\$0	\$10,000
213	PROFESSIONAL SERVICES	\$5,906	\$3,388	\$20,000	\$10,000
213	PROFESSIONAL SVC'S - SA SALE OF PROPERTY	\$11,521	\$300	\$35,000	\$35,000
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$0	\$1,500	\$1,500
299	CONTRACT SERVICES	\$4,953	\$4,953	\$7,000	\$7,000
399	MATERIALS & SUPPLIES	\$723	\$402	\$1,000	\$1,000
<b>Maintenance &amp; Operations Total</b>		\$23,103	\$9,043	\$64,500	\$64,500
<b>ASSET MANAGEMENT Total</b>		\$81,503	\$65,250	\$124,354	\$429,031
<b>HOUSING &amp; ECON DEV Total</b>		\$432,105	\$202,919	\$231,175	\$547,172
<b>GENERAL FUND Total</b>		\$432,105	\$202,919	\$231,175	\$547,172



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	104 419 462				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$23,302	\$0	\$0	\$0
140	WORKERS' COMPENSATION	\$229	\$0	\$0	\$0
150	HEALTH INSURANCE	\$2,778	\$0	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$2,673	\$0	\$0	\$0
161	MEDICARE	\$337	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$29,319	\$0	\$0	\$0
<b>HOUSING Total</b>		\$29,319	\$0	\$0	\$0
<b>HOUSING &amp; ECON DEV Total</b>		\$29,319	\$0	\$0	\$0
<b>LIBRARY FUND Total</b>		\$29,319	\$0	\$0	\$0





# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>NUTRITION CENTER</b>				
<b>Activity No.</b>	<b>166 419 429</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$33,401	\$2,591	\$0	\$0
101	FULL-TIME SALARIES	\$321,610	\$23,988	\$0	\$0
102	OVERTIME	\$12,237	\$25	\$0	\$0
120	DIFFERENTIAL PAY	\$3,164	\$327	\$0	\$0
140	WORKERS' COMPENSATION	\$12,055	\$996	\$0	\$0
150	HEALTH INSURANCE	\$53,225	\$5,629	\$0	\$0
151	LTD INSURANCE	\$589	\$57	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$86,691	\$3,383	\$0	\$0
161	MEDICARE	\$5,203	\$419	\$0	\$0
199	PERSONNEL COMPENSATION	\$15,131	\$0	\$0	\$0
<b>Personnel Services Total</b>		<b>\$543,306</b>	<b>\$37,415</b>	<b>\$0</b>	<b>\$0</b>
<b>Maintenance &amp; Operations</b>					
211	LAUNDRY & CLEANING SERVICES	\$5,030	\$0	\$0	\$0
234	ELECTRICITY & GAS	\$7,359	\$0	\$0	\$0
236	WATER	\$319	\$0	\$0	\$0
270	PERMITS & LICENSES	\$496	\$0	\$0	\$0
276	TRASH COLLECTION & DISPOSAL	\$539	\$0	\$0	\$0
292	R&M KITCHEN EQUIPMENT	\$6,622	\$793	\$0	\$0
299	CONTRACT SERVICES	\$24,963	\$0	\$0	\$0
301	OFFICE SUPPLIES	\$1,051	\$0	\$0	\$0
312	CONSUMABLE SUPPLIES	\$37,005	\$0	\$0	\$0
313	FOOD SUPPLIES	\$228,649	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$312,033</b>	<b>\$793</b>	<b>\$0</b>	<b>\$0</b>
<b>Internal Service Charges and Reserves</b>					
750	VEHICLE SERVICES CHARGES	\$15,044	\$0	\$0	\$0
790	INSURANCE CHARGES	\$4,902	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		<b>\$19,946</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>NUTRITION CENTER Total</b>		<b>\$875,285</b>	<b>\$38,208</b>	<b>\$0</b>	<b>\$0</b>



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	COVID-19 Response				
<b>Activity No.</b>	166 419 911				
<b>Maintenance &amp; Operations</b>					
312	CONSUMABLE SUPPLIES	\$11,538	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$11,538	\$0	\$0	\$0
<b>COVID-19 Response Total</b>		\$11,538	\$0	\$0	\$0
<b>HOUSING &amp; ECON DEV Total</b>		\$886,823	\$38,208	\$0	\$0
<b>NUTRITION Total</b>		\$886,823	\$38,208	\$0	\$0



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	301 419 462				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$55,852	\$62,870	\$63,368	\$85,337
102	OVERTIME	\$817	\$0	\$0	\$0
110	ALLOWANCES & STIPENDS	\$0	\$0	\$0	\$0
120	DIFFERENTIAL PAY	\$1,862	\$925	\$0	\$1,169
140	WORKERS' COMPENSATION	\$1,368	\$671	\$2,845	\$4,039
150	HEALTH INSURANCE	\$5,371	\$8,148	\$10,805	\$14,029
151	LTD INSURANCE	\$0	\$256	\$256	\$256
160	RETIREMENT PLAN CHARGES	\$16,196	\$44,127	\$22,464	\$25,957
161	MEDICARE	\$846	\$1,058	\$919	\$1,237
199	PERSONNEL COMPENSATION	\$1,192	\$5,621	\$2,411	\$2,500
<b>Personnel Services Total</b>		<b>\$83,504</b>	<b>\$123,676</b>	<b>\$103,068</b>	<b>\$134,525</b>
<b>Maintenance &amp; Operations</b>					
201	AUDITING SERVICES	\$2,000	\$0	\$2,000	\$2,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$0	\$0	\$120	\$120
226	TRAINING, TRAVEL & SUBSISTENCE	\$2,131	\$190	\$3,000	\$3,000
250	POSTAGE	\$52	\$21	\$200	\$200
260	ADVERTISING	\$3,566	\$36	\$3,600	\$3,600
299	CONTRACT SERVICES	\$30,564	\$0	\$30,000	\$30,000
301	OFFICE SUPPLIES	\$0	\$4	\$1,064	\$1,064
399	MATERIALS & SUPPLIES	\$1,072	\$1,742	\$1,324	\$1,324
<b>Maintenance &amp; Operations Total</b>		<b>\$39,385</b>	<b>\$1,993</b>	<b>\$41,308</b>	<b>\$41,308</b>
<b>HOUSING Total</b>		<b>\$122,889</b>	<b>\$125,669</b>	<b>\$144,376</b>	<b>\$175,833</b>
<b>Activity</b>	Housing & Grants - CARES Act.				
<b>Activity No.</b>	301 419 922				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$56,258	\$87,368	\$88,068
110	ALLOWANCES & STIPENDS	\$0	\$0	\$780	\$360
120	DIFFERENTIAL PAY	\$0	\$453	\$480	\$974



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
140	WORKERS' COMPENSATION	\$0	\$593	\$3,786	\$5,097
150	HEALTH INSURANCE	\$0	\$5,779	\$13,685	\$13,532
151	LTD INSURANCE	\$0	\$0	\$256	\$256
160	RETIREMENT PLAN CHARGES	\$0	\$5,545	\$30,972	\$26,788
161	MEDICARE	\$0	\$926	\$1,267	\$1,277
<b>Personnel Services Total</b>		\$0	\$69,554	\$138,594	\$136,352
<b>Maintenance &amp; Operations</b>					
250	POSTAGE	\$0	\$16	\$100	\$100
260	ADVERTISING	\$0	\$4,901	\$1,000	\$1,000
399	MATERIALS & SUPPLIES	\$0	\$0	\$500	\$500
<b>Maintenance &amp; Operations Total</b>		\$0	\$4,917	\$1,600	\$1,600
<b>Housing &amp; Grants - CARES Act. Total</b>		\$0	\$74,471	\$140,194	\$137,952
<b>HOUSING &amp; ECON DEV Total</b>		\$122,889	\$200,140	\$284,570	\$313,785
<b>GRANT-C.D.B.G. Total</b>		\$122,889	\$200,140	\$284,570	\$313,785



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	501 419 462				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$491,625	\$508,832	\$526,641	\$545,073
<b>TRANSFERS OUT Total</b>		\$491,625	\$508,832	\$526,641	\$545,073
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$133,097	\$189,296	\$32,698
110	ALLOWANCES & STIPENDS	\$0	\$0	\$1,950	\$360
120	DIFFERENTIAL PAY	\$0	\$0	\$3,800	\$1,625
140	WORKERS' COMPENSATION	\$0	\$1,451	\$4,200	\$1,510
150	HEALTH INSURANCE	\$0	\$14,630	\$32,690	\$4,930
151	LTD INSURANCE	\$0	\$0	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$0	\$43,572	\$67,105	\$9,946
161	MEDICARE	\$0	\$2,313	\$2,745	\$474
<b>Personnel Services Total</b>		\$0	\$195,063	\$301,786	\$51,543
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$173,191	\$386,973	\$900,000	\$850,000
230	PRINTING & BINDING	\$0	\$5,521	\$8,000	\$8,000
250	POSTAGE	\$0	\$6,923	\$0	\$2,000
399	MATERIALS & SUPPLIES	\$0	\$1,133	\$10,000	\$4,000
650	KIMBALL HIGHLAND MASTER PLAN	\$0	\$0	\$11,662,000	\$0
<b>Maintenance &amp; Operations Total</b>		\$173,191	\$400,550	\$12,580,000	\$864,000
<b>HOUSING Total</b>		<b>\$664,816</b>	<b>\$1,104,445</b>	<b>\$13,408,427</b>	<b>\$1,460,616</b>
<b>Activity</b>	PERMANENT LOCAL HOUSING ALLOCATION				
<b>Activity No.</b>	501 419 477				
<b>Maintenance &amp; Operations</b>					
650	ALPHA PROJECT	\$0	\$0	\$0	\$0
650	McAlister Inc.	\$0	\$0	\$0	\$217,950
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$0	\$217,950



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>PERMANENT LOCAL HOUSING ALLOCATION Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$217,950</b>
<b>Activity</b>	COVID-19 Response				
<b>Activity No.</b>	501 419 911				
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$0	\$0	\$2,000	\$2,000
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>COVID-19 Response Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>HOUSING &amp; ECON DEV Total</b>		<b>\$664,816</b>	<b>\$1,104,445</b>	<b>\$13,410,427</b>	<b>\$1,680,566</b>
<b>HOUSING AUTHORITY Total</b>		<b>\$664,816</b>	<b>\$1,104,445</b>	<b>\$13,410,427</b>	<b>\$1,680,566</b>



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	502 419 462				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$29,659	\$32,196	\$29,700	\$0
101	FULL-TIME SALARIES	\$472,282	\$484,315	\$580,990	\$653,878
105	LONGEVITY	\$421	\$434	\$421	\$400
110	ALLOWANCES & STIPENDS	\$332	\$363	\$390	\$360
120	DIFFERENTIAL PAY	\$10,590	\$10,861	\$8,535	\$8,849
140	WORKERS' COMPENSATION	\$5,050	\$5,478	\$6,517	\$7,334
150	HEALTH INSURANCE	\$78,261	\$93,049	\$108,080	\$114,998
151	LTD INSURANCE	\$65	\$71	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$145,230	\$169,419	\$205,961	\$198,890
161	MEDICARE	\$7,331	\$8,049	\$8,424	\$9,481
199	PERSONNEL COMPENSATION	\$8,986	\$36,208	\$13,890	\$15,000
<b>Personnel Services Total</b>		<b>\$758,207</b>	<b>\$840,443</b>	<b>\$963,639</b>	<b>\$1,009,922</b>
<b>Maintenance &amp; Operations</b>					
201	AUDITING SERVICES	\$2,000	\$0	\$4,000	\$4,000
213	PROFESSIONAL SERVICES	\$0	\$6,180	\$0	\$5,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$2,497	\$1,759	\$3,300	\$3,000
226	TRAINING, TRAVEL & SUBSISTENCE	\$5,150	\$6,280	\$8,000	\$8,000
250	POSTAGE	\$6,553	\$8,409	\$10,000	\$10,000
260	ADVERTISING	\$592	\$149	\$600	\$600
299	CONTRACT SERVICES	\$25,238	\$37,264	\$45,000	\$56,000
399	MATERIALS & SUPPLIES	\$5,942	\$20,442	\$12,000	\$14,000
602	HOUSING ASSISTANCE PAYMENTS	1,772,551	\$12,411,041	\$12,600,000	\$13,200,000
603	OTHER GENERAL EXPENSES	\$4,619	\$5,790	\$10,000	\$10,000
606	HAP PORTABILITY-IN	\$40,588	\$113,168	\$90,000	\$90,000
698	INDIRECT/OVERHEAD COSTS	\$177,816	\$168,569	\$180,000	\$170,000
<b>Maintenance &amp; Operations Total</b>		<b>\$12,043,546</b>	<b>\$12,779,051</b>	<b>\$12,962,900</b>	<b>\$13,570,600</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$25,994	\$28,979	\$26,261	\$28,923
750	VEHICLE SERVICES CHARGES	\$2,031	\$1,927	\$2,042	\$2,354
752	VEHICLE LEASE CHARGE	\$0	\$3,897	\$4,000	\$9,000



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
755	INFO. SYSTEMS MAINT. CHARGE	\$65,919	\$74,171	\$72,898	\$81,508
790	INSURANCE CHARGES	\$5,856	\$7,535	\$7,535	\$7,535
<b>Internal Service Charges and Reserves Total</b>		\$99,800	\$116,509	\$112,736	\$129,320
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$0	\$8,451	\$10,000	\$5,000
503	FURNITURE & FURNISHINGS	\$765	\$0	\$9,000	\$0
512	AUTOMOTIVE LEASES	\$5,146	\$0	\$6,000	\$0
<b>Capital Outlay Total</b>		\$5,911	\$8,451	\$25,000	\$5,000
<b>HOUSING Total</b>		<b>\$12,907,464</b>	<b>\$13,744,454</b>	<b>\$14,064,275</b>	<b>\$14,714,842</b>
<b>Activity Housing &amp; Grants - CARES Act.</b>					
<b>Activity No. 502 419 922</b>					
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$791	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$791	\$0	\$0	\$0
<b>Housing &amp; Grants - CARES Act. Total</b>		<b>\$791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>HOUSING &amp; ECON DEV Total</b>		<b>\$12,908,255</b>	<b>\$13,744,454</b>	<b>\$14,064,275</b>	<b>\$14,714,842</b>
<b>SECTION 8 FUND Total</b>		<b>\$12,908,255</b>	<b>\$13,744,454</b>	<b>\$14,064,275</b>	<b>\$14,714,842</b>





# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	505 419 462				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$17,815	\$18,700	\$26,308	\$136,665
102	OVERTIME	\$273	\$0	\$0	\$0
110	ALLOWANCES & STIPENDS	\$0	\$0	\$0	\$1,800
120	DIFFERENTIAL PAY	\$401	\$0	\$0	\$1,622
140	WORKERS' COMPENSATION	\$181	\$200	\$2,525	\$7,814
150	HEALTH INSURANCE	\$1,695	\$3,055	\$4,320	\$17,952
151	LTD INSURANCE	\$0	\$132	\$219	\$219
160	RETIREMENT PLAN CHARGES	\$5,707	\$2,296	\$9,326	\$41,569
161	MEDICARE	\$267	\$327	\$381	\$1,982
199	PERSONNEL COMPENSATION	\$364	\$2,608	\$0	\$800
<b>Personnel Services Total</b>		\$26,703	\$27,318	\$43,079	\$210,424
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$15,709	\$0	\$8,000	\$33,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$524	\$550	\$700	\$700
226	TRAINING, TRAVEL & SUBSISTENCE	\$1,872	\$979	\$4,000	\$4,000
250	POSTAGE	\$62	\$0	\$150	\$150
299	CONTRACT SERVICES	\$0	\$0	\$15,000	\$15,000
399	MATERIALS & SUPPLIES	\$496	\$1,208	\$1,000	\$1,000
650	FIRST TIME HOMEBUYER PROGRAM	\$4,900	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$23,563	\$2,737	\$28,850	\$53,850
<b>HOUSING Total</b>		<b>\$50,266</b>	<b>\$30,055</b>	<b>\$71,929</b>	<b>\$264,274</b>
<b>HOUSING &amp; ECON DEV Total</b>		<b>\$50,266</b>	<b>\$30,055</b>	<b>\$71,929</b>	<b>\$264,274</b>
<b>HOME FUND Total</b>		<b>\$50,266</b>	<b>\$30,055</b>	<b>\$71,929</b>	<b>\$264,274</b>



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	HOUSING				
<b>Activity No.</b>	532 419 462				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$9,625	\$1,442	\$9,700	\$0
101	FULL-TIME SALARIES	\$48,745	\$49,520	\$24,000	\$66,633
110	ALLOWANCES & STIPENDS	\$1,328	\$1,451	\$780	\$720
120	DIFFERENTIAL PAY	\$971	\$714	\$480	\$865
140	WORKERS' COMPENSATION	\$649	\$574	\$941	\$4,226
150	HEALTH INSURANCE	\$5,687	\$7,447	\$2,880	\$9,469
151	LTD INSURANCE	\$262	\$526	\$366	\$0
160	RETIREMENT PLAN CHARGES	\$16,222	\$39,216	\$8,508	\$20,268
161	MEDICARE	\$961	\$949	\$348	\$966
199	PERSONNEL COMPENSATION	\$0	\$11,754	\$0	\$3,000
<b>Personnel Services Total</b>		<b>\$84,450</b>	<b>\$113,593</b>	<b>\$48,003</b>	<b>\$106,147</b>
<b>Maintenance &amp; Operations</b>					
209	LEGAL SERVICES	\$13,781	\$19,319	\$25,000	\$25,000
213	PROFESSIONAL SERVICES	\$0	\$0	\$50,000	\$50,000
230	PRINTING & BINDING	\$2,275	\$0	\$0	\$0
250	POSTAGE	\$0	\$73	\$0	\$0
399	MATERIALS & SUPPLIES	\$0	\$367	\$1,000	\$1,000
<b>Maintenance &amp; Operations Total</b>		<b>\$16,056</b>	<b>\$19,759</b>	<b>\$76,000</b>	<b>\$76,000</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$8,837	\$0	\$0	\$0
755	INFO. SYSTEMS MAINT. CHARGE	\$2,083	\$2,344	\$2,304	\$2,575
790	INSURANCE CHARGES	\$278	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		<b>\$11,198</b>	<b>\$2,344</b>	<b>\$2,304</b>	<b>\$2,575</b>
<b>HOUSING Total</b>		<b>\$111,704</b>	<b>\$135,696</b>	<b>\$126,307</b>	<b>\$184,722</b>
<b>Activity</b>	ASSET MANAGEMENT				
<b>Activity No.</b>	532 419 475				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$37,691	\$39,186	\$38,272	\$0



# HOUSING AUTHORITY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
140	WORKERS' COMPENSATION	\$1,670	\$1,817	\$1,695	\$0
150	HEALTH INSURANCE	\$7,546	\$8,759	\$5,765	\$0
160	RETIREMENT PLAN CHARGES	\$10,987	\$4,896	\$13,567	\$0
161	MEDICARE	\$507	\$550	\$555	\$0
199	PERSONNEL COMPENSATION	\$0	\$1,000	\$0	\$500
<b>Personnel Services Total</b>		\$58,401	\$56,208	\$59,854	\$500
<b>ASSET MANAGEMENT Total</b>		\$58,401	\$56,208	\$59,854	\$500
<b>HOUSING &amp; ECON DEV Total</b>		\$170,105	\$191,904	\$186,161	\$185,222
<b>LOW&amp;MOD INCOME HOUSING ASSET FUND Total</b>		\$170,105	\$191,904	\$186,161	\$185,222

CALIFORNIA  
**NATIONAL CITY**  
1887  
INCORPORATED

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Proposed Budget  
Fiscal Year 2023

# Human Resources







## **DEPARTMENT DESCRIPTION**

The Human Resources Department serves all City departments with a staff of approximately 400 full and part-time employees. This Department is responsible for providing a wide range of services including recruiting and selecting job applicants, training and development, employee benefit and equal opportunity programs, policy development and labor relations, among other things.

It also manages employee benefit programs and investigates potential disciplinary actions. While working closely with the Civil Service Commission, the Human Resources Department provides technical assistance to other departments regarding staffing, discipline, organizational structure, and the interpretation of Civil Service Rules and State and Federal personnel laws and regulations.

It's the goal of the Human Resources Department to create a supportive working environment that fosters excellence in the workplace so we can provide National City residents and visitors with the utmost commitment, courtesy, collaboration, communication and customer service.

## **RISK MANAGEMENT– WORKERS' COMPENSATION**

The Risk Management Division of the Human Resources Department manages the City's self-insured workers' compensation program, including oversight of employee injury claims and the City's light duty and return to work programs.

## **GOALS & OBJECTIVES**

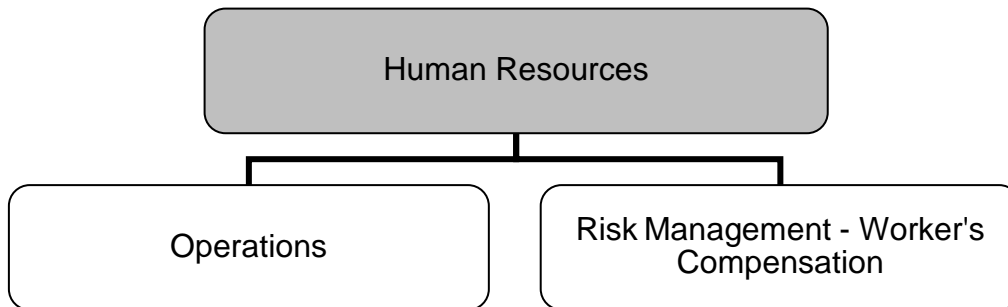
1. Conduct an organizational assessment and work closely with the City Manager and department directors in identifying critical staffing needs and in creating a long range workforce plan that encourages and supports operational efficiencies.
2. Continue to update existing and develop needed policy documents.
3. Develop and execute training programs to reduce the likelihood of accidents and injuries and improve customer service.
4. Continue to provide assistance and response to departmental needs in a timely manner with quality employee replacements and sound personnel advice on discipline, grievances, complaints and the law.
5. Conduct job studies and surveys, staying abreast of current industry standards and trends.
6. Strengthen organizational development through such methods as the development of targeted employee and supervisor training; succession planning; career planning; and an enhanced performance evaluation system.



## PRODUCTIVITY/WORKLOAD STATISTICS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
Human Resources:				
Recruitments conducted	43	42	68	68
Permanent positions filled	29	24	30	30
Temporary (part-time, hourly) positions filled	10	8	22	22
Medical exams conducted (i.e. pre-employment, DMV)	38	43	48	53
New and/or promotional employees passing probation	55	55	46	30
Risk Management:				
Workers' Compensation claims processed	57	57	50	45

## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

No significant changes anticipated.





# HUMAN RESOURCES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
627-00000-3700	INTERNAL SERVICE CHARGES	\$1,258,920	\$1,723,420	\$1,395,687	\$1,729,101
627-00000-3636	REFUNDS & REIMBURSEMENTS	\$1,321,756	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$2,580,676	\$1,723,420	\$1,395,687	\$1,729,101
<b>General Operating Revenues Total</b>		<b>\$2,580,676</b>	<b>\$1,723,420</b>	<b>\$1,395,687</b>	<b>\$1,729,101</b>
<b>Other Revenues</b>					
627-14000-3700	INTERNAL SERVICE CHARGES	\$1,925,573	\$2,126,891	\$1,382,725	\$1,930,915
627-14000-3643	INSURANCE SETTLEMENTS	\$0	\$0	\$0	\$219,067
627-14000-3632	COMP INSURANCE REIMBURSEMENT	\$10,959	\$10,379	\$0	\$0
<b>Other Revenues Total</b>		\$1,936,532	\$2,137,270	\$1,382,725	\$2,149,982
<b>Risk Management Revenues Total</b>		<b>\$1,936,532</b>	<b>\$2,137,270</b>	<b>\$1,382,725</b>	<b>\$2,149,982</b>
<b>LIABILITY INS. FUND Total</b>		<b>\$4,517,208</b>	<b>\$3,860,690</b>	<b>\$2,778,412</b>	<b>\$3,879,083</b>



# HUMAN RESOURCES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>HUMAN RESOURCES</b>				
<b>Activity No.</b>	<b>001 407 083</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$10,534	\$0	\$0	\$91,800
101	FULL-TIME SALARIES	\$322,378	\$362,962	\$282,842	\$386,691
102	OVERTIME	\$0	\$0	\$500	\$500
110	ALLOWANCES & STIPENDS	\$3,471	\$3,646	\$1,950	\$1,800
120	DIFFERENTIAL PAY	\$3,198	\$3,389	\$3,093	\$3,202
140	WORKERS' COMPENSATION	\$3,466	\$3,917	\$2,772	\$3,790
150	HEALTH INSURANCE	\$52,283	\$62,649	\$47,530	\$57,160
151	LTD INSURANCE	\$1,513	\$1,781	\$1,463	\$1,828
160	RETIREMENT PLAN CHARGES	\$89,358	\$116,503	\$100,268	\$120,808
161	MEDICARE	\$5,097	\$5,809	\$4,101	\$5,607
199	PERSONNEL COMPENSATION	\$6,827	\$15,148	\$10,577	\$0
<b>Personnel Services Total</b>		<b>\$498,125</b>	<b>\$575,804</b>	<b>\$455,096</b>	<b>\$673,186</b>
<b>Maintenance &amp; Operations</b>					
205	MEDICAL SERVICES	\$13,366	\$15,599	\$14,000	\$14,000
207	TECHNICAL PERSONNEL SERVICES	\$529	\$188	\$220	\$500
212	GOVERNMENTAL PURPOSES	\$5,127	\$6,133	\$9,600	\$9,600
213	PROFESSIONAL SERVICES	\$66,011	\$71,406	\$32,000	\$200,000
217	INVESTIGATIVE SERVICES	\$2,321	\$1,237	\$3,000	\$3,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$1,414	\$1,728	\$1,964	\$2,036
226	TRAINING, TRAVEL & SUBSISTENCE	\$4,202	\$2,462	\$8,576	\$53,576
230	PRINTING & BINDING	\$56	\$198	\$300	\$300
260	ADVERTISING	\$700	\$884	\$1,000	\$1,000
264	PROMOTIONAL ACTIVITIES	\$39,408	\$16,345	\$0	\$0
281	R & M - OFFICE EQUIPMENT	\$0	\$0	\$200	\$200
299	CONTRACT SERVICES	\$0	\$0	\$0	\$0
307	DUPLICATING SUPPLIES	\$978	\$745	\$1,000	\$1,300
399	MATERIALS & SUPPLIES	\$1,582	\$1,593	\$1,800	\$1,500
<b>Maintenance &amp; Operations Total</b>		<b>\$135,694</b>	<b>\$118,518</b>	<b>\$73,660</b>	<b>\$287,012</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$93,577	\$104,325	\$94,539	\$104,124



# HUMAN RESOURCES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
755	INFO. SYSTEMS MAINT. CHARGE	\$40,675	\$45,767	\$44,981	\$50,294
790	INSURANCE CHARGES	\$4,934	\$6,117	\$6,117	\$6,117
<b>Internal Service Charges and Reserves Total</b>		\$139,186	\$156,209	\$145,637	\$160,535
<b>HUMAN RESOURCES Total</b>		<b>\$773,005</b>	<b>\$850,531</b>	<b>\$674,393</b>	<b>\$1,120,733</b>
<b>Activity</b>	COVID-19 Response				
<b>Activity No.</b>	001 407 911				
<b>Maintenance &amp; Operations</b>					
205	MEDICAL SERVICES	\$0	\$1,647	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$1,647	\$0	\$0
<b>COVID-19 Response Total</b>		<b>\$0</b>	<b>\$1,647</b>	<b>\$0</b>	<b>\$0</b>
<b>HUMAN RESOURCES Total</b>		<b>\$773,005</b>	<b>\$852,178</b>	<b>\$674,393</b>	<b>\$1,120,733</b>
<b>GENERAL FUND Total</b>		<b>\$773,005</b>	<b>\$852,178</b>	<b>\$674,393</b>	<b>\$1,120,733</b>



# HUMAN RESOURCES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>RISK MANAGEMENT</b>				
<b>Activity No.</b>	<b>627 407 081</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$39,417	\$43,447	\$42,037	\$48,063
120	DIFFERENTIAL PAY	\$1,307	\$1,309	\$1,300	\$1,300
140	WORKERS' COMPENSATION	\$420	\$467	\$412	\$471
150	HEALTH INSURANCE	\$6,821	\$8,170	\$11,530	\$12,395
160	RETIREMENT PLAN CHARGES	\$12,196	\$5,544	\$14,902	\$14,619
161	MEDICARE	\$644	\$714	\$610	\$697
199	PERSONNEL COMPENSATION	\$1,617	\$3,617	\$2,505	\$2,500
<b>Personnel Services Total</b>		<b>\$62,422</b>	<b>\$63,268</b>	<b>\$73,296</b>	<b>\$80,045</b>
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$0	\$63	\$35,000	\$0
222	MEMBERSHIPS & SUBSCRIPTIONS	\$150	\$150	\$450	\$450
226	TRAINING, TRAVEL & SUBSISTENCE	\$3,564	\$746	\$5,850	\$3,900
399	MATERIALS & SUPPLIES	\$364	\$382	\$400	\$400
433	WC CLAIM COSTS	\$689,525	\$1,615,426	\$1,400,000	\$1,600,000
440	EXCESS WC INSURANCE	\$238,922	\$244,147	\$280,000	\$221,000
<b>Maintenance &amp; Operations Total</b>		<b>\$932,525</b>	<b>\$1,860,914</b>	<b>\$1,721,700</b>	<b>\$1,825,750</b>
<b>RISK MANAGEMENT Total</b>		<b>\$994,947</b>	<b>\$1,924,182</b>	<b>\$1,794,996</b>	<b>\$1,905,795</b>
<b>HUMAN RESOURCES Total</b>		<b>\$994,947</b>	<b>\$1,924,182</b>	<b>\$1,794,996</b>	<b>\$1,905,795</b>
<b>LIABILITY INS. FUND Total</b>		<b>\$994,947</b>	<b>\$1,924,182</b>	<b>\$1,794,996</b>	<b>\$1,905,795</b>

Proposed Budget  
Fiscal Year 2023

# Library & Community Services







# LIBRARY & COMMUNITY SERVICES

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## **DEPARTMENT DESCRIPTION**

The Library & Community Services Department provides services for all community members for their lifelong learning and growth. The Department encompasses the National City Public Library and Community Services which includes Recreation Services and the Senior Nutrition Program. The Library & Community Services Department provides information, resources, programs and community engagement for all residents.

The Library & Community Services Department also provides staff assistance and oversight to the Board of Library Trustees, the Public Art Committee and the Park Recreation and Senior Citizens' Advisory Committee. As part of these responsibilities, staff work closely with A Reason to Survive (ARTS) to facilitate the public art approval process and installation, while also monitoring the agreement between ARTS and the City of National City for its operation of the ARTS Center.

The Department also oversees the agreements with a variety of organizations to maintain and operate facilities and programs throughout the City. Library & Community Services manages the following leases and operating agreements: EXOS to operate Las Palmas Pool, Olivewood Gardens to operate Paradise Creek Educational Park Community Garden, American Golf Corporation to operate the National City Golf Course, and the Boys and Girls Club lease. The Department also maintains a contract with San Diego County for partial reimbursement for the Senior Nutrition Program.

Library & Community Services also oversees the leases and agreements with non-profit organizations to operate the Stein Family Farm, the Kimball House Museum and the National City Depot Museum and is also responsible for special events such as grand openings, the Miss National City Scholarship Program and the Community Breakfasts.

## **NATIONAL CITY PUBLIC LIBRARY**

The National City Public Library recognizes the cultural, linguistic and economic diversity in the community and seeks to inform, educate and socialize the youth and adults within the city. It supports lifelong learning, personal enrichment and empowerment by ensuring the community has free access to a variety of materials and current technology while enjoying a positive environment that honors and celebrates the rich traditions of National City.

The National City Public Library is a 55,000 square-foot, state-of-the-art facility. Built in 2005, it houses more than 200,000 book volumes, 25,000 audio-visual materials, 122 publication subscriptions and 35 electronic databases that support educational, vocational and informational activities. The Library also houses 100 computers, a 16-seat computer lab, three study rooms, a local history room, and bookstore operated by the Friends of the Library.

The National City Public Library is a transformative place where people can expand their knowledge, explore their potential, improve their workforce skills, express their talents, engage in community service and experience quiet reflective time.



## GOALS & OBJECTIVES

### ❖ Fiscal Year 2022 In Review

FY2021-22 continued to reflect the hard work and dedication of library staff and volunteers, the support of the Friends of the Library, and the leadership of the Board of Library Trustees and City Council. The Library's main mission is to share and give access to learning and resources by teaching avid minds 21<sup>st</sup> century skills through introduction of more emerging technologies. The library had just re-opened from its COVID19 closure during FY2020-21 and offered modified hours and seating, while providing virtual or contactless programming. In addition to modified Library hours, curbside pickup of library materials and phone reference services were still being maintained. In addition, the Library still offered electronic books and magazines, streaming platforms, and of course Zoom for tutoring and engaging programs. Utilizing library services/resources from the comfort of their home and at their convenience has become the new trend for library patrons.

### Highlights of 2022

- The Library continued expansion of engaging programming through the use of technology, virtual programming, and remote programming. By leveraging partnerships with schools and other stakeholders to create, promote, and offer materials and resources for engaging programs, the Library has ventured into an entire new arena of programming and engagement that it will make a permanent part of its programming menu.
  - Partnered with school districts, FLEET Services, Stephen Birch Aquarium and many other co-partners of the National City STEAM Colab to create and provide the NC 16 Weeks of STEAM programming which will continue to provide programming through the coming year.
  - Obtained funding from the Friends of the National City Public Library for materials and supplies expenses to create craft kits and STEAM kits that are available for pick up by library patrons to use at home. The Friends of the Library have also generously funded our Summer Reading Program expenses.
  - Staff noticed an increase in the number of families in need during the COVID closure. Through a grant from the State Library, Library staff have focused on creating patron lists of social service resources for patrons, in addition to reaching out to numerous local agencies. These resources are now listed on the Library's website.
- The Library has enhanced its technology during the past year. Library staff have launched an app for Library services for the convenience of our users. A new Tech To Go program was created which enables patrons to borrow a hotspot, a laptop or both for their personal use. In addition, staff have enabled mobile printing to enable our patrons to print from their mobile device. The Library also continues to offer innovative and creative technology services with its 3D-printing services.
- The Star News digitization project for the Local History Room to preserve the local history special collection and allow for access and digital searching was completed.
- A greater number of eBooks and eMovies have been provided to patrons through an expansion of the digital collection platform. Through the emphasis of contactless and safe sharing of library resources, the result has been a focus on greater availability with 24/7





# LIBRARY & COMMUNITY SERVICES

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access. Along with the material availability, training was provided by library staff on the use of the material access through online tutorials and over the phone.

- With the awareness that patrons have been spending more time at home, the Library offered more databases with up-to-date, reliable, and accurate information that align with popular hobbies and special interests. The database collection is regularly reviewed and monitored by staff to offer the best and most responsive resources to our community.

## ❖ Insight into Fiscal Year 2023

National City Public Library will reopen its full complement of hours with an emphasis on its critical community role of offering free Wi-Fi, free resources, free services, free programs in an environment where physical materials coexist with digital collections and online platforms. At its core, patrons are given choices and options and can choose the ones that work for them without missing out on anything. Expanded streaming options allow for greater flexibility and patron use and, with the new Link+ capability, cardholders will also be able to access physical materials outside of the library walls. Each traditional resource or service will likely have a virtual counterpart for patrons to use in the library or out of the library as they so desire.

Looking ahead, post pandemic library services will be a more powerful and inclusive prototype with the following plans for implementation:

- The City Council will be asked to approve a Fine-Free Policy for NCPL which allows for greater free and equitable access to library materials
- Programs for all age groups both in-person or online: Craft Buffets, STEAM projects, board games, puzzles, and other activities that patrons can engage on their own schedules
- A refreshed collection, both in Children's and Adult Collections, with an enhanced New Book collection
- Library will be operating using its pre-Covid hours (fully operational)
- New Discovery Layer on the Library electronic catalog to facilitate ease of search functionality for patrons with new Library app functionality
- Wi-Fi broadband expansion is complete offering 10 Gbps of Internet connectivity and speed, 24/7 access inside the library building and outside in the library parking lot.
- Distance and in-person instruction for literacy learners in adult literacy and ESL
- Technology tools such as laptop and hotspot loan to adult patrons and literacy learners at no charge
- Digital stacks (eBooks, eAudiobooks, eMagazines, databases) for the digital lovers and physical stacks for those who still love holding a book in their hands
- The Library will be joining other libraries in our consortium in the use of Link+, a free service that allows cardholders to borrow books not available at the National City Public Library. LINK+ is a cooperative effort among many California public and academic libraries.
- New self-checkout kiosks for patrons, eliminating problems with old equipment
- New patron text notifications for courtesy and overdue notices

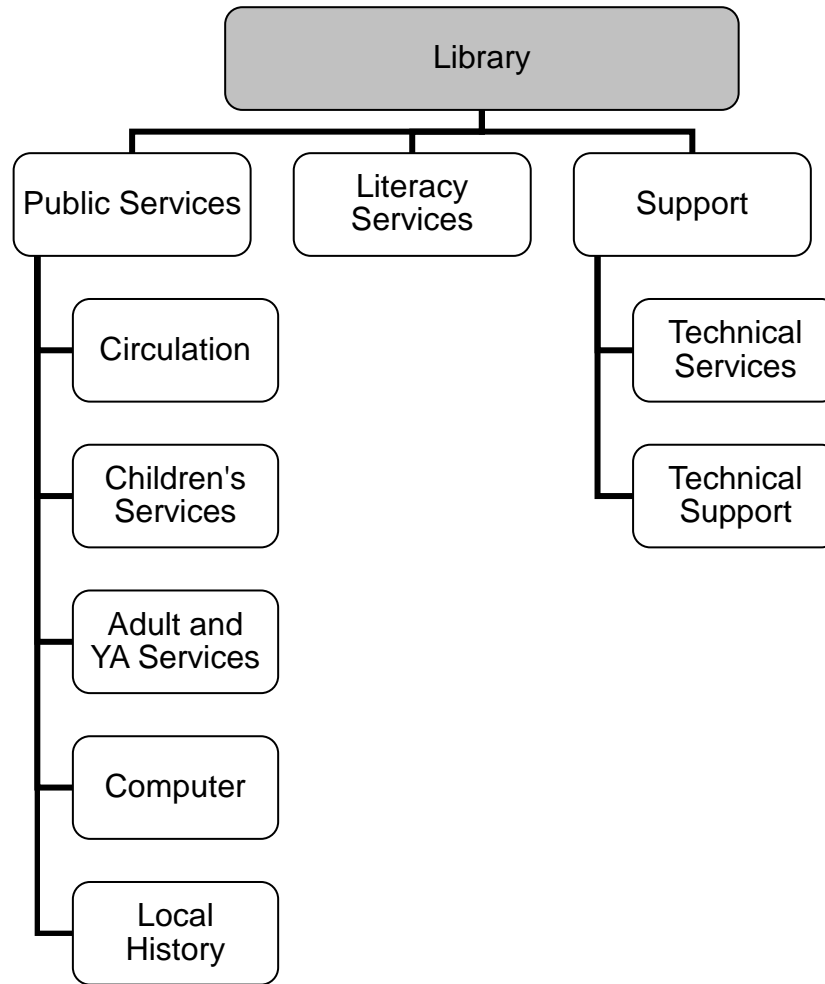


# LIBRARY & COMMUNITY SERVICES

## PRODUCTIVITY/WORKLOAD STATISTICS

	<b>FY 20 Actual</b>	<b>FY 21 Actual</b>	<b>FY 22 Estimated</b>	<b>FY 23 Projected</b>
Visits to the Library	107,228	18,624	36,000	72,000
Virtual (Website) Visits	80,109	51,340	25,000	25,000
Computer and Wi-Fi Sessions	45,639	10,644	8,000	20,000
Program Attendance:				
In person	9,919	0	1,200	5,000
Remote (Distance Programming)	0	1,015	4,000	1,500
Online	367	9,211	750	500
Reference Questions Answered	16,255	10,744	4,000	10,000
Items Borrowed	73,853	16,203	26,000	36,000
Resources:				
Books	204,284	6,027	10,500	11,000
Audio-visual materials	29,739	1,103	4,500	5,000
Magazines	101	49	231	250
eBooks (Consortium Library Shared Collection)	543,551	778,998	780,000	785,000
eMagazines	67	72	72	75
eAudiobooks and eMusic and eVideos	397,245	451,705	452,000	455,000

## DEPARTMENT ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

-Introduction of a new Literacy ESL Program through State Library grant funding

-New systems and software to facilitate library use, such as hotspot and laptop checkout, a new Library app for mobile phone users, new self-checkouts, new text message notification system, Link+ borrowing across consortium libraries, and a new Discovery Layer for our electronic catalog



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
104-00000-3420	STATE HOPTR	\$5,310	\$4,197	\$0	\$4,197
<b>Other Revenues Total</b>		\$5,310	\$4,197	\$0	\$4,197
<b>Property Tax</b>					
104-00000-3009	PROPERTY TAXES ALLOCATED	\$872,349	\$877,510	\$852,770	\$959,075
<b>Property Tax Total</b>		\$872,349	\$877,510	\$852,770	\$959,075
<b>Transfers In</b>					
104-00000-3999	TRANSFERS FROM OTHER FUNDS	\$787,571	\$1,204,103	\$903,737	\$1,184,150
<b>Transfers In Total</b>		\$787,571	\$1,204,103	\$903,737	\$1,184,150
<b>General Operating Revenues Total</b>		\$1,665,230	\$2,085,810	\$1,756,507	\$2,147,422
<b>LIBRARY FUND Total</b>		\$1,665,230	\$2,085,810	\$1,756,507	\$2,147,422



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
108-00000-3050	REAL PROPERTY TRANSFER TAX	\$158,078	\$174,143	\$136,000	\$150,000
<b>Other Revenues Total</b>		\$158,078	\$174,143	\$136,000	\$150,000
<b>General Operating Revenues Total</b>		<b>\$158,078</b>	<b>\$174,143</b>	<b>\$136,000</b>	<b>\$150,000</b>
<b>Other Revenues</b>					
108-31310-3565	LIBRARY FEES	\$20,050	\$2,586	\$20,000	\$10,000
<b>Other Revenues Total</b>		\$20,050	\$2,586	\$20,000	\$10,000
<b>Library Capital Outlay Revenues Total</b>		<b>\$20,050</b>	<b>\$2,586</b>	<b>\$20,000</b>	<b>\$10,000</b>
<b>LIBRARY CAPITAL OUTLAY Total</b>		<b>\$178,128</b>	<b>\$176,729</b>	<b>\$156,000</b>	<b>\$160,000</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Property Tax</b>					
259-00000-3008	SPECIAL ASSESSMENT-GO BONDS	\$347,895	\$345,768	\$385,375	\$393,815
<b>Property Tax Total</b>		\$347,895	\$345,768	\$385,375	\$393,815
<b>General Operating Revenues Total</b>		\$347,895	\$345,768	\$385,375	\$393,815
<b>LIBRARY BONDS DEBT SERVICE FUND Total</b>		\$347,895	\$345,768	\$385,375	\$393,815



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
277-31000-3637	DONATIONS	\$65,368	\$200	\$0	\$1,500
<b>Other Revenues Total</b>		\$65,368	\$200	\$0	\$1,500
<b>Library Revenues Total</b>		<b>\$65,368</b>	<b>\$200</b>	<b>\$0</b>	<b>\$1,500</b>
<b>NC PUBLIC LIBRARY DONATIONS FUND Total</b>		<b>\$65,368</b>	<b>\$200</b>	<b>\$0</b>	<b>\$1,500</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
320-31000-3470	COUNTY GRANTS	\$0	\$35,000	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$35,000	\$0	\$0
<b>Library Revenues Total</b>		<b>\$0</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
320-31330-3463	OTHER STATE GRANTS	\$0	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$0	\$0	\$0
<b>LSTA FY22 Library Access ontheGo Project Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
320-31337-3463	OTHER STATE GRANTS	\$0	\$42,192	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$42,192	\$0	\$0
<b>LITERACY SRVCS FY 2019/2020 Total</b>		<b>\$0</b>	<b>\$42,192</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
320-31339-3463	OTHER STATE GRANTS	\$46,880	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$46,880	\$0	\$0	\$0
<b>LITERACY SERVICES GRANT Total</b>		<b>\$46,880</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>LIBRARY GRANTS Total</b>		<b>\$46,880</b>	<b>\$77,192</b>	<b>\$0</b>	<b>\$0</b>





REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
325-31000-3622	Dev Impact Fees- Library	\$58,366	\$13,217	\$0	\$0
<b>Other Revenues Total</b>		\$58,366	\$13,217	\$0	\$0
<b>Library Revenues Total</b>		<b>\$58,366</b>	<b>\$13,217</b>	<b>\$0</b>	<b>\$0</b>
<b>DEVELOPMENT IMPACT FEES Total</b>		<b>\$58,366</b>	<b>\$13,217</b>	<b>\$0</b>	<b>\$0</b>



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY PROJECT READ				
<b>Activity No.</b>	001 431 128				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$26,302	\$0	\$0	\$0
140	WORKERS' COMPENSATION	\$258	\$0	\$0	\$0
150	HEALTH INSURANCE	\$107	\$0	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$2,273	\$0	\$0	\$0
161	MEDICARE	\$378	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$29,318	\$0	\$0	\$0
<b>LIBRARY PROJECT READ Total</b>		\$29,318	\$0	\$0	\$0
<b>LIBRARY Total</b>		\$29,318	\$0	\$0	\$0
<b>GENERAL FUND Total</b>		\$29,318	\$0	\$0	\$0



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY				
<b>Activity No.</b>	104 431 056				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$225,463	\$64,643	\$225,500	\$328,000
101	FULL-TIME SALARIES	\$382,196	\$408,238	\$417,998	\$571,090
105	LONGEVITY	\$460	\$486	\$478	\$500
110	ALLOWANCES & STIPENDS	\$3,471	\$3,627	\$1,950	\$1,800
120	DIFFERENTIAL PAY	\$2,390	\$1,754	\$1,300	\$1,300
140	WORKERS' COMPENSATION	\$6,186	\$4,796	\$4,096	\$5,597
150	HEALTH INSURANCE	\$51,852	\$62,928	\$79,250	\$103,169
151	LTD INSURANCE	\$651	\$1,193	\$731	\$1,097
160	RETIREMENT PLAN CHARGES	\$145,712	\$115,050	\$148,180	\$173,709
161	MEDICARE	\$9,214	\$7,034	\$6,061	\$8,281
199	PERSONNEL COMPENSATION	\$22,974	\$12,637	\$24,968	\$27,000
<b>Personnel Services Total</b>		<b>\$850,569</b>	<b>\$682,386</b>	<b>\$910,512</b>	<b>\$1,221,543</b>
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$507	\$400	\$600	\$940
226	TRAINING, TRAVEL & SUBSISTENCE	\$0	\$35	\$500	\$2,500
230	PRINTING & BINDING	\$0	\$0	\$200	\$200
250	POSTAGE	\$742	\$50	\$1,300	\$800
299	CONTRACT SERVICES	\$53,173	\$23,896	\$60,000	\$66,000
302	PERIODICALS & NEWSPAPERS	\$5,998	\$0	\$5,500	\$6,000
304	BOOKS	\$28,387	\$21,955	\$45,000	\$45,000
307	DUPLICATING SUPPLIES	\$757	\$0	\$1,300	\$1,300
399	MATERIALS & SUPPLIES	\$4,195	\$6,344	\$8,000	\$8,000
<b>Maintenance &amp; Operations Total</b>		<b>\$93,759</b>	<b>\$52,680</b>	<b>\$122,400</b>	<b>\$130,740</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$485,215	\$540,942	\$490,202	\$539,901
750	VEHICLE SERVICES CHARGES	\$16,167	\$15,341	\$16,255	\$18,742
755	INFO. SYSTEMS MAINT. CHARGE	\$148,215	\$166,768	\$163,907	\$183,266
790	INSURANCE CHARGES	\$44,260	\$53,230	\$53,230	\$53,230
<b>Internal Service Charges and Reserves Total</b>		<b>\$693,857</b>	<b>\$776,281</b>	<b>\$723,594</b>	<b>\$795,139</b>



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>LIBRARY Total</b>	\$1,638,185	\$1,511,347	\$1,756,506	\$2,147,422
	<b>LIBRARY Total</b>	\$1,638,185	\$1,511,347	\$1,756,506	\$2,147,422
	<b>LIBRARY FUND Total</b>	\$1,638,185	\$1,511,347	\$1,756,506	\$2,147,422



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY				
<b>Activity No.</b>	108 431 056				
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$10,664	\$10,877	\$12,000	\$12,000
302	PERIODICALS & NEWSPAPERS	\$16,899	\$22,114	\$22,500	\$23,000
304	BOOKS	\$8,636	\$4,423	\$10,000	\$10,000
399	MATERIALS & SUPPLIES	\$2,925	\$12	\$2,900	\$2,900
<b>Maintenance &amp; Operations Total</b>		<b>\$39,124</b>	<b>\$37,426</b>	<b>\$47,400</b>	<b>\$47,900</b>
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$0	\$0	\$2,000	\$2,000
506	AUDIO-VISUAL EQUIPMENT	\$0	\$0	\$2,000	\$2,000
<b>Capital Outlay Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>LIBRARY Total</b>		<b>\$39,124</b>	<b>\$37,426</b>	<b>\$51,400</b>	<b>\$51,900</b>
<b>LIBRARY Total</b>		<b>\$39,124</b>	<b>\$37,426</b>	<b>\$51,400</b>	<b>\$51,900</b>
<b>LIBRARY CAPITAL OUTLAY Total</b>		<b>\$39,124</b>	<b>\$37,426</b>	<b>\$51,400</b>	<b>\$51,900</b>



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>259 431 000</b>				
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$1,500	\$1,500	\$0	\$1,500
<b>Maintenance &amp; Operations Total</b>		<b>\$1,500</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>
<b>OPERATIONS Total</b>		<b>\$1,500</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>
<b>Activity</b>	<b>LIBRARY</b>				
<b>Activity No.</b>	<b>259 431 056</b>				
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$1,165	\$1,165	\$0	\$0
470	BOND PRINCIPAL REDEMPTION	\$280,000	\$290,000	\$300,000	\$315,000
480	BOND INTEREST REDEMPTION	\$102,055	\$94,225	\$85,375	\$76,150
<b>Maintenance &amp; Operations Total</b>		<b>\$383,220</b>	<b>\$385,390</b>	<b>\$385,375</b>	<b>\$391,150</b>
<b>LIBRARY Total</b>		<b>\$383,220</b>	<b>\$385,390</b>	<b>\$385,375</b>	<b>\$391,150</b>
<b>LIBRARY Total</b>		<b>\$384,720</b>	<b>\$386,890</b>	<b>\$385,375</b>	<b>\$392,650</b>
<b>LIBRARY BONDS DEBT SERVICE FUND Total</b>		<b>\$384,720</b>	<b>\$386,890</b>	<b>\$385,375</b>	<b>\$392,650</b>



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY				
<b>Activity No.</b>	277 431 056				
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$30,000	\$29,468	\$29,468	\$0
304	BOOKS	\$176	\$0	\$1,000	\$1,000
399	MATERIALS & SUPPLIES	\$273	\$0	\$500	\$500
<b>Maintenance &amp; Operations Total</b>		\$30,449	\$29,468	\$30,968	\$1,500
<b>LIBRARY Total</b>		\$30,449	\$29,468	\$30,968	\$1,500
<b>LIBRARY Total</b>		\$30,449	\$29,468	\$30,968	\$1,500
<b>NC PUBLIC LIBRARY DONATIONS FUND Total</b>		\$30,449	\$29,468	\$30,968	\$1,500



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY PROJECT READ				
<b>Activity No.</b>	301 431 128				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$33,283	\$33,613	\$65,333	\$0
140	WORKERS' COMPENSATION	\$327	\$905	\$640	\$0
150	HEALTH INSURANCE	\$6,714	\$11,188	\$11,530	\$0
160	RETIREMENT PLAN CHARGES	\$9,802	\$16,911	\$23,161	\$0
161	MEDICARE	\$484	(\$6,066)	\$947	\$0
199	PERSONNEL COMPENSATION	\$0	\$1,096	\$0	\$0
<b>Personnel Services Total</b>		\$50,610	\$57,647	\$101,611	\$0
<b>LIBRARY PROJECT READ Total</b>		<b>\$50,610</b>	<b>\$57,647</b>	<b>\$101,611</b>	<b>\$0</b>
<b>Activity</b>	Housing & Grants - CARES Act.				
<b>Activity No.</b>	301 431 922				
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$0	\$45,630	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$45,630	\$0	\$0
<b>Housing &amp; Grants - CARES Act. Total</b>		<b>\$0</b>	<b>\$45,630</b>	<b>\$0</b>	<b>\$0</b>
<b>LIBRARY Total</b>		<b>\$50,610</b>	<b>\$103,277</b>	<b>\$101,611</b>	<b>\$0</b>
<b>GRANT-C.D.B.G. Total</b>		<b>\$50,610</b>	<b>\$103,277</b>	<b>\$101,611</b>	<b>\$0</b>





# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	LIBRARY				
<b>Activity No.</b>	320 431 056				
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$0	\$52,089	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$52,089	\$0	\$0
<b>LIBRARY Total</b>		<b>\$0</b>	<b>\$52,089</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	National City Connects!: NC Public Lib.				
<b>Activity No.</b>	320 431 335				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$0	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$0	\$0	\$0
<b>National City Connects!: NC Public Lib. Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	LITERACY SERVICES GRANT				
<b>Activity No.</b>	320 431 339				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$5,057	\$14,142	\$5,100	\$0
140	WORKERS' COMPENSATION	\$44	\$145	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$177	\$191	\$0	\$0
161	MEDICARE	\$65	\$214	\$0	\$0
<b>Personnel Services Total</b>		\$5,343	\$14,692	\$5,100	\$0
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$11,672	\$7,381	\$0	\$0
250	POSTAGE	\$1,100	\$0	\$0	\$0
258	TRAVEL & SUBSISTENCE	\$50	\$0	\$0	\$0
299	CONTRACT SERVICES	\$0	\$995	\$0	\$0
304	BOOKS	\$3,092	\$496	\$0	\$0
399	MATERIALS & SUPPLIES	\$2,925	\$5,303	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$18,839	\$14,175	\$0	\$0



# LIBRARY

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	LITERACY SERVICES GRANT Total	\$24,182	\$28,867	\$5,100	\$0
	LIBRARY Total	\$24,182	\$80,956	\$5,100	\$0
	LIBRARY GRANTS Total	\$24,182	\$80,956	\$5,100	\$0



# LIBRARY & COMMUNITY SERVICES

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## COMMUNITY SERVICES

The Community Services Department engages the community and improves the health and wellness of residents through safe and affordable services, programs, and special events.

This Department provides a variety of cost-effective programs and services for youth, adults, and seniors at the Kimball Senior Center, George H. Waters Senior Nutrition Center, El Toyon Recreation Center, Manuel Portillo Casa De Salud Youth Center, Camacho Recreation Center and Las Palmas Pool. The Department also collaborates with local community organizations in an effort to enhance and expand services and programs for residents.

At the George H. Waters Senior Nutrition Center, seniors are educated in proper nutrition, and the Center's dining room helps combat isolation by serving as a social hub. Home delivered meals provide welfare checks and meals to homebound seniors. The Nutrition Center is funded by the Housing Authority, grants and program donations.

## GOALS & OBJECTIVES

### ❖ Fiscal Year 2022 In Review

Community Services division continued to offer core services during fiscal year 2022. While most of our facilities had to remain closed, we were able to offer meals for youth and seniors. Casa de Salud Youth Center was able to open for programming while following county health guidelines. The youth center offered a safe place for youth to socialize and enhance their fitness by incorporating walking field trips twice a week to Kimball Park or Paradise Creek Educational Park. In addition to these programs, we provided contactless emergency free meals in partnership with Feeding San Diego.

### Highlights of 2022

Community Services division continued to expand programming for seniors and youth at our facilities and parks. In the beginning of 2022, we were able to bring back "Feeling Fit" for seniors to El Toyon Recreation Center twice a week. In addition, a new program was implemented at Casa de Salud - ESports for teens has been very popular and incorporates 3D printing, computer building for gaming, and bitcoin tutoring.

In order to activate our senior community, we were able to partner with The San Diego Foundation through their Age Friendly Communities grant program to offer eight Senior Saturdays at Kimball Park. These programs are offered every second and fourth Saturday of the month February through May 2022.

During the year, we continued to recruit for the Contract instructor program and have brought new opportunities to El Toyon Recreation Center for youth, adults and seniors. Special Events came back in a modified version with a Grand Opening for the Paradise Creek Educational Park, A Kimball Holiday, Summer Movies in the Park and Community Service Day.



# LIBRARY & COMMUNITY SERVICES

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## ❖ Insight into Fiscal Year 2023

Community Services will reopen many of its facilities with an emphasis on creating spaces for community members to engage in recreational activities, contract classes, and facility use permits. Construction plans will impact many of our facilities this coming year:

- ❖ Las Palmas Pool will be closed from May 2022 to December 2022 for emergency repairs and widening. Council has also appropriated funds to build a new pool building and this project will continue through 2023-2024. In addition, the Kimball Senior Center, which has been operating as a COVID testing site through the County, will be under construction as part of the Kimball Highland Master Plan. The MLK North Room and Kitchen will also receive a facelift through CDBG funding allocated last year. Although construction will close a number of our facilities, we are anticipating that their renovation will lead to even greater popularity and use among our community members.

Looking ahead, post-pandemic Community Services will include the following plans for implementation:

- Re-establish the quarterly Community Breakfasts with an NC Gets Active component, featuring speakers, community engagement and city staff
- Create a city-wide volunteer program which harnesses the dedication of local volunteer clubs
- Present and implement a Cultural Arts Plan to City Council in order to create a functional Public Arts Program that increases the amount of public art in the city and also delineates the procedures for public art installation
- Support our cultural assets to better maintain and support our local history resources and assist in educating the public
- Create senior programming for nutrition education at the Nutrition Center and evaluate the existing program
- Create a new Summer Camp program and other recreational activities for National City youth
- Continue a monthly Senior Saturdays program for 6-8 months out of the year in Kimball Park
- Contract with additional instructors to engage our community members and offer new and exciting classes for their lifelong learning and enjoyment
- Increase sponsorship levels for Special Events and programs to help offset costs
- Continue improving marketing strategies to increase attendance at special events and the overall department's visibility within the community
- Create a more comprehensive facility permit rental process
- Organize family-friendly special events including: Community Service Day, NC Gets Active, Summer Movies in the Park, Miss National City Educational Pageant, Volunteer Appreciation Dinner, Family Tennis Day, and A Kimball Holiday. Continue to partner with other City departments to assist with various events, such as National Night Out.



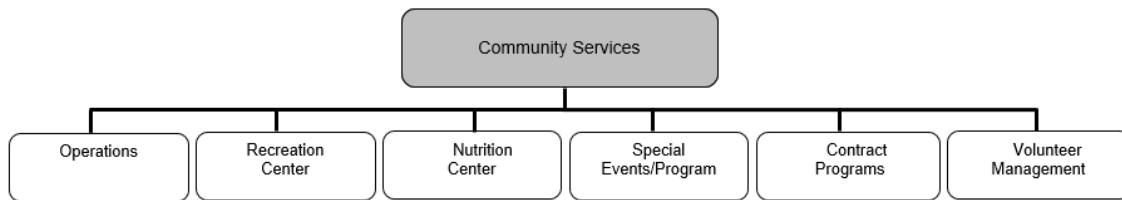
# LIBRARY & COMMUNITY SERVICES

## PRODUCTIVITY/WORKLOAD STATISTICS

	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Projected
Kimball Senior Center Attendance	19,419	0	0	0
Manuel Portillo Casa De Salud Youth Center Attendance	2,254	1,373	1,094	3,600
Camacho Recreation Center Attendance	17,730	53	100	1,000
El Toyon Recreation Center Attendance	0	633	1,402	2,000
Martin Luther King Community Center Attendance	250	0	0	250
Las Palmas Pool Attendance	15,253	33,825	20,000	30,000
Special event attendance <sup>1</sup>	6,890	1,177	4,370	7,000
Facility Rentals	59	0	100	500
Youth Meals Served	22,000	105,877	2,250	2,550
Senior Meals Served at Nutrition Center	36,600	28,100	32,000	36,200
Senior Home Delivered Meals	18,300	17,676	10,000	17,500

<sup>1</sup> Special events include Community Service Day, NC Gets Active, Summer Movies in the Park Series, Miss National City Educational Pageant, Volunteer Appreciation Dinner, Family Tennis Day, and A Kimball Holiday.

## COMMUNITY SERVICES DIVISION ORGANIZATIONAL CHART



## SIGNIFICANT CHANGES

-Community Breakfasts are coming back and will feature speakers, community engagement, city staff and an NC Gets Active component

-Many facilities are being renovated and Las Palmas Pool will be closed for emergency repairs and widening starting in May 2022

-City-wide volunteer program which harnesses the dedication of local volunteer clubs and non-profit agencies

-Approval of a Cultural Arts Plan which will spark renewed activity in a Public Art Program across the city



# COMMUNITY SERVICES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-41000-3650	CASA YOUTH FUNDRAISING	\$882	\$0	\$2,000	\$2,000
001-41000-3637	SPONSORSHIPS AND DONATIONS	\$19,000	\$9,697	\$8,000	\$8,000
001-41000-3598	CONTRACT CLASS RECREATION	\$6,888	\$6,697	\$5,500	\$33,000
001-41000-3574	SWIMMING POOL REVENUE	\$131,652	\$339,139	\$411,000	\$85,000
001-41000-3572	RECREATION PROGRAM REVENUE	\$2,080	\$907	\$2,300	\$2,300
001-41000-3317	RENTAL-LAS PALMAS GOLF COURSE	\$67,003	\$36,000	\$98,000	\$98,000
001-41000-3312	RENT AND LEASES	\$10,881	\$6,215	\$8,000	\$3,000
<b>Other Revenues Total</b>		<b>\$238,386</b>	<b>\$398,655</b>	<b>\$534,800</b>	<b>\$231,300</b>
<b>Recreation Revenues Total</b>		<b>\$238,386</b>	<b>\$398,655</b>	<b>\$534,800</b>	<b>\$231,300</b>
<b>GENERAL FUND Total</b>		<b>\$238,386</b>	<b>\$398,655</b>	<b>\$534,800</b>	<b>\$231,300</b>



# COMMUNITY SERVICES

## REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Transfers In</b>					
166-00000-3999	TRANSFERS FROM OTHER FUNDS	\$491,625	\$508,832	\$526,641	\$703,035
<b>Transfers In Total</b>		\$491,625	\$508,832	\$526,641	\$703,035
<b>General Operating Revenues Total</b>		<b>\$491,625</b>	<b>\$508,832</b>	<b>\$526,641</b>	<b>\$703,035</b>
<b>Other Revenues</b>					
166-41429-3517	NUTRITION INCOME - DELIVERED MEALS	\$6,527	\$8,695	\$9,000	\$9,000
166-41429-3516	NCNP - NON-MEALS DONATIONS	\$241	\$1,055	\$0	\$0
166-41429-3515	NUTRITION - PROGRAM INCOME	\$59,450	\$56,689	\$60,000	\$60,000
166-41429-3514	NUTRITION INCOME - CATERED MEALS	\$9,222	\$230	\$3,600	\$3,600
166-41429-3470	COUNTY GRANTS	\$308,757	\$354,540	\$340,898	\$341,000
<b>Other Revenues Total</b>		\$384,197	\$421,209	\$413,498	\$413,600
<b>GEORGE WATERS NUTRITION CENTER Total</b>		<b>\$384,197</b>	<b>\$421,209</b>	<b>\$413,498</b>	<b>\$413,600</b>
<b>NUTRITION Total</b>		<b>\$875,822</b>	<b>\$930,041</b>	<b>\$940,139</b>	<b>\$1,116,635</b>



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>COMMUNITY SERVICES</b>				
<b>Activity No.</b>	<b>001 441 058</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$132,736	\$96,193	\$262,230	\$278,000
101	FULL-TIME SALARIES	\$241,830	\$246,728	\$303,046	\$393,622
102	OVERTIME	\$16,836	\$13,010	\$9,000	\$30,000
110	ALLOWANCES & STIPENDS	\$0	\$0	\$1,950	\$1,800
120	DIFFERENTIAL PAY	\$7,914	\$8,845	\$3,575	\$3,575
140	WORKERS' COMPENSATION	\$11,797	\$10,024	\$5,951	\$13,436
150	HEALTH INSURANCE	\$36,780	\$40,517	\$53,308	\$62,886
151	LTD INSURANCE	\$625	\$680	\$731	\$1,097
160	RETIREMENT PLAN CHARGES	\$73,938	\$83,786	\$107,430	\$119,727
161	MEDICARE	\$5,903	\$5,511	\$4,394	\$5,708
199	PERSONNEL COMPENSATION	\$2,125	\$10,019	\$5,000	\$0
<b>Personnel Services Total</b>		<b>\$530,484</b>	<b>\$515,313</b>	<b>\$756,615</b>	<b>\$909,851</b>
<b>Maintenance &amp; Operations</b>					
222	MEMBERSHIPS & SUBSCRIPTIONS	\$2,797	\$3,457	\$3,310	\$3,310
226	TRAINING, TRAVEL & SUBSISTENCE	\$4,524	\$1,595	\$3,300	\$5,000
264	PROMOTIONAL ACTIVITIES	\$45,657	\$92,120	\$89,550	\$105,050
299	CONTRACT SERVICES	\$391,958	\$305,018	\$413,850	\$201,000
301	OFFICE SUPPLIES	\$4,216	\$2,720	\$4,500	\$4,500
305	MEDICAL SUPPLIES	\$764	\$35	\$1,600	\$800
307	DUPLICATING SUPPLIES	\$629	\$677	\$700	\$700
311	RECREATIONAL SUPPLIES	\$4,278	\$4,603	\$8,500	\$31,000
318	WEARING APPAREL	\$1,496	\$1,179	\$1,500	\$1,500
455	LEASE PAYMENT	\$0	\$2,000	\$2,000	\$2,000
650	CASA YOUTH FUNDRAISING	\$928	\$0	\$2,000	\$2,000
650	SPONSORSHIPS AND DONATIONS	\$2,402	\$5,090	\$8,000	\$8,000
<b>Maintenance &amp; Operations Total</b>		<b>\$459,649</b>	<b>\$418,494</b>	<b>\$538,810</b>	<b>\$364,860</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$679,237	\$554,344	\$502,347	\$553,277
750	VEHICLE SERVICES CHARGES	\$18,495	\$17,550	\$18,596	\$21,441
752	VEHICLE LEASE CHARGE	\$0	\$6,332	\$5,920	\$5,920





# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
755	INFO. SYSTEMS MAINT. CHARGE	\$68,119	\$76,645	\$75,330	\$84,227
790	INSURANCE CHARGES	\$24,247	\$29,520	\$29,520	\$29,520
<b>Internal Service Charges and Reserves Total</b>		<b>\$790,098</b>	<b>\$684,391</b>	<b>\$631,713</b>	<b>\$694,385</b>
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$5,690	\$0	\$0	\$0
<b>Capital Outlay Total</b>		<b>\$5,690</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>COMMUNITY SERVICES Total</b>		<b>\$1,785,921</b>	<b>\$1,618,198</b>	<b>\$1,927,138</b>	<b>\$1,969,096</b>
<b>Activity TINY TOTS</b>					
<b>Activity No. 001 441 412</b>					
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$277	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$12	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$0	\$4	\$0	\$0
161	MEDICARE	\$0	\$4	\$0	\$0
<b>Personnel Services Total</b>		<b>\$0</b>	<b>\$297</b>	<b>\$0</b>	<b>\$0</b>
<b>TINY TOTS Total</b>		<b>\$0</b>	<b>\$297</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity SUPREME TEEN PROGRAM</b>					
<b>Activity No. 001 441 419</b>					
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$0	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SUPREME TEEN PROGRAM Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity COVID-19 Response</b>					
<b>Activity No. 001 441 911</b>					
<b>Maintenance &amp; Operations</b>					
264	PROMOTIONAL ACTIVITIES	\$647	\$0	\$0	\$0
305	MEDICAL SUPPLIES	\$0	\$84	\$0	\$0
318	WEARING APPAREL	\$1,155	\$0	\$0	\$0



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>Maintenance &amp; Operations Total</b>	\$1,802	\$84	\$0	\$0
	<b>COVID-19 Response Total</b>	\$1,802	\$84	\$0	\$0
	<b>COMMUNITY SERVICES Total</b>	\$1,787,723	\$1,618,579	\$1,927,138	\$1,969,096
	<b>GENERAL FUND Total</b>	\$1,787,723	\$1,618,579	\$1,927,138	\$1,969,096



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>NUTRITION CENTER</b>				
<b>Activity No.</b>	<b>166 441 429</b>				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$0	\$0	\$0	\$48,000
<b>TRANSFERS OUT Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,000</b>
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$0	\$46,366	\$60,000	\$64,000
101	FULL-TIME SALARIES	\$0	\$305,009	\$322,357	\$335,664
102	OVERTIME	\$0	\$632	\$2,000	\$0
120	DIFFERENTIAL PAY	\$0	\$3,978	\$3,575	\$4,888
140	WORKERS' COMPENSATION	\$0	\$12,185	\$10,021	\$10,509
150	HEALTH INSURANCE	\$0	\$60,135	\$86,463	\$91,867
151	LTD INSURANCE	\$0	\$584	\$731	\$731
160	RETIREMENT PLAN CHARGES	\$0	\$95,169	\$114,275	\$102,099
161	MEDICARE	\$0	\$5,270	\$4,674	\$4,867
199	PERSONNEL COMPENSATION	\$0	\$28,292	\$13,281	\$15,700
<b>Personnel Services Total</b>		<b>\$0</b>	<b>\$557,620</b>	<b>\$617,377</b>	<b>\$630,325</b>
<b>Maintenance &amp; Operations</b>					
211	LAUNDRY & CLEANING SERVICES	\$0	\$4,082	\$4,000	\$5,000
234	ELECTRICITY & GAS	\$0	\$29,576	\$22,000	\$30,000
236	WATER	\$0	\$0	\$8,400	\$4,500
270	PERMITS & LICENSES	\$0	\$446	\$600	\$600
292	R&M KITCHEN EQUIPMENT	\$0	\$0	\$10,000	\$10,000
299	CONTRACT SERVICES	\$0	\$50,009	\$66,600	\$66,350
301	OFFICE SUPPLIES	\$0	\$1,783	\$2,000	\$2,200
312	CONSUMABLE SUPPLIES	\$0	\$23,413	\$55,000	\$55,000
313	FOOD SUPPLIES	\$0	\$218,241	\$237,000	\$237,000
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$327,550</b>	<b>\$405,600</b>	<b>\$410,650</b>
<b>Internal Service Charges and Reserves</b>					
750	VEHICLE SERVICES CHARGES	\$0	\$14,275	\$15,126	\$17,440
790	INSURANCE CHARGES	\$0	\$6,420	\$6,420	\$6,420
<b>Internal Service Charges and Reserves Total</b>		<b>\$0</b>	<b>\$20,695</b>	<b>\$21,546</b>	<b>\$23,860</b>



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$0	\$11,422	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$11,422	\$0	\$0
<b>NUTRITION CENTER Total</b>		<b>\$0</b>	<b>\$917,287</b>	<b>\$1,044,523</b>	<b>\$1,112,835</b>
Activity	COVID-19 Response				
Activity No.	166 441 911				
<b>Maintenance &amp; Operations</b>					
312	CONSUMABLE SUPPLIES	\$0	\$40,629	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$40,629	\$0	\$0
<b>COVID-19 Response Total</b>		<b>\$0</b>	<b>\$40,629</b>	<b>\$0</b>	<b>\$0</b>
<b>COMMUNITY SERVICES Total</b>		<b>\$0</b>	<b>\$957,916</b>	<b>\$1,044,523</b>	<b>\$1,112,835</b>
<b>NUTRITION Total</b>		<b>\$0</b>	<b>\$957,916</b>	<b>\$1,044,523</b>	<b>\$1,112,835</b>



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	COMMUNITY SERVICES				
<b>Activity No.</b>	282 441 058				
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$9,825	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$9,825	\$0	\$0	\$0
<b>COMMUNITY SERVICES Total</b>		<b>\$9,825</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	County of San Diego Community Grant				
<b>Activity No.</b>	282 441 340				
<b>Maintenance &amp; Operations</b>					
264	PROMOTIONAL ACTIVITIES	\$10,064	\$4,969	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$10,064	\$4,969	\$0	\$0
<b>County of San Diego Community Grant Total</b>		<b>\$10,064</b>	<b>\$4,969</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	The San Diego FOUNDATION Grant				
<b>Activity No.</b>	282 441 341				
<b>Maintenance &amp; Operations</b>					
264	PROMOTIONAL ACTIVITIES	\$0	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$0	\$0
<b>The San Diego FOUNDATION Grant Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>COMMUNITY SERVICES Total</b>		<b>\$19,889</b>	<b>\$4,969</b>	<b>\$0</b>	<b>\$0</b>
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>		<b>\$19,889</b>	<b>\$4,969</b>	<b>\$0</b>	<b>\$0</b>



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	AB109 - OUTREACH TO HIGH RISK POPULATION				
<b>Activity No.</b>	290 441 659				
<b>Maintenance &amp; Operations</b>					
311	RECREATIONAL SUPPLIES	\$1,436	\$3,700	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$1,436	\$3,700	\$0	\$0
<b>AB109 - OUTREACH TO HIGH RISK POPULATION Total</b>		\$1,436	\$3,700	\$0	\$0
<b>COMMUNITY SERVICES Total</b>		\$1,436	\$3,700	\$0	\$0
<b>POLICE DEPT GRANTS Total</b>		\$1,436	\$3,700	\$0	\$0



# COMMUNITY SERVICES

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	TINY TOTS				
<b>Activity No.</b>	301 441 412				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$5,326	\$0	\$0	\$0
140	WORKERS' COMPENSATION	\$236	\$0	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$68	\$0	\$0	\$0
161	MEDICARE	\$77	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$5,707	\$0	\$0	\$0
<b>TINY TOTS Total</b>		<b>\$5,707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	SUPREME TEEN PROGRAM				
<b>Activity No.</b>	301 441 419				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$27,863	\$36,042	\$0	\$0
140	WORKERS' COMPENSATION	\$1,168	\$945	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$634	\$448	\$0	\$0
161	MEDICARE	\$404	\$503	\$0	\$0
<b>Personnel Services Total</b>		\$30,069	\$37,938	\$0	\$0
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$11,186	\$12,694	\$20,000	\$0
<b>Maintenance &amp; Operations Total</b>		\$11,186	\$12,694	\$20,000	\$0
<b>SUPREME TEEN PROGRAM Total</b>		<b>\$41,255</b>	<b>\$50,632</b>	<b>\$20,000</b>	<b>\$0</b>
<b>COMMUNITY SERVICES Total</b>		<b>\$46,962</b>	<b>\$50,632</b>	<b>\$20,000</b>	<b>\$0</b>
<b>GRANT-C.D.B.G. Total</b>		<b>\$46,962</b>	<b>\$50,632</b>	<b>\$20,000</b>	<b>\$0</b>

CALIFORNIA  
**NATIONAL CITY**  
1887  
INCORPORATED

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Proposed Budget  
Fiscal Year 2023

# Police







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## DEPARTMENT DESCRIPTION

It is the purpose of the National City Police Department is to protect the diverse community we serve with duty, honor and integrity in order to provide the highest level of public service possible to residents and visitors. Providing this kind of quality of life means improving public safety by working to prevent and reduce crime, while respecting the rights and dignity of others.

The Police Department is comprised of 86 sworn officers, 40 professional staff members and numerous volunteers who serve approximately 63,000 residents within nine square miles.

Through Crime Prevention tactics, this Department works to recognize potential crimes, then takes action on it. We are dedicated to public education on crime prevention techniques so that residents, citizens and business owners are less likely to become victims.

Our Department-wide goals are accomplished through intentions set by annual staffing recommendations, evaluation of the Department's organizational structure and continued improvement of the services we offer.

The National City Police Department practices continuous improvement of our community-based policing philosophy by increasing outreach; reform and expansion of detective-based duties and making ourselves more accessible to the public.

This Department has four divisions including, Investigations, Operations, Patrol and Volunteer Programs.

### PATROL DIVISION: NEIGHBORHOOD POLICING TEAM I AND TEAM II

The Patrol Division is the largest division in the Police Department, providing the community with first responders 24 hours a day, 7 days a week.

### **Homeless Outreach Team (HOT)**

The Homeless Outreach Team (HOT) is a specialized group of National City Police Officers who work in conjunction with mental health case managers who engage in street outreach to the chronically homeless. The team is relationship focused and works to find individual solutions to the problems that have people living on the streets.

### **Mobile Field Force (MFF)**

These officers are specially trained to respond to public shows of civil disobedience such as riots by using organized tactics to disburse crowds and regain control of the situations.



### **Active Shooter Response Deployment**

All sworn officers are trained to respond to active shooter situations in a school, workplace or public gathering.

### **Traffic Unit**

Traffic enforcement continues to be a Department priority. The overall goal of the Traffic Unit is to provide safe and congestion-free streets for all motorists, bicyclists and pedestrians.

As part of the grants provided by the Office of Traffic Safety, the Traffic Unit conducts various operations throughout the year to include: DUI Checkpoints, DUI roving patrols, Primary Collision Factor and distracted driving enforcement. Additionally, the Traffic Unit conducts enforcement activities to ensure pedestrian and motorcycle safety.

### **Canine Unit (K-9)**

Officers assigned to the Canine Unit work with police service dogs within the Patrol Division. They are responsible for building and area searches, tracking suspects and objects, and provide officer assistance during felony calls and tactical operations. During critical incidents, K-9 units provide essential support that minimizes the risk and danger to officers and citizens. This unit routinely works cases involving felony vehicle and pedestrian stops, search warrants, and fleeing suspects.

### **Special Weapons and Tactics (SWAT) and Crisis Negotiations Team (CNT)**

Officers selected from the Patrol and Investigations Divisions additionally are given the job of patrolling the streets and responding as members of the SWAT and CNT teams. These officers train on a monthly basis to maintain the ability to support division operations. Both teams are involved in high-risk search warrants, barricaded suspect and hostage situations, and active shooter incidents.

### **Animal Control Unit**

The Police Department's Animal Control Unit is comprised of two full-time civilian officers responsible for enforcing state and local animal welfare laws who also function as Humane Officers within the scope of their authority. This Unit oversees and enforces California State Laws regarding Sentry dogs, assistance dogs, vicious dogs and guide dogs and performs pet store, circus, and petting zoo inspections.

Their duties include following leash and confinement laws as well as securing animal bite quarantines in order to limit human exposure from domestic and wild animals that may carry rabies.

Animal Regulations officers work with the public to resolve animal issues and protect them from aggressive or poisonous animals by tracking and transporting stray and/or unwanted animals.



In addition, Animal Regulations Officers (AROs) hold animal education seminars, coordinate public dog rabies vaccination and licensing clinics, and act as the liaison between the City, contract veterinarians and the animal shelter.

January 1, 2020 - December 31, 2020								
Priority								
Problem Type	0	1	2	3	4	5	6	Total
ANIMAL AT LARGE	3	0	0	121	3	0	7	134
ANIMAL ATTACK IN PROGRESS	0	2	3	0	0	0	0	5
ANIMAL BITE REPORT	0	0	0	1	18	0	1	20
ANIMAL OTHER REPORT	0	0	0	1	33	2	3	39
ANIMAL ROUTINE	0	0	1	6	872	0	9	888
ANIMAL VICIOUS/INJURED/SICK	0	0	67	20	7	0	3	97
<b>Total</b>	<b>3</b>	<b>2</b>	<b>71</b>	<b>149</b>	<b>933</b>	<b>2</b>	<b>23</b>	<b>1183</b>

January 1, 2021 - December 31, 2021								
Priority								
Problem Type	0	1	2	3	4	5	6	Total
ANIMAL AT LARGE	0	0	0	177	1	0	6	184
ANIMAL ATTACK IN PROGRESS	0	4	3	0	1	0	1	9
ANIMAL BITE REPORT	0	0	1	2	16	0	0	19
ANIMAL OTHER REPORT	0	0	0	0	27	0	1	28
ANIMAL ROUTINE	0	0	0	8	971	2	20	1001
ANIMAL VICIOUS/INJURED/SICK	1	0	43	19	2	0	1	66
<b>Total</b>	<b>1</b>	<b>4</b>	<b>47</b>	<b>206</b>	<b>1018</b>	<b>2</b>	<b>29</b>	<b>1307</b>

January 1, 2022 - March 13, 2022								
Priority								
Problem Type	0	1	2	3	4	5	6	Total
ANIMAL AT LARGE	0	0	0	36	0	0	0	36
ANIMAL ATTACK IN PROGRESS	0	0	0	0	0	0	0	0
ANIMAL BITE REPORT	0	0	0	1	3	0	0	4
ANIMAL OTHER REPORT	0	0	0	0	5	0	0	5
ANIMAL ROUTINE	0	0	1	0	259	1	5	266
ANIMAL VICIOUS/INJURED/SICK	0	0	11	6	2	1	3	23
<b>Total</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>43</b>	<b>269</b>	<b>2</b>	<b>8</b>	<b>334</b>

\*The above listed call types do not include any calls entered as "Follow Up" or "Extra Patrol"

### COMMUNITY SERVICES UNIT

The Community Services Unit coordinates the efforts of School Resource Officers (SROs). These officers are assigned to 10 primary schools, two secondary schools and one high school with the goal of improving trust, communication, relationships and understanding between youth and police officers. This Unit has several youth outreach programs including Adopt-A-School,



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Stranger Awareness for Emergencies (SAFE), and Sports Training Academics and Recreation/Police Athletics (STAR/PALS).

The Community Services Unit also facilitates other valuable juvenile and community services, such as Community Assessment Team, Department Diversion Program, Psychological Emergency Response Team (PERT), Domestic Violence Response Team, District Attorney's Victim Assistance Program, Safe Routes to School, and the Neighborhood Watch Program. The Unit also provides the opportunity for citizens and law enforcement candidates to get a first-hand look at the services officers provide to our community through the Department's Ride-Along program.

### **Business Liaison Program**

The City along with the National City Police Department has created the Business Liaison Program with the goal of improving the partnership between city government and the business community. Specifically, the program exists to resolve conflict and chronic quality of life issues such as illegal dumping, graffiti, loitering, prostitution and homelessness, affecting the business community in National City.

Officers assigned to the Business Liaison Program also make recommendations for security improvements in and around businesses.

### **Youth Advisory Group**

Students from Sweetwater High School participate as members of the Chief's Youth Advisory Group, which meets quarterly to discuss youth, community, and law-related topics that concern the youth. Members of the Advisory Group also participate in community events such as the Filipino-American parade and Explorer program.

### **Explorer Post**

The National City Police Department Explorer Post was established in the mid '60s. It is a component of the Explorer Scouts, part of the Scouts of America and Learning for Life. Participating students must be at least 14 years old and in the ninth grade, with a minimum 2.0 GPA. They must also pass a background investigation and oral interview.

Explorers attend weekly meetings and receive training to help patrol officers during various events in the City such as crowd control, traffic direction and provide other assistance at community events.

Before becoming an Explorer candidates are required to attend either a Beta Academy or live-in academy during the first year of membership. In these academies, Explorers learn defensive tactics, handcuffing techniques, traffic stops, physical training, firearms, arrest and control and criminal law. The Explorers also host one fundraiser to help offset costs of member events such as the end of year trip to Knott's Berry Farm and Padres Games. Explorers are encouraged to



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get involved in related social events such as field and camping trips as well as Explorer Scouting sponsored events throughout San Diego County.

### **Senior Volunteer Program (SVP)**

The Senior Volunteer Program is made up of civilian volunteers who patrol the streets as an extra set of eyes and ears for the Police Department. In addition to patrolling their community, SVP members help alleviate police use by working community events. Members of the Senior Volunteer Patrol must pass a background check, have medical clearance, possess a valid driver's license, be at least 50 years old, and live within the County of San Diego.

### **Teddy Bear Drive**

As part of a regional law enforcement tradition, the National City Police Department has collected more than 39,000 teddy bears to benefit Rady Children's Hospital. In 2007 the National City Police Department lead organization of the event and the most teddy bears since the drive began in 1990. The Police Department continues to participate in the annual event, which delivers teddy bears to Rady Children's Hospital during the holiday season. In 2019 the National City Police Department led the organization and ran a successful golf tournament raising \$50,000 in donations.

## **INVESTIGATIONS DIVISION**

Investigations Division detectives respond to homicides and serious violent crime incidents and manage complex and proactive crime scene investigations using emerging technology as part of "Homicide Cold Case" reviews.

### **Gang Enforcement Team (GET)**

Members of the Gang Enforcement Team (GET) focus on gang crime and coordinate with detectives regarding gang-related investigations for proactive enforcement to prevent gang crime. These officers work in uniform performing nightly street patrols, present presentations on gang awareness at neighborhood council meetings and prevent "at risk" youth from joining gangs through a campaign of education, intervention and awareness. Gang Enforcement officers work with the San Diego District Attorney's Office to investigate complex gang cases and identify some of the most violent offenders.

### **Property and Evidence Unit**

The Property & Evidence Unit is staffed by civilian personnel. The Unit's primary duty is to receive and safeguard impounded evidence and seized property from officers as well as maintain the integrity of the chain of custody. The Unit also processes evidence collected during National City Police Department investigations, which includes fingerprints, DNA, video, photographs and evidence work requests from the District Attorney's Office.



## **Crime Analysis Unit**

The Crime Analysis Unit is the clearinghouse for Law Enforcement intelligence information and crime data for the Police Department. The Department's civilian Crime Analyst reviews all crime related reports and performs data mining and analysis to produce statistical reports on crime trends and series to assist in solving crimes. The Analyst tracks crime patterns and forecasts when and where future criminal activity is likely to occur, which often leads to arrests. The crime data and statistical reports from the Crime Analyst allow police administrators to use department resources in a more efficient manner. Crime information is also provided to officers and other agencies through the use of the Automated Regional Justice Information System (ARJIS).

Major responsibilities of the Crime Analyst include producing monthly and annual reports as well as tracking the Registered Sex Offender Program.

## **SUPPORT UNITS**

### **Records Division**

The Records Division processes all crime/incident reports, arrests and accidents, as well as prepares and reviews reports for the District Attorney's Office and Probation and Parole departments for completeness and accuracy. Records employees respond to requests for reports from the public, media, other law enforcement agencies, and insurance companies. They also process background check requests, court subpoenas and copies of criminal records.

Records Division staff is also responsible for the data entry of crime reports, field interviews, citations and traffic collisions for crime reporting by the Crime Analysis Unit, Department of Justice, FBI, and San Diego association of Governments (SANDAG).

In addition to performing critical records functions, Records Division staff provide fingerprinting services and update databases as required by law for registering sex, arson and narcotic offenders. The Unit is also responsible for sealing criminal records when ordered by the court and purging records.

### **Megan's Law**

On the Megan's Law Website the public can view sex offender lists that include their name, address, picture, aliases, tattoos, offenses and other information. A map of where sex offenders live can be accessed at: [www.arjis.net](http://www.arjis.net) or [www.caag.state.ca.us](http://www.caag.state.ca.us)

### **Communications Center**

The Department is a member of the County's Regional Communication System (RCS). As part of the regional network, the Communications Center is able to contact other agencies directly, dispatch an all point bulletins (APB) countywide or regionally, work mutual-aid incidents, and communicate with other City departments. The System also enables individual officers to communicate directly with other agencies directly during emergencies via their hand held and vehicle police radios.





Communications Center personnel monitor public safety and security cameras. The Department and City are currently working to increase community safety by adding and upgrading these cameras throughout the City.

## **Training Unit**

The Training Unit monitors continuing education so that all employees remain up-to-date on the latest trends and requirements in law enforcement. This Unit also assigns and coordinates POST Training as well as training within and outside of the county as needed.

In-house training includes: Canine, SWAT, qualification shoots, active shooter, vehicle pursuit and legal updates, among others. The Training Unit also coordinates other Federal, State and agency-mandated training.

## **SPECIAL UNITS**

### **Homeland Security Unit**

Since 2005 the Homeland Security Unit has had Department representatives practice and incorporate the Incident Command System (ICS), evacuation plans, critical incident management, and Homeland Security drills and exercises into their Department. These representatives attend regularly scheduled FBI's Joint Terrorism Task Force meetings and regional disaster / critical incidents table top exercises.

This Unit facilitates and supervises the Department's Terrorism Liaison Officers (TLO) using one officer from each squad or unit to brief fellow officers on intelligence information sent by the Homeland Security Unit. These TLOs acts as field resources for Homeland Security matters for proper inter-agency notification.

## **GOALS & OBJECTIVES**

### **COMMUNITY ENGAGEMENT – Re-Start after COVID**

- Address Community Issues That Affect Crime and Quality of Life
  - Homelessness / Mental Illness
  - Crime Trends (Crime Analysis)
  - Police Regulated Businesses
- Community Partnerships
  - New Partnerships / Dialogue / Responsive
- Community Engagement Priorities
  - Residents / Schools / Service Organizations / Businesses
  - Quality, Not Quantity
  - Department Member Involvement

### **OPERATIONAL READINESS**

- Recruitment and Retention
  - Continue the Hiring of Quality Team Members
  - Retain Our Quality Team members

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- Re-Fill Understaffed Specialty Units
  - Emphasis on the Dispatch Unit – Fully Staff
  - Operational Readiness
    - Critical Incident Training
    - Equipment
      - Shotgun Replacement for all Vehicles (less lethal)
      - New Vehicles
      - Complete Glock Transition to 9mm
  - Community Resilience
    - Emergency Planning
    - Active Shooter

#### **EMPLOYEE DEVELOPMENT**

- Succession Planning
  - Promotional Workshops
  - Mentoring Program
    - Fine-Tune On-Boarding of New Officers
    - DISC Assessment / Emotional Intelligence
    - Recent Hires / FTO Program
      - “Create an environment conducive to learning”
- Team Building Workshops
  - Sworn & Professional
  - Officer Wellness

#### **TECHNOLOGY**

- Technology Committee
  - Strategic approach
  - Identify Needs / Revenue Sources /Grants
  - Project Research / Recommendations
  - Mall Antenna Installation (March-April)

#### **CIP AND PERSONNEL PENDING PROJECTS**

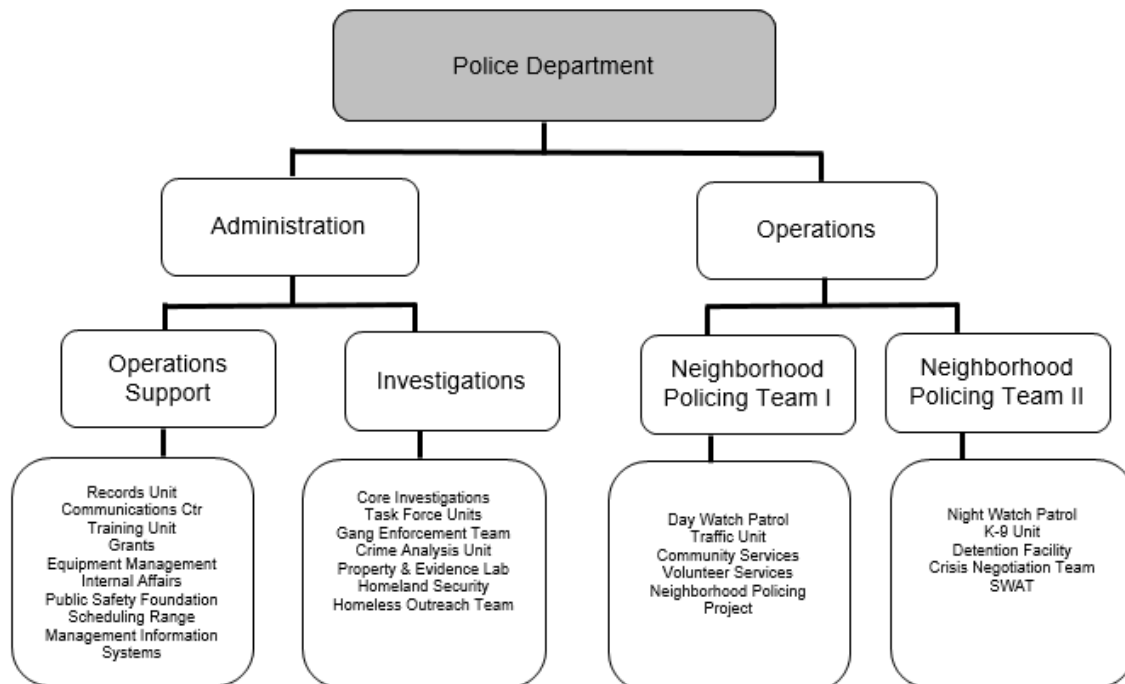
- Research Remodel for Investigations Division RIPA fine-Tune
- Upgrade Mobile Command Vehicle
- Shooting Range
- Branding – Wall Plaques
- DOJ Independent OIS Teams / Regional Team
- Ongoing Training (Department and State Mandated)
- Furniture and Technology Upgrade - Community Room
  - Utilize Community Room to Host Training Classes
  - In-house Training Room
- New CAD Implementation Roll-Out
- Record Division Remodel



**PRODUCTIVITY/WORKLOAD STATISTICS**

	2019	2020	2021
<b>Crime Statistics:</b>			
Total crime incidents	1,481	1,511	1,650
Violent crime incidents	357	351	368
Property crime incidents	1,124	1,160	1,282
Domestic Violence incidents	518	681	673
Value of stolen property	\$5,097,312	\$6,878,369	\$5,007,895
Value of recovered property	\$3,356,872	\$4,432,320	\$2,549,203
Total Calls for Service	58,677	59,420	59,672
Percentage of stolen property recovered	66%	64%	51%

**DEPARTMENT ORGANIZATIONAL CHART**





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## **SIGNIFICANT CHANGES**

The National City Police Department has some significant changes and notable accomplishments over the last year that will extend into the new Fiscal year. These significant changes since July 1, 2021 include:

- Hiring of 11 new police officers, to bring the Police Department to a total of 88 sworn Police Officers.
- Police CAD upgrade in the Police Department Communication Center. Computer-aided dispatch (CAD) systems are utilized by dispatchers, call-takers, and 911 operators to prioritize and record incident calls, identify the status and location of responders in the field, and effectively dispatch responder personnel to better serve the community.
- Upgraded Department Operations Center (DOC). A DOC is a physical facility or location similar to the City/County Emergency Operations Center (EOC). However, the purpose of a DOC is to manage and coordinate events specific to that department, which in this case would be the Police Department.
- Collection of RIPD data. RIPA, known as the Racial and Identity Profiling Act (RIPA), the bill requires all law enforcement agencies in the state to “collect perceived demographic and other detailed data regarding pedestrian and traffic stops”.
- The National City Police Department has begun to get back on track with its community engagement events after the two year scale-back due to COVID-19.



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
001-11000-3556	POLICE & FIRE SVCS-PORT OF SAN DIEGO	\$694,356	\$712,409	\$736,642	\$736,642
001-11000-3100	LICENSES AND PERMITS	\$6,785	\$8,143	\$6,500	\$7,320
001-11000-3636	REFUNDS & REIMBURSEMENTS	\$3,665	\$3,137	\$0	\$2,300
001-11000-3634	MISC. REVENUE	\$12,626	\$1,927	\$0	\$7,700
001-11000-3586	PHOTOCOPY SALES	\$28,564	\$22,944	\$20,000	\$20,000
001-11000-3558	TOW/IMPOUND REFERRAL FEES	\$122,520	\$122,520	\$100,000	\$100,000
001-11000-3551	ADMINISTRATIVE IMPOUND FEE	\$84,078	\$126,604	\$70,000	\$45,500
001-11000-3550	VEHICLE IMPOUND FEES	\$4,414	\$4,321	\$4,000	\$4,000
001-11000-3537	MISC. POLICE SERVICES	\$8,950	\$8,204	\$5,000	\$4,500
001-11000-3533	BOOKING FEES	\$30,131	\$28,752	\$25,000	\$25,000
001-11000-3469	OVERTIME REIMBURSEMENTS	\$62,456	\$5,187	\$0	\$40,000
001-11000-3220	OTHER FORFEITS & PENALTIES	\$2,582	\$2,164	\$2,000	\$2,000
001-11000-3205	CITATION SIGN-OFF FEE	\$2,025	\$0	\$2,000	\$2,000
001-11000-3200	VEHICLE CODE FINES	\$67,826	\$73,916	\$65,000	\$69,500
001-11000-3567	POLICE REGULATED BUSINESSES FEES	\$1,625	\$1,255	\$0	\$1,800
<b>Other Revenues Total</b>		\$1,132,603	\$1,121,483	\$1,036,142	\$1,068,262
<b>Police Revenues Total</b>		<b>\$1,132,603</b>	<b>\$1,121,483</b>	<b>\$1,036,142</b>	<b>\$1,068,262</b>
<b>Other Revenues</b>					
001-11107-3467	SCHOOL DISTRICT CONTRACT REIMB-NSD	\$154,136	\$77,068	\$77,000	\$77,068
<b>Other Revenues Total</b>		\$154,136	\$77,068	\$77,000	\$77,068
<b>NATIONAL SCHOOL DISTRICT CONTRACT Total</b>		<b>\$154,136</b>	<b>\$77,068</b>	<b>\$77,000</b>	<b>\$77,068</b>
<b>Other Revenues</b>					
001-11108-3467	SCHOOL DISTRICT CONTRACT REIMB-SUHS	\$105,000	\$105,000	\$84,000	\$105,000
<b>Other Revenues Total</b>		\$105,000	\$105,000	\$84,000	\$105,000
<b>SWEETWATER UNION HS CONTRACT Total</b>		<b>\$105,000</b>	<b>\$105,000</b>	<b>\$84,000</b>	<b>\$105,000</b>
<b>Other Revenues</b>					
001-11110-3550	VEHICLE IMPOUND FEES	\$20,361	\$18,822	\$20,000	\$20,000
<b>Other Revenues Total</b>		\$20,361	\$18,822	\$20,000	\$20,000



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>STOP PROJECT Total</b>		<b>\$20,361</b>	<b>\$18,822</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>Other Revenues</b>					
001-11112-3461	P.O.S.T. REIMBURSEMENT	\$33,366	\$23,343	\$20,000	\$20,000
<b>Other Revenues Total</b>		<b>\$33,366</b>	<b>\$23,343</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>P.O.S.T. GRANT Total</b>		<b>\$33,366</b>	<b>\$23,343</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>GENERAL FUND Total</b>		<b>\$1,445,466</b>	<b>\$1,345,716</b>	<b>\$1,237,142</b>	<b>\$1,290,330</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
131-00000-3302	UNREALIZED GAIN/LOSS ON INVESTMENTS	\$1,335	(\$2,198)	\$0	\$0
131-00000-3539	SEIZED ASSETS	\$5,322	\$4,751	\$0	\$0
131-00000-3300	INVESTMENT EARNINGS	\$6,620	\$2,510	\$0	\$0
<b>Other Revenues Total</b>		\$13,277	\$5,063	\$0	\$0
<b>Transfers In</b>					
131-00000-3999	TRANSFERS FROM OTHER FUNDS	\$0	\$2,443	\$0	\$0
<b>Transfers In Total</b>		\$0	\$2,443	\$0	\$0
<b>General Operating Revenues Total</b>		<b>\$13,277</b>	<b>\$7,506</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
131-11139-3636	REFUNDS & REIMBURSEMENTS	\$593	\$1,210	\$0	\$0
<b>Other Revenues Total</b>		\$593	\$1,210	\$0	\$0
<b>COUNTY ASSET FORFEITURE FUND REVENUES Total</b>		<b>\$593</b>	<b>\$1,210</b>	<b>\$0</b>	<b>\$0</b>
<b>ASSET FORFEITURE FUND Total</b>		<b>\$13,870</b>	<b>\$8,716</b>	<b>\$0</b>	<b>\$0</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
208-00000-3463	OTHER STATE GRANTS	\$145,948	\$156,727	\$0	\$0
<b>Other Revenues Total</b>		\$145,948	\$156,727	\$0	\$0
<b>General Operating Revenues Total</b>		\$145,948	\$156,727	\$0	\$0
<b>SUPP.LAW ENFORCEMENT SVCS FUND (SLESF) Total</b>		\$145,948	\$156,727	\$0	\$0





REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
211-11000-3161	SECURITY ALARM PERMITS	\$3,540	\$31,609	\$10,000	\$12,000
211-11000-3202	FALSE ALARM FINES	\$29,700	\$11,245	\$50,000	\$24,600
<b>Other Revenues Total</b>		\$33,240	\$42,854	\$60,000	\$36,600
<b>Police Revenues Total</b>		\$33,240	\$42,854	\$60,000	\$36,600
<b>SECURITY AND ALARM REGULATION FUND Total</b>		\$33,240	\$42,854	\$60,000	\$36,600



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
282-11951-3498	OTHER FEDERAL GRANTS	\$0	\$0	\$0	\$17,000
<b>Other Revenues Total</b>		\$0	\$0	\$0	\$17,000
<b>FY18 URBAN AREA SECURITY INITIATIVE Total</b>		\$0	\$0	\$0	\$17,000
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>		\$0	\$0	\$0	\$17,000



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
290-11626-3470	COUNTY GRANTS-RATT GRANT	\$100,843	\$100,751	\$55,000	\$0
<b>Other Revenues Total</b>		\$100,843	\$100,751	\$55,000	\$0
<b>RATT GRANT Total</b>		<b>\$100,843</b>	<b>\$100,751</b>	<b>\$55,000</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11632-3498	OTHER FEDERAL GRANTS	\$0	\$11,292	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$11,292	\$0	\$0
<b>HIDTA Grant Total</b>		<b>\$0</b>	<b>\$11,292</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11646-3463	OTHER STATE GRANTS	\$4,884	\$10,808	\$0	\$0
<b>Other Revenues Total</b>		\$4,884	\$10,808	\$0	\$0
<b>2013 REGIONAL REALIGNMENT RESPONSE - R3 Total</b>		<b>\$4,884</b>	<b>\$10,808</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11647-3463	OTHER STATE GRANTS	\$29,561	\$52,155	\$0	\$0
<b>Other Revenues Total</b>		\$29,561	\$52,155	\$0	\$0
<b>2018 REGIONAL REALIGNMENT RESPONSE - R3 Total</b>		<b>\$29,561</b>	<b>\$52,155</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11660-3498	OTHER FEDERAL GRANTS	\$0	(\$23,560)	\$0	\$0
<b>Other Revenues Total</b>		\$0	(\$23,560)	\$0	\$0
<b>2016 OPERATION STONE GARDEN Total</b>		<b>\$0</b>	<b>(\$23,560)</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11662-3498	OTHER FEDERAL GRANTS	\$2,258	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$2,258	\$0	\$0	\$0
<b>2017 OPERATION STONE GARDEN Total</b>		<b>\$2,258</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11665-3498	OTHER FEDERAL GRANTS	\$15,206	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$15,206	\$0	\$0	\$0
<b>STEP OTS GRANT PT19074 Total</b>		<b>\$15,206</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
290-11670-3498	OTHER FEDERAL GRANTS	\$0	\$67,887	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$67,887	\$0	\$0
<b>2018 OPERATION STONE GARDEN Total</b>		<b>\$0</b>	<b>\$67,887</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11671-3498	OTHER FEDERAL GRANTS	\$0	\$0	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$0	\$0	\$0
<b>2019 OPERATION STONE GARDEN Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11674-3498	OTHER FEDERAL GRANTS	\$54,641	\$57,630	\$0	\$0
<b>Other Revenues Total</b>		\$54,641	\$57,630	\$0	\$0
<b>STEP OTS GRANT PT20089 Total</b>		<b>\$54,641</b>	<b>\$57,630</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Revenues</b>					
290-11677-3498	OTHER FEDERAL GRANTS	\$0	\$36,202	\$0	\$0
<b>Other Revenues Total</b>		\$0	\$36,202	\$0	\$0
<b>STEP OTS GRANT PT21111 Total</b>		<b>\$0</b>	<b>\$36,202</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE DEPT GRANTS Total</b>		<b>\$207,393</b>	<b>\$313,165</b>	<b>\$55,000</b>	<b>\$0</b>



REVENUE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Other Revenues</b>					
325-11000-3624	DEV. IMPACT FEES-POLICE	\$191,468	\$36,899	\$25,000	\$31,000
<b>Other Revenues Total</b>		\$191,468	\$36,899	\$25,000	\$31,000
<b>Police Revenues Total</b>		<b>\$191,468</b>	<b>\$36,899</b>	<b>\$25,000</b>	<b>\$31,000</b>
<b>DEVELOPMENT IMPACT FEES Total</b>		<b>\$191,468</b>	<b>\$36,899</b>	<b>\$25,000</b>	<b>\$31,000</b>



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 411 000</b>				
<b>Personnel Services</b>					
100	PART-TIME SALARIES	\$193,333	\$229,493	\$194,000	\$240,000
101	FULL-TIME SALARIES	0,767,448	\$10,977,693	\$11,553,674	\$12,884,469
102	OVERTIME	1,290,984	\$1,208,157	\$750,000	\$800,000
105	LONGEVITY	\$19,246	\$19,037	\$18,417	\$17,500
107	EDUCATIONAL INCENTIVE PAY	\$424,916	\$408,598	\$436,874	\$416,087
110	ALLOWANCES & STIPENDS	\$90,162	\$84,254	\$1,560	\$1,560
120	DIFFERENTIAL PAY	\$389,145	\$433,086	\$311,917	\$384,135
140	WORKERS' COMPENSATION	1,130,420	\$1,139,091	\$968,542	\$1,036,528
150	HEALTH INSURANCE	1,141,287	\$1,242,120	\$1,491,263	\$1,652,083
151	LTD INSURANCE	\$24,682	\$28,339	\$28,302	\$29,670
160	RETIREMENT PLAN CHARGES	5,697,166	\$6,390,308	\$6,651,036	\$6,621,809
161	MEDICARE	\$196,193	\$195,188	\$167,528	\$192,624
199	PERSONNEL COMPENSATION	\$758,686	\$460,396	\$870,108	\$140,000
<b>Personnel Services Total</b>		<b>\$22,123,668</b>	<b>\$22,815,760</b>	<b>\$23,443,221</b>	<b>\$24,416,465</b>
<b>Maintenance &amp; Operations</b>					
205	MEDICAL SERVICES	\$32,773	\$23,784	\$56,500	\$66,500
217	INVESTIGATIVE SERVICES	\$17,893	\$20,125	\$35,600	\$45,400
222	MEMBERSHIPS & SUBSCRIPTIONS	\$20,951	\$13,442	\$17,345	\$10,495
226	TRAINING, TRAVEL & SUBSISTENCE	\$100,010	\$130,553	\$172,000	\$172,500
230	PRINTING & BINDING	\$15,751	\$12,768	\$13,450	\$13,450
250	POSTAGE	\$197	\$1,190	\$500	\$500
259	K-9 CARE AND SUPPLIES	\$25,019	\$37,050	\$53,040	\$53,040
261	EMERGENCY ANIMAL TREATMENT	\$503,955	\$448,035	\$465,500	\$515,500
281	R & M - OFFICE EQUIPMENT	\$0	\$3,632	\$24,000	\$1,000
287	R & M - COMMUNICATIONS EQUIPT.	\$19,325	\$18,816	\$4,000	\$4,000
299	CONTRACT SERVICES	\$283,805	\$274,708	\$335,400	\$417,900
304	BOOKS	\$0	\$0	\$500	\$500
305	MEDICAL SUPPLIES	\$1,343	\$1,012	\$14,000	\$14,000
307	DUPLICATING SUPPLIES	\$3,209	\$8,469	\$7,000	\$8,500
316	AMMUNITION/RANGE	\$80,066	\$80,547	\$79,500	\$99,500
318	WEARING APPAREL	\$24,134	\$17,017	\$22,300	\$22,300



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
318	WEARING APPAREL-VESTS	\$9,276	\$13,060	\$22,500	\$22,500
319	UNIFORM ACCESSORIES	\$13,461	\$13,377	\$16,500	\$16,500
353	PATROL/CRIME LAB/PROP.SUPPLIES	\$20,103	\$29,063	\$40,000	\$32,000
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$29,264	\$26,486	\$26,000	\$26,000
399	MATERIALS & SUPPLIES	\$41,293	\$38,445	\$34,500	\$34,500
470	PRINCIPAL PAYMENT-RCS	\$93,785	\$96,212	\$98,895	\$101,654
480	INTEREST PAYMENT - RCS	\$19,922	\$17,272	\$14,588	\$11,828
<b>Maintenance &amp; Operations Total</b>		<b>\$1,355,535</b>	<b>\$1,325,063</b>	<b>\$1,553,618</b>	<b>\$1,690,067</b>
<b>Internal Service Charges and Reserves</b>					
740	BUILDING SERVICES CHARGES	\$458,360	\$511,003	\$463,071	\$509,563
750	VEHICLE SERVICES CHARGES	\$433,850	\$411,678	\$436,215	\$502,955
751	VEHICLE REPLACEMENT CHARGE	\$501,408	\$438,258	\$445,487	\$459,647
752	VEHICLE LEASE CHARGE	\$0	\$35,972	\$81,000	\$111,000
755	INFO. SYSTEMS MAINT. CHARGE	1,158,795	\$1,286,967	\$1,264,888	\$1,414,288
790	INSURANCE CHARGES	\$581,683	\$809,818	\$809,818	\$809,818
<b>Internal Service Charges and Reserves Total</b>		<b>\$3,134,096</b>	<b>\$3,493,696</b>	<b>\$3,500,479</b>	<b>\$3,807,271</b>
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$154,657	\$24,480	\$25,000	\$25,000
512	AUTOMOTIVE LEASES	\$21,913	\$0	\$0	\$0
515	COMMUNICATIONS EQUIPMENT	\$38,488	\$55,743	\$60,000	\$60,000
518	PUBLIC SAFETY EQUIPMENT	\$51,848	\$55,649	\$58,500	\$58,500
<b>Capital Outlay Total</b>		<b>\$266,906</b>	<b>\$135,872</b>	<b>\$143,500</b>	<b>\$143,500</b>
<b>OPERATIONS Total</b>		<b>\$26,880,205</b>	<b>\$27,770,391</b>	<b>\$28,640,818</b>	<b>\$30,057,303</b>
<b>Activity</b>	<b>NATIONAL SCHOOL DISTRICT CONTRACT</b>				
<b>Activity No.</b>	<b>001 411 107</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$28,650	\$34,792	\$40,185	\$42,593
102	OVERTIME	\$2,316	\$3,127	\$0	\$0
107	EDUCATIONAL INCENTIVE PAY	\$0	\$184	\$0	\$429
110	ALLOWANCES & STIPENDS	\$594	\$189	\$0	\$0
120	DIFFERENTIAL PAY	\$1,513	\$2,308	\$807	\$1,901
140	WORKERS' COMPENSATION	\$3,424	\$3,962	\$17,459	\$18,509



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
150	HEALTH INSURANCE	\$1,019	\$2,018	\$5,565	\$5,983
151	LTD INSURANCE	\$49	\$122	\$143	\$143
160	RETIREMENT PLAN CHARGES	\$18,286	\$22,140	\$25,790	\$24,897
161	MEDICARE	\$510	\$598	\$583	\$618
199	PERSONNEL COMPENSATION	\$2,059	\$614	\$3,189	\$0
<b>Personnel Services Total</b>		<b>\$58,420</b>	<b>\$70,054</b>	<b>\$93,721</b>	<b>\$95,073</b>
<b>NATIONAL SCHOOL DISTRICT CONTRACT Total</b>		<b>\$58,420</b>	<b>\$70,054</b>	<b>\$93,721</b>	<b>\$95,073</b>
<b>Activity</b>	<b>SWEETWATER UNION HS CONTRACT</b>				
<b>Activity No.</b>	<b>001 411 108</b>				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$37,230	\$45,136	\$51,911	\$55,027
102	OVERTIME	\$3,031	\$4,030	\$0	\$0
107	EDUCATIONAL INCENTIVE PAY	\$0	\$246	\$0	\$572
110	ALLOWANCES & STIPENDS	\$774	\$252	\$0	\$0
120	DIFFERENTIAL PAY	\$2,007	\$3,077	\$1,076	\$2,501
140	WORKERS' COMPENSATION	\$4,446	\$5,147	\$17,459	\$18,509
150	HEALTH INSURANCE	\$1,278	\$2,581	\$7,173	\$7,711
151	LTD INSURANCE	\$65	\$158	\$185	\$185
160	RETIREMENT PLAN CHARGES	\$23,659	\$29,233	\$33,317	\$32,166
161	MEDICARE	\$662	\$777	\$753	\$798
199	PERSONNEL COMPENSATION	\$2,573	\$819	\$3,987	\$0
<b>Personnel Services Total</b>		<b>\$75,725</b>	<b>\$91,456</b>	<b>\$115,861</b>	<b>\$117,469</b>
<b>SWEETWATER UNION HS CONTRACT Total</b>		<b>\$75,725</b>	<b>\$91,456</b>	<b>\$115,861</b>	<b>\$117,469</b>
<b>Activity</b>	<b>POST</b>				
<b>Activity No.</b>	<b>001 411 112</b>				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$14,388	\$34,857	\$50,000	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$14,388</b>	<b>\$34,857</b>	<b>\$50,000</b>	<b>\$0</b>
<b>POST Total</b>		<b>\$14,388</b>	<b>\$34,857</b>	<b>\$50,000</b>	<b>\$0</b>





EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	TUITION REIMBURSEMENT				
<b>Activity No.</b>	001 411 136				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$24,189	\$11,689	\$30,000	\$0
<b>Maintenance &amp; Operations Total</b>		\$24,189	\$11,689	\$30,000	\$0
<b>TUITION REIMBURSEMENT Total</b>		<b>\$24,189</b>	<b>\$11,689</b>	<b>\$30,000</b>	<b>\$0</b>
<b>Activity</b>	SENIOR VOLUNTEER PROGRAM				
<b>Activity No.</b>	001 411 138				
<b>Maintenance &amp; Operations</b>					
318	WEARING APPAREL	\$0	\$0	\$530	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$530	\$0
<b>SENIOR VOLUNTEER PROGRAM Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$530</b>	<b>\$0</b>
<b>Activity</b>	PROPERTY EVIDENCE SEIZURE				
<b>Activity No.</b>	001 411 198				
<b>Maintenance &amp; Operations</b>					
399	MATERIALS & SUPPLIES	\$0	\$6,924	\$9,550	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$6,924	\$9,550	\$0
<b>PROPERTY EVIDENCE SEIZURE Total</b>		<b>\$0</b>	<b>\$6,924</b>	<b>\$9,550</b>	<b>\$0</b>
<b>Activity</b>	AB109 - OUTREACH TO HIGH RISK POPULATION				
<b>Activity No.</b>	001 411 659				
<b>Maintenance &amp; Operations</b>					
650	AGENCY CONTRIBUTIONS	\$12,000	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$12,000	\$0	\$0	\$0
<b>AB109 - OUTREACH TO HIGH RISK POPULATION Total</b>		<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	COVID-19 Response				
<b>Activity No.</b>	001 411 911				
<b>Maintenance &amp; Operations</b>					



POLICE

EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
303	JANITORIAL SUPPLIES	\$1,810	\$26	\$0	\$0
305	MEDICAL SUPPLIES	\$8,536	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$10,346	\$26	\$0	\$0
<b>COVID-19 Response Total</b>		\$10,346	\$26	\$0	\$0
<b>POLICE Total</b>		\$27,075,273	\$27,985,397	\$28,940,480	\$30,269,845
<b>GENERAL FUND Total</b>		\$27,075,273	\$27,985,397	\$28,940,480	\$30,269,845



EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	131 411 000				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$5,980	\$0	\$0	\$0
288	R&M BUILDINGS & STRUCTURES	\$26,330	\$0	\$0	\$0
650	AGENCY CONTRIBUTIONS	\$3,200	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$35,510	\$0	\$0	\$0
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$231,644	\$0	\$0	\$0
513	AUTOMOTIVE ACCESSORIES	\$12,589	\$0	\$0	\$0
599	FIXED ASSETS	\$99,000	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$343,233	\$0	\$0	\$0
<b>OPERATIONS Total</b>		<b>\$378,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>TRANSPORTATION IMPACT FEES</b>				
<b>Activity No.</b>	131 411 139				
<b>Capital Outlay</b>					
503	FURNITURE & FURNISHINGS	\$4,680	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$4,680	\$0	\$0	\$0
<b>TRANSPORTATION IMPACT FEES Total</b>		<b>\$4,680</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>COUNTY ASSET FORFEITURE FUND</b>				
<b>Activity No.</b>	131 411 149				
<b>Maintenance &amp; Operations</b>					
650	AGENCY CONTRIBUTIONS	\$0	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$0	\$0
<b>COUNTY ASSET FORFEITURE FUND Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE Total</b>		<b>\$383,423</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



POLICE

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EXPENDITURE DETAIL

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Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>ASSET FORFEITURE FUND Total</b>		<b>\$383,423</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	COPS 2015 GRANT				
<b>Activity No.</b>	208 411 917				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$4,358	\$38,102	\$0	\$0
<b>Capital Outlay Total</b>		\$4,358	\$38,102	\$0	\$0
<b>COPS 2015 GRANT Total</b>		<b>\$4,358</b>	<b>\$38,102</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	COPS 2016 GRANT				
<b>Activity No.</b>	208 411 918				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$9,974	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$9,974	\$0	\$0
<b>COPS 2016 GRANT Total</b>		<b>\$0</b>	<b>\$9,974</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	COPS 2017 GRANT				
<b>Activity No.</b>	208 411 919				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$146,835	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$146,835	\$0	\$0
<b>COPS 2017 GRANT Total</b>		<b>\$0</b>	<b>\$146,835</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	COPS 2018 GRANT				
<b>Activity No.</b>	208 411 920				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$131,316	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$131,316	\$0	\$0
<b>COPS 2018 GRANT Total</b>		<b>\$0</b>	<b>\$131,316</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	COPS 2019 GRANT				
<b>Activity No.</b>	208 411 921				



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EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$67,392	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$67,392	\$0	\$0
<b>COPS 2019 GRANT Total</b>		\$0	\$67,392	\$0	\$0
<b>POLICE Total</b>		\$4,358	\$393,619	\$0	\$0
<b>SUPP.LAW ENFORCEMENT SVCS FUND (SLESF) Total</b>		\$4,358	\$393,619	\$0	\$0



POLICE

EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	OPERATIONS				
Activity No.	211 411 000				
<b>Maintenance &amp; Operations</b>					
213	PROFESSIONAL SERVICES	\$0	\$6,032	\$0	\$0
299	CONTRACT SERVICES	\$0	\$12	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$6,044	\$0	\$0
<b>OPERATIONS Total</b>		\$0	\$6,044	\$0	\$0
<b>POLICE Total</b>		\$0	\$6,044	\$0	\$0
<b>SECURITY AND ALARM REGULATION FUND Total</b>		\$0	\$6,044	\$0	\$0



EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	CRI - MASS PROPHYLAXIS PROGRAM				
<b>Activity No.</b>	282 411 912				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$3,143	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$3,143	\$0	\$0	\$0
<b>CRI - MASS PROPHYLAXIS PROGRAM Total</b>		<b>\$3,143</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	FY18 URBAN AREA SECURITY INITIATIVE				
<b>Activity No.</b>	282 411 951				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$3,790	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$3,790	\$0	\$0	\$0
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$18,603	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$18,603	\$0	\$0
<b>FY18 URBAN AREA SECURITY INITIATIVE Total</b>		<b>\$3,790</b>	<b>\$18,603</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	FY19 STATE HOMELAND SECURITY				
<b>Activity No.</b>	282 411 953				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$24,151	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$24,151	\$0	\$0
<b>FY19 STATE HOMELAND SECURITY Total</b>		<b>\$0</b>	<b>\$24,151</b>	<b>\$0</b>	<b>\$0</b>
<b>POLICE Total</b>		<b>\$6,933</b>	<b>\$42,754</b>	<b>\$0</b>	<b>\$0</b>
<b>REIMBURSABLE GRANTS CITYWIDE Total</b>		<b>\$6,933</b>	<b>\$42,754</b>	<b>\$0</b>	<b>\$0</b>





**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	RATT Grant				
<b>Activity No.</b>	290 411 626				
<b>Personnel Services</b>					
101	FULL-TIME SALARIES	\$46,895	\$56,875	\$0	\$0
102	OVERTIME	\$17,493	\$21,047	\$0	\$0
107	EDUCATIONAL INCENTIVE PAY	\$3,145	\$1,138	\$0	\$0
110	ALLOWANCES & STIPENDS	\$894	\$942	\$0	\$0
120	DIFFERENTIAL PAY	\$4,719	\$0	\$0	\$0
140	WORKERS' COMPENSATION	\$7,187	\$1,081	\$0	\$0
150	HEALTH INSURANCE	\$6,187	\$4,082	\$0	\$0
151	LTD INSURANCE	\$154	\$172	\$0	\$0
160	RETIREMENT PLAN CHARGES	\$11,332	\$12,875	\$0	\$0
161	MEDICARE	\$960	\$1,647	\$0	\$0
<b>Personnel Services Total</b>		\$98,966	\$99,859	\$0	\$0
<b>RATT Grant Total</b>		<b>\$98,966</b>	<b>\$99,859</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	2018 REGIONAL REALIGNMENT RESPONSE - R3				
<b>Activity No.</b>	290 411 647				
<b>Personnel Services</b>					
102	OVERTIME	\$40,702	\$48,368	\$0	\$0
140	WORKERS' COMPENSATION	\$3,960	\$4,705	\$0	\$0
161	MEDICARE	\$591	\$702	\$0	\$0
<b>Personnel Services Total</b>		\$45,253	\$53,775	\$0	\$0
<b>2018 REGIONAL REALIGNMENT RESPONSE - R3 Total</b>		<b>\$45,253</b>	<b>\$53,775</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	AB109 - OUTREACH TO HIGH RISK POPULATION				
<b>Activity No.</b>	290 411 659				
<b>Maintenance &amp; Operations</b>					
226	TRAINING, TRAVEL & SUBSISTENCE	\$4,250	\$0	\$0	\$0
650	AGENCY CONTRIBUTIONS	\$5,000	\$0	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$9,250	\$0	\$0	\$0



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>AB109 - OUTREACH TO HIGH RISK POPULATION Total</b>		<b>\$9,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Activity	JAG 2017-DJ-BX-0152				
Activity No.	290 411 668				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$20,767	\$0	\$0
<b>Capital Outlay Total</b>		<b>\$0</b>	<b>\$20,767</b>	<b>\$0</b>	<b>\$0</b>
<b>JAG 2017-DJ-BX-0152 Total</b>		<b>\$0</b>	<b>\$20,767</b>	<b>\$0</b>	<b>\$0</b>
Activity	JAG 2018-DJ-BX-0672				
Activity No.	290 411 669				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$19,201	\$0	\$0
<b>Capital Outlay Total</b>		<b>\$0</b>	<b>\$19,201</b>	<b>\$0</b>	<b>\$0</b>
<b>JAG 2018-DJ-BX-0672 Total</b>		<b>\$0</b>	<b>\$19,201</b>	<b>\$0</b>	<b>\$0</b>
Activity	2018 OPERATION STONE GARDEN				
Activity No.	290 411 670				
<b>Personnel Services</b>					
102	OVERTIME	\$28,970	\$33,662	\$0	\$0
140	WORKERS' COMPENSATION	\$2,819	\$3,279	\$0	\$0
161	MEDICARE	\$422	\$488	\$0	\$0
<b>Personnel Services Total</b>		<b>\$32,211</b>	<b>\$37,429</b>	<b>\$0</b>	<b>\$0</b>
<b>Maintenance &amp; Operations</b>					
314	GAS, OIL & LUBRICANTS	\$1,064	\$1,040	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$1,064</b>	<b>\$1,040</b>	<b>\$0</b>	<b>\$0</b>
<b>2018 OPERATION STONE GARDEN Total</b>		<b>\$33,275</b>	<b>\$38,469</b>	<b>\$0</b>	<b>\$0</b>
Activity	2019 OPERATION STONE GARDEN				
Activity No.	290 411 671				
<b>Personnel Services</b>					



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
102	OVERTIME	\$0	\$15,985	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$1,557	\$0	\$0
161	MEDICARE	\$0	\$232	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$17,774	\$0	\$0
<b>Maintenance &amp; Operations</b>					
314	GAS, OIL & LUBRICANTS	\$0	\$488	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$488	\$0	\$0
<b>2019 OPERATION STONE GARDEN Total</b>		<b>\$0</b>	<b>\$18,262</b>	<b>\$0</b>	<b>\$0</b>
Activity	JAG 2019-DJ-BX-0108				
Activity No.	290 411 672				
<b>Capital Outlay</b>					
518	PUBLIC SAFETY EQUIPMENT	\$0	\$4,642	\$0	\$0
<b>Capital Outlay Total</b>		\$0	\$4,642	\$0	\$0
<b>JAG 2019-DJ-BX-0108 Total</b>		<b>\$0</b>	<b>\$4,642</b>	<b>\$0</b>	<b>\$0</b>
Activity	STEP OTS GRANT PT20089				
Activity No.	290 411 674				
<b>Personnel Services</b>					
102	OVERTIME	\$20,360	\$4,879	\$0	\$0
102	OVERTIME	\$50,932	\$11,054	\$0	\$0
140	WORKERS' COMPENSATION	\$1,981	\$625	\$0	\$0
140	WORKERS' COMPENSATION	\$4,956	\$1,077	\$0	\$0
161	MEDICARE	\$295	\$93	\$0	\$0
161	MEDICARE	\$738	\$161	\$0	\$0
<b>Personnel Services Total</b>		\$79,262	\$17,889	\$0	\$0
<b>STEP OTS GRANT PT20089 Total</b>		<b>\$79,262</b>	<b>\$17,889</b>	<b>\$0</b>	<b>\$0</b>
Activity	2019 SOUTHWEST RURAL LAW ENFORC ASSIT				
Activity No.	290 411 675				
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$200,000	\$0	\$0	\$0



**EXPENDITURE DETAIL**

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Outlay Total</b>		\$200,000	\$0	\$0	\$0
<b>2019 SOUTHWEST RURAL LAW ENFORC ASSIT Total</b>		\$200,000	\$0	\$0	\$0
<b>Activity</b>	STEP OTS GRANT PT21111				
<b>Activity No.</b>	290 411 677				
<b>Personnel Services</b>					
102	OVERTIME	\$0	\$17,514	\$0	\$0
102	OVERTIME	\$0	\$29,461	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$1,704	\$0	\$0
140	WORKERS' COMPENSATION	\$0	\$2,867	\$0	\$0
161	MEDICARE	\$0	\$254	\$0	\$0
161	MEDICARE	\$0	\$427	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$52,227	\$0	\$0
<b>STEP OTS GRANT PT21111 Total</b>		\$0	\$52,227	\$0	\$0
<b>Activity</b>	2020-VD-BX-0743 OJP COVID GRANT				
<b>Activity No.</b>	290 411 923				
<b>Maintenance &amp; Operations</b>					
305	MEDICAL SUPPLIES	\$0	\$13,098	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$0	\$13,098	\$0	\$0
<b>2020-VD-BX-0743 OJP COVID GRANT Total</b>		\$0	\$13,098	\$0	\$0
<b>POLICE Total</b>		\$466,006	\$338,189	\$0	\$0
<b>POLICE DEPT GRANTS Total</b>		\$466,006	\$338,189	\$0	\$0



POLICE

EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	OPERATIONS				
Activity No.	629 411 000				
<b>Capital Outlay</b>					
502	COMPUTER EQUIPMENT	\$3,458	\$0	\$0	\$0
<b>Capital Outlay Total</b>		\$3,458	\$0	\$0	\$0
<b>OPERATIONS Total</b>		\$3,458	\$0	\$0	\$0
<b>POLICE Total</b>		\$3,458	\$0	\$0	\$0
<b>INFORMATION SYSTEMS MAINTENANC Total</b>		\$3,458	\$0	\$0	\$0



POLICE

EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	OPERATIONS				
Activity No.	644 411 000				
<b>Internal Service Charges and Reserves</b>					
725	LOSS ON FIXED ASSETS DISPOSED	\$0	\$31,442	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		\$0	\$31,442	\$0	\$0
<b>Capital Outlay</b>					
511	AUTOMOTIVE EQUIPMENT	\$0	\$0	\$420,000	\$370,000
<b>Capital Outlay Total</b>		\$0	\$0	\$420,000	\$370,000
<b>OPERATIONS Total</b>		\$0	\$31,442	\$420,000	\$370,000
<b>POLICE Total</b>		\$0	\$31,442	\$420,000	\$370,000
<b>VEHICLE REPLACEMENT RESERVE Total</b>		\$0	\$31,442	\$420,000	\$370,000

Proposed Budget  
Fiscal Year 2023

# Non- Departmental









# NON-DEPARTMENTAL

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## DEPARTMENT DESCRIPTION

This budget contains expenditures that affect all departments or the City as a whole. Examples of city expenditures include funding for post-employment health benefits for City retirees, memberships, legislative representation, printing, and postage. This fund also provides contributions to various organizations as recommended by the City Manager and City Council. Examples of contributions include the Chamber of Commerce, Independence Day Fireworks, SANDAG, and other contributions.



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>001 409 000</b>				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	1,553,566	\$2,368,520	\$1,993,910	\$2,557,210
<b>TRANSFERS OUT Total</b>		<b>\$1,553,566</b>	<b>\$2,368,520</b>	<b>\$1,993,910</b>	<b>\$2,557,210</b>
<b>Personnel Services</b>					
160	RETIREMENT PLAN CHARGES	\$55,860	\$72,746	\$0	\$0
199	PERSONNEL COMPENSATION	\$0	\$0	\$0	\$1,272,000
<b>Personnel Services Total</b>		<b>\$55,860</b>	<b>\$72,746</b>	<b>\$0</b>	<b>\$1,272,000</b>
<b>Maintenance &amp; Operations</b>					
212	GOVERNMENTAL PURPOSES	\$631,285	\$3,370	\$15,000	\$15,000
212	SAN DIEGO FOUNDATION	\$12,708	\$35,968	\$0	\$0
213	PROFESSIONAL SERVICES	\$216,084	\$192,169	\$215,000	\$342,000
222	MEMBERSHIPS & SUBSCRIPTIONS	\$95,992	\$72,882	\$91,585	\$92,411
226	TRAINING, TRAVEL & SUBSISTENCE	\$24,082	\$19,699	\$20,000	\$0
230	PRINTING & BINDING	\$3,788	\$5,648	\$13,000	\$13,000
250	POSTAGE	\$20,231	\$16,492	\$30,000	\$30,000
264	PROMOTIONAL ACTIVITIES	\$10,176	\$1,532	\$62,200	\$62,200
299	CONTRACT SERVICES	\$109,350	\$149,317	\$189,355	\$189,355
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$8,974	\$1,069	\$0	\$0
399	MATERIALS & SUPPLIES	\$0	\$2,290	\$0	\$0
452	UNEMPLOYMENT INSURANCE	\$100,871	\$85,130	\$0	\$0
470	BOND PRINCIPAL REDEMPTION	\$134,455	\$162,810	\$176,433	\$190,720
480	BOND INTEREST REDEMPTION	\$180,403	\$176,483	\$162,000	\$166,895
650	USS BONHOMME RICHARD FIRE	\$0	\$96,939	\$0	\$0
650	MILE OF CARS LMD - GENERAL BENEFIT	\$0	(\$1,265)	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$1,548,399</b>	<b>\$1,020,533</b>	<b>\$974,573</b>	<b>\$1,101,581</b>
<b>Internal Service Charges and Reserves</b>					
710	PROVISION FOR CONTINGENCY	\$0	\$18,000	\$125,000	\$125,000
755	INFO. SYSTEMS MAINT. CHARGE	\$100,000	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		<b>\$100,000</b>	<b>\$18,000</b>	<b>\$125,000</b>	<b>\$125,000</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>OPERATIONS Total</b>		<b>\$3,257,825</b>	<b>\$3,479,799</b>	<b>\$3,093,483</b>	<b>\$5,055,791</b>
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>001 409 500</b>				
<b>Internal Service Charges and Reserves</b>					
751	VEHICLE REPLACEMENT CHARGE	\$8,747	\$0	\$0	\$0
<b>Internal Service Charges and Reserves Total</b>		<b>\$8,747</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$1,900,000
598	ENERGY SAVINGS PROJECT	\$272,140	\$0	\$0	\$0
598	FACILITIES UPGRADES - TIER 1 PROJECTS	1,800,441	\$486,908	\$1,750,000	\$0
598	PUBLIC WORKS FACILITY RELOC PROJECT	\$0	(\$285)	\$0	\$0
598	WITOD IMPROVEMENTS	\$968,571	\$1,571,105	\$0	\$0
598	PARADISE CREEK PARK SITE REMEDIATION	1,949,599	\$621,448	\$0	\$0
598	KIMBALL PARK, ARTS CENTER ROOF	\$34,900	\$0	\$0	\$0
598	EL TOYON PARK IMPROVEMENTS	\$1,120	\$0	\$0	\$0
598	LAS PALMAS PARK IMPROVEMENTS	\$16,815	\$0	\$0	\$0
598	TRAFFIC MONITORING/SYSTEM IMPROVEMENTS	\$794,791	\$808,975	\$800,000	\$0
598	MISC STORM DRAIN IMPROVEMENTS	\$263,254	\$72,580	\$200,000	\$0
598	DRAINAGE IMPROVEMENTS PARADISE CREEK	\$98	\$0	\$0	\$0
<b>Capital Improvement Projects Total</b>		<b>\$6,101,729</b>	<b>\$3,560,731</b>	<b>\$2,750,000</b>	<b>\$1,900,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$6,110,476</b>	<b>\$3,560,731</b>	<b>\$2,750,000</b>	<b>\$1,900,000</b>
<b>Activity</b>	<b>PARS TRUST ACCOUNT</b>				
<b>Activity No.</b>	<b>001 409 729</b>				
<b>Maintenance &amp; Operations</b>					
299	CONTRACT SERVICES	\$36,590	\$54,906	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$36,590</b>	<b>\$54,906</b>	<b>\$0</b>	<b>\$0</b>
<b>PARS TRUST ACCOUNT Total</b>		<b>\$36,590</b>	<b>\$54,906</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>COVID-19 Response</b>				
<b>Activity No.</b>	<b>001 409 911</b>				



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Capital Improvement Projects</b>					
598	CAPITAL IMPROVEMENT PROGRAM	\$2,718	\$0	\$0	\$0
<b>Capital Improvement Projects Total</b>		\$2,718	\$0	\$0	\$0
<b>COVID-19 Response Total</b>		\$2,718	\$0	\$0	\$0
<b>NON-DEPARTMENTAL Total</b>		\$9,407,609	\$7,095,436	\$5,843,483	\$6,955,791
<b>GENERAL FUND Total</b>		\$9,407,609	\$7,095,436	\$5,843,483	\$6,955,791



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>108 409 500</b>				
<b>Capital Improvement Projects</b>					
598	LIBRARY UPGRADES	\$377,784	\$18,781	\$0	\$0
<b>Capital Improvement Projects Total</b>		<b>\$377,784</b>	<b>\$18,781</b>	<b>\$0</b>	<b>\$0</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$377,784</b>	<b>\$18,781</b>	<b>\$0</b>	<b>\$0</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$377,784</b>	<b>\$18,781</b>	<b>\$0</b>	<b>\$0</b>
<b>LIBRARY CAPITAL OUTLAY Total</b>		<b>\$377,784</b>	<b>\$18,781</b>	<b>\$0</b>	<b>\$0</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>109 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$1,430,342
598	RESURFACE VARIOUS STREETS	\$452,516	\$1,329,214	\$1,218,000	\$0
598	TRAFFIC MONITORING/SYSTEM IMPROVEMENTS	\$119,221	\$0	\$0	\$0
<b>Capital Improvement Projects Total</b>		<b>\$571,737</b>	<b>\$1,329,214</b>	<b>\$1,218,000</b>	<b>\$1,430,342</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$571,737</b>	<b>\$1,329,214</b>	<b>\$1,218,000</b>	<b>\$1,430,342</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$571,737</b>	<b>\$1,329,214</b>	<b>\$1,218,000</b>	<b>\$1,430,342</b>
<b>GAS TAXES FUND Total</b>		<b>\$571,737</b>	<b>\$1,329,214</b>	<b>\$1,218,000</b>	<b>\$1,430,342</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	OPERATIONS				
Activity No.	117 409 000				
<b>TRANSFERS OUT</b>					
099	TRANSFERS TO OTHER FUNDS	\$0	\$0	\$0	\$2,500,000
<b>TRANSFERS OUT Total</b>		\$0	\$0	\$0	\$2,500,000
<b>Personnel Services</b>					
193	ARPA PREMIUM PAY	\$0	\$0	\$0	\$0
<b>Personnel Services Total</b>		\$0	\$0	\$0	\$0
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$2,500,000
<b>Capital Improvement Projects Total</b>		\$0	\$0	\$0	\$2,500,000
<b>OPERATIONS Total</b>		\$0	\$0	\$0	\$5,000,000
<b>NON-DEPARTMENTAL Total</b>		\$0	\$0	\$0	\$5,000,000
<b>AMERICAN RESCUE PLAN ACT - ARPA Total</b>		\$0	\$0	\$0	\$5,000,000



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>125 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$2,000,000
598	WITOD IMPROVEMENTS	\$2,900	\$0	\$0	\$0
598	SEWER UPSIZING	\$360,390	\$2,055,449	\$2,000,000	\$0
<b>Capital Improvement Projects Total</b>		<b>\$363,290</b>	<b>\$2,055,449</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$363,290</b>	<b>\$2,055,449</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$363,290</b>	<b>\$2,055,449</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>
<b>SEWER SERVICE FUND Total</b>		<b>\$363,290</b>	<b>\$2,055,449</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>





# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	OPERATIONS				
Activity No.	212 409 000				
<b>Personnel Services</b>					
199	PERSONNEL COMPENSATION	\$278,330	\$316,560	\$300,000	\$360,000
<b>Personnel Services Total</b>		\$278,330	\$316,560	\$300,000	\$360,000
<b>OPERATIONS Total</b>		\$278,330	\$316,560	\$300,000	\$360,000
<b>NON-DEPARTMENTAL Total</b>		\$278,330	\$316,560	\$300,000	\$360,000
<b>POST-EMPLOYMENT BENEFITS FUND Total</b>		\$278,330	\$316,560	\$300,000	\$360,000



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>258 409 000</b>				
<b>Maintenance &amp; Operations</b>					
470	BOND PRINCIPAL REDEMPTION	\$0	\$0	\$0	\$2,565,000
480	BOND INTEREST REDEMPTION	\$0	\$0	\$0	\$3,164,428
<b>Maintenance &amp; Operations Total</b>		\$0	\$0	\$0	\$5,729,428
<b>OPERATIONS Total</b>		\$0	\$0	\$0	\$5,729,428
<b>NON-DEPARTMENTAL Total</b>		\$0	\$0	\$0	\$5,729,428
<b>PENSION OBLIGATION BONDS Total</b>		\$0	\$0	\$0	\$5,729,428



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	CAPITAL IMPROVEMENT PROGRAM				
<b>Activity No.</b>	296 409 500				
<b>Capital Improvement Projects</b>					
598	CITYWIDE TRAFFIC SAFETY STUDY	\$23,238	\$0	\$0	\$0
598	FIBER OPTIC TRAFFIC SIGNAL PHASE II	\$0	\$299,946	\$0	\$0
598	PEDESTRIAN ADA IMPROVEMENTS	\$0	\$48,292	\$0	\$0
598	E. 4TH STREET PROTECTED LEFT TURN ENHAN	\$0	\$126,755	\$0	\$0
598	SWEETWATER ROAD SAFETY ENHANCEMENTS	\$0	\$262,818	\$0	\$0
598	CITYWIDE PEDESTRIAN SAFETY IMPROV	\$0	\$384,334	\$0	\$0
598	CITYWIDE SAFETY LIGHTING ENHANCEMENTS	\$0	\$90,869	\$0	\$0
598	SRTS - PEDESTRIAN ENHANCEMENTS	\$0	\$0	\$0	\$0
598	NC INTRA-CONNECT PLAN PROJECT	\$150,923	\$0	\$0	\$0
598	PARADISE CREEK BIOFILTRATION - PROP 84	\$938,960	\$253,521	\$0	\$0
598	PARADISE CREEK EDUC PARK PHASE II	\$982,309	\$168,956	\$0	\$0
598	PARADISE CREEK IMPV HIGHLAND AVE PHASE I	\$143,685	\$0	\$0	\$0
598	PARADISE CREEK IMPV HIGHLAND AV PHASE II	\$0	\$22,286	\$0	\$0
598	PARADISE CREEK WTR QLT-COMM ENH PHASE II	\$0	\$0	\$0	\$0
598	EUCLID BICYCLE AND PED ENHANCEMENTS	3,201,234	\$133,766	\$0	\$0
598	30TH ST. PED AND BIKE ENHANCEMENTS ATP	\$46,132	\$564,817	\$0	\$0
598	URBAN FOREST MGMT PLNG GRANT PHASE I	\$54,254	\$0	\$0	\$0
598	EL TOYON-LAS PALMAS BICYCLE CORRIDOR	\$29,137	\$7,823	\$0	\$0
598	URBAN FOREST MGMT PLNG GRANT PHASE II	\$250,271	\$100,483	\$0	\$0
598	PARADISE VLLY CRK WATER QLTY AND COM ENH	\$2,343	\$0	\$0	\$0
598	PARADISE CREEK PED&BIKE PATHWAY PHASE I	\$58,003	\$28,886	\$0	\$0
598	W. 19TH STREET GREENWAY PROJECT	\$0	\$0	\$0	\$0
598	DIVISION ST - EUCLID AVE TO HARBISON AVE	\$91,001	\$221,000	\$0	\$0
598	NATIONAL CITY BLVD INTER-CITY BIKE CONN	\$44,721	\$4,498	\$0	\$0
598	NATIONAL CITY BIKE PARKING ENHANCEMENTS	\$29,543	\$18,330	\$0	\$0
598	24TH ST TOD OVERLAY	\$241,963	\$211,334	\$0	\$0
598	ROOSEVELT AVE CORRIDOR SMART GROWTH REVI	\$222,628	\$1,162,725	\$0	\$0
598	SWEETWATER RD PROTECTED BIKEWAY	\$127,927	\$168,530	\$0	\$0
598	CITYWIDE PROTECTED LEFT TURN ENHAN PROJ	\$0	\$115,522	\$0	\$0
598	BAYSHORE BIKEWAY - SDUPD	\$92,628	\$145,002	\$0	\$0



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
	<b>Capital Improvement Projects Total</b>	\$6,730,900	\$4,540,493	\$0	\$0
	<b>CAPITAL IMPROVEMENT PROGRAM Total</b>	\$6,730,900	\$4,540,493	\$0	\$0
	<b>NON-DEPARTMENTAL Total</b>	\$6,730,900	\$4,540,493	\$0	\$0
	<b>ENGINEERING DEPT GRANTS Total</b>	\$6,730,900	\$4,540,493	\$0	\$0



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>301 409 000</b>				
<b>Maintenance &amp; Operations</b>					
650	FAIR HOUSING SERVICES	\$35,500	\$35,000	\$0	\$0
650	SOUTH BAY COM SVS - NC PD SUPPORT SVS	\$19,465	\$17,500	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$54,965</b>	<b>\$52,500</b>	<b>\$0</b>	<b>\$0</b>
<b>OPERATIONS Total</b>		<b>\$54,965</b>	<b>\$52,500</b>	<b>\$0</b>	<b>\$0</b>
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>301 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CAPITAL IMPROVEMENT PROGRAM	\$0	\$0	\$515,000	\$0
<b>Capital Improvement Projects Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$515,000</b>	<b>\$0</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$515,000</b>	<b>\$0</b>
<b>Activity</b>	<b>Housing &amp; Grants - CARES Act.</b>				
<b>Activity No.</b>	<b>301 409 922</b>				
<b>Maintenance &amp; Operations</b>					
650	FAIR HOUSING AND TENANT LANDLORD MITIGAT	\$0	\$20,000	\$0	\$26,171
650	SOUTH BAY COMMUNITY SERVICES	\$0	\$73,804	\$0	\$0
650	MAAC PROJECT	\$0	\$65,556	\$0	\$0
650	SAN YSIDRO HEALTH	\$0	\$107,702	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$267,062</b>	<b>\$0</b>	<b>\$26,171</b>
<b>Housing &amp; Grants - CARES Act. Total</b>		<b>\$0</b>	<b>\$267,062</b>	<b>\$0</b>	<b>\$26,171</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$54,965</b>	<b>\$319,562</b>	<b>\$515,000</b>	<b>\$26,171</b>
<b>GRANT-C.D.B.G. Total</b>		<b>\$54,965</b>	<b>\$319,562</b>	<b>\$515,000</b>	<b>\$26,171</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>307 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$1,784,000
598	RESURFACE STREETS	\$369,174	\$180,657	\$1,041,000	\$0
598	SAFE ROUTES TO SCHOOL	\$75,976	\$76,273	\$200,000	\$0
598	UPGRADING TRAFFIC SIGNAL	\$617,178	\$79,474	\$300,000	\$0
<b>Capital Improvement Projects Total</b>		<b>\$1,062,328</b>	<b>\$336,404</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$1,062,328</b>	<b>\$336,404</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$1,062,328</b>	<b>\$336,404</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>
<b>TRANSNET Total</b>		<b>\$1,062,328</b>	<b>\$336,404</b>	<b>\$1,541,000</b>	<b>\$1,784,000</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>325 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$200,000
598	CAPITAL IMPROVEMENT PROGRAM	\$0	\$0	\$100,000	\$0
598	POLICE DEPARTMENT PARKING STRUCTURE	\$198,247	\$0	\$0	\$0
<b>Capital Improvement Projects Total</b>		<b>\$198,247</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$200,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$198,247</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$200,000</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$198,247</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$200,000</b>
<b>DEVELOPMENT IMPACT FEES Total</b>		<b>\$198,247</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$200,000</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>326 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$1,000,000
<b>Capital Improvement Projects Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>
<b>TRANSPORTATION IMPACT FEE FUND Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>





# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	CAPITAL IMPROVEMENT PROGRAM				
Activity No.	502 409 500				
<b>Capital Improvement Projects</b>					
598	CAPITAL IMPROVEMENT PROGRAM	\$0	\$0	\$150,000	\$0
<b>Capital Improvement Projects Total</b>		\$0	\$0	\$150,000	\$0
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		\$0	\$0	\$150,000	\$0
<b>NON-DEPARTMENTAL Total</b>		\$0	\$0	\$150,000	\$0
<b>SECTION 8 FUND Total</b>		\$0	\$0	\$150,000	\$0



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
Activity	HOUSING				
Activity No.	505 409 462				
<b>Maintenance &amp; Operations</b>					
650	SOUTH BAY COMM SERV - TBRA	\$75,177	\$510,862	\$0	\$0
650	HABITAT FOR HUMANITY	\$21,257	\$362,383	\$0	\$0
<b>Maintenance &amp; Operations Total</b>		\$96,434	\$873,245	\$0	\$0
<b>HOUSING Total</b>		\$96,434	\$873,245	\$0	\$0
<b>NON-DEPARTMENTAL Total</b>		\$96,434	\$873,245	\$0	\$0
<b>HOME FUND Total</b>		\$96,434	\$873,245	\$0	\$0



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>629 409 500</b>				
<b>Capital Improvement Projects</b>					
598	CIP PROJECTS (See CIP Section)	\$0	\$0	\$0	\$100,000
598	COMMS INFRASTRUCTURE EXPANSION	\$140,492	\$41,184	\$0	\$0
598	PUBLIC SAFETY CAMERAS	\$73,847	\$3,854	\$0	\$0
<b>Capital Improvement Projects Total</b>		<b>\$214,339</b>	<b>\$45,038</b>	<b>\$0</b>	<b>\$100,000</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$214,339</b>	<b>\$45,038</b>	<b>\$0</b>	<b>\$100,000</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$214,339</b>	<b>\$45,038</b>	<b>\$0</b>	<b>\$100,000</b>
<b>INFORMATION SYSTEMS MAINTENANC Total</b>		<b>\$214,339</b>	<b>\$45,038</b>	<b>\$0</b>	<b>\$100,000</b>



# NON-DEPARTMENTAL

## EXPENDITURE DETAIL

Account No.	Account Title	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2023 Proposed
<b>Activity</b>	<b>OPERATIONS</b>				
<b>Activity No.</b>	<b>644 409 000</b>				
<b>Maintenance &amp; Operations</b>					
355	MINOR EQUIPMENT- LESS THAN \$5,000.00	\$0	\$0	\$20,000	\$25,000
<b>Maintenance &amp; Operations Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$25,000</b>
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$0	\$0	\$255,000	\$297,000
<b>Capital Outlay Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$255,000</b>	<b>\$297,000</b>
<b>OPERATIONS Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$275,000</b>	<b>\$322,000</b>
<b>Activity</b>	<b>CAPITAL IMPROVEMENT PROGRAM</b>				
<b>Activity No.</b>	<b>644 409 500</b>				
<b>Capital Outlay</b>					
512	AUTOMOTIVE LEASES	\$0	\$182,136	\$0	\$0
<b>Capital Outlay Total</b>		<b>\$0</b>	<b>\$182,136</b>	<b>\$0</b>	<b>\$0</b>
<b>CAPITAL IMPROVEMENT PROGRAM Total</b>		<b>\$0</b>	<b>\$182,136</b>	<b>\$0</b>	<b>\$0</b>
<b>NON-DEPARTMENTAL Total</b>		<b>\$0</b>	<b>\$182,136</b>	<b>\$275,000</b>	<b>\$322,000</b>
<b>VEHICLE REPLACEMENT RESERVE Total</b>		<b>\$0</b>	<b>\$182,136</b>	<b>\$275,000</b>	<b>\$322,000</b>

Section

V.

Capital  
Improvement  
Program

Proposed Budget  
Fiscal Year 2023





# CAPITAL IMPROVEMENT PROGRAM

## 5-Year Capital Improvement Program (FY 2023 - FY 2027) Fiscal Year 2023 Project Funding Recommendation

Project	Type	Description	General Fund (001)	Facilities Maintenance (001)	Sewer Fund (125)	Gas Tax RMRA (SB1) Fund (109) *	TransNet (Prop "A") Fund (307)	Transportation Development Impact Fees Fund (326)	Development Impact Fees Fund (325)	Information Systems Maintenance Fund (629)	ARPA Fund (117)	Total
Drainage Improvements (001-409-500-598-7049)	Infrastructure	Replace deteriorated metal storm drain pipes and provide other high priority drainage improvements Citywide.	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Traffic Monitoring / Safety Enhancements (001-409-500-598-6573)	Infrastructure	Provide various infrastructure improvements to National City's transportation network to enhance safety and access for all users, including new sidewalks and pedestrian curb ramps for Americans with Disabilities Act (ADA) compliance.	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Facilities Upgrades (001-409-500-598-1500)	Parks and Facilities	Provide major maintenance and upgrades to City parks and facilities to enhance safety, operations and quality of life.	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 1,000,000
Sewer Replacement / Upsizing (125-409-500-598-2024)	Infrastructure	Projects include repair and/or replacement of deteriorated sewer lines and/or upsizing to increase capacity and efficiency of the sewer collection system Citywide.	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Safe Routes to School Pedestrian and Bicycle Safety Enhancements (307-409-500-598-6166)	Infrastructure	Projects include various infrastructure improvements Citywide to enhance access and safety for children walking and biking to school.	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Street Resurfacing (109-409-500-598-6035) (307-409-500-598-6035)	Infrastructure	Projects include a combination of roadway rehabilitation, grinding and overlay, slurry seals and restriping of finished pavement; other improvements include removal and replacement of damaged or lifted sidewalks and substandard pedestrian curb ramps for ADA compliance.	\$ -	\$ -	\$ -	\$ 1,430,342	\$ 1,284,000	\$ -	\$ -	\$ -	\$ -	\$ 2,714,342
Traffic Signal Upgrades (307-409-500-598-6558)	Infrastructure	Projects include various upgrades and modifications to traffic signals and associated infrastructure / equipment Citywide, to enhance traffic safety and operations.	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Mobility Enhancements 326-409-500-598-4114	Infrastructure	Projects include various upgrades and modifications to traffic signals and infrastructure to enhance mobility and operations.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
ARPA Funds 117-409-000-213-0000	Infrastructure	Provide major maintenance and upgrades to City parks and facilities to enhance safety, operations and quality of life	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000
ARPA Funds 117-409-000-213-0000	Fleet	Vehicle Replacement, Rotation, Electrification or new	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000
EI Toyon Multipurpose Facility/Fire Station 325-409-500-598-1614	Parks and Facilities	Design of EI Toyon Park Community Center & Fire Station 33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
EI Toyon Multipurpose Facility/Fire Station 325-409-500-598-1218	Parks and Facilities	Design of EI Toyon Park Community Center & Fire Station 33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
<b>Total</b>			\$ 1,000,000	\$ 900,000	\$ 2,000,000	\$ 1,430,342	\$ 1,784,000	\$ 1,000,000	\$ 200,000	\$ 100,000	\$ 3,000,000	\$ 11,414,342

## Fiscal Year 2023 Vehicle Fleet Acquisition Program

	# of Vehicles	FY2023 Proposed Budget	
<b>Enterprise Lease Program (Fund 644)</b>			
<i>Existing Vehicles (Obj Acct #512)</i>	42	\$ 255,000	
<b>New Vehicles (Obj Acct #512)</b>			
<b>Vehicle Description (Assigned Department)</b>			
Detective Sedans - Replacement (Police)	4	25,000	
Small Inspector Truck - Replacement (Fire)	1	7,000	
Sedan - Replacement (Section 8)	1	5,000	
Small Inspector Truck - Replacement (Engineering)	1	5,000	
Total New	7	42,000	
<b>Accessory Equipment (Obj Acct #355)</b>			
Emergency Equipment for Detective Sedans (one-time cost)		25,000	
<b>Total Enterprise Lease Program</b>	49	\$ 322,000	

Note: The costs for all leased vehicles are budgeted in the Vehicle Replacement Fund (#644). Departments/activities to which the vehicles are assigned will receive an internal service fund charge for the annual cost of their respective vehicles.

	FY23 Proposed Budget: Vehicle Purchase Cost	FY23 Proposed Budget: ISF Payments to Fund 644 (Obj Acct #751)	
<b>Vehicle/Equipment Purchase Program (Fund 644)</b>			
<i>Existing Vehicles - Internal Service Fund Charges</i>	N/A	\$ 1,053,705	
<b>New Vehicles for Purchase</b>			
<b>Vehicle Description (Assigned Department)</b>	<b># of Vehicles</b>		
Homeless Outreach Truck - New (Police)*	1	\$ 200,000	\$ 33,000
Medium SUV Lieutenant - Replacement (Police)	1	80,000	19,200
Motorcycle - Replacement (Police)	2	90,000	16,457
Medium Trailer - Replacement (Parks)	1	10,000	1,067
Traffic Paint Striper - Replacement (Streets)	1	325,000	29,250
Grapple - New (Streets)*	1	300,000	37,000
Small Riding Mower - Replacement (Parks)	1	35,000	6,400
Total	8	\$ 1,040,000	\$ 142,374
<b>Total Vehicle/Equipment Purchase Program</b>	8	\$ 1,040,000	\$ 1,196,079

\* Purchase of vehicle is proposed to be funded by a portion of the American Rescue Plan Act monies allocated to the City. The City will plan to pay for the eventual replacement of these vehicles and will contribute the associated annual amount to the Vehicle Replacement Fund.

Note: Under the vehicle purchase program, the acquisition cost of a vehicle is budgeted in the Vehicle Replacement Fund (#644). Based upon the value of the vehicle and its expected useful life, an annual replacement charge is calculated and that amount is budgeted as an internal service fund (ISF) charge (object account #751) in the department to which the vehicle is to be assigned. The monies accumulated in Fund 644 through the annual replacement charge will be used for the future replacement of the vehicles.



Section

VI.

# Appendix

Proposed Budget  
Fiscal Year 2023



Budget  
Fiscal Year 2023

# Accounting & Financial Policies







# ACCOUNTING POLICIES & PROCEDURES

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## **Purpose**

This section describes the policies and procedures in place to ensure that assets are safeguarded, that financial statements are in conformity with generally accepted accounting principles, and that finances are managed with responsible stewardship. All personnel are expected to uphold to these internal policies and procedures. It is the intention of the City of National City Department of Finance that they serve as the Department's commitment to proper and accurate financial management and reporting.

## **Payroll**

### **Payroll Processing**

The City of National City compensates employees on a bi-weekly basis in accordance with the current and approved Memorandums of Understanding for the recognized employee unions, the Firefighters' Association (FFA), the Municipal Employees' Association (MEA), and the Police Officers' Association (POA). Executive, management, and confidential employees are unrepresented and negotiate separately from any other recognized group.

The payroll process consists of the following: 1) data entry and computer processing, 2) distribution of checks or transmittal of direct deposits, 3) payroll liability processing, and 4) filing both in house and with appropriate organizations/agencies.

### **Payroll Reporting**

1. The Payroll Clerk performs the following payroll reporting requirements:
  - A. payroll tax deposit;
  - B. CalPERS contribution report;
  - C. CASDU garnishment;
  - D. PARS contribution report;
  - E. ICMA contribution report.
2. Direct Deposit
  - A. Once the payroll process is complete, the direct deposit file is submitted to the financial institution 48 hours in advance of payday.
3. Payroll Distribution
  - A. Each Payroll Check and Direct Deposit Voucher is inserted into a plain window envelope, sealed and sorted by Department. Checks are maintained in the Finance vault. Employees may opt for an electronic version of the Direct Deposit Voucher.
  - B. On payday, an authorized person from each department will come to the Payroll Office to pick up the checks for that department.



# ACCOUNTING POLICIES & PROCEDURES

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## **Accounts Payable**

### **Create New Vendor Account**

New vendors are set up in the system by the Accounting Assistant Staff upon collection of supporting documentation. A vendor record can be initiated by the Accounting Assistant or City Departments by requesting a signed W-9 form.

### **Invoice Processing**

Request for Warrant Forms need to be filled out by the department requesting payment and provide the following information: Invoice number, Invoice Date, Description of goods/services being billed and paid for, purchase order (PO) number if applicable, expenditure account number, and amount. Requests for Payment must be signed by the Department Director or their designee.

### **Normal Accounts Payable Check Run**

The City of National City uses a hybrid accounts payable and centralized purchasing process. Each department has the authority to purchase or contract for services as long as the purchases or contracts conform to the adopted purchasing resolution and the funds have been appropriated. Invoices are entered into the financial system's accounts payable (A/P) module by the departments in batches, which are submitted to Finance according to predetermined due dates. Weekly check runs occur on Thursdays. All items to be paid are to be entered by end of the day on Thursday of the prior week.

After the invoice batches are reviewed and posted, the Accountant reviews the Open Invoice Report that includes all of the posted invoices to be paid, and then gives approval for the checks to be processed.

After the warrants have been signed and printed, the A/P Senior Accounting Assistant prepares the warrant register report along with the Agenda Statement Form for the Director of Finance to review/sign and upload to the Questys system to be included in Council meeting agenda and package. For checks requested to be returned to the department, the party picking up the check(s) should sign the Voucher/Check Register.

The Accounting Assistant matches checks to the backup, makes sure appropriate signatures have been received, and that all backup is attached. The Accounting Assistant checks that the dollar amount of the check, vendor number and invoice number match the payment authorization, verifies the address of the vendor and mails check with any remittance slips. Packing slips, estimates, and statements are not considered adequate backup, but certainly can be added as additional supporting documentation. The primary documentation must be an invoice, although in certain instances a memo from a department head authorizing payment may be substituted. Any questionable backup is brought to the attention of the department supervisor. After all checks have been matched up to the appropriate backup, they are filed numerically by check number and by weekly register warrant number in the filing cabinets maintained by the A/P Accounting Assistant.



# ACCOUNTING POLICIES & PROCEDURES

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## **Petty Cash Fund**

The petty cash fund is maintained by an Accounting Assistant designated by the Director of Finance. During the day, the cash is kept in a metal cash box located in a locked file cabinet. This cash box is kept locked, except when an authorized petty cash reimbursement is being made to an employee. After business hours, the box is locked in the Finance vault.

The Accounting Assistant is responsible for obtaining and maintaining from each department head a list of persons authorized to approve petty cash reimbursements, including a specimen signature for each person. The authorizing employee must be a member of management.



# ACCOUNTING POLICIES & PROCEDURES

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## **Purchasing**

### **Purchasing Requisition Entry**

The City of National City uses a centralized purchasing system. Under this system, each operating department is responsible for coordinating the purchase of goods and services needed for its operations. However, to ensure compliance with the City's purchasing manual, the City's Purchasing Ordinance designates that certain purchases must be approved by a Purchasing Officer designated by the City Manager.

Purchases may only be made by the following acceptable methods: 1) Purchase Order, 2) Request for Check, 3) Petty Cash, or 4) City Issued Credit Card. Funds must exist in the account to which the purchase is to be charged.

The document used to encumber funds is called a purchase order. When a purchase order is created, approved, and entered, it reserves a portion of the budget allocated to the particular line item in an amount equal to the purchase order. For example, if the office supply line item budget is \$1,000 and a purchase order is created for \$250, \$250 is considered encumbered and no longer available for spending. Encumbered funds may be contractually obligated at the time the purchase order is created (such as when there is a corresponding contract with a vendor to provide contractually specified goods or services) or they may relate to a "blanket" purchase authorization (when a specified volume of goods or services is purchased from a vendor throughout the fiscal year). In either case, once a purchase order is created the funds are no longer available for payment to any vendor (or for any other purpose) other than that specified on the purchase order. Once created a purchase order may later be increased, decreased, or cancelled.

When goods or services are rendered to the City, payment may then be authorized through four appropriate approval levels against a purchase order. When a payment is issued, the balance of the purchase order is reduced and the encumbrance becomes an expenditure.

### **Purchase Order Year-End Closeout**

Purchase orders are closed out shortly after June 30<sup>th</sup>, with the exception of requested purchase orders that still remain open on contracts. Purchase orders that will automatically remain open are only those purchase orders related to an active Construction in Progress (CIP). All departments are requested to prepare a list of purchase orders to be carried into the following fiscal year and submit the list to Purchasing Division in Finance. Purchase orders requested to be carried forward by each department will be reviewed by Finance to insure that a contract is in place and that the purchase order balance is accurate. A Purchase Order Accounting Report is available so that departments can review a comprehensive list of all purchase orders open as of June 30<sup>th</sup> to determine which purchase orders should be carried forward into the next fiscal year and which purchase orders should be closed out permanently.

### **Purchase Orders to be Closed Permanently**

In order to close out a purchase order in EDEN financial system, a change order must be entered to close out the purchase order balance.





# ACCOUNTING POLICIES & PROCEDURES

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## **Cash Receipts – Cash Register and Cashiering**

### **Opening Activity and Cash Drawer Setup**

Receipts are processed by several cashiers, each having their own separate cash drawer. At the end of the day, the cashiers balance their cash drawers with reports that have been generated by the Progressive cash receipt system. In the event of any unreconciled differences, the Supervisor in-charge is immediately notified. If the cash drawers are in balance, the main Cashier / Accounting Assistant will prepare a comprehensive cash balance report for the Supervisor in-charge.

### **Losses, Shortages, and Overages**

A Shortage is an unintentional collection error, such as giving incorrect change or not collecting the correct amount. An Overage occurs when an employee has collected too much money and cannot immediately return the excess to a specific customer. A loss occurs when the cash handler has obtained physical custody of money and then due to reasons like negligence, an act of God, or an unlawful action, cannot deposit the funds into the City Treasury. "Negligence" includes such actions as leaving City money unattended and not properly safeguarding that money from loss. Losses are reported to the supervisor immediately.

### **Balancing the Cash Drawer**

Each cashier has their own cash drawer for which they are responsible. At the end of the day, the cashier balances the cash drawer using the following steps:

1. Adding the currency and coins, and any funds that may have been removed from the cash drawer for safekeeping, and checks for a total dollar amount on-hand and then subtracting out the beginning cash bank.
2. Determining the dollar amount that has been collected per the cash register.
3. Comparing these two amounts to verify that they are the same.

The balancing process takes place out of public view in a location away from the collection area to protect the safety of the cash handler.

### **Locating Cash Differences**

Every reasonable attempt is made to locate cash differences. If a cash shortage or overage occurs, staff follow these steps:

1. Recount all coins and currency to agree with the initial count.
2. Make sure that the proper amount was deducted as the beginning cash bank.

If the difference is more than \$5, the below steps are taken:

1. Recheck the amounts per the cash register to determine whether the amounts for checks and credit card transactions per the cash register agree to the actual count.
2. If a shortage exists, a physical search of the work area is conducted as well.



# ACCOUNTING POLICIES & PROCEDURES

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## **Entering Cash Receipts**

The Progressive cash receipt system utilizes the general payment processing module to enter cash receipts at the Finance cashiers' counter and assign them to the appropriate revenue account.

## **Processing Cash Deposits Received by Finance**

The main Cashier/Accounting Assistant is responsible for collecting cash and checks received the previous day from all cashiers and verifying all monies received. Cash and checks are prepared for deposit to the bank. Once completed, the cash and checks are placed in deposit bags and held in the Finance Department vault until being picked up by a courier for transport to the bank.

## **Treasury / Cash Management**

### **Investment Procedures**

As necessary, cash is transferred between bank accounts, to and from the state's Local Agency Investment Fund, or securities are purchased based on established criteria in accordance with City Council Policy #203 Investment of City Funds.

The City of National City's investment program conforms to federal, state, and other legal requirements, including California Government Code Sections 16429.1-16429.4, 53600 53609 and 53630-53686.

### **Transmitting Issued/Voiced Check Files to the Bank**

As a security measure to prevent fraud, electronic files (positive pay file) of check registers are sent to the City's bank whenever either an Accounts Payable or a Payroll run is done. By submitting check registers to the bank at the time the checks are issued, the bank can then ensure that the checks being cashed were, in fact, issued by the City.

### **Bank and Check Reconciliation**

On a monthly basis all cash accounts are reconciled between the General Ledger and the bank statements. Any differences are accounted for and necessary adjustments are made.

### **Returned Checks**

Returned checks are recorded by the Accounts Receivable Accounting Assistant. Then, the Accounting Assistant records the proper adjustment and issues an invoice as part of the collection effort process. The respective departments are then notified of the returned checks.

### **Department of Finance Vault/Safe**

Cash receipts collected at City Hall are processed at the Department of Finance cashier's counter. To ensure the safety of these monies until they are released to a courier for transport and deposit with the appropriate banking authority, cash and checks are locked in the Finance vault.



# ACCOUNTING POLICIES & PROCEDURES

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## **General Ledger**

### **Accounting Periods**

To allow for continuity and consistency, the accounting cycle of the fiscal year is divided into separate accounting periods. The first month of the fiscal year, July, is identified as Period 01, August is Period 02 and so on. At the end of the fiscal year Period 12 is used for the regular June activity. Fiscal year-end adjustments are recorded in Period 13 and dated 06/30/XX. Fiscal year closing entries are recorded in Period 14 and dated 06/30/XX.

### **Adjusting Journal Entries**

Adjusting journal entries are used to directly record transactions to the City's general ledger, which are not otherwise posted through some other system. For example, if the State directly deposits the City's monthly sales tax remittance into the City's bank account, the general ledger has no way of knowing that this has occurred. In this case there is no check processed through the cash receipts system, and therefore no posting to the general ledger. The amount directly deposited must be recorded via an adjusting journal entry.

Adjusting journal entries may also be used to correct an item that was previously posted. The adjusting entry could be used to correct the amount, account used, or timing of a previously recorded transaction. As an example, if a check for gas tax revenues was received and erroneously posted to property tax revenues, an adjusting journal entry would be used to correct this situation.

### **Budget Adjustment Entries**

Budget adjustment entries are used to modify the existing budgetary amounts for both revenue ("Estimated Revenues") and expenditure ("Appropriations") accounts. The entry may be used to either increase or decrease the budgeted amount within a revenue or expenditure account.

## **Accounts Receivable**

There are several different categories for which the City establishes accounts receivable. The majority of the invoices prepared are for false alarms, annual inspection fee, administrative citations for Building, Planning, Engineering, and Code Enforcement, sewer billing, housing choice voucher program repayments, property leases, and intergovernmental contracts.

The AR process includes 1) setting up customer information, 2) preparing an invoice and mailing it, 3) posting payments and 4) generating monthly statements for unpaid invoices.

## **Capital Improvement Projects**

Capital improvements are initiated at the direction of the departments and approved by the City Manager or City Council. A draft budget is submitted to Finance and then to the City Council for approval. Once approved, the Department of Finance maintains budgets, off-cycle funding, and transfers between funding sources; reviews expenses and revenues; and monitors available unspent balances for all CIP projects on an on-going basis.



# ACCOUNTING POLICIES & PROCEDURES

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## **Business Licensing**

The business license tax is revenue to the general fund for the privilege of conducting business within the City of National City and receiving the benefits of various City services. In addition, the licensing process ensures that businesses comply with health, safety and other City regulatory requirements.

## **Budget**

The City adopts an Operating and Capital Improvement budget on an annual basis. The adopted budget appropriates funds and establishes legal expenditure limits for the upcoming fiscal year beginning July 1. To develop the Operating Budget, departments are asked to submit estimates for revenues they will generate for the upcoming fiscal year and appropriations requests based upon the best estimates of products and services available. Finance staff reviews the submitted revenue estimates and appropriation requests then meets with each department to review them. Once departmental reviews are complete, Finance in conjunction with the City Manager, meets with departments to discuss revenues and appropriations and the preliminary status (surplus or deficit) of the budget. After all internal reviews are complete, a preliminary budget is prepared for review by the City Council. After City Council feedback and any requested revisions have been made, a final budget document is prepared for adoption prior to June 30. Adoption of the budget provides City administrators with the authority to incur liabilities to provide services. The approved budget may be modified throughout the fiscal year as funding sources and needs of the City change.

## **Appropriations Limit Calculation**

California Constitution Article XIII B, Section 1 states that the total annual appropriations subject to limitation of the State and of each local government shall not exceed the appropriations limit of the entity of government for the prior year adjusted for the change in the cost of living and the change in population. The City calculates this limit annually and presents the result to the City Council for adoption.

## **Project Accounting**

Project Accounting is used to keep track of activities relating to the City's capital improvement projects. All accounting entries that are entered against a project expenditure string from all other modules are posted into Project Accounting.

## **Capital Assets and Reporting**

Capital Assets are defined as those assets acquired by the City to be used in the course of operations and providing services to the general public. The City uses a cost threshold of \$5,000 for the purpose of fixed asset and capital asset reporting.



# ACCOUNTING POLICIES & PROCEDURES

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## **Capital Assets List**

The City maintains a current capital assets list for land, buildings, improvements other than buildings, and infrastructure costing \$10,000 or more, and for machinery and equipment with unit costs of \$5,000 or more and useful lives greater than 1 year. The City maintains one comprehensive list for general capital assets and proprietary fund capital assets. However, it identifies separately the general capital assets and individual fund capital assets for financial reporting purposes. Additional precautions are taken for high theft items, such as laptop computers, digital cameras, etc., which may fall below the capitalization thresholds. The City maintains a separate list for assets costing less than \$5,000 that are considered to be at a relatively high risk of theft, waste, or abuse. These assets are identified as City property, but may need not be numerically tagged.

**TITLE: Maintenance of Reserve Funds**

**POLICY #201**

**ADOPTED: June 26, 1985**

**AMENDED: May 4, 2021**

**Purpose**

The purpose of this policy is to ensure the City’s ability to withstand unexpected financial emergencies such as those that may result from natural disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature, and to accumulate funds for large-scale purchases.

**Policy**

The City will accumulate and maintain reserves in the categories and at the target levels described below. The actual amount of any of the reserves may exceed its target level because any additional amounts would increase the financial security of the City.

- **GENERAL FUND ECONOMIC CONTINGENCY RESERVE:** an amount equal to twenty percent (20%) of a single year’s budgeted General Fund operating expenditures. “Operating expenditures” shall be defined as all expenditures, except those of a capital nature, plus operating subsidies provided to the Library Fund, Parks Fund, and Personnel Compensation Fund (OPEB benefits payments), or to any other fund as determined by the City Council. Formal City Council action is required to increase the balance in the reserve or to authorize the use of any portion of its balance. This reserve is intended to be used in the event of a catastrophic event or significant downturn in the economy that cannot be mitigated with other funding sources.
- **GENERAL FUND UNASSIGNED FUND BALANCE:** an amount equal to ten percent (10%) of a single year’s budgeted General Fund operating expenditures. The general fund unassigned fund balance is determined annually as part of the preparation of the City’s Comprehensive Annual Financial Report (CAFR). Amounts in excess of the target level will be used to increase or replenish other reserves (with priority given to the Economic Contingency and Facilities Maintenance reserves), to set aside resources for specific one-time uses, or as a funding source for one-time expenditures included in the annual budget or for needs that arise subsequent to budget adoption.
- **GENERAL FUND FACILITIES MAINTENANCE RESERVE:** an amount equal to three times the annual amount budgeted to provide major maintenance for the City’s building assets. “Building assets” shall be defined as all permanent or nonpermanent structures constructed or installed to provide a workplace for City employees or house City assets and/or operations. The annual amount to be budgeted for major maintenance projects is 1.5% of the City’s General Fund operating budget. Formal City Council action is required to increase the balance in the reserve or to authorize the use of any portion of its balance. This reserve is to be used for extraordinary major maintenance costs that cannot be met within the annual budgeted amount and for which no other funding source is available.

**TITLE: Maintenance of Reserve Funds**

**POLICY #201**

**ADOPTED: June 26, 1985**

**AMENDED: May 4, 2021**

- **GAS TAXES FUND CONTINGENCY RESERVE:** an amount equal to a minimum of five percent (5%) of the estimated annual revenue of the Gas Taxes Fund.
- **SEWER SERVICE FUND OPERATIONS / CASH FLOW RESERVE:** an amount equal to between twenty-five percent (25%) and fifty percent (50%) of a single year's budgeted Sewer Service Fund operating expenditures.
- **SEWER SERVICE FUND METRO CASH FLOW RESERVE:** an amount equal to the City's estimated portion of the projected cash needs for capital costs of the San Diego Metropolitan Sewerage System's wastewater treatment program.
- **SEWER SERVICE FUND CAPITAL REPLACEMENT RESERVE:** an amount equal to between ten percent (10%) and fifteen percent (15%) of a single year's budgeted Sewer Service Fund operating expenditures.
- **SEWER SERVICE FUND CAPITAL EXPANSION RESERVE:** an amount equal to between ten percent (10%) and fifteen percent (15%) of a single year's budgeted Sewer Service Fund operating expenditures.
- **SEWER SERVICE FUND EMERGENCY / NATURAL DISASTER RESERVE:** an amount equal to a minimum of fifteen percent (15%) of a single year's budgeted Sewer Service Fund operating expenditures.
- **GENERAL LIABILITY INSURANCE RESERVE:** an amount of assets in the Liability Insurance Fund (an internal service fund) sufficient to meet the eighty percent (80%) confidence level of adequacy for net claims liability as updated annually by the City's actuary. The reserve level requirements will be reviewed as part of the annual budget process whereupon internal service fund charges will be set such that anticipated expenditures for the budget year can be met and the reserve level maintained.
- **WORKERS' COMPENSATION RESERVE:** an amount of assets in the Liability Insurance Fund (an internal service fund) sufficient to meet the eighty percent (80%) confidence level of adequacy for net claims liability as updated annually by the City's actuary. The reserve level requirements will be reviewed as part of the annual budget process whereupon internal service fund charges will be set such that anticipated expenditures for the budget year can be met and the reserve level maintained.
- **IRREVOCABLE SUPPLEMENTAL PENSION TRUST RESERVE:** an amount equal to two years of unfunded liability payments as determined by the most current CalPERS valuation reports for both the Safety and Miscellaneous plans. The assets of this reserve are held in an

irrevocable Section 115 pension trust that may be used only for pension related costs and upon direction of the City Council. Investment earnings on the assets in the trust will be the primary vehicle for reaching the target level of reserves, although periodic contributions may be made from other sources upon direction of the City Council. Once the target level is reached, the earnings on the assets in the trust may be used to fund a portion of the City’s pension related payments to CalPERS. This target will be reevaluated should the City issue pension obligation bonds.

- **IRREVOCABLE OTHER POST-EMPLOYMENT BENEFITS TRUST RESERVE:** an amount equal to eighty percent (80%) of the total net other post-employment benefits (OPEB) liability of the City’s OPEB plan. Under the plan, the City provides payments to City retirees to be used towards medical insurance premiums. The City’s net OPEB liability is updated annually and reported in the City’s CAFR. The assets of this reserve are held in an irrevocable Section 115 OPEB trust that may be used only for the City’s OPEB plan and upon direction of the City Council. Investment earnings on the assets in the trust will be the primary vehicle for reaching the target level of reserves, although periodic contributions may be made from other sources upon direction of the City Council. Once the assets in the trust reach the target level, the earnings on the assets may be used to offset a portion of the OPEB plan benefits that are routinely annually budgeted and paid for using other resources of the general fund.
- **VEHICLE REPLACEMENT RESERVE:** an amount equal to thirty percent (30%) of the recorded (book) value of the motor vehicles and associated assets accounted for in the Vehicle Replacement Fund (an internal service fund). Internal service fund charges to benefitting departments provide the mechanism for building the reserves in the fund. The charges take into account the initial acquisition cost of the assets, their expected years of service, and the estimated cost to replace them at that the end of their useful life. Once the target level is reached, the adequacy of the reserve with respect to the status of the fleet should be reevaluated along with the formula used for developing the ISF charges.

The status of each reserve shall be reviewed each year by the City Manager as part of the budgeting process. The City Manager shall take into account the most recently completed CAFR and any other pertinent data and make recommendations to the City Council regarding any adjustments to reserve levels; however, nothing in this policy shall prevent determining or reporting on the level of any of the reserves at other times during the year.

**Replenishment of Reserves**

If a reserve balance falls below the targeted level, the City shall strive to restore it to the targeted level through budgetary or other means according to the following guidelines:



**TITLE: Maintenance of Reserve Funds**

**POLICY #201**

**ADOPTED: June 26, 1985**

**AMENDED: May 4, 2021**

- If a reserve is drawn down to 75-99% of its targeted balance, it shall be restored to 100% over a 1 to 3 year period.
- If a reserve is drawn down to 50-74% of its targeted balance, it shall be restored to 100% over a 3 to 5 year period.
- If a reserve is drawn down below 50% of its targeted balance, it shall be restored to 100% over a 5 to 7 year period.

These guidelines may be suspended, in whole or in part, if financial or economic circumstances prevent meeting any or all of the timelines.

### **Related Policy References**

None

### **Prior Policy Amendments**

September 17, 2019  
November 21, 2017  
June 7, 2016  
October 7, 2014  
December 10, 2013  
March 12, 2002

# CITY COUNCIL POLICY

## CITY OF NATIONAL CITY

<b>TITLE: Investments</b>	<b>POLICY #203</b>
<b>ADOPTED: October 23, 1990</b>	<b>AMENDED: August 18, 2020</b>

### I. INTRODUCTION

The City of National City’s investment program will conform to federal, state, and other legal requirements, including California Government Code Sections 16429.1-16429.4, 53600-53609, and 53630-53686. The following investment policy addresses the methods, procedures, and practices which must be exercised to ensure effective and judicious fiscal and investment management of the City’s funds. It is the policy of the City to invest public funds in a manner that will provide a market rate of return, given its requirements for preserving principal and meeting the daily cash flow demands of the City. All investments will comply with this Investment Policy and governing laws.

This Investment Policy replaces any previous Investment Policy or Investment Procedures of the City.

### II. SCOPE

This Investment Policy applies to all the City’s financial assets and investment activities with the following exception(s):

Proceeds of debt issuance shall be invested in accordance with the City’s general investment philosophy as set forth in this policy; however, such proceeds are invested in accordance with permitted investment provisions of their specific bond indentures.

*Pooling of Funds:* Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

### III. GENERAL OBJECTIVES

The overriding objectives of the investment program are to preserve principal, provide sufficient liquidity, and manage investment risks.

1. *Safety*: Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
2. *Liquidity*: The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
3. *Return*: The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

#### **IV. PRUDENCE, INDEMNIFICATION, AND ETHICS**

- A. *Prudent Investor Standard*: Management of the City's investments is governed by the Prudent Investor Standard as set forth in California Government Code Section 53600.3:

“...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

- B. *Indemnification*: The Director of Finance or City Manager designee hereinafter designated as Financial Services Officer and other authorized persons responsible for managing City funds, acting in accordance with written procedures and the Investment Policy and exercising due diligence, will be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.
- C. *Ethics*: Officers and employees involved in the investment process will refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**V. DELEGATION OF AUTHORITY**

- A. Authority to manage the City's investment program is derived from California Government Code Section 53600 *et seq.* The City Council is responsible for the City's cash management, including the administration of this Investment Policy. Management responsibility for the cash management of City funds is hereby delegated to the Director of Finance and/or Financial Service Officer.

The Director of Finance and/or Financial Services Officer will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate employee.

- B. The City may engage the services of one or more external investment managers to assist in the management of the City's investment portfolio in a manner consistent with the City's objectives. Such external managers may be granted discretion to purchase and sell investment securities in accordance with this Investment Policy. Such managers must be registered under the Investment Advisers Act of 1940.

**VI. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS**

A list will be maintained of financial institutions and depositories authorized to provide investment services. In addition, a list will be maintained of approved security broker/dealers selected by conducting a process of due diligence described in the investment procedures manual. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

- A. The City's Director of Finance and/or Financial Services Officer will determine which financial institutions are authorized to provide investment services to the City. Institutions eligible to transact investment business with the City include:
1. Primary government dealers as designated by the Federal Reserve Bank;
  2. Nationally or state-chartered banks;
  3. The Federal Reserve Bank; and
  4. Direct issuers of securities eligible for purchase.
- B. Selection of financial institutions and broker/dealers authorized to engage in transactions with the City will be at the sole discretion of the City.

- C. All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Director of Finance and/or Financial Services Officer with a statement certifying that the institution has reviewed California Government Code Section 53600 *et seq.* and the City's Investment Policy.
- D. Selection of broker/dealers used by an external investment adviser retained by the City will be at the sole discretion of the investment adviser.
- E. Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

#### VII. DELIVERY, SAFEKEEPING AND CUSTODY, AND COMPETITIVE TRANSACTIONS

- A. *Delivery-versus-payment*: Settlement of all investment transactions will be completed using standard delivery-vs.-payment procedures.
- B. *Third-party safekeeping*: To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by the City will be held in safekeeping by a third party bank custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City.
- C. *Competitive transactions*: All investment transactions will be conducted on a competitive basis which can be executed through a bidding process involving at least three separate brokers/financial institutions or through the use of a nationally recognized trading platform.

#### VIII. AUTHORIZED AND SUITABLE INVESTMENTS

All investments will be made in accordance with California Government Code Section 53600 *et seq.* and as described within this Investment Policy. Permitted investments under this policy will include:

1. **Municipal Bonds.** These include bonds of the City, the State of California, any other state, and any local agency within the state of California. The bonds will be registered in the name of the City or held under a custodial agreement at a bank.

- a. Are rated in the category of “A” or better by at least two nationally recognized statistical rating organizations; and
  - b. No more than 5% per issuer.
  - c. No more than 30% of the total portfolio may be invested in municipal bonds.
2. **US Treasury** and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in US Treasuries.
3. **Federal Agency or United States government-sponsored enterprise obligations, participations, or other instruments**, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in government-sponsored enterprises.
4. **Banker’s acceptances**, provided that:
  - a. They are issued by institutions with short term debt obligations rated “A1” or higher, or the equivalent, by at least two nationally recognized statistical-rating organization (NRSRO); and have long-term debt obligations which are rated “A” or higher by at least two nationally recognized statistical rating organization;
  - b. The maturity does not exceed 180 days; and
  - c. No more than 40% of the total portfolio may be invested in banker’s acceptances and no more than 5% per issuer.
5. **Federally insured time deposits** (Non-negotiable certificates of deposit) in state or federally chartered banks, savings and loans, or credit unions, provided that:
  - a. The amount per institution is limited to the maximum covered under federal insurance; and
  - b. The maturity of such deposits does not exceed 5 years.

- 6. Certificate of Deposit Placement Service (CDARS)**
  - a. No more than 30% of the total portfolio may be invested in a combination of certificates of deposit including CDARS.
  - b. The maturity of CDARS deposits does not exceed 5 years.
- 7. Negotiable certificates of deposit (NCDs), provided that:**
  - a. They are issued by institutions which have long-term obligations which are rated “A” or higher by at least two nationally recognized statistical rating organizations; and/or have short term debt obligations rated “A1” or higher, or the equivalent, by at least two nationally recognized statistical rating organizations;
  - b. The maturity does not exceed 5 years; and
  - c. No more than 30% of the total portfolio may be invested in NCDs and no more than 5% per issuer.
- 8. Commercial paper, provided that:**
  - a. The maturity does not exceed 270 days from the date of purchase;
  - b. The issuer is a corporation organized and operating in the United States with assets in excess of \$500 million;
  - c. They are issued by institutions whose short term obligations are rated “A-1” or higher, or the equivalent, by at least two nationally recognized statistical rating organization; and whose long-term obligations are rated “A” or higher by at least two nationally recognized statistical rating organization; and
  - d. No more than 25% of the portfolio is invested in commercial paper and no more than 5% per issuer.
- 9. State of California Local Agency Investment Fund (LAIF), provided that:**
  - a. The City may invest up to the maximum permitted amount in LAIF; and
  - b. LAIF’s investments in instruments prohibited by or not specified in the City’s policy do not exclude it from the City’s list of allowable investments, provided that the fund’s reports allow the Director of Finance or Financial Services Officer to adequately judge the risk inherent in LAIF’s portfolio.

**10. Local government investment pools.**

- a. San Diego County Investment Pool

**11. Corporate medium term notes (MTNs), provided that:**

- a. Such notes have a maximum maturity of 5 years;
- b. Are issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States;
- c. Are rated “A” category or better by at least two nationally recognized statistical rating organization; and
- d. Holdings of medium-term notes may not exceed 30% of the portfolio and no more than 5% per issuer.

**12. Mortgage pass-through securities and asset-backed securities, provided that such securities:**

- a. Have a maximum stated final maturity of 5 years.
- b. Be rated in a rating category of “AA” or its equivalent or better by a nationally recognized statistical rating organization.
- c. Purchase of securities authorized by this subdivision may not exceed 20% of the portfolio.

**13. Money market mutual funds that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940:**

- a. Provided that such funds meet either of the following criteria:
  - 1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations; or,
  - 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years’ experience investing in the securities and obligations authorized by California Government Code Section 53601 (a through j) and with assets under management in excess of \$500 million.



- b. Purchase of securities authorized by this subdivision may not exceed 20% of the portfolio.

14. **Supranationals**, provided that:

- a. Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.
- b. The securities are rated in a category of “AA” or higher by a NRSRO.
- c. No more than 30% of the total portfolio may be invested in these securities.
- d. No more than 10% of the portfolio may be invested in any single issuer.
- e. The maximum maturity does not exceed five (5) years.

## **IX. PORTFOLIO RISK MANAGEMENT**

*A. The following are prohibited investment vehicles and practices:*

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
2. In accordance with California Government Code Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
3. Investment in any security that could result in a zero interest accrual if held to maturity is prohibited.
4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
5. Purchasing or selling securities on margin is prohibited.
6. The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.
7. The purchase of foreign currency denominated securities is prohibited.

***B. Mitigating credit risk in the portfolio***

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

1. The diversification requirements included in Section IX are designed to mitigate credit risk in the portfolio;
2. No more than 5% of the total portfolio may be invested in securities of any single issuer, except as noted in Section VIII of this Investment Policy;
3. The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity, or yield of the portfolio in response to market conditions or the City's risk preferences; and
4. If securities owned by the City are downgraded by either Moody's or S&P to a level below the quality required by this Investment Policy, it will be the City's policy to review the credit situation and make a determination as to whether to sell or retain such securities in the portfolio.
  - a. If a security is downgraded, the Director of Finance and/or Financial Services Officer will use discretion in determining whether to sell or hold the security based on its current maturity, the economic outlook for the issuer, and other relevant factors.
  - b. If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported monthly to the City Council.

***C. Mitigating market risk in the portfolio***

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes. The City further recognizes that certain types of securities, including variable rate securities, securities with principal pay-downs prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

1. The City will maintain a minimum of three months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements;
2. The maximum percent of callable securities (does not include “make whole call” securities as defined in the Glossary) in the portfolio will be 20%;
3. The maximum stated final maturity of individual securities in the portfolio will be five years, except as otherwise stated in this policy; and
4. The duration of the portfolio will at all times be approximately equal to the duration (typically plus or minus 20%) of a Market Benchmark Index selected by the City based on the City’s investment objectives, constraints and risk tolerances. The City’s current Benchmark will be documented in the investment procedures manual.

**X. INVESTMENT OBJECTIVES (PERFORMANCE STANDARDS AND EVALUATION)**

- A. **Overall objective:** The investment portfolio will be designed with the overall objective of obtaining a total rate of return throughout economic cycles, commensurate with investment risk constraints and cash flow needs.
- B. **Specific objective:** The investment performance objective for the portfolio will be to earn a total rate of return over a market cycle which is approximately equal to the return on the Market Benchmark Index as described in the City’s investment procedures manual.

**XI. PROCEDURES AND INTERNAL CONTROLS**

- A. **Procedures:** The Director of Finance and/or Financial Services Officer will establish written investment policy procedures in a separate investment procedures manual to assist investment staff with day-to-day operations of the investment program consistent with this policy. Such procedures will include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Director of Finance and/or Financial Services Officer.
- B. **Internal Controls:** The Director of Finance and/or Financial Services Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure will be designed to provide reasonable assurance that these objectives are met. Internal controls will be described in the City’s investment procedures manual.

**XII. REPORTING AND REVIEW**

- A. **Monthly reports:** The Director of Finance and/or Financial Services Officer must submit a monthly report to the legislative body accounting for transactions made during the reporting period.
- B. **Quarterly reports:** Quarterly investment reports will be submitted by the Director of Finance and/or Financial Services Officer to the City Council, at an agenda meeting. Consistent with the requirements contained in California Government Code Section 53646, information in the quarterly investment reports shall include, but not be limited to, the following:
1. Type of investment
  2. Name of issuer and/or financial institution
  3. Date of purchase
  4. Date of maturity
  5. Current market value for all securities
  6. Rate of interest
  7. Purchase price of investment
  8. Other data as required by the City
- C. **Annual policy review:** The Investment Policy will be reviewed at least annually and, as necessary, adopted, to ensure its consistency with the overall objectives of preservation of principal, liquidity, and return, and its relevance to current law and financial and economic trends.

**Related Policy References**

California Government Code Sections: 16429.1 – 16429.4, and 53600 – 53686

Investment Company Act of 1940

Investment Advisers Act of 1940

Securities and Exchange Commission Rule #15C3-1

Appendix I attached: “Authorized Personnel”

Appendix II attached: “Glossary of Investment Terms”

**TITLE: Investments**

**POLICY #203**

**ADOPTED: October 23, 1990**

**AMENDED: August 18, 2020**

**Prior Policy Amendments**

November 20, 2018

October 17, 2017

December 6, 2016

December 15, 2015

December 16, 2014

December 10, 2013

January 10, 2012

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## **Appendix I**

### **Authorized Personnel**

The following positions are authorized to transact investment business and wire funds for investment purposes on behalf of the City of National City:

City Manager  
Assistant City Manager  
Director of Finance  
Financial Services Officer

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## Appendix II

### GLOSSARY OF INVESTMENT TERMS

**Agencies.** Shorthand market terminology for any obligation issued by a *government-sponsored entity (GSE)*, or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

**FDIC.** The Federal Deposit Insurance Corporation provides insurance backed by the full faith and credit of the US government to certain bank deposits and debt obligations.

**FFCB.** The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

**FHLB.** The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

**FHLMC.** Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called “Freddie Mac” issues discount notes, bonds and mortgage pass-through securities.

**FNMA.** Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as “Fannie Mae,” issues discount notes, bonds and mortgage pass-through securities.

**GNMA.** The Government National Mortgage Association, known as “Ginnie Mae,” issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

**PEFCO.** The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

**TVA.** The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio and Mississippi River valleys. TVA currently issues discount notes and bonds.

**Asked.** The price at which a seller offers to sell a security.

**Asset-Backed Securities.** Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

**Average life.** In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

**Banker’s acceptance.** A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which “accepts” the obligation to pay the investor.

**Benchmark.** A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

**Bid.** The price at which a buyer offers to buy a security.

**Broker.** A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from his own position.

**Callable.** A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline since an issuer issues securities, it will likely call its current securities and reissue them at a lower rate of interest. Callable securities have reinvestment risk as the investor may receive its principal back when interest rates are lower than when the investment was initially made.

**Certificate of Deposit (CD).** A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs may be marketable.

**Collateral.** Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

**Collateralized Mortgage Obligations (CMO).** Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

**Commercial paper.** The short-term unsecured debt of corporations.

**Cost yield.** The annual income from an investment divided by the purchase cost. Because it does not give effect to premiums and discounts which may have been included in the purchase cost, it is an incomplete measure of return.

**Coupon.** The rate of return at which interest is paid on a bond.

**Credit risk.** The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

**Current yield.** The annual income from an investment divided by the current market value. Since the mathematical calculation relies on the current market value rather than the investor's cost, current yield is unrelated to the actual return the investor will earn if the security is held to maturity.

**Dealer.** A dealer acts as a principal in security transactions, selling securities from and buying securities for his own position.

**Debenture.** A bond secured only by the general credit of the issuer.

**Delivery vs. payment (DVP).** A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

**Derivative.** Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate or index.

**Discount.** The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as **discount securities**. They sell at a discount from par, and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

**Diversification.** Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

**Duration.** The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates. (See modified duration).

**Federal funds rate.** The rate of interest charged by banks for short-term loans to other banks. The Federal Reserve Bank through open-market operations establishes it.

**Federal Open Market Committee:** A committee of the Federal Reserve Board that establishes monetary policy and executes it through temporary and permanent changes to the supply of bank reserves.



**Haircut:** The margin or difference between the actual market value of a security and the value assessed by the lending side of a transaction (i.e. a repo).

**Leverage.** Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

**Liquidity:** The speed and ease with which an asset can be converted to cash.

**Local Agency Investment Fund (LAIF).** A voluntary investment fund managed by the California State Treasurer's Office open to government entities and certain non-profit organizations in California.

**Local Government Investment Pool.** Investment pools including the Local Agency Investment Fund (LAIF), county pools, joint powers authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

**Make Whole Call.** A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

**Margin:** The difference between the market value of a security and the loan a broker makes using that security as collateral.

**Market risk.** The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

**Market value.** The price at which a security can be traded.

**Marking to market.** The process of posting current market values for securities in a portfolio.

**Maturity.** The final date upon which the principal of a security becomes due and payable.

**Medium term notes.** Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

**Modified duration.** The percent change in price for a 100 basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.

**Money market.** The market in which short term debt instruments (T-bills, discount notes, commercial paper and banker's acceptances) are issued and traded.

**Mortgage pass-through securities.** A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

**Municipal Securities.** Securities issued by state and local agencies to finance capital and operating expenses.

**Mutual fund.** An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

**Nationally Recognized Statistical Rating Organization (NRSRO).** A credit rating agency the United States Securities and Exchange Commission uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments,

especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

**Premium.** The difference between the par value of a bond and the cost of the bond, when the cost is above par.

**Prepayment speed.** A measure of how quickly principal is repaid to investors in mortgage securities.

**Prepayment window.** The time period over which principal repayments will be received on mortgage securities at a specified prepayment speed.

**Primary dealer.** A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out US monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the US Government securities market.

**Prudent person (man) rule.** A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

**Realized yield.** The change in value of the portfolio due to interest received and interest earned and realized gains and losses. It does not give effect to changes in market value on securities, which have not been sold from the portfolio.

**Regional dealer.** A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities, and that is not a primary dealer.

**Repurchase agreement (RP, Repo).** Short term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a **reverse repurchase agreement**.

**Safekeeping.** A service to bank customers whereby securities are held by the bank in the customer's name.

**Short Term.** Less than one (1) year's time.

**Structured note.** A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

**Supranational.** A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

**Total rate of return.** A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

**US Treasury obligations.** Securities issued by the US Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk, and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

**Treasury bills.** All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues “cash management” bills as needed to smooth out cash flows.

**Treasury notes.** All securities issued with initial maturities of two to ten years are called Treasury notes, and pay interest semi-annually.

**Treasury bonds.** All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

**Value.** Principal plus accrued interest.

**Volatility.** The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

**Yield to Maturity.** The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

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CALIFORNIA  
**NATIONAL CITY**  
1887  
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Budget  
Fiscal Year 2023

# Glossary of Acronyms & Terms







# GLOSSARY OF ACRONYMS & TERMS

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## **ACTIVITY**

A specific function, department, or group of services.

## **ADJUSTED BUDGET**

The (current) fiscal year's adopted budget, plus appropriations continued from prior years, encumbrances, and amendments.

## **APPROPRIATION**

An authorization made by the City Council that permits officials to incur obligations against, and to make expenditures of, governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

## **ASSESSED VALUATION**

The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.

## **BUDGET**

A plan of financial operation including an estimate of proposed expenditures for a given period of time and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term can refer to the financial plan presented to the governing body for adoption or the plan approved by that body.

## **CAPITAL IMPROVEMENT PROGRAM (CIP)**

A plan of proposed major capital expenditures including land and rights-of-way acquisition, buildings, street construction, and related facilities to be incurred over a fixed period of years. The plan sets forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

## **CAPITAL OUTLAY**

Expenditures for the acquisition of equipment of significant value and having a useful life of several years.

## **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

Funds received from the US Department of Housing and Urban Development to assist with housing and economic opportunities, principally for low- and moderate-income persons.

## **CONTINGENCY**

Assets or other resources set aside to provide for unforeseen expenditures or uncertain amount(s).

## **CPI**

Consumer Price Index.

## **DEBT SERVICE FUND**

A fund which accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.



# GLOSSARY OF ACRONYMS & TERMS

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## **DEPARTMENT**

The basic organizational unit of City government responsible for carrying out specific functions.

## **ENCUMBRANCE**

The recognition of a financial commitment that will subsequently become an expenditure, when goods and services are received. An encumbrance is created when a purchase order or contract is approved.

## **EXPENDITURES**

The outlay of financial resources. Expenditures include current operating expenses, debt service, and capital outlay.

## **FISCAL YEAR**

A 12-month period to which the annual operating budget applies and at the end of which, a government determines its financial position and operational results.

## **FULL-TIME EQUIVALENT (FTE)**

A term that expresses the amount of time for which a position has been budgeted in relation to the amount of time a regular, full-time employee normally works in a year. For budget and planning purposes, a year is defined as 2,080 hours. Firefighters may have a different level of hours worked but are displayed using the same basic method.

## **FUND**

A self-balancing set of accounts that is segregated for a specific purpose. These accounts are used to record cash and/or other resources together with all related liabilities, obligations, reserves, and equities of the fund.

## **FUND BALANCE**

The excess of a fund's assets over its liabilities.

## **GANN LIMIT**

The annual appropriation limit established in accordance with Article XIII B of the California Constitution. The limit is calculated by adjusting the 1978-79 "base" year appropriation by population growth and cost-of-living factors each year.

## **GENERAL FUND**

A governmental unit's primary operating fund that accounts for all of its activities and resources that are not required to be accounted for in a special purpose fund.

## **GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements. GAAP provides a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local government is the Governmental Accounting Standards Board.





# GLOSSARY OF ACRONYMS & TERMS

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## **GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)**

The authoritative accounting and financial reporting standard-setting body for governmental entities.

## **GRANT**

A contribution of assets (usually cash) by one government unit or other organization to be used for a specific purpose, activity, or facility. Typically, these contributions are made to local governments from the state and federal governments.

## **HUD**

US Department of Housing and Urban Development.

## **INTERNAL SERVICE FUND**

A fund which accounts for the financing of goods or services provided by one department to other departments of the City on a cost-reimbursement basis.

## **LOCAL AGENCY INVESTMENT FUND (LAIF)**

A voluntary program created by statute in 1977 as an investment alternative for California's local governments and special districts.

## **NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES)**

The federal Water Quality Act, which is coordinated with the Regional Water Quality Review Board, addressing the treatment of storm drain pollution.

## **NCJPFA**

National City Joint Powers Financing Authority.

## **POSITION**

A post of employment or defined role in an organization.

## **POST**

Peace Officer Standards Training.

## **OBJECTIVE**

A desired accomplishment that can be measured and achieved within a given period.

## **REVENUES**

Income received by the City, including such items as property taxes, fees, user charges, grants, fines and forfeitures, interest income, and other miscellaneous sources.

## **SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG)**

An association of San Diego County's 18 cities and the County of San Diego that serves as the forum for regional decision-making. As an association of local governments, SANDAG builds consensus, makes strategic plans, obtains and allocates resources, and provides data on a broad range of subjects pertinent to the San Diego region's quality of life.

## **SBOE**

State Board of Equalization.



# GLOSSARY OF ACRONYMS & TERMS

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## **SPECIAL REVENUE FUND**

A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditures for specified purposes.

## **TAXES**

Compulsory charges levied by a government to finance services performed for the common benefit. This does not include charges for services rendered only to those who pay for and use those services.

## **TRANSIENT OCCUPANCY TAX (TOT)**

A tax levied by the City on persons who, on a temporary basis, occupy a hotel or other lodging facility.

## **TRUST AND AGENCY FUND**

A fund which accounts for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental agencies, and/or other funds.

## **UNFILLED POSITION**

A vacant position for which funds have been appropriated

## **UNFUNDED POSITIOIN**

A position for which no funds have been appropriated.

## **VEHICLE LICENSE FEE (VLF)**

A fee established by the California Legislature in 1935 in lieu of property tax on vehicles. Vehicle owners pay a fee annually to the State based on a formula established by the Legislature.

Budget  
Fiscal Year 2023

# Schedule of Funds







# SCHEDULE OF FUNDS

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Fund accounting is an accounting system emphasizing accountability rather than profitability, used by non-profit organizations and governments. In this system, a fund is a self-balancing set of accounts, segregated for specific purposes in accordance with laws and regulations or special restrictions and limitations.

Government agencies use three broad categories of funds: governmental, proprietary, and fiduciary. These categories are divided into classifications as follows:

## **GOVERNMENTAL FUNDS**

### **GENERAL FUND**

An agency's primary operating fund. It is used to account for and report all financial resources of the agency's general governmental activities, except those required to be accounted for in another fund. It accounts for taxes and other general revenues not restricted for a specific purpose to support most agency services.

### **SPECIAL REVENUE FUNDS**

Funds used to account for and report the proceeds of specific revenue sources restricted or committed to expenditure for specified purposes other than debt service or capital projects.

### **CAPITAL PROJECTS FUNDS**

Funds used to account for and report financial resources restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

### **DEBT SERVICE FUNDS**

Funds used to account for and report financial resources restricted, committed, or assigned to expenditure for principal and interest.

### **PERMANENT FUNDS**

Funds used to account for and report resources restricted to the extent that only earnings, and not principal, may be used for purposes which support the reporting government's programs that benefit of the government or its citizenry.

## **PROPRIETARY FUNDS**

### **INTERNAL SERVICE FUNDS**

Funds used to account for and report operations serving other funds or departments within a government on a cost-reimbursement basis.



## SCHEDULE OF FUNDS

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### **ENTERPRISE FUNDS**

Funds used to account for and report services provided to the public on a user charge basis, similar to the operation of a commercial.

### **FIDUCIARY FUNDS**

Funds used to account for assets held in trust by the government for the benefit of individuals or other entities.



# SCHEDULE OF FUNDS

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Within the above classifications, funds are defined as follows:

## GOVERNMENTAL FUNDS

### **001 General Fund**

As noted above, the City's primary operating fund, accounting for all financial resources of the general governmental activities, except those that are required to be accounted for in another fund. It accounts for taxes and other general revenues not restricted for a specific purpose to support most city services.

## SPECIAL REVENUE FUNDS

### **103 General Capital Outlay Fund**

This fund is used to account for funds set aside from the proceeds of sale and rental from surplus real property for the City's five-year improvement program.

### **104 Library Fund**

This fund is used to account for the operations of the National City Library.

### **105 Parks Maintenance Fund**

This fund is used to account for operating and maintaining the City's parks.

### **108 Library Capital Outlay Fund**

This fund is used to account for revenues from real property transfer taxes set aside to finance capital outlay and capital improvement expenditures of the National City Library.

### **109 Gas Taxes Fund**

This fund is used to account for the City's share of state gas tax revenue restricted for street improvement and maintenance.

### **115 Park & Recreation Capital Outlay Fund**

This fund is used to account for revenues from dwelling fees set aside for park- and/or recreation-related capital improvement expenditures.

### **131 Asset Forfeiture Fund**

This fund account for funds received from the federal and state governments for the equitable transfer of forfeited property and cash in which the City's law enforcement participates in the law enforcement efforts leading to the seizure and forfeiture of the property.

### **166 Nutrition Fund**

This fund accounts for the operational activities of the nutrition center



## SCHEDULE OF FUNDS

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### **195 Landscape Maintenance District # 1**

This fund is used to account for the levies collected as a result of a special assessment on parcels that are generally located along National City Boulevard and bounded by 18th Street to the north and 33rd Street and State Route 54 to the south (the "District"). The amounts collected are utilized to maintain improvements and provide services that benefit parcels within the District. The City formed the District in 1995 pursuant to the Landscape and Lighting Act of 1972, part 2 of Division 15 of the California Streets and Highway Code. The Mile of Cars Association maintains and administers the improvements and services funded by the District under an agreement with the City.

### **208 Supplemental Law Enforcement Services Fund (SLESF)**

This fund accounts for the Citizen's Option for Public Safety (COPS) program revenues and expenditure activities in connection with front-line law enforcement services.

### **301 Community Development Block Grant (CDBG) Fund**

This fund is used to account for federal funds received from the United States Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program

### **420 Parking Authority**

This fund is used to account for all activities of the Parking Authority of the City of National City. The purpose of the Parking Authority is to provide parking facilities for motor vehicles.

### **501 Housing Authority**

This fund is to assist housing programs and projects by complementing existing Federal and state funding sources and effectively increasing and preserving the supply of affordable housing in National City.

### **502 Housing Choice Voucher Fund**

This fund accounts for the activities of the Housing Choice Voucher Program, which provides rental assistance to low income families by subsidizing a portion of the rent directly to landlords on behalf of low income households.

### **505 HOME Fund**

This fund accounts for federal funds received from the HUD HOME program.

### **523 Brownfield Grant Fund**

This fund is to account for the Revolving Loan Fund program to assist the community with funding for cleanup planning and remediation activities.





# SCHEDULE OF FUNDS

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## OTHER SPECIAL REVENUE FUNDS

**120 Plan Checking Revolving Fund**

This fund is used to account for revenues and expenditure activities in connection with Building Division project reviews.

**130 EMT-D Revolving Fund**

This fund is used to account for revenues and expenditure activities to support the City's EMT-D program and firefighter first response training.

**172 Trash Rate Stabilization Fund**

This fund is used to provide rate stabilization and to account for activities in connection with refuse related purposes, including AB 939 expenses, litter control, City assistance at Citywide cleanup, special studies, staff support, and other related functions.

**212 Personnel Compensation Fund**

This fund is used to account for retiree health benefits activities.

**246 WINGS Grant Fund**

This fund is used to account for revenues and expenditures related to the after school education and safety program operated by the National City Library.

**277 National City Public Library Donations Fund**

This fund is used to account for small donations from individuals and organizations to support library services.

**282 Reimbursable Grants City-wide Fund**

This fund is used to account for grant revenues and expenditures for various Fire Department programs and activities.

**290 Police Department Grants Fund**

This fund is used to account for grant revenues and expenditures for various Police Department programs and activities.

**296 Engineering Department Grants Fund**

This fund is used to account for grant revenues and expenditures for various Engineering Department projects.

**308 Highway Bridge Rehabilitation Grant Fund**

This fund is used to account for federal grant revenues for the objective of removing or retrofitting several bridges located in National City due to seismic concerns.

**320 Library Grants Fund**

This fund is used to account for grant revenues and expenditures for various Library Department programs and activities.



## SCHEDULE OF FUNDS

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**321 Smart Growth Incentive Program Fund**

This fund is used to account for grant monies received from the SANDAG TransNet Smart Growth Incentive Program (SGIP) for transportation-related infrastructure improvements and planning efforts that support smart growth development in Smart Growth Opportunity Areas, as defined by SANDAG.

**323 Safe Routes to School Fund**

This fund is used to account for grant monies received from the State of California through Caltrans as part of the California Department of Health Services Safe Routes to School Program for transportation projects that increase the safety of pedestrians and bicyclists.

**325 Development Impact Fees Fund**

This fund accounts for fees imposed on new development used to finance public facilities improvements related to parks, police, fire, and library services.

**326 Transportation Impact Fees Fund**

This fund accounts for fees collected on private development to fund transportation projects along regional arterial roadways to mitigate the traffic impacts of new development

**343 State-Local Partnership Fund**

This fund is used to account for the revenues and expenditures of funds provided by the state under the State-Local Transportation Partnership program.

**731 Construction & Demolition Debris Fund**

This fund accounts for collection of waste diversion security deposits and revenues for the objective to divert debris from residential and commercial construction projects to a recycling facility.

### CAPITAL PROJECTS FUNDS

**307 Proposition A Fund**

This fund is used to account for the City's allocation for the 2% transactions & use tax imposed by Proposition A (San Diego Transportation Improvement Program) passed by the voters of San Diego County.

### DEBT SERVICE FUNDS

**201 National City Joint Powers Financing Authority (NCJPFA) Debt Service Fund**

This fund is used to account for funds maintained by the trustee bank solely for the purpose of paying, when due and payable, the principal and interest obligations of the lease revenue refunding bonds.



# SCHEDULE OF FUNDS

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## **259 Library Bonds Debt Service Fund**

This fund is used to account for Library debt service obligations.

## **PERMANENT FUNDS**

The City of National City maintains no permanent funds.

## **ENTERPRISE FUNDS**

### **125 Sewer Service Fund**

This fund is used to account for the collection of sewer connection fees and monthly sewer charges for the construction and maintenance of the City's sewer systems.

## **INTERNAL SERVICE FUNDS**

### **626 Facilities Maintenance Fund**

This fund is used to account for the cost of maintaining all City-owned buildings in a clean, safe, workable, and pleasant condition.

### **627 Liability Insurance Fund**

This fund is used to account for the costs of maintaining the City's Worker's Compensation and liability insurance programs.

### **629 Information Systems Maintenance Fund**

This fund is used to account for the costs to replace City office equipment and information technology software and hardware.

### **630 Office Equipment Depreciation Fund**

This fund is used to account for the costs to replace City office equipment.

### **631 Telecommunications Revolving Fund**

This fund is used to account for the costs of maintaining the City's telecommunication systems.

### **643 Motor Vehicle Service Fund**

This fund is used to account for the City's costs of preventative maintenance and repairs for its fleet, including police, fire, general administrative, park, sewer, and public works equipment.

### **644 Vehicle Replacement Fund**

This fund is used to account for the costs to replace City equipment, including fleet vehicles.

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# Schedule of Object Accounts







## SCHEDULE OF OBJECT ACCOUNTS

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Expenditures are organized into seven broad categories, defined as follows:

**100 PERSONNEL SERVICES**

Salaries, wages, benefits and all other forms of compensation paid to City employees and elected officials.

**200 SPECIAL SERVICES**

Professional services, contract services, memberships, training, travel and subsistence, subscriptions, postage, sewage treatment, refuse collection charges, personnel examination costs, etc.

**300 MATERIALS & SUPPLIES**

Office and computer supplies, books, furniture and equipment that costs less than \$5,000, fuel, ammunition, uniforms and accessories, and other expendable materials and supplies.

**400 FIXED CHARGES & DEBT SERVICE**

Rents, insurance of all types, workers compensation claim costs, debt service principal and interest, and taxes.

**500 ADDITIONS TO FIXED ASSETS**

Vehicles, equipment, land, structures, streets, sidewalks, facilities, and other purchases that exceed \$5,000.

**600 REFUNDS, CONTRIBUTIONS, & SPECIAL PAYMENTS (EXCLUDING 698)**

Refunds, donations, judgments and losses, transfers and distributions between funds.

**700 ALLOCATED COSTS & INTERNAL SERVICE CHARGES (INCLUDES 698)**

Charges for goods or services provided by one department to other departments of the City on a cost-reimbursement basis and charges for recovery of indirect/overhead costs incurred by the General Fund for departments with common or joint objectives with General Fund departments.



# SCHEDULE OF OBJECT ACCOUNTS

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Within the above classifications, expenditures are classified by type as follows:

## **100 – PERSONNEL SERVICES**

### **100 Part-Time Salaries**

Compensation paid to part-time City employees in the form of wages.

### **101 Full-Time Salaries**

Compensation paid to full-time City employees and elective officials in the form of salaries and wages.

### **102 Overtime**

Compensation paid in excess of normal salaries and wages for time worked over and above the regular workweek.

### **105 Longevity**

Compensation paid for continued meritorious service over an extended period of time.

### **107 Educational Incentive Pay**

Compensation paid for individual educational achievement subsequent to permanent appointment.

### **109 Vacation Relief**

Funds used to compensate temporary workers during the absence of regular permanent employees who are on extended periods of vacation leave or who find it necessary to be absent from work for long periods of time due to conditions beyond their control.

### **110 Allowances & Stipends**

Compensation paid to City employees for lease, purchase, or maintenance of automobiles, uniforms, and equipment, or other prescribed or necessary equipment.

### **120 Differential Pay**

Additional compensation paid to employees for special assignments or possession of special skills; investigative pay, police liaison officer, K-9 pay, motorcycle pay, bi-lingual pay, out-of-class pay, fire prevention pay, shorthand pay, etc.

### **140 Workers' Compensation**

Transfers to the City's Self-Insured Trust Fund for imputed premium costs.

### **150 Employees' Group Insurance**

City's share of employee group insurance premiums.

### **151 LTD Insurance**

City's share of long-term disability insurance premiums.

### **160 Retirement Plan Charges**

City's share of retirement costs based on rates prescribed by the California Public Employees' Retirement System ("CalPERS"). Does not include administrative charges for operation of the fund.

### **161 Medicare**

City's share of insurance premiums.





# SCHEDULE OF OBJECT ACCOUNTS

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- 199 Personnel Compensation**  
All other compensation for personnel services not properly assigned to one of the foregoing designations.
- 200 – SPECIAL SERVICES**
- 201 Accounting & Auditing Services**  
Compensation paid a public accountant engaged by the City Council and for other professional auditing and accounting work performed by other than a City employee.
- 203 Engineering & Architectural Services**  
Compensation paid private firms engaged to perform engineering, architectural, and similar services for the City.
- 205 Medical Services**  
Compensation paid doctors and medical technicians for physical examinations, special tests, laboratory work, etc.
- 207 Technical Personnel Services**  
Charges made by the State Personnel Board or other professional agency in connection with examinations prepared, given, marked, or graded by that Board, and for personnel advice given by an outside consultant.
- 209 Legal Services**  
Compensation paid lawyers, other than the City Attorney, for legal advice, appearance before courts on behalf of the City; litigation expenses; etc.
- 211 Laundry & Cleaning Services**  
Cleaning and laundry services by commercial agencies.
- 212 Governmental Purposes**  
Expenses incurred for general governmental purposes, generally of an unforeseen or emergency nature, in the managerial and legislative areas of concern.
- 213 Expert and Consultant Services**  
Compensation paid to outside professional services of a specific nature, i.e., economic surveys, planning studies, etc.
- 215 Custodial Services**  
Payments to outside firms performing these tasks on a contractual basis.
- 217 Investigative Services**  
Fees, charges, or other means of compensation paid for work of an investigative nature.
- 222 Subscriptions & Memberships**  
For “trade journals” and for membership dues of officers and key employees in the various municipal and professional organizations formed to promote interchange of ideas between such individuals. Also used for the City’s membership in the same type of organization.
- 226 Training**  
Compensation paid for in-service training programs and for outside institutes, seminars, etc.



## SCHEDULE OF OBJECT ACCOUNTS

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- 230 Printing and Binding**  
Producing printed reports, flyers, brochures, bulletins, forms, etc.; binding or rebinding of books, pamphlets or other records. Includes printed forms, stationery, etc.
- 234 Electricity & Gas**  
Payment for electrical service, power, and light only. Installation costs should be in the 500 series as applicable.
- 235 Street Lights & Signals**  
Payment for electrical energy used in street lights and traffic signals and amortization of construction and installation costs of utility-owned street lighting.
- 236 Water**  
Payment for water service only. Installation costs should be in the 500 series as applicable.
- 240 Equipment Rental**  
Payment for the short-term use of trenchers, cranes, gravel spreaders, paving machines, concrete mixers, air compressors, sanders, etc., when obtained from sources outside of City government.
- 242 Fire Hydrant Charges**  
Payment for use of water hydrants by City departments in the same manner as commercial firms.
- 244 Photography & Blueprinting**  
Photostatic and blueprinting services.
- 248 Telephone, Telegraph, & Teletype**  
All telephone charges for services, installations, long-distance calls, facsimile transmissions; cost of sending telegrams, cost of Teletype operations; includes City's share of the County-wide police Teletype service.
- 250 Postage**  
Postage services, stamps, metered postage, postal cards, stamped envelopes, registered mail, special delivery, and parcel post.
- 254 Automobile Allowances**  
Money paid employees for use of their own cars, either on a time basis or mileage basis established in each instance.
- 256 Extradition Expense**  
Money expended in the extradition of prisoners or suspected criminals and reimbursed by the State.
- 258 Travel & Subsistence**  
Expense reimbursement made to City employees for attending authorized functions in connection with official City business. Includes reimbursements for meals, lodging, conferences, registrations, airfares, private car use, and dinner meetings. Includes prisoner meals and transportation.



## SCHEDULE OF OBJECT ACCOUNTS

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- 259 K-9 Care and Supplies**  
Money expended in the K -9 care and supplies.
- 260 Advertising**  
Money paid to publishers for advertising placed in periodicals; includes legal advertising.
- 261 Emergency Animal Treatment**  
Charges for contractual services to provide animal shelter and control services for the impounding, adoption, redemption, and care and disposition of dogs, cats, and other small animals.
- 264 Promotional Activities**  
For decorating streets at holiday or other special occasions, for publicity tending to attract industry or desirable business to the City – usually the subject of a contract with the local Chamber of Commerce.
- 268 Rentals & Leases**  
Long-term rentals or leases of equipment or real property for the purpose of conducting City business.
- 272 Sewage Transportation & Treatment**  
Contract charges payable to City of San Diego.
- 274 Dumping Fees**  
Charges required for dumping debris and other materials at regional dumpsites.
- 276 Trash Collection & Disposal**  
Removal of refuse, waste, or other debris performed by a commercial agency.
- 281 R&M-Office Equipment**  
Repairs of typewriters, adding machines, duplicating machines, data processing equipment, etc., when the repairs are performed by a commercial agency. Includes cost of maintenance service contracts.
- 282 R&M – Automotive Equipment**  
Repair of trucks, passenger cars, street sweepers, and other automotive equipment performed by commercial agencies. Includes towing charges of automotive equipment.
- 283 R&M – Fire-fighting Apparatus**  
Work done by outside firms on fire-fighting equipment including: fire trucks, rescue trucks, components thereof; trailer-type fire engines, fire extinguishers, etc., when not part of buildings.
- 284 R&M – Street Lights**  
Work by outside firms on the maintenance of City-owned street lighting standards and fixtures.
- 285 R&M – Traffic Control Devices**  
Work by outside firms on the maintenance of City-owned traffic signal standards and fixtures. books, pamphlets, or other records. Includes printed forms, stationery, etc.



## SCHEDULE OF OBJECT ACCOUNTS

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- 286 R&M – Recreation & Playground Equipment**  
Cost of repairs by outside firms to recreational equipment and playground equipment such as slides, balls, swings, and other items not structures nor part of structures.
- 287 R&M – Communications Equipment**  
Repairs of radio, Teletype, and other electronic communication equipment, when the repairs are performed by a commercial agency.
- 288 R&M – Buildings & Structures**  
Contractual repairs and materials used concurrently by the same contractor for repair and maintenance of buildings and structures; their fixed accessories and complete
- 289 R&M – Non-Structural Items**  
Fences, gates thereof, parking areas.
- 290 R&M – Grounds**  
Contractual maintenance of areas around buildings, park areas, vacant lots owned by the City.
- 291 R&M – Audio-Visual Equipment**  
Repairs of motion-picture and still projectors, phonographs, recorders and tape decks, microfilming devices and reader/printers, and similar devices, including bulb replacement, changing of styli, etc.
- 299 Contract Services**  
All other contractual services not properly assigned to one of the foregoing designations.
- 300 – MATERIALS & SUPPLIES**
- 301 Office Supplies**  
Supplies which are consumed or used in the regular course of office activities.
- 302 Periodicals & Newspapers**  
For the purchase and subscription of magazines and newspapers, other than trade journals and publications in connection with the membership in an organization or an association, i.e., subscription to magazines, newspapers, and other periodical publications for the Public Library.
- 303 Janitorial Supplies**  
Those items used for cleaning buildings but not limited to: rags, mops, brooms, soaps, cleaners for walls, windows, tile, floors, etc.
- 304 Books**  
Bound publications, fiction or non-fiction, technical manuals, reference books, and including circulars, pamphlets, phonograph records, etc.
- 305 Medical Supplies**  
Drugs, medicines, first aid supplies, laboratory glassware, papers, and supplies, etc.
- 306 Computer Supplies**  
Computer supplies, including hardware, software, and electrical components.



## SCHEDULE OF OBJECT ACCOUNTS

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- 307 Duplicating Supplies**  
Paper, ink, and other supplies used in printers and photocopy machines.
- 309 Photographic Supplies**  
For the purchase of films, filmstrips, slides, and similar video media material. Also for consumable items used in taking pictures, processing the same, enlarging by photographic means; chemicals, paper, etc.
- 311 Recreation Supplies**  
Balls, bats, gloves, tumbling mats, nets, games, phonograph records, handicraft materials, etc.
- 314 Gas, Oil, & Lubricants**  
Gasoline, lubricating oils, greases, compounds, etc., used in or to service City-owned equipment.
- 316 Ammunition**  
Pistol and rifle ammunition, mace, tear gas, fuses, targets, gas shells, grenades, and supplies used in reloading and cleaning cartridge for power-activated tools.
- 318 Wearing Apparel**  
Uniforms, special work clothing required for the protection and safety of employees, boots, insignia worn on the garments, identification badges, caps, etc.
- 321 Planting Materials**  
Small items for planting, excluding trees; includes fertilizers, peat moss, insecticides, and sprays.
- 323 Plumbing Materials**  
Household-type plumbing items, pipe, faucets, sinks, lavatories, showers, garden hose, etc.
- 325 Electrical Materials**  
Electrical wire, insulators, conduit, switches, fuses, lamps, dry cell batteries, including fixtures.
- 327 Building Materials**  
All building materials, including lumber and hardware, roofing items, plaster, doors, windows, brick, etc.
- 329 Paint Materials**  
Paint and consumable components, thinners, lacquers, enamels, paint brushes, paint rollers.
- 331 Horticultural Items**  
All forms of trees, plants and bushes used in City parks, street rights-of-way, and around public buildings.
- 334 Automotive Parts**  
Parts purchased for the repair and maintenance of City-owned automotive equipment by City personnel.
- 335 Tires**  
Tires for the City's fleet, including labor and environmental fee.



## SCHEDULE OF OBJECT ACCOUNTS

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- 337 Small Tools**  
Drafting supplies, hand tools and blades, bits and cutters used in power-operated equipment.
- 340 Shop Supplies**  
Stock, brass, steel, rod, bar or slab, oxygen, acetylene, welding rod, flux, etc, soaps and detergents, when required for other than cleaning buildings.
- 342 Communication Materials**  
Items purchased for the City's fire alarm system, radios, monitors, etc., including wire messengers, batteries, and related parts for communication equipment. construction, i.e., painting, patching, etc.
- 346 Traffic Control Supplies**  
Temporary traffic control signs; barricade material and miscellaneous warning signs, paints and other supplies used in the painting on public streets.
- 348 Water Pipe, Valves, & Fittings**  
All such items excepting domestic plumbing materials. Includes irrigation hose for public parks.
- 352 Sewer Pipe & Materials**  
Sewer pipe, joint materials therefore, sewer manhole covers.
- 353 Patrol/Crime/Lab/Prop. Supplies**  
Money expended in the extradition of prisoners or suspected criminals and reimbursed by the State.
- 354 Chemical Products**  
Swimming pool chemicals, sewer supplies, etc.
- 355 Minor Equipment – Less than \$5,000**  
Equipment with a cost not exceeding \$5,000 not properly assigned to one of the foregoing equipment designations.
- 356 Rock & Sand**  
Aggregate, subgrade, fill materials, etc.
- 360 Sidewalk, Curb, & Gutter Materials**  
Cement and premixed concrete, including additives.
- 362 Roadway Materials**  
Asphalt, black top, asphalt mixed with stone and plant mix, road oil slurry seal.
- 399 Materials & Supplies**  
Those items which have not been placed in one of the foregoing classifications.
- 400 – FIXED CHARGES & DEBT SERVICE**
- 410 Property Insurance**  
Fire insurance premiums.



## SCHEDULE OF OBJECT ACCOUNTS

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- 420 Public Liability Insurance**  
Premiums paid for liability insurance, including automotive insurance and false arrest insurance.
- 430 Fidelity Insurance**  
Honesty policies, performance bonds, notary bonds, weighmaster bonds, etc.
- 432 Liability Claim Cost**  
Payments for loss or damages for which the City is held responsible and which are not covered by insurance; awards made by City Council to individuals.
- 433 WC Claim Cost**  
Payments for loss or damages arising from job-related Workers' Compensation claims for which the City is held responsible
- 452 Unemployment Insurance**  
Payments for the City's share of regular unemployment insurance reimbursable benefit charges.
- 470 Bond Principal Redemption**  
Expenditures to retire the principal portion maturing on bonds or other evidence of debt.
- 480 Bond Interest Redemption**  
Expense incurred for periodic interest charges and related service charges on bonds or other evidence of debt.
- 488 Loan to Other Funds**  
Loan to other Funds.
- 499 Fixed Charges**  
When not assignable to any other number in this series.
- 500 – ADDITIONS TO FIXED ASSETS**
- 501 Mechanical Office Equipment**  
Office machines, typewriters, adding machines, calculators, check writers, and such other machines as are required to facilitate office procedures.
- 502 Computer Equipment**  
Data processing and office automation equipment; computers, printers, scanners, faxes, data processing terminals, modems, etc.
- 503 Furniture & Furnishings**  
New and replacement equipment for office use, i.e., desks, chairs, tables, stands, filing and storage cabinets, credenzas, pictures, carpets, drapes, clocks and like items.
- 505 Training Equipment**  
Items required to assist in training activities of a significant expense.
- 506 Audio-Visual Equipment**  
Equipment designed to aid in learning or teaching by making use of both hearing and sight; slide projectors, movie and video tape equipment, sound projectors, etc.



## SCHEDULE OF OBJECT ACCOUNTS

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- 507 Library Equipment**  
Library shelving, card catalogs, mobile book carts, book processing and mending equipment, etc.
- 508 Photographic & Recording Equipment**  
Tape recorders, cameras, photo developing equipment, etc.
- 509 Mobile Tools**  
Equipment mounted on wheels for ease of movement. Wood chippers, rotary tiller, lawn
- 511 Automotive Equipment**  
Expenditures for the acquisition of passenger cars, pick-up trucks, vans, street sweepers, dump trucks, etc. These expenditures include the initial cost, transportation charges, sales and use taxes, and installation costs.
- 512 Automotive Leases**  
Contractual services for vehicle leases
- 513 Automotive Accessories**  
Equipment designed and secured to supplement, improve, or expand the use of automotive equipment.
- 514 Custodial Equipment**  
Floor polishers, carts, mechanical cleaning devices, vacuum sweepers, etc.
- 515 Communication Equipment**  
Base stations, antennas, monitors, radios, Teletype, radio, telephone, and other electronic communication equipment.
- 517 Engineering Equipment**  
All items of equipment secured for office engineering activities and for field survey and inspection work.
- 518 Public Safety Equipment**  
Rifles, handguns, bulletproof armor and shields, machine-guns, etc.
- 519 Fire Fighting Apparatus**  
Fire trucks, rescue vehicles, salvage trucks, special vehicles, or other items that are procured for the primary purpose of extinguishing fires, including vehicles for movement of firefighting personnel and their equipment.
- 521 Fire Fighting Accessories**  
Equipment designed and secured to supplement, improve, or expand the use of firefighting apparatus; fire extinguishers.
- 523 Athletic & Recreational Equipment**  
All items of equipment purchased for competitive athletic events, recreation centers, special programs, and adult activities.
- 527 Playground Equipment**  
Equipment designed for the use of small children in a mini-park, tiny tot play area, public park, etc.





# SCHEDULE OF OBJECT ACCOUNTS

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- 551 Traffic Control Devices**  
Signs for directional or speed control of vehicles, street name signs, parking limitation signs; includes traffic signal lights and equipment.
- 554 Street Lights & Electroliers**  
Street lights, their standards, arms, lamps, starters, ballasts, and other parts, used for street and walk illumination, and for improved lighting at intersections.
- 559 Sewer Mains & Appurtenances**  
Sewer mains, manholes, covers and structures
- 563 Drainage Structures**  
Ditches, culverts, and underground pipes for movement of storm waters.
- 565 Land Acquisition**  
The acquisition of land for any governmental purpose.
- 567 Streets & Alleys**  
Areas of land procured and improvements thereon for the movement of people on foot or in vehicles, drainage, utility use; includes all portions dedicated to public use.
- 569 Buildings**  
A structure of three or more walls and a roof, capable of housing personnel, equipment, or machinery.
- 570 Building & Plant Equipment**  
Heating and cooling equipment, security devices, safety items, replacement items.
- 571 Major Structures**  
A special category for reservoirs, bridges, swimming pools, etc.
- 572 Non-Structural Improvements**  
Fences, their gates and parts, walls not supporting roofs.
- 598 Capital Improvement Program**  
Major public facility and infrastructure improvements that cost in excess of \$100,000 and have an expected life of 10 or more years.
- 599 Fixed Assets**  
Those items not properly classified in a foregoing classification.
- 600 – REFUNDS, CONTRIBUTIONS, & SPECIAL PAYMENTS**
- 610 Deposits Refunded**  
Cash bond deposits no longer required and returned to the depositor.
- 620 Return of Fees**  
Return of fees, licenses, and other charges received by the City to the person or agency making the original payment.



## SCHEDULE OF OBJECT ACCOUNTS

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- 640 Inventory Purchases**  
Central stores purchases held as inventory stock for further distribution to City departments.
- 650 Agency Contributions**  
Contributions to other governmental agencies and non-profit organizations engaged in activities supplementary to those of the City.
- 651 Capacity Charge**  
Payments for the San Diego Metropolitan Sewerage System capacity charge.
- 660 Special Payments**  
Used only on special orders of the City Manager and the City Treasurer.
- 698 Indirect/Overhead Costs**  
Costs charged to departments with common or joint objectives with General Fund departments for recovery of indirect/overhead costs incurred by the General Fund for the activities associated with those objectives.
- 700 – INTERNAL SERVICES CHARGES AND RESERVES**
- 710 Provision for Contingency**  
Funds set aside by Budget action for allocation at a later date.
- 720 Equipment Depreciation Reserve**  
Depreciation expense on equipment to be applied to purchase of new equipment at a later date.
- 740 Building Services Charges**  
Charges to other departments for services provided by the Public Works Department for building and facilities maintenance.
- 750 Vehicle Services Charges**  
Charges to other departments for services provided by the Public Works Department for maintenance of City-owned vehicles.
- 751 Vehicle Replacement Charges**  
Charges to other departments for use of City-owned vehicles purchased through the Vehicle Replacement Fund.
- 752 Vehicle Replacement Charges**  
Charges to other departments for use of City-owned vehicles leased by the City.
- 755 Information System Services Charges**  
Charges to other departments for services provided by the Information Technology Services.
- 790 Insurance Charges**  
Charges to departments for their respective shares of the cost of the public liability insurance program.

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# Fund Type Matrix







# FUND TYPE MATRIX

Fund Type by Department Matrix

Department	General Fund (Major)	Special Revenue	Debt Service	Capital Projects	Internal Service
City Attorney	✓				✓
City Clerk	✓				
City Council	✓				
City Manager	✓				✓
City Treasurer	✓				
Community Services	✓	✓			
Engineering & Public Works	✓	✓			✓
Finance	✓				
Fire	✓	✓			
Housing & Economic Development	✓	✓			
Human Resources	✓				✓
Library		✓	✓		
Neighborhood Services	✓				
Non-Departmental	✓	✓		✓	
Planning	✓				
Police	✓	✓			

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