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NATIONAL CITY
1887
INCORPORATED



**FISCAL YEAR 2021
ADOPTED BUDGET**

Cover Photo:

Sheila Pangco(Photographer)



Directory of City Officials

City Council

Alejandra Sotelo-Solis
Mayor

Mona Rios
Vice Mayor

Jerry Cano
Councilmember

Gonzalo Quintero
Councilmember

Ron Morrison
Councilmember

City Treasurer

R. Mitchel Beauchamp

City Clerk

Michael R. Dalla

City Manager

Brad Raulston

City Attorney

Angil Morris-Jones

Department Heads

Tony Winney

Assistant City Manager

Frank Parra

Chief of Emergency Services

Jose Tellez

Chief of Police

Minh Doung

City Librarian

Roberto Yano

Director of Engineering & Public Works

Mark Roberts

Director of Finance

Carlos Aguirre

Director of Housing

Robert Meteau

Director of Human Resources

Armando Vergara

Director of Community Development

Audrey Denham

Acting Director of Community Services



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CITY MANAGER'S BUDGET MESSAGE

Honorable Mayor and City Council:

The City of National City continues the “Together We Can!” campaign, and we have proven we are stronger together as a community, despite the challenges presented by the COVID-19 pandemic. Our focus in the coming fiscal year will be on delivering quality services and programs through our “7Cs Pledge” to our residents, businesses, and visitors, while balancing the fiscal realities inherent in a recessionary economy.

Prior to the pandemic, we had a strong economy and stable revenues, and we were working on a number of fronts to address our budget deficit, fund pensions, and allocate resources for deferred maintenance through our capital improvement program (CIP). Due to the pandemic, however, we are now projected to sustain significant revenue losses of \$4.8 million in the coming fiscal year. We have been proactive in our approach to the fiscal year 2021 budget, avoiding hasty decisions that may affect core services and employee morale, opting to instead focus on short-term measures to cut expenditures, freeze positions, defer capital projects, and utilize reserves, while also developing additional long-range contingency plans in the event revenues turn out to be worse than projected during the fiscal year. The budget includes approximately \$2.7 million in salaries and benefits for positions that are proposed to be frozen, and will remain frozen, absent receipt of state and/or federal revenue relief funding.

Together, we have much to be proud of as an organization, having met many of the goals we set out to achieve during the prior year. We adopted a new Strategic Plan, added \$4.4 million to both the pension trust and Facilities Maintenance Reserve and \$3.1 million to the Other Post-Employment Benefits (OPEB) trust, achieved “clean” annual financial audits with no findings for the fifth straight year, prioritized Economic Development and formalized the Housing Authority. We completed upgrades to the Nutrition Center and finished refurbishment of the Kimball and Morgan Towers. Meanwhile, our streets remain in good condition and our parks are well kept. On our city’s birthday in September, along Paradise Creek in Old Town National City, we will open our first new major park in over 50 years. We look forward to celebrating this significant milestone with the community.

In addition to these goals, we also updated our Capital Needs Assessment and built a five-year CIP, to ensure we are planning for our future. We received over \$20 million in competitive grants for capital projects, built active transportation projects, and improved parks/facilities, to enhance public safety, quality of life, and workplace culture. We also signed an innovative letter of intent with the University of California, San Diego to work towards providing members of the community expanded access to higher education.

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 2020, we completed approximately \$14 million in projects, including the Euclid Avenue Bicycle Corridor, Palm Avenue Street resurfacing, Harbison Avenue traffic calming, Las Palmas storm drain improvements, \$3 million in traffic signal upgrades, and improvements to City Hall, City Library, Las Palmas Pool, and Camacho Gym. Approximately \$80 million in capital needs over the next five years have been identified.



CITY MANAGER'S BUDGET MESSAGE

In addition, Paradise Creek Community Park is nearing completion, which will complement the adjacent Paradise Creek Apartments, which received financial assistance from the Housing Authority and the City's Successor Agency (the former Redevelopment Agency), providing over two hundred homes for low-income families in National City. We also completed much needed renovations to the George H. Waters Nutrition Center facility.

Now more than ever, Economic Development will remain a cornerstone approach to improve the quality of life of City residents and to help fuel future growth in City revenues to fund the cost of providing services. We will continue to push forward on a number of Economic Development projects including:

- ongoing collaboration with the San Diego Unified Port District on the "Balanced Plan" for the Marina District, to increase the efficiency of the National City Marine Terminal, provide more commercial opportunities, and create better public access to the Bayfront, including a visionary Bayfront Community Center;
- working with local and regional partners, to align efforts and leverage networks for economic growth, support businesses, promote vibrant neighborhoods, support employment, and increase City revenues;
- actively seeking developers to perpetuate smart growth with the goal of making Downtown National City a vibrant place to live, work, play, and learn; and
- building upon the "Together We Can!" campaign to explore opportunities for City staff, residents, and businesses to work together, to ensure National City's neighborhoods, streets, homes, and businesses are clean, healthy, and safe; examples include programs to improve storefronts and activate public spaces.

As always, public safety remains a priority. Our Police Department has continued to work diligently with the community to build partnerships which has helped reduce crime rates to historic lows. The Police Department responded to 58,600 calls for service, and we hired four new Police Officers and four Police Recruits this year, to help reach full force. The Fire Department has embarked on a significant succession plan to provide the leadership needed to respond quickly to emergencies while also looking at new ways to provide services in a more cost effective way. The new fire engine purchased in fiscal year 2019 has been a great enhancement to community protection.

Finally, we are very proud of the caliber of Library and Community Services the City continues to provide. This year, our Library staff has continued to innovate, introducing 3D modeling and printing classes to computer lab users, launching an English as a Second Language pilot program for adults, and teaching computer literacy classes for adults and seniors in addition to core Library services. Community Services served over 57,000 residents at the Community Center, and 1,400 individuals through our recreation programming. We also served 37,000 meals on-site at the Nutrition Center and delivered an additional 17,500 meals to our homebound seniors.



CITY MANAGER'S BUDGET MESSAGE

As was necessary last year, the budget relies on the use of General Fund unassigned fund balance to bridge the gap between projected revenues and estimated expenditure requirements. To help minimize the use of fund balance, most staff hiring will be frozen and Maintenance & Operations appropriations have been maintained at fiscal year 2020 levels. In addition, net capital costs have been limited to those deemed to be of a critical nature and/or to ensure the City receives the level of transportation-related funding to which it is entitled. As a result, we have deferred \$200,000 in storm drain construction and maintenance to a future period.

We have also proposed a modified schedule for operating the Municipal Pool and will be undertaking a study to look at ways to lower operating costs at the facility while still providing the core services the community values most. The Pool also needs \$2.5 million in maintenance that is excluded from the budget until we can develop a plan to address the needs through possible grant funding or joint-use agreements with the school districts. We are also proposing deferring purchase of thirteen vehicles and equipment to save the budget \$757,000 without deferring associated internal service charges, which will allow us to purchase those vehicles once the economy rebounds.

The General Fund's fund balance is sufficient to absorb the expenditure-revenue imbalance and COVID-19-related revenue losses in fiscal year 2021, but it is projected to be depleted by next year. 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. Accelerating pension contributions and additional projected losses to the CalPERS investment portfolio will have a significant impact on our budget. Seventy percent of our General Fund budget is composed of personnel costs, with the vast majority of those costs composed of Public Safety personnel as a full-service city with around-the-clock Police and Fire Services. As we work to aggressively rein in costs, we will need to work with all departments to find new ways to provide services in a more cost-effective manner and prioritize those services most important to our residents and businesses.

The impact of the COVID-19 pandemic cannot be understated. As of May, we now have 40 million Americans unemployed, many businesses shuttered, and economic activity in negative territory. The State of California has gone from a healthy projected surplus in January to a \$54 billion projected deficit as of its May budget release. If additional sheltering-in-place is necessary, we will see additional revenue losses to California cities beyond the current projected \$7 billion in losses over the next two fiscal years. Cities such as National City that are reliant on sales taxes to help fund services will continue to be impacted most severely. Sustained recovery cannot occur for our city without additional state or federal resources being granted to smaller cities that have been left out of direct relief funding legislation to date.

During recovery, our businesses and residents will need us more than ever. We must work together, to help our business community rebound from this disaster and to continue to provide excellent customer service to our residents, despite these economic challenges. This will require new ways of thinking, adapting our organization to the "new



CITY MANAGER'S BUDGET MESSAGE

normal,” while helping our businesses reopen and once again attract customers. It will not be an easy task, but I believe in the resiliency of our city, and together with our community partners, I believe we will come through this pandemic more appreciative, more adaptive, and equipped with new ideas that will power local government and business for years to come.

Thank you for the opportunity to lead this exceptional organization during these difficult times. I am incredibly proud of our staff and the way they have responded to this crisis. Their hard work and dedication to the community make it possible to provide high quality services and programs to our residents and businesses. As always, I would like to give a special thank you to the staff of the Department of Finance for preparing this budget and to all of the departments that assisted in its creation.

Our resolve may be tested, but our core values remain intact with a desire to serve the public to the best of our abilities. Thank you to the City Council for lending their vision and support while we navigate this crisis and respond creatively to the challenges ahead. The “7Cs Pledge” will continue to guide our employees, who carry out our mission of public service every day, as I work alongside the City Council and others to lead us through the recovery of the economy and the continued strengthening of our community.

Together, We Can,

Brad Raulston
City Manager



STRATEGIC PLAN 2020-2025

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 2021 Proposed 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 – 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 2018 and 2019, the adopted budget for Fiscal Year 2020, and the proposed budget for Fiscal Year 2021.

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 2018 and 2019, the adopted budget for Fiscal Year 2020, and the proposed budget for Fiscal Year 2021.

Section IV – 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 2021, 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 2021.

Section V – 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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of National City
California**

For the Fiscal Year Beginning

July 1, 2019

Christopher P. Morill

Executive Director

CALIFORNIA
NATIONAL CITY
1887
INCORPORATED

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Section

1.

General Information

Adopted Budget
Fiscal Year 2021



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 twenty-one manufacturers. 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 four major parks include El Toyon Park, Kimball Park, Las Palmas Park, and Sweetwater Heights 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,





ABOUT NATIONAL CITY

fitness, dance, music and crafts. National 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, who are elected at large for four year terms with a limit of three consecutive terms. The citizens 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. 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 although that authority may be delegated.

General information

Date of Incorporation: September 17, 1887

Population: 61,394 (2019, US Census Bureau)

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



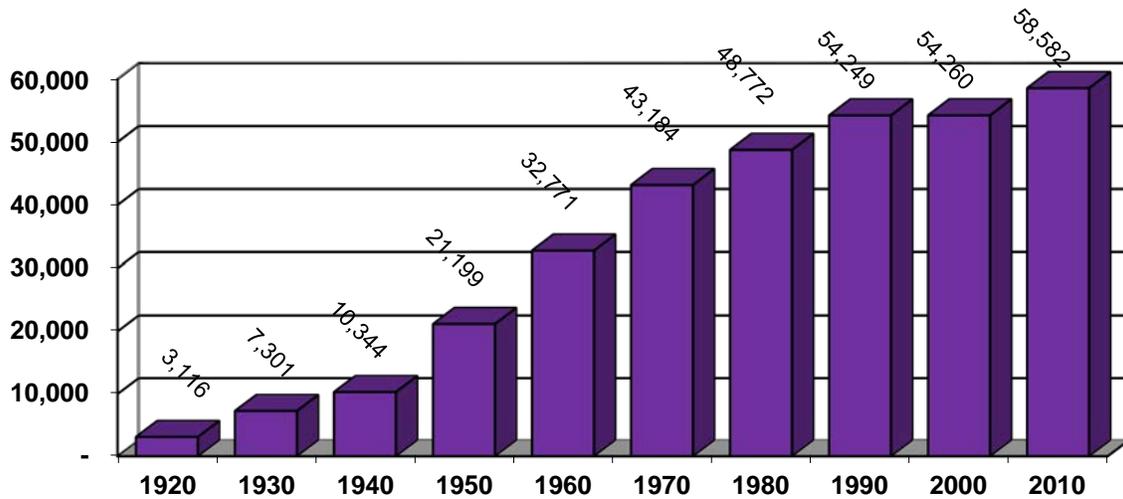
ABOUT NATIONAL CITY

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

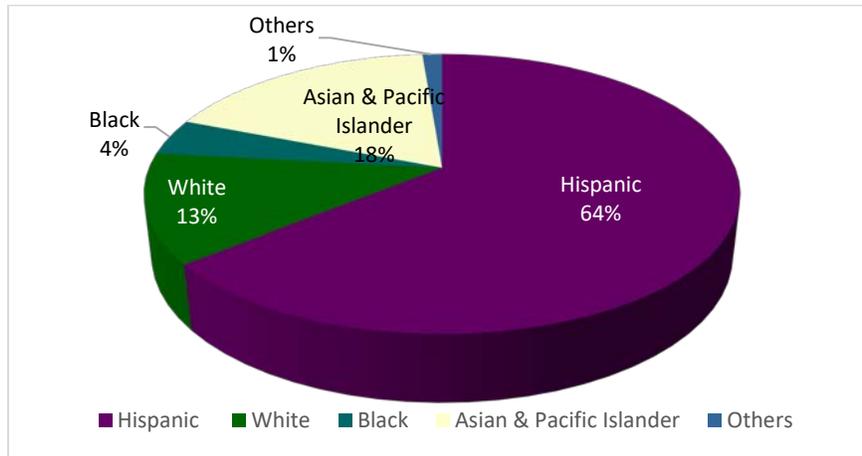
The following are estimates of land use areas within the City. Percentages are based on net acreage, excluding streets, highways, and other transportation facilities:

Land Use	% of Land
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 Historic Population Data (US Census Bureau)



Population by Ethnic Group*



Property Valuation (Fiscal Year 2020, San Diego County Assessor)

Total Assessed Net Property Value: \$4,585,190,995
 Number of Assessed Parcels: 9,852

Housing Characteristics *

Total Housing Units: 17,036
 % vacant: 6.4%
 Average Household Size (persons): 3.25
 Household Population: 59,860
 Group Quarters Population: 5,556
 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: \$46,032 (US Census, 2018)
 Median Age: 33.6 (US Census, 2018)

City Employment *

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

Elementary Schools: 11
 Intermediate Schools: 2
 High Schools: 1
 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.

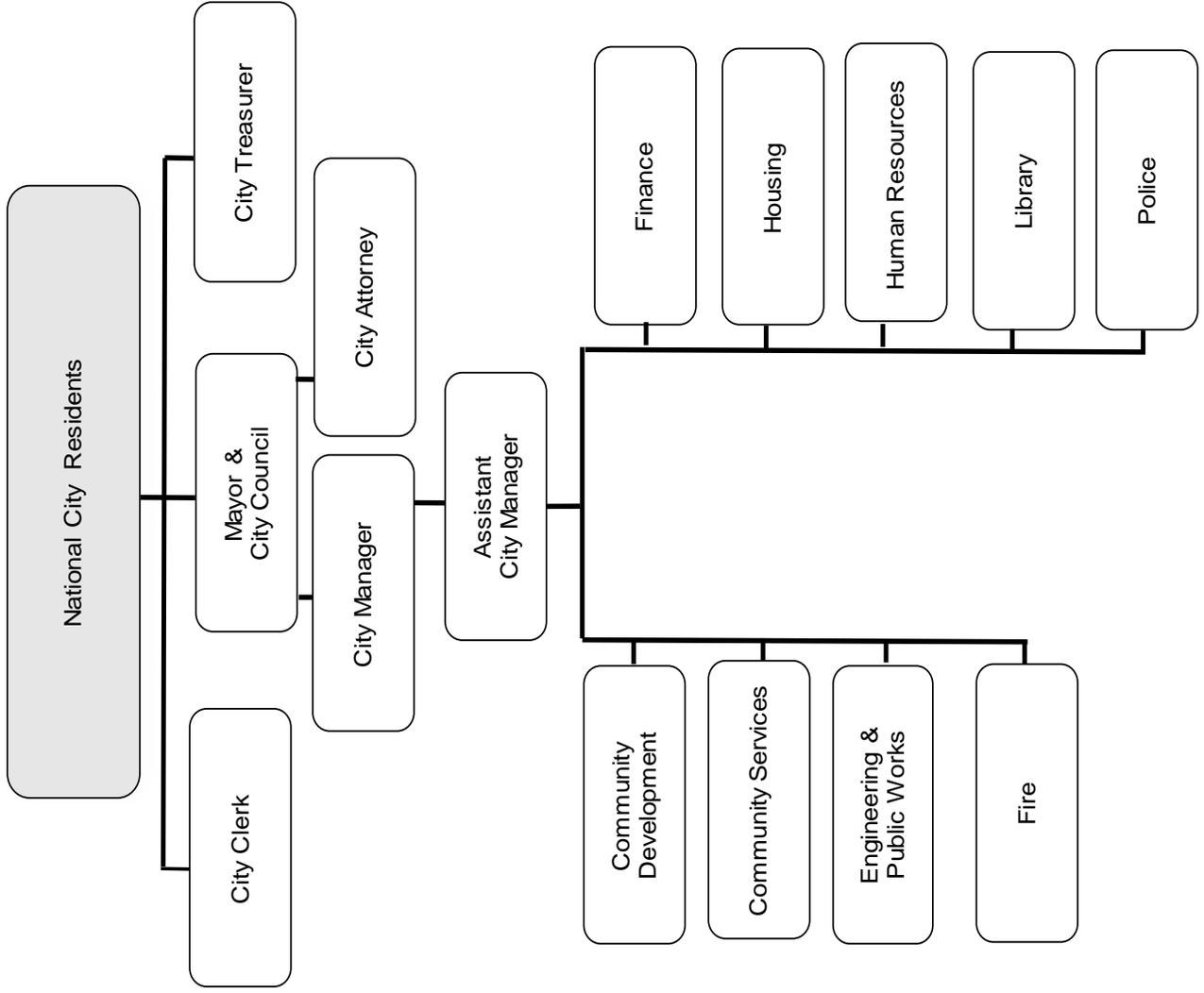
Communication

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

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



CITY ORGANIZATION CHART





BOARDS & COMMISSIONS

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.

Library Board of Trustees – acts in accordance with the Education Code Section 18900 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.

Parks, Recreation, and Senior Citizens' Advisory Board – advises the City 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 National City.

Planning Commission – renders determinations and makes recommendations to the City Council on land use matters, including recommendations on changes to the City's General Plan, Specific Plans, and Land Use Codes.

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

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

Veterans and Military Families Advisory Committee – advises the City Council on matters related to the support of our veterans and military community; makes recommendations to the City Council with respect to veterans and military service member related issues, ceremonies, and other activities that occur within National City; and provides a forum for discussion of issues relating to veterans and military families.

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



BUDGET CONTROLS, BASIS, & POLICIES

BUDGETARY CONTROLS

The estimated revenues and appropriations for the funds in the City of National City's budget are each classified as one of six fund types: general fund, special revenue funds, debt service funds, capital projects funds, enterprise 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 annual budget adopted by the City Council.

Assisted by tools incorporated into the City's automated accounting system, each department's expenditures from a single funding source, i.e., 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 for a fund must be approved by the 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" in the amount requiring approval. A department may have appropriations in more than one fund but may not comingle those resources. The 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, 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. Budget 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 accommodate appropriations. 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 the County, State, and other agencies, to ensure projections are realistic and conservative. 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 Council priorities before presentation to Council for adoption.



BUDGET CONTROLS, BASIS, & POLICIES

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 national disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature and to accumulate funds for large-scale purchases. Many of these reserves are at their minimum target levels. While the City has been recovering from the previous global recession, the use of an as yet to be determined portion of these reserves will likely be required, as a result of the recession caused by the COVID-19 pandemic.

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 and placing some funds in a portfolio managed by a professional investment manager. Additionally, the City holds a Certificate of Deposit Account Registry Service ("CDARS") investment, which, in addition to providing a competitive investment return, requires all invested funds be made available for loans to National City businesses. 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 restricted to the financing of large capital projects. Several factors are considered prior to making a decision to finance debt. 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.



CALENDAR - FISCAL YEAR 2021 BUDGET

DATE	DESCRIPTION	DEPARTMENT
Thursday, Nov. 7th	Distribution of calendar to department heads	Finance
Tuesday, Dec. 3rd (City Council Meeting)	Request directions from City Council for budget workshop and budget adoption dates.	City Council Finance
Wednesday, Jan. 8th	Budget instructions & budget forms distribution. Eden open for departments to enter budget requests.	Finance
Tuesday, Jan. 21st (City Council Meeting)	FY 21 Budget priorities.	City Council City Staff
Thursday, Feb. 13th	Submission of departmental appropriation requests due in Eden by 5 pm.	All Departments
Wednesday, Feb. 20th through Monday, March 2nd	Departmental budget meetings with Finance and City Manager, to review & discuss appropriation proposals.	Finance City Manager All Departments
Tuesday, Apr. 28th (City Council Workshop)	Budget Workshop- CIP & Preliminary Budget Presentation.	City Council Finance
Tuesday, Jun. 16th (City Council Meeting)	Budget hearing / Adoption of Budget.	City Council Finance

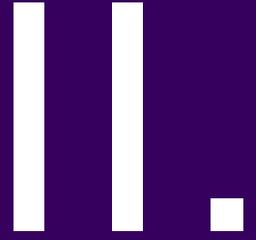
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Section

Summaries
&
Schedules

Adopted Budget
Fiscal Year 2021



Adopted Budget
Fiscal Year 2021

Fund Balances



**CITY OF NATIONAL CITY
BUDGET ANALYSIS BY FUND
FISCAL YEAR 2021**

Fund	Fund Name	Est. Beg. Fund Bal., 7/1/20	Estimated Revenues	Transfers In	Transfers Out	Adopted Expenditures	Est. End. Fund Bal., 6/30/21
001	General Fund	\$ 39,217,144	\$ 52,072,928	\$ 5,500	\$ (2,100,617)	\$ (56,695,302)	\$ 32,499,653
104	Library Fund	\$ -	\$ 882,500	\$ 1,204,103	\$ -	\$ (2,086,603)	\$ -
105	Parks Maintenance Fund	-	1,028,500	579,761	-	(1,608,261)	-
108	Library Capital Outlay Fund	461,500	176,000	-	-	(66,400)	571,100
109	Gas Taxes Fund	-	2,750,117	-	-	(2,588,979)	161,138
125	Sewer Service Fund	13,193,287	9,931,785	-	(454,000)	(10,079,682)	12,591,390
130	EMT-D Revolving Fund	331,003	318,213	-	-	(308,514)	340,702
131	Asset Forfeiture Fund	320,373	50,000	-	-	-	370,373
166	Nutrition Fund	100,000	440,527	508,832	-	(1,039,933)	9,426
172	Trash Rate Stabilization Fund	285,150	215,000	-	-	(200,156)	299,994
195	Mile of Cars Landscape Maint. Dist. Fund	2,284	152,912	16,753	(5,500)	(164,165)	2,284
208	Supplemental Law Enforcement Svcs Fund	411,651	-	-	-	-	411,651
211	Security & Alarm Regulation Fund	99,068	4,000	-	-	-	103,068
212	Post-Employment Benefits Fund	29,864	-	300,000	-	(300,000)	29,864
259	Library Bonds Debt Service Fund	1,077,297	384,225	-	-	(384,225)	1,077,297
277	National City Public Library Donations Fund	231,197	-	-	-	(3,000)	228,197
301	Community Development Block Grant Fund	143,095	788,787	-	-	(930,500)	1,382
307	Proposition A Fund	93,666	1,381,000	-	-	(1,381,000)	93,666
320	Library Grants Fund	336,974	-	-	-	-	336,974
325	Development Impact Fees Fund	621,065	114,000	-	-	-	735,065
326	Development Impact Fees Fund	1,217,349	646,000	-	-	-	1,863,349
501	Housing Authority Fund	25,240,655	598,832	-	(508,832)	(1,335,159)	23,995,496
502	Housing Choice Voucher Fund	425,416	13,194,269	-	-	(13,179,712)	439,973
505	HOME Fund	1,551,003	356,620	-	-	(355,936)	1,551,687
532	Low & Moderate Income Housing Asset Fund	402,882	250,000	-	-	(358,358)	294,524
626	Facilities Maintenance Fund	201,336	2,892,002	-	-	(2,930,318)	163,020
627	Liability Insurance Fund	3,254,595	3,306,426	-	-	(4,087,300)	2,473,721
629	Information Systems Maintenance Fund	165,570	2,464,897	-	-	(2,469,184)	161,283
643	Motor Vehicle Service Fund	439,956	1,118,351	-	-	(1,121,561)	436,746
644	Vehicle Replacement Fund	1,086,135	1,156,453	454,000	-	(871,410)	1,825,178
Other Funds Total		\$ 51,722,371	\$ 44,601,416	\$ 3,063,449	\$ (968,332)	\$ (47,850,356)	\$ 50,568,548
Total, All Funds		\$ 90,939,515	\$ 96,674,344	\$ 3,068,949	\$ (3,068,949)	\$ (104,545,658)	\$ 83,068,201

Note: Funds projected to have no beginning available fund balance and no budgetary activity (revenues and/or expenditures) in fiscal year 2021 are not included.

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Adopted Budget
Fiscal Year 2021

Interfund Transfers



**CITY OF NATIONAL CITY
FUND TRANSFERS DETAIL
FISCAL YEAR 2021**

From		To		Purpose	Adopted Transfers
001	General Fund	104	Library Fund	Operating Subsidy	\$ 1,204,103
001	General Fund	105	Parks Maintenance Fund	Operating Subsidy	579,761
001	General Fund	195	Mile of Cars LMD	Maintenance District	16,753
001	General Fund	212	Post-Employment Benefit Fund	Retiree Health Benefits	300,000
				Total (Net) General Fund Impact	\$ 2,100,617
195	Mile of Cars LMD	001	General Fund	Administrative Transfer	5,500
125	Sewer Service Fund	644	Vehicle Replacement Fund	Vehicle Purchases	454,000
501	Housing Authority Fund	166	Nutrition Fund	Annual Proceeds from Disposition of Assets	508,832
				Total (Net) Other Funds Impact	\$ 968,332
				Total, All Funds	\$ 3,068,949

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Adopted Budget
Fiscal Year 2021

Revenue Detail



**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
001 GENERAL FUND				
001-00000 Taxes				
3000 Property Taxes - Current Year, Secured	3,586,247	3,657,861	3,800,000	4,100,000
3001 Property Taxes - Current Year, Unsecured	109,636	113,626	105,000	115,000
3002 Supplemental Roll	170,879	200,965	125,000	120,000
3003 Property Taxes - Prior Year, Secured & Unsecured	(435)	(791)	720	1,700
3006 Interest, Penalties & Delinq.	7,138	18,282	3,000	-
3009 Property Taxes Allocated	(1,757,726)	(1,805,622)	(1,832,827)	(1,900,000)
3010 Sales & Use Taxes	18,141,269	19,263,372	18,690,000	17,281,000
3012 Property Tax in Lieu of VLF	6,425,372	6,711,110	7,000,000	7,400,000
3014 Proposition 172 - Public Safety Sales Tax	156,202	191,037	160,000	160,000
3015 District Transaction & Use Tax	11,787,204	12,446,258	11,965,000	11,293,000
3016 AB 1290 Property Tax Pass-through	437,873	483,934	450,000	460,000
3017 SA Residual Balance Distributions	1,339,064	2,370,512	2,400,000	3,200,000
3018 US Fish & Wildlife in Lieu of Property Tax	115	580	500	500
3020 Transient Lodging Tax	1,660,800	1,774,843	1,600,000	1,200,000
3030 Cable TV Franchise	446,042	331,469	445,000	350,000
3031 Electric Franchise	899,146	1,051,368	896,000	900,000
3032 Gas Franchise	69,939	64,577	65,000	65,000
3033 Refuse Franchise	494,926	519,314	470,000	500,000
3040 Business License Tax	521,160	512,519	428,000	450,000
3041 Residential Rental Fee	190,475	195,932	180,000	190,000
3043 SB 1186 Disability Access	12,970	15,398	2,500	2,500
Subtotal - Taxes	44,698,294	48,116,544	46,952,893	45,888,700
001-00000 Use of Money & Property				
3300 Investment Earnings	722,396	1,023,580	150,000	150,000
3302 Unrealized Gain/Loss on Investments	(281,948)	467,800	-	-
3314 Rental - Land	343,455	540,331	320,000	450,000
3323 Lease - Cricket Comm. - El Toyon	62,500	-	-	-
Subtotal - Use of Money & Property	846,403	2,031,711	470,000	600,000
001-00000 Inter-Governmental Revenues				
3420 State HOPTR	14,013	13,445	14,000	14,000
3452 Mandated Cost Reimbursement	30,684	47,937	30,000	30,000
Subtotal - Inter-Governmental Revenues	44,697	61,382	44,000	44,000
001-00000 Other Revenues				
3586 Photocopy Sales	20	-	70	-
3601 Sales of Real Property	-	4,000	-	-
3603 Litigation Recovery Proceeds	2,819	58,307	-	-
3608 Veterans Wall of Honor	1,330	585	-	-
3634 Miscellaneous Revenues	7,552	20,122	115,000	-
3636 Refunds & Reimbursements	40,344	95,238	1,000	100,000
3654 Administrative Costs from Successor Agency	306,440	250,000	235,000	235,000
3698 Indirect/Overhead Cost Recovery	1,638,221	557,741	591,707	565,960
Subtotal - Other Revenues	2,001,726	985,993	942,777	900,960
001-01002 Donations - Community Meeting				
3637 Donations State of the City Address	10,000	11,000	-	-
Subtotal - Donations - Community Meeting	10,000	11,000	-	-
001-02000 City Clerk Revenues				
3529 Sales of Miscellaneous Publications	200	109	-	-
3585 Miscellaneous User Charges	313	8,553	-	-
3634 Miscellaneous Revenues	760	-	-	-
Subtotal - City Clerk Revenues	1,273	8,662	-	-
001-04045 Finance Revenues				
3101 Administrative Fees	8,063	8,798	8,000	8,000
3141 Garage Sale Permits	1,885	1,838	2,000	1,500
3585 Miscellaneous User Charges	169	161	400	400
3589 Returned Check Charges	295	1,515	150	500
Subtotal - Finance Revenues	10,411	12,312	10,550	10,400
001-04046 Finance Revenues				
3631 Cash Over/Short	5	72	-	-
Subtotal - Finance Revenues	5	72	-	-

**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
001-06027 Planning Revenues				
3100 Licenses & Permits	-	650	-	-
3143 Home Occupation Permits	6,524	4,040	5,280	5,200
3502 Conditional Use Permit	2,485	32,307	29,588	29,000
3503 GP/SP Changes	13,808	9,108	8,185	4,000
3506 Planned Development Permit	(1,244)	-	1,973	1,000
3509 Street Vacations	-	-	3,235	3,200
3510 Tentative Parcel Map	-	5,625	3,250	3,300
3511 Tentative Subdivision Map	2,485	10,485	2,485	2,000
3512 Zone Change Permit	4,970	5,500	4,093	2,000
3513 Zone Variance Permit	6,015	-	2,005	1,000
3514 Day Care Center	310	-	310	-
3521 Coastal Development Permit	2,485	2,485	4,970	2,500
3530 Appeal Fee	-	-	3,710	3,700
3546 Prelim Site Plan Review	360	2,730	700	2,000
3532 Banners/Signs - Processing Fee	2,840	260	400	2,000
3581 Environmental Assessment Form	3,635	-	3,635	1,800
3584 Substantial Conformance	-	750	-	-
3585 Miscellaneous User Charges	43	-	28	-
3586 Photocopy Sales	375	5	-	-
3588 Zoning/Rebuild Letter	-	1,015	1,000	1,000
3591 General Plan Update Fee	-	750	-	-
3634 Miscellaneous Revenues	1,958	-	1,500	1,500
Subtotal - Planning Revenues	52,019	75,710	76,347	65,200
001-06028 Building Revenues				
3101 Administrative Fees	38,120	36,757	35,000	30,000
3120 Building Permits	629,271	599,795	450,000	423,000
3204 Enforcement Fines & Penalties	43,838	61,358	45,000	20,000
3545 Plan Checking Fee	514,879	498,707	500,000	500,000
3585 Miscellaneous User Charges	325,068	(318,844)	-	-
Subtotal - Building Revenues	1,551,176	877,773	1,030,000	973,000
001-06029 Engineering Revenues				
3100 Licenses & Permits	-	25	-	-
3125 Sewer Permits	5,349	5,289	4,000	4,000
3130 Street & Curb Permits	368	1,320	500	500
3142 Grading Permits	83,346	33,066	50,000	30,000
3144 House Moving Permits	1,896	1,554	1,500	1,500
3146 Parking District Permit	6,055	7,814	5,000	7,000
3151 Ice Cream Truck Permits	-	100	-	-
3152 Dumpster Permits	-	125	-	375
3160 Utility Company Permits	194,422	237,242	100,000	130,000
3547 Storm Water Management Fee (NPDES)	-	910	-	1,000
3557 Traffic Control Plan / Impact Study Review	31,915	17,442	20,000	20,000
3559 Addressing	-	3,926	-	2,000
3585 Miscellaneous User Charges	-	600	600	600
3634 Miscellaneous Revenues	9,690	2,100	2,000	2,000
3645 Paradise Creek Park Site Remediation	-	2,294,066	1,000,000	-
3648 WI-TOD Improvements	1,305,611	716,947	-	-
Subtotal - Engineering Revenues	1,638,652	3,322,526	1,183,600	198,975
001-06030 Engineering Utility Permits				
3164 SDGE	4,482	9,221	-	-
3165 Sweetwater Authority	11,323	16,358	-	-
3166 Cox Communications	2,561	1,409	-	-
3167 AT&T	4,611	4,056	-	-
3168 Crown Castle	60,512	21,101	-	-
Subtotal - Engineering Utility Permits	83,490	52,145	-	-
001-11000 Police Revenues				
3100 Licenses & Permits	5,804	9,664	5,500	5,500
3200 Vehicle Code Fines	109,091	78,030	100,000	90,000
3203 Parking Citations Administrative Fee	156	-	-	-
3205 Citation Sign-Off Fee	1,240	3,105	2,000	2,000
3220 Other Forfeits & Penalties	1,843	9,433	2,000	2,000
3469 Overtime Reimbursements	101,831	40,586	50,000	-
3470 County Grants	2,715	-	-	-
3533 Booking Fees	30,433	28,308	20,000	-
3537 Miscellaneous Police Services	4,974	9,991	3,500	4,500
3550 Vehicle Impound Fees	4,327	3,368	9,000	4,500

**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
3551 Administrative Impound Fee	47,492	66,713	60,000	65,000
3556 Police & Fire Services - Port of San Diego	665,200	683,826	694,356	680,000
3558 Tow/Impound Referral Fees	122,520	122,520	90,000	100,000
3567 Police Regulated Business Fees	-	2,125	-	-
3586 Photocopy Sales	11,817	18,284	11,000	15,000
3634 Miscellaneous Revenues	13,933	-	-	-
3636 Refunds & Reimbursements	-	80	-	-
Subtotal - Police Revenues	1,123,376	1,076,033	1,047,356	968,500
001-11107 National School District Contract (Police) Revenues				
3467 School District Contract Reimbursement	-	77,068	77,000	77,000
Subtotal - National School District Contract (Police) Revenues	-	77,068	77,000	77,000
001-11108 Sweetwater Union HS Contract (Police) Revenues				
3467 School District Contract Reimbursement	84,000	84,000	84,000	84,000
Subtotal - Sweetwater Union HS Contract (Police) Revenues	84,000	84,000	84,000	84,000
001-11110 STOP Project Revenues				
3550 Vehicle Impound Fees	20,806	30,028	20,000	20,000
Subtotal - STOP Project Revenues	20,806	30,028	20,000	20,000
001-11112 POST Grant Revenues				
3461 POST Reimbursement	24,005	21,556	4,000	20,000
Subtotal - POST Grant Revenues	24,005	21,556	4,000	20,000
001-12000 Fire Department Revenues				
3322 AMR Lease - Fire Station	-	6,890	-	-
3469 Overtime Reimbursements	794,447	554,286	1,100,000	-
Subtotal - Fire Department Revenues	794,447	561,176	1,100,000	-
001-12124 Fire Prevention Revenues				
3121 Uniform Fire Code Permits	451	-	-	-
3122 Storage Tank Permits	1,700	4,262	-	-
3541 Plan Review - Fire Systems	33,692	66,097	30,000	57,000
3553 Fire Permit Review Fee	49,354	13,369	75,000	14,000
3561 Weed Abatement	16,088	(16,088)	-	-
Subtotal - Fire Prevention Revenues	101,285	67,640	105,000	71,000
001-12125 Fire Operations Revenues				
3202 False Alarm Fines	33,508	25,048	18,000	55,000
3322 AMR Lease - Fire Station	47,243	77,467	85,000	89,250
3544 Miscellaneous Fire Services	38,532	37,397	40,000	40,000
3555 Fire Protection Services - Lower Sweetwater	354,660	164,665	235,530	235,530
3556 Police & Fire Services - Port of San Diego	522,657	537,291	545,565	558,113
3566 Fire/Life Safe Annual Inspection	-	252,215	400,000	463,300
Subtotal - Fire Operations Revenues	996,599	1,094,083	1,324,095	1,441,193
001-14000 Risk Management Revenues				
3632 Comp Insurance Reimbursement	56,236	4,310	40,000	1,000
3636 Refunds & Reimbursements	-	132,271	-	-
Subtotal - Risk Management Revenues	56,236	136,581	40,000	1,000
001-22000 Public Works Operations Revenues				
3475 Tonnage Diversion Grant	100	-	-	-
3634 Miscellaneous Revenues	7,018	12,345	4,000	-
3636 Refunds & Reimbursements	323	-	-	-
Subtotal - Public Works Operations Revenues	7,441	12,345	4,000	-
001-22223 Public Works Facilities Maintenance Revenues				
3634 Miscellaneous Revenues	3,951	1,755	-	-
Subtotal - Public Works Facilities Maintenance Revenues	3,951	1,755	-	-
001-41000 Recreation Revenues				
3312 Rental	1,800	3,650	4,000	8,800
3317 Rental - Las Palmas Golf Course	95,657	98,302	90,000	98,000
3572 Miscellaneous Recreation Charges	3,487	14,198	3,000	2,300
3574 Swimming Pool Revenue	232,033	230,495	150,000	314,900
3575 Tiny Tots Revenue	2,420	-	-	-
3598 Miscellaneous Recreation Revenue	10,980	8,662	40,000	5,000
3637 Donations	-	2,800	1,000	8,000
3650 Casa Youth Fundraising	-	-	750	2,000
Subtotal - Recreation Revenues	346,377	358,107	288,750	439,000

**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
001-42000 Parks Revenues				
3585 Miscellaneous User Charges	34,895	19,250	20,000	4,000
3590 Street Tree Fees	195	-	-	-
3634 Miscellaneous Revenues	23,330	11,570	-	4,000
Subtotal - Parks Revenues	58,420	30,820	20,000	8,000
001-45462 Housing & Grants Revenues				
3585 Misc User Charges	886	-	-	-
3634 Miscellaneous Revenues	3,345	1,902	-	-
3636 Refunds & Reimbursements	1,000	1,000	-	-
3655 Asset Management Fee	25,000	25,000	-	-
Subtotal - Housing & Grants Revenues	30,231	27,902	-	-
001-45464 Neighborhood Services Revenues				
3201 Parking Citations	200,737	199,079	210,000	210,000
3203 Parking Citations Administrative Fee	3,165	1,780	2,500	2,500
3206 RV Permits	846	980	850	1,000
3585 Miscellaneous User Charges	24,058	48,241	20,000	48,500
Subtotal - Neighborhood Services Revenues	228,806	250,080	233,350	262,000
3999 Transfer(s) from Other Fund(s)	5,780,465	1,712,329	6,000	5,500
GENERAL FUND REVENUES	54,814,126	59,385,004	55,057,718	52,072,928
Transfers In	5,780,465	1,712,329	6,000	5,500
GENERAL FUND TOTAL	60,594,591	61,097,333	55,063,718	52,078,428
104 LIBRARY FUND				
104-00000 General Operating Revenues				
3009 Property Taxes Allocated	811,787	833,908	846,472	877,500
3420 State HOPTR	5,395	5,176	5,000	5,000
3636 Refunds & Reimbursements	-	100	-	-
Subtotal - General Operating Revenues	817,182	839,184	851,472	882,500
3999 Transfer(s) from Other Fund(s)	876,641	1,003,308	1,061,970	1,204,103
LIBRARY FUND REVENUES	817,182	839,184	851,472	882,500
Transfers In	876,641	1,003,308	1,061,970	1,204,103
LIBRARY FUND TOTAL	1,693,823	1,842,492	1,913,442	2,086,603
105 PARKS MAINTENANCE FUND				
105-00000 General Operating Revenues				
3009 Property Taxes Allocated	945,939	971,714	986,355	1,022,500
3420 State HOPTR	6,286	6,031	6,000	6,000
3634 Miscellaneous Revenues	(2)	-	-	-
Subtotal - General Operating Revenues	952,223	977,745	992,355	1,028,500
105-42000 Parks Revenues				
3585 Miscellaneous User Charges	28	-	-	-
3636 Refunds & Reimbursements	28	-	-	-
Subtotal - Parks Revenues	28	-	-	-
3999 Transfer(s) from Other Fund(s)	414,940	452,511	602,168	579,761
PARKS MAINTENANCE FUND REVENUES	952,251	977,745	992,355	1,028,500
Transfers In	414,940	452,511	602,168	579,761
PARKS MAINTENANCE FUND TOTAL	1,367,191	1,430,256	1,594,523	1,608,261
108 LIBRARY CAPITAL OUTLAY FUND				
108-00000 General Operating Revenues				
3050 Real Property Transfer Tax	106,284	213,257	136,000	136,000
Subtotal - General Operating Revenues	106,284	213,257	136,000	136,000
108-31310 Library Capital Outlay Revenues				
3565 Book Fines	48,144	34,729	40,000	40,000
Subtotal - Library Capital Outlay Revenues	48,144	34,729	40,000	40,000
LIBRARY CAPITAL OUTLAY FUND REVENUES	154,428	247,986	176,000	176,000
LIBRARY CAPITAL OUTLAY FUND TOTAL	154,428	247,986	176,000	176,000

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
109 GAS TAXES FUND				
109-00000 General Operating Revenues				
3300 Investment Earnings	1,840	12,249	-	-
3302 Unrealized Gain/Loss on Investments	(1,426)	4,721	-	-
3410 Gas Tax 2106	227,552	233,000	232,146	227,793
3411 Gas Tax 2107	432,294	429,575	454,807	427,548
3412 Gas Tax 2107.5	7,500	7,500	7,500	7,500
3413 Gas Tax 2105	332,167	341,581	346,350	358,122
3414 R&T 7360	238,367	207,985	530,000	552,372
3415 Gas Tax 16321	69,585	70,208	70,000	-
3416 Gas Tax 2030	282,157	1,218,188	1,030,455	1,176,782
Subtotal - Gas Tax Revenues	1,590,035	2,525,007	2,671,258	2,750,117
GAS TAXES FUND REVENUES	1,590,035	2,525,007	2,671,258	2,750,117
GAS TAXES FUND TOTAL	1,590,035	2,525,007	2,671,258	2,750,117
115 PARK & REC CAPITAL OUTLAY FUND				
115-00000 General Operating Revenues				
3631 Cash Over/Short	-	(96)	-	-
3585 Misc User Charges	-	3,810	-	-
PARK & REC CAPITAL OUTLAY FUND	-	3,714	-	-
120 PLAN CHECKING & REVOLVING FUND				
120-00000 General Operating Revenues				
3545 Plan Checking Fee	52,390	2,753	-	-
PLAN CHECKING REVOLVING FUND TOTAL	52,390	2,753	-	-
125 SEWER SERVICE FUND				
125-00000 General Operating Revenues				
3300 Investment Earnings	256,314	239,554	60,000	-
3302 Unrealized Gain/Loss on Investments	(67,803)	118,437	-	-
Subtotal - General Operating Revenues	188,511	357,991	60,000	-
125-22222 Public Works Sewer Revenues				
3316 Rental - Sewer	410	-	400	-
3563 Sewer Service Charge	7,234,751	7,906,254	6,950,000	9,931,785
3564 Sewer Transportation Charge	1,000	-	8,000	-
3610 Sewer Connection Fees	-	-	10,000	-
3636 Refunds & Reimbursements	670,581	-	-	-
Subtotal - Public Works Sewer Revenues	7,906,743	7,906,254	6,968,400	9,931,785
SEWER SERVICE FUND REVENUES	8,095,254	8,264,245	7,028,400	9,931,785
SEWER SERVICE FUND TOTAL	8,095,254	8,264,245	7,028,400	9,931,785
130 EMT-D REVOLVING FUND				
130-12000 Fire Revenues				
3034 Franchise - AMR	303,552	344,525	318,213	318,213
EMT-D REVOLVING FUND TOTAL	303,552	344,525	318,213	318,213
131 ASSET FORFEITURE FUND				
131-00000 General Operating Revenues				
3300 Investment Earnings	6,989	8,828	-	-
3302 Unrealized Gain/Loss on Investments	(2,134)	3,922	-	-
3539 Seized Assets	23,596	98,920	45,000	50,000
3634 Misc. Revenue	-	-	-	-
Subtotal - General Operating Revenues	28,450	111,670	45,000	50,000
131-11139 County Asset Forfeiture Funds Revenues				
3636 Refunds & Reimbursements	53,031	1,890	-	-
Subtotal - County Asset Forfeiture Funds Revenues	53,031	1,890	-	-
ASSET FORFEITURE FUND TOTAL	81,481	113,560	45,000	50,000

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
166 NUTRITION FUND				
166-41429 Nutrition Center Revenues				
3470 County Grants	307,511	304,709	300,000	330,927
3514 Nutrition Income - Catered Meals	5,904	7,771	3,600	3,600
3515 Nutrition - Program Income	91,396	72,410	95,000	95,000
3516 Nutrition Program - Non-Meals Donations	2,245	-	-	-
3517 Nutrition Income - Delivered Meals	11,310	8,496	11,000	11,000
3631 Cash Over/Short	-	(201)	-	-
Subtotal - Nutrition Center Revenues	418,365	393,185	409,600	440,527
3999 Transfer(s) from Other Fund(s)	262,588	475,000	491,625	508,832
NUTRITION FUND REVENUES	418,365	393,185	409,600	440,527
Transfers In	262,588	475,000	491,625	508,832
NUTRITION FUND TOTAL	680,953	868,185	901,225	949,359
172 TRASH RATE STABILIZATION FUND				
172-00000 General Operating Revenues				
3463 Other State Grants	15,428	15,472	-	-
3642 Rate Stabilization Receipts	209,075	211,222	175,000	215,000
TRASH RATE STABILIZATION FUND TOTAL	224,503	226,694	175,000	215,000
195 MILE OF CARS LMD				
195-00000 General Operating Revenues				
3007 Mile of Cars Spec. Assessment	141,575	174,451	161,355	152,913
Subtotal - Mile of Cars LMD Revenues	141,575	174,451	161,355	152,913
3999 Transfer(s) from Other Fund(s)	-	-	-	16,753
MILE OF CAR REVENUE TOTAL	141,575	174,451	161,355	152,913
Transfers In	-	-	-	16,753
MILE OF CAR LMD TOTAL	141,575	174,451	161,355	169,666
201 NATIONAL CITY JPFA DEBT SERVICE FUND				
201-00000 General Operating Revenues				
3456 Police Facility Lease	493,879	-	-	-
3991 Bond Proceeds	5,523,602	-	-	-
NATIONAL CITY JPFA DEBT SERVICE FUND TOTAL	6,017,481	-	-	-
208 SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF)				
208-00000 General Operating Revenues				
3463 Other State Grants	139,416	148,747	100,000	-
Subtotal - General Operating Revenues	139,416	148,747	100,000	-
SUPP. LAW ENFORCEMENT SVCS FUND (SLESF) REVENUES	139,416	148,747	100,000	-
SUPP. LAW ENFORCEMENT SVCS FUND (SLESF) TOTAL	139,416	148,747	100,000	-
211 SECURITY & ALARM REGULATION FUND				
211-11000 Police Revenues				
3161 Security Alarm Permits	6,480	5,729	4,000	4,000
3202 False Alarm Fines	17,850	23,920	-	-
Subtotal - Police Revenues	24,330	29,649	4,000	4,000
SECURITY & ALARM REGULATION FUND REVENUES	24,330	29,649	4,000	4,000
SECURITY & ALARM REGULATION FUND TOTAL	24,330	29,649	4,000	4,000
212 POST EMPLOYMENT BENEFITS FUND				
3999 Transfer(s) from Other Fund(s)	186,350	197,580	260,340	300,000
Transfers In	186,350	197,580	260,340	300,000
POST EMPLOYMENT BENEFITS FUND TOTAL	186,350	197,580	260,340	300,000

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
259 LIBRARY BONDS DEBT SERVICE FUND				
259-00000 General Operating Revenues				
3008 Special Assessment - General Obligation Bonds	371,616	371,979	382,075	384,225
LIBRARY BONDS DEBT SERVICE FUND TOTAL	371,616	371,979	382,075	384,225
277 NATIONAL CITY PUBLIC LIBRARY DONATIONS FUND				
277-31000 Library Revenues				
3637 Donations	550	400	-	-
NATIONAL CITY PUBLIC LIBRARY DONATIONS FUND TOTAL	550	400	-	-
282 REIMBURSABLE GRANTS CITY-WIDE FUND				
282-00000 Miscellaneous Grants				
3470 Country Grants	10,000	10,000	-	-
3699 Misc Grants	-	10,000	-	-
Subtotal - Miscellaneous Grants	10,000	20,000	-	-
282-11936 FY 08 Urban Area Security Initiative				
3498 Other Federal Grants	4,033	-	-	-
Subtotal - FY 08 Urban Area Security Initiative	4,033	-	-	-
282-11937 FY 16 Urban Area Security Initiative				
3498 Other Federal Grants	228,701	-	-	-
Subtotal - FY 16 Urban Area Security Initiative	228,701	-	-	-
282-11946 FY 15 State Homeland Security Grant				
3498 Other Federal Grants	25,649	-	-	-
Subtotal - FY 15 State Homeland Security Grant	25,649	-	-	-
282-11947 FY16 State Homeland Security Grant				
3498 Other Federal Grants	-	26,269	-	-
Subtotal - FY16 State Homeland Security Grant	-	26,269	-	-
282-11948 FY 16 Urban Area Security Initiative				
3498 Other Federal Grants	-	9,000	-	-
Subtotal - FY 16 Urban Area Security Initiative	-	9,000	-	-
282-12912 CRI - Mass Prophylaxis Program				
3498 Other Federal Grants	2,500	2,500	2,500	-
Subtotal - CRI - Mass Prophylaxis Program	2,500	2,500	2,500	-
282-12936 Urban Area Security Initiative				
3498 Other Federal Grants	-	276,606	-	-
Subtotal - Urban Area Security Initiative	-	276,606	-	-
282-12937 FY 16 Urban Area Security Initiative				
3498 Other Federal Grants	9,857	-	-	-
Subtotal - FY 16 Urban Area Security Initiative	9,857	-	-	-
282-12946 FY15 State Homeland Security Grant				
3498 Other Federal Grants	25,665	-	-	-
Subtotal - FY15 State Homeland Security Grant	25,665	-	-	-
282-12947 FY16 State Homeland Security Grant				
3498 Other Federal Grants	-	25,248	-	-
Subtotal -FY16 State Homeland Security Grant	-	25,248	-	-
282-12948 FY17 Urban Area Security Initiative				
3498 Other Federal Grants	-	18,488	-	-
Subtotal -FY17 Urban Area Security Initiative	-	18,488	-	-
REIMBURSABLE GRANTS CITY-WIDE FUND TOTAL	306,405	101,505	2,500	-

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290 POLICE DEPARTMENT GRANTS FUND				
290-11626 RATT Grant				
3470 County Grants	97,938	53,070	-	-
Subtotal - RATT Grant	97,938	53,070	-	-
290-11646 2013 Regional Realignment Response - R3				
3498 Other Federal Grants	-	4,259	-	-
Subtotal 2013 Regional Realignment Response - R3	-	4,259	-	-
290-11647 ABC Grant				
3463 Other State Grants	28,761	106,730	-	-
Subtotal - ABC Grant	28,761	106,730	-	-
290-11651 JAG 2015-DJ-BX-0173				
3498 Other Federal Grants	-	26,032	-	-
Subtotal - JAG 2015-DJ-BX-0173	-	26,032	-	-
290-11655 2015 Operation Stone Garden				
3498 Other Federal Grants	5,224	-	-	-
Subtotal - 2015 Operation Stone Garden	5,224	-	-	-
290-11658 STEP OTS Grant PT1779				
3498 Other Federal Grants	16,054	-	-	-
Subtotal - STEP OTS GRANT PT1779	16,054	-	-	-
290-11660 2016 Operation Stone Garden				
3498 Other State Grants	43,865	23,560	-	-
Subtotal - 2016 Operation Stone Garden	43,865	23,560	-	-
290-11661 Other Federal Grants				
3498 Other Federal Grants	26,371	43,847	-	-
Subtotal - STEPS OTS GRANT PT18101	26,371	43,847	-	-
290-11662 2017 Operation Stone Garden				
3498 Other Federal Grants	-	20,538	-	-
Subtotal - 2017 OPERATION STONE GARDEN	-	20,538	-	-
290-11665 STEP OTS Grant PT19074				
3498 Other Federal Grants	-	56,519	-	-
Subtotal - STEP OTS GRANT PT19074	-	56,519	-	-
POLICE DEPARTMENT GRANTS FUND TOTAL	218,213	334,555	-	-
296 ENGINEERING DEPARTMENT GRANTS FUND				
296-01015 Bicycle Parking Enhancements				
3463 Other State Grants	32,741	-	-	-
Subtotal - Bicycle Parking Enhancements	32,741	-	-	-
296-01599 HRPP - Housing Related Parks Prog No 2				
3463 Other State Grants	-	446,850	-	-
Subtotal - HRPP - Housing Related Parks Prog No 2	-	446,850	-	-
296-06001 CALTRANS Grant				
3498 Other Federal Grants	1,781	-	-	-
Subtotal - CALTRANS Grant	1,781	-	-	-
296-06029 Engineering Revenues				
3463 Other State Grants	74,426	-	-	-
Subtotal - Engineering Revenues	74,426	-	-	-
296-06040 Fiber Optic Traffic Signal Upgr HSIP 030				
3498 Other Federal Grants	-	351,445	-	-
Subtotal - Fiber Optic Traffic Signal Upgr HSIP 030	-	351,445	-	-

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
296-06041 Highland & E 28TH ST - HSIP 5066028				
3498 Other Federal Grants	-	109,414		-
Subtotal - Highland & E 28TH ST - HSIP 5066028	-	109,414	-	-
296-06042 Highland Ave Traffic Signal MOD HSIP 027				
3498 Other Federal Grants	-	54,164		-
Subtotal - Highland Ave Traffic Signal MOD HSIP 027	-	54,164	-	-
296-06043 Citywide T Signal & ADA Enhan HSIP 029				
3463 Other State Grants	-	51,780		-
Subtotal - Citywide T Signal & ADA Enhan HSIP 029	-	51,780	-	-
296-06165 NC Intra-connect Plan Project				
3498 Other State Grants	10,915	-		-
Subtotal - NC Intra connect Plan Project	10,915	-	-	-
296-06166 SRTS - Pedestrian Enhancements				
3463 Other State Grants	-	24,312		-
Subtotal -SRTS - Pedestrian Enhancements	-	24,312	-	-
296-06183 NC Intra-Connect Plan Project				
3463 Other State Grants	-	30,924		-
Subtotal - NC Intra-Connect Plan Project	-	30,924	-	-
296-06189 Wayfindings Signage Program				
3463 Other State Grants	534,461	-		-
3470 County Grants	205,220	-		-
Subtotal - Wayfindings Signage Program	739,681	-	-	-
296-06191 Paradise Creek Educational Park				
3463 Other State Grants	563,203	87,797		-
3470 County Grants	-	-		-
Subtotal - Paradise Creek Educational Park	563,203	87,797	-	-
296-06571 Division Street Road Diet Project				
3463 Other State Grants	-	87,500		-
Subtotal - Division Street Road Diet Project	-	87,500	-	-
296-06572 Euclid Bicycle and Ped Enhancements				
3463 Other State Grants	51,817	-		-
Subtotal - Euclid Bicycle and Ped Enhancements	51,817	-	-	-
296-06574 30TH ST Ped and Bike Enhan-CALTRANS ATP				
3463 Other State Grants	118,136	171,190		-
Subtotal - 30TH ST Ped and Bike Enhan-CALTRANS ATP	118,136	171,190	-	-
296-06575 18Th ST Bicycle & Pedestrian Enhancements				
3463 Other State Grants	1,231,237	15,748		-
3498 Other Federal Grants	-	37,497		-
Subtotal - 18Th ST Bicycle & Pedestrian Enhancements	1,231,237	53,246	-	-
296-06577 Westside Mobility				
3463 Other State Grants	1,643,949	200,000		-
Subtotal - Westside Mobility	1,643,949	200,000	-	-
296-06578 Downtown Specific Plan Update				
3463 Other State Grants	131,537	-		-
Subtotal - Downtown Specific Plan Update	131,537	-	-	-
296-06579 El Toyon-Las Palmas Bicycle Corridor				
3463 Other State Grants	-	-		-
3498 Other Federal Grants	13,275	80,416		-
Subtotal - El Toyon-Las Palmas Bicycle Corridor	13,275	80,416	-	-
296-06580 18TH Street Bicycle Enhan Proj HSIP 031				
3498 Other Federal Grants	213,734	86,902		-
Subtotal - 18TH STREET BICYCLE ENHAN PROJ HSIP 031	213,734	86,902	-	-
296-06581 Midblock Ped Crossing Enhan - NC28				
3463 Other State Grants	-	306,624		-
Subtotal - Midblock Ped Crossing Enhan - NC28	-	306,624	-	-

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
296-06582 Urban Forest Mgmt Plng Grant Phase II				
3463 Other State Grants	-	48,269	-	-
Subtotal - Urban Forest Mgmt Plng Grant Phase II	-	48,269	-	-
296-06583 Midblock Ped Crssng Eng HSIP Grants				
3463 Other State Grants	-	175,150	-	-
Subtotal - Midblock Ped Crssng Eng HSIP Grants	-	175,150	-	-
296-06584 Paradise Vily Crk Water Qlty and Com Enh				
3463 Other State Grants	-	357,732	-	-
Subtotal - Paradise Vily Crk Water Qlty and Com Enh	-	357,732	-	-
296-06597 AHSC - Housing Grant				
3463 Other State Grants	-	930,271	-	-
Subtotal - AHSC - Housing Grant	-	930,271	-	-
296-06598 HRPP - Housing Grant No 1	553,450	-	-	-
3463 Other State Grants	553,450	-	-	-
Subtotal HRPP- Housing Grant No 1	553,450	-	-	-
296-21002 Service Authority Freeway Emergencies				
3463 Other State Grants	217,644	-	-	-
Subtotal - Service Authority Freeway Emergencies	217,644	-	-	-
296-21570 Federal HSIP-Grant Highland Ave				
3498 Other Federal Grants	259,832	-	-	-
Subtotal - Federal HSIP-Grant Highland Ave	259,832	-	-	-
ENGINEERING DEPARTMENT GRANTS FUND TOTAL	5,857,358	3,653,986	-	-
301 COMMUNITY DEVELOPMENT BLOCK GRANT FUND				
301-00000 General Operating Revenues				
3321 HILP Payments - Interest	6,631	3,294	-	-
3498 Other Federal Grants	586,685	950,285	842,964	788,787
Subtotal - General Operating Revenues	593,316	953,579	842,964	788,787
COMMUNITY DEVELOPMENT BLOCK GRANT FUND TOTAL	593,316	953,579	842,964	788,787
307 PROPOSITION "A" FUND				
307-00000 General Operating Revenues				
3300 Investment Earnings	898	4,711	-	-
3302 Unrealized Gain/Loss on Investments	-	1,293	-	-
3466 Transactions & Use Tax	955,000	1,296,000	1,212,000	1,381,000
PROPOSITION "A" FUND TOTAL	955,898	1,302,004	1,212,000	1,381,000
320 LIBRARY GRANTS FUND				
320-3100 Other Library Revenues				
3636 Refunds & Reimbursements	21,964	-	-	-
Subtotal - Literacy Services FY 13	21,964	-	-	-
320-31339 Literacy Services Grants				
3463 Other State Grants	46,740	46,974	-	-
Subtotal - Literacy Services Grants	46,740	46,974	-	-
LIBRARY GRANTS FUND TOTAL	68,704	46,974	-	-
325 DEVELOPMENT IMPACT FEES FUND				
325-00000 General Operating Revenues				
3999 Transfers from Other Funds	-	756,991	-	-
Subtotal- Transportation Development Impact Revenues	-	756,991	-	-
325-11000 Police Revenues				
3624 Development Impact Fees - Police	162,283	25,979	25,000	25,000
Subtotal - Police Revenues	162,283	25,979	25,000	25,000

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Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
325-12125 Fire Operations Revenues				
3623 Development Impact Fees - Fire/EMS	63,724	10,293	10,000	10,000
Subtotal - Fire Operations Revenues	63,724	10,293	10,000	10,000
325-31000 Library Revenues				
3622 Development Impact Fees - Library	33,492	8,180	13,000	13,000
Subtotal - Library Revenues	33,492	8,180	13,000	13,000
325-42000 Parks Revenues				
3621 Development Impact Fees - Parks & Recreation	166,744	40,744	66,000	66,000
Subtotal - Parks Revenues	166,744	40,744	66,000	66,000
3999 Transfer(s) from Other Fund(s)	-	756,991	-	-
DEVELOPMENT IMPACT FEES FUND REVENUES	426,243	85,196	114,000	114,000
Transfers In	-	756,991	-	-
DEVELOPMENT IMPACT FEES FUND TOTAL	426,243	842,187	114,000	114,000
326 TRANSPORTATION IMPACT FEES FUND				
326-00000 General Operating Revenues				
3162 TDIF - SF Residential	17,304	27,245	24,000	65,000
3163 TDIF - MF Residential	477,304	114,185	156,000	581,000
3300 Investment Earnings	4,068	11,063	-	-
3302 Unrealized Gain/Loss on Investments	(2,160)	3,769	-	-
3636 Refunds & Reimbursements	-	2,123	-	-
Subtotal - General Operating Revenues	496,516	158,385	180,000	646,000
3999 Transfer(s) from Other Fund(s)	716,501	-	-	-
TRANSPORTATION IMPACT FEES REVENUES	496,516	158,385	180,000	646,000
Transfers In	716,501	-	-	-
TRANSPORTATION IMPACT FEES FUND TOTAL	1,213,017	158,385	180,000	646,000
343 STATE-LOCAL PARTNERSHIP FUND				
343-00000 General Operating Revenues				
3300 Investment Earnings	1,506	2,052	-	-
3302 Unrealized Gain/Loss on Investments	(569)	964	-	-
STATE-LOCAL PARTNERSHIP FUND TOTAL	937	3,016	-	-
348 STATE GRANT FUND				
348-00000 General Operating Revenues				
3300 Investment Earnings	12	-	-	-
3302 Unrealized Gain/Loss on Investments	(5)	5	-	-
STATE GRANT TOTAL	7	5	-	-
420 PARKING AUTHORITY FUND				
3999 Transfer(s) from Other Fund(s)	-	320,000	-	-
Transfers In	-	320,000	-	-
PARKING AUTHORITY FUND TOTAL	-	320,000	-	-
501 HOUSING AUTHORITY FUND				
501-00000 General Operating Revenues				
3300 Investment Earning	-	78,829	-	-
3302 Unrealized Gain/Loss on Investments	-	70,951	-	-
3329 Paradise Creek Ground Lease	-	-	-	90,000
3608 Proceeds from the disposition of Assets	-	-	1,006,625	508,832
3312 Rents and Leases	-	75,000	-	-
3636 Refunds and Reimbursements	-	99	-	-
Subtotal - General Operating Revenues	-	224,878	1,006,625	598,832
3999 TRANSFERS FROM OTHER FUNDS	-	66,147,567	-	-
HOUSING AUTHORITY REVENUES TOTAL	-	224,878	1,006,625	598,832
Transfers In	-	66,147,567	-	-
HOUSING AUTHORITY FUND TOTAL	-	66,372,445	1,006,625	598,832

**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
502 HOUSING CHOICE VOUCHER FUND				
502-45462 Housing Choice Voucher Revenues				
3300 Other Revenue - Portability 80%	142	106	-	-
3600 Other Revenue - Portability 80%	22,851	8,675	6,000	-
3614 HUD Revenue - Housing Assistance Payment	9,704,038	10,961,841	11,674,764	12,079,105
3615 HUD Revenue - Administrative Fees	1,051,812	1,098,461	1,389,390	1,081,164
3616 Fraud Recovery - HAP	38,774	27,040	3,000	5,000
3617 Fraud Recovery - Administrative Fees	38,774	27,040	3,000	5,000
3618 Other Revenue - Portability Administration	318,401	116,533	250,000	24,000
3634 Miscellaneous Revenues	-	-	-	-
Subtotal - Housing Choice Voucher Revenues	11,174,792	12,239,696	13,326,154	13,194,269
HOUSING CHOICE VOUCHER REVENUES	11,174,792	12,239,696	13,326,154	13,194,269
HOUSING CHOICE VOUCHER FUND TOTAL	11,174,792	12,239,696	13,326,154	13,194,269
505 HOME FUND				
505-00000 General Operating Revenues				
3300 Investment Earnings	3,364	8,556	-	-
3302 Unrealized Gain/Loss on Investments	(2,265)	3,876	-	-
3321 HILP Payments - Interest	27,586	39,924	-	-
3498 Other Federal Grants	279,126	184,328	511,487	356,620
HOME FUND TOTAL	307,811	236,684	511,487	356,620
532 LOW & MODERATE INCOME HOUSING ASSET FUND				
532-00000 General Operating Revenues				
3300 Investment Earnings	4,211	6,564	-	-
3302 Unrealized Gain/Loss on Investments	(1,454)	2,483	-	-
3312 Rents and Leases	-	-	-	250,000
3321 FTHB Payments - Interest	166,098	159,226	-	-
3329 Paradise Creek Ground Lease	-	75,000	-	-
Subtotal - General Operating Revenues	168,855	243,273	-	250,000
3999 Transfer(s) from Other Fund(s)	-	4,941,000	-	-
LOW & MOD. INCOME HOUSING ASSET FUND REVENUES	168,855	243,273	-	250,000
Transfers In	-	4,941,000	-	-
LOW & MOD. INCOME HOUSING ASSET FUND TOTAL	168,855	5,184,273	-	250,000
626 FACILITIES MAINTENANCE FUND				
626-00000 General Operating Revenues				
3636 Refunds & Reimbursements	-	159	-	-
3700 Internal Service Charges	3,231,589	3,364,661	2,932,151	2,892,002
Subtotal - General Operating Revenues	3,231,589	3,364,820	2,932,151	2,892,002
626-22223 Public Works Facilities Maintenance Revenues				
3636 Refunds & Reimbursements	114	978	-	-
Subtotal - Public Works Facilities Maintenance Revenues	114	978	-	-
3999 Transfer(s) from Other Fund(s)	93,441	-	-	-
FACILITIES MAINTENANCE FUND REVENUES	3,231,703	3,365,798	2,932,151	2,892,002
Transfers In	93,441	-	-	-
FACILITIES MAINTENANCE FUND TOTAL	3,325,144	3,365,798	2,932,151	2,892,002
627 LIABILITY INSURANCE FUND				
627-00000 General Operating Revenues				
3634 Miscellaneous Revenues	308	-	-	-
3636 Refunds & Reimbursements	88,351	-	-	-
3700 Internal Service Charges	1,387,795	1,245,096	1,258,920	1,660,926
Subtotal - General Operating Revenues	1,476,454	1,245,096	1,258,920	1,660,926

**CITY OF NATIONAL CITY
ESTIMATED FINANCING SOURCES BY FUND
FISCAL YEAR 2021**

Acct No. Account Title	FY 18 Actual	FY 19 Actual	FY 20 Adopted	FY 21 Adopted
627-14000 Risk Management Revenues				
3632 Comp Insurance Reimbursement	-	11,001	-	-
3636 Refunds & Reimbursements	30,463	489	-	-
3700 Internal Service Charges	1,863,880	2,007,798	2,003,615	1,645,500
Subtotal - Risk Management Revenues	1,894,343	2,019,288	2,003,615	1,645,500
LIABILITY INSURANCE FUND TOTAL	3,370,797	3,264,384	3,262,535	3,306,426
629 INFORMATION SYSTEMS MAINTENANCE FUND				
629-00000 General Operating Revenues				
3636 Refunds & Reimbursements	16,738	-	-	-
3700 Internal Service Charges	2,914,731	2,393,664	2,293,728	2,464,897
INFORMATION SYSTEMS MAINTENANCE FUND TOTAL	2,931,469	2,393,664	2,293,728	2,464,897
643 MOTOR VEHICLE SERVICE FUND				
643-00000 General Operating Revenues				
3634 Miscellaneous Revenues	-	86,050	-	-
3636 Refunds & Reimbursements	7	3,501	-	-
3700 Internal Service Charges	1,533,790	1,149,120	1,178,584	1,118,351
MOTOR VEHICLE SERVICE FUND TOTAL	1,533,797	1,238,671	1,178,584	1,118,351
644 VEHICLE REPLACEMENT RESERVE FUND				
644-00000 General Operating Revenues				
3634 Miscellaneous Revenues	13,279	-	-	-
3700 Internal Service Charges	789,077	1,017,540	1,007,773	1,156,453
Subtotal - General Operating Revenues	802,356	1,017,540	1,007,773	1,156,453
3999 Transfer(s) from Other Fund(s)	470,000	-	87,500	454,000
VEHICLE REPLACEMENT RESERVE FUND REVENUES	802,356	1,017,540	1,007,773	1,156,453
Transfers In	470,000	-	87,500	454,000
VEHICLE REPLACEMENT RESERVE FUND TOTAL	1,272,356	1,017,540	1,095,273	1,610,453
721 LIBRARY TRUST FUND				
721-00000 General Operating Revenues				
3300 Investment Earnings	608	828	-	-
3302 Unrealized Gain/Loss on Investments	(230)	389	-	-
Subtotal - General Operating Revenues	378	1,217	-	-
LIBRARY TRUST FUND TOTAL	378	1,217	-	-
729 IRREVOCABLE SUPPLEMENTAL PENSION TRUST FUND				
3999 Transfer(s) from Other Fund(s)	1,000,000	-	-	-
Transfers In	1,000,000	-	-	-
IRREVOCABLE SUPPLEMENTAL PENSION TRUST FUND TOT	1,000,000	-	-	-
731 CONSTRUCTION & DEMOLITION DEBRIS FUND				
731-00000 Building Revenues				
3552 Construction & Demolition Administrative Fee	472	-	-	-
Subtotal - Building Revenues	472	-	-	-
731-06028 Building Revenues				
3552 Construction & Demolition Administrative Fee	8,816	9,981	-	-
3815 Construction & Demolition Forfeited Deposit	3,721	47,978	-	-
Subtotal - Building Revenues	12,537	57,959	-	-
CONSTRUCTION & DEMOLITION DEBRIS FUND TOTAL	13,009	57,959	-	-
TOTAL REVENUES	106,657,099	104,971,796	96,242,947	96,674,345
Transfers In	9,800,926	76,006,286	2,509,603	3,068,949
TOTAL ALL FINANCING SOURCES	116,458,025	180,978,082	98,752,550	99,743,294



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Adopted Budget
Fiscal Year 2021

Expenditure Summary



**CITY OF NATIONAL CITY
EXPENDITURE SUMMARY BY OBJECT - ALL FUNDS
FISCAL YEAR 2021**

Fund	Fund Name	Personnel Services	Maintenance & Operations ¹	Capital Outlay	Capital Improvements	Alloc Costs & Internal Chrgs ²	Expenditure Total
001	General Fund Department						
	401 City Council	\$ 341,532	45,176	-	-	113,557	500,265
	402 City Clerk	148,093	48,415	-	-	46,317	242,825
	403 City Manager	1,165,237	55,865	-	-	114,383	1,335,485
	404 Finance	1,564,906	137,615	31,930	-	236,248	1,970,699
	405 City Attorney	832,308	97,350	-	-	88,079	1,017,737
	407 Human Resources	524,739	72,922	-	-	156,209	753,870
	409 Non-Departmental	-	925,434	-	800,000	125,000	1,850,434
	410 City Treasurer	29,124	960	-	-	17,760	47,844
	411 Police	23,532,428	1,542,937	143,500	-	3,493,696	28,712,561
	412 Fire	8,986,549	1,326,818	-	-	1,026,031	11,339,398
	413 Building	548,834	\$ 612,280	\$ -	\$ -	\$ 93,040	\$ 1,254,154
	416 Engineering & Public Works	1,113,598	1,310,550	-	-	1,284,541	3,708,689
	419 Housing & Economic Development	62,362	67,100	-	-	108,209	237,671
	420 Neighborhood Services	1,170,472	70,804	-	-	173,749	1,415,025
	441 Community Services	611,619	440,310	-	-	684,391	1,736,320
	443 Planning	425,716	82,950	-	-	63,659	572,325
001	General Fund Total	\$ 41,057,517	\$ 6,837,486	\$ 175,430	\$ 800,000	\$ 7,824,869	\$ 56,695,302
104	Library Fund Department						
	431 Library	\$ 1,189,222	\$ 121,100	\$ -	\$ -	\$ 776,281	\$ 2,086,603
104	Library Fund Total	\$ 1,189,222	\$ 121,100	\$ -	\$ -	\$ 776,281	\$ 2,086,603
105	Parks Maintenance Fund Department						
	416 Engineering & Public Works	\$ 1,199,671	\$ 205,800	\$ -	\$ -	\$ 202,790	\$ 1,608,261
105	Parks Maintenance Fund Total	\$ 1,199,671	\$ 205,800	\$ -	\$ -	\$ 202,790	\$ 1,608,261
108	Library Capital Outlay Fund Department						
	431 Library	\$ -	\$ 55,400	\$ 11,000	\$ -	\$ -	\$ 66,400
108	Library Capital Outlay Fund Total	\$ -	\$ 55,400	\$ 11,000	\$ -	\$ -	\$ 66,400
109	Gas Taxes Fund Department						
	416 Engineering & Public Works	\$ 697,620	\$ 500,629	\$ -	\$ -	\$ 210,730	\$ 1,408,979
	409 Non-Departmental	-	-	-	1,180,000	-	1,180,000
109	Gas Taxes Fund Total	\$ 697,620	\$ 500,629	\$ -	\$ 1,180,000	\$ 210,730	\$ 2,588,979
125	Sewer Service Fund Department						
	416 Engineering & Public Works	\$ 1,018,065	\$ 6,677,633	\$ -	\$ -	\$ 383,984	\$ 8,079,682
	409 Non-Departmental	-	-	-	2,000,000	-	2,000,000
125	Sewer Service Fund Total	\$ 1,018,065	\$ 6,677,633	\$ -	\$ 2,000,000	\$ 383,984	\$ 10,079,682

**CITY OF NATIONAL CITY
EXPENDITURE SUMMARY BY OBJECT - ALL FUNDS
FISCAL YEAR 2021**

Fund	Fund Name	Personnel Services	Maintenance & Operations ¹	Capital Outlay	Capital Improvements	Alloc Costs & Internal Chrgs ²	Expenditure Total
130	EMT-D Revolving Fund Department 412 Fire	\$ 291,550	\$ 16,964	\$ -	\$ -	\$ -	\$ 308,514
130	EMT-D Revolving Fund Total	\$ 291,550	\$ 16,964	\$ -	\$ -	\$ -	\$ 308,514
166	Nutrition Fund Department 416 Engineering & Public Works 441 Community Services	\$ 602,838 \$ 55,010 547,828	\$ 376,400 \$ - 376,400	\$ 40,000 \$ - 40,000	\$ - \$ - -	\$ 20,695 \$ - 20,695	\$ 1,039,933 \$ 55,010 984,923
166	Nutrition Fund Total	\$ 602,838	\$ 376,400	\$ 40,000	\$ -	\$ 20,695	\$ 1,039,933
172	Trash Rate Stabilization Fund Department 416 Engineering & Public Works	\$ 177,149	\$ 22,365	\$ -	\$ -	\$ 642	\$ 200,156
172	Trash Rate Stabilization Fund Total	\$ 177,149	\$ 22,365	\$ -	\$ -	\$ 642	\$ 200,156
195	Mile of Cars Landscape Maint. Dist. Fund Department 443 Planning	\$ -	\$ 164,165	\$ -	\$ -	\$ -	\$ 164,165
195	Mile of Cars Landscape Maint. Dist. Fund Total	\$ -	\$ 164,165	\$ -	\$ -	\$ -	\$ 164,165
212	Post-Employment Benefits Fund Department 409 Non-Departmental	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
212	Post-Employment Benefits Fund Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
259	Library Bonds Debt Service Fund Department 431 Library	\$ -	\$ 384,225	\$ -	\$ -	\$ -	\$ 384,225
259	Library Bonds Debt Service Fund Total	\$ -	\$ 384,225	\$ -	\$ -	\$ -	\$ 384,225
277	National City Public Library Donations Fund Department 431 Library	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
277	National City Public Library Donations Fund Total	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
301	Community Development Block Grant Fund Department 441 Community Services 412 Fire 419 Housing & Economic Development 431 Library 420 Neighborhood Services 409 Non-Departmental	\$ - - 203,044 93,429 385 -	\$ 12,000 532,804 40,088 - 13,750 35,000	\$ - - - - - -	\$ - - - - - -	\$ - - - - - -	\$ 12,000 532,804 243,132 93,429 14,135 35,000
301	Community Development Block Grant Fund Total	\$ 296,858	\$ 633,642	\$ -	\$ -	\$ -	\$ 930,500
307	Proposition "A" Fund Department 409 Non-Departmental	\$ -	\$ -	\$ -	\$ 1,381,000	\$ -	\$ 1,381,000
307	Proposition "A" Fund Total	\$ -	\$ -	\$ -	\$ 1,381,000	\$ -	\$ 1,381,000

**CITY OF NATIONAL CITY
EXPENDITURE SUMMARY BY OBJECT - ALL FUNDS
FISCAL YEAR 2021**

Fund	Fund Name	Personnel Services	Maintenance & Operations ¹	Capital Outlay	Capital Improvements	Alloc Costs & Internal Chrgs ²	Expenditure Total
501	Housing Authority Department						
	419 Housing & Economic Development	\$ 196,220	\$ 1,080,000	\$ -	\$ -	\$ -	\$ 1,276,220
	443 Planning	58,939	-	-	-	-	58,939
501	Housing Authority Total	\$ 255,159	\$ 1,080,000	\$ -	\$ -	\$ -	\$ 1,335,159
502	Housing Choice Voucher Fund Department						
	419 Housing & Economic Development	\$ 793,034	\$ 12,260,169	\$ 10,000	\$ -	\$ 116,509	\$ 13,179,712
502	Housing Choice Voucher Fund Total	\$ 793,034	\$ 12,260,169	\$ 10,000	\$ -	\$ 116,509	\$ 13,179,712
505	HOME Fund Department						
	419 Housing & Economic Development	\$ -	\$ 28,350	\$ -	\$ -	\$ -	\$ 28,350
	409 Non-Departmental	-	327,586	-	-	-	327,586
505	HOME Fund Total	\$ -	\$ 355,936	\$ -	\$ -	\$ -	\$ 355,936
532	Low & Moderate Income Housing Asset Fund Department						
	419 Housing & Economic Development	\$ 280,364	\$ 75,650	\$ -	\$ -	\$ 2,344	\$ 358,358
532	Low & Moderate Income Housing Asset Fund Total	\$ 280,364	\$ 75,650	\$ -	\$ -	\$ 2,344	\$ 358,358
626	Facilities Maintenance Fund Department						
	416 Engineering & Public Works	\$ 956,795	\$ 1,856,624	\$ -	\$ -	\$ 116,899	\$ 2,930,318
626	Facilities Maintenance Fund Total	\$ 956,795	\$ 1,856,624	\$ -	\$ -	\$ 116,899	\$ 2,930,318
627	Liability Insurance Fund Department						
	405 City Attorney	\$ -	\$ 1,738,650	\$ -	\$ -	\$ -	\$ 1,738,650
	407 Human Resources	3,805	2,344,845	-	-	-	2,348,650
627	Liability Insurance Fund Total	\$ 3,805	\$ 4,083,495	\$ -	\$ -	\$ -	\$ 4,087,300
629	Information Systems Maintenance Fund * Department						
	403 City Manager	\$ 549,017	\$ 1,764,530	\$ 151,350	\$ -	\$ 4,287	\$ 2,469,184
001	General Fund Total	\$ 549,017	\$ 1,764,530	\$ 151,350	\$ -	\$ 4,287	\$ 2,469,184
643	Motor Vehicle Service Fund * Department						
	416 Engineering & Public Works	\$ 508,801	\$ 609,550	\$ -	\$ -	\$ 3,210	\$ 1,121,561
643	Motor Vehicle Service Fund Total	\$ 508,801	\$ 609,550	\$ -	\$ -	\$ 3,210	\$ 1,121,561
644	Vehicle Replacement Fund * Department						
	416 Engineering & Public Works	\$ -	\$ -	\$ 458,000	\$ -	\$ -	\$ 458,000
	409 Non-Departmental	-	-	228,410	-	-	228,410
	411 Police	-	-	185,000	-	-	185,000
644	Vehicle Replacement Fund Total	\$ -	\$ -	\$ 871,410	\$ -	\$ -	\$ 871,410
	Other Funds Total	\$ 9,119,948	\$ 31,247,277	\$ 1,083,760	\$ 4,561,000	\$ 1,838,371	\$ 47,850,356
	Total, All Funds	\$ 50,177,465	\$ 38,084,763	\$ 1,259,190	\$ 5,361,000	\$ 9,663,240	\$ 104,545,658

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Adopted Budget
Fiscal Year 2021

Cost Recovery



**CITY OF NATIONAL CITY
GENERAL FUND COST RECOVERY / COST ALLOCATION PLAN
FISCAL YEAR 2021**

Fund	Fund Name		Total
109	Gas Taxes Fund ³	\$	128,529
125	Sewer Service Fund ¹		239,533
130	EMT-D Revolving Fund		16,964
172	Trash Rate Stabilization Fund		12,365
502	Housing Choice Voucher ²		168,569
Total Costs Recovered By General Fund		\$	<u>565,960.00</u>

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

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

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

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Adopted Budget
Fiscal Year 2021

Internal Service Charges



**CITY OF NATIONAL CITY
SUMMARY OF INTERNAL SERVICE CHARGES BY FUND & DEPARTMENT
FISCAL YEAR 2021**

Fund / Dept	Fund/Dept/Div Name	Facilities Maintenance	Information Systems	Risk Management	Vehicle Leases	Vehicle Maintenance	Vehicle Replacement	Total
001-401	City Council	\$ 54,734.00	\$ 52,392.00	\$ 6,431.00	\$ -	\$ -	\$ -	\$ 113,557
001-402	City Clerk	18,245	25,092	2,980	-	-	-	46,317
001-403	City Manager	63,856	42,188	8,339	-	-	-	114,383
001-405	City Attorney	45,612	33,087	9,380	-	-	-	88,079
001-410	City Treasurer	9,122	7,996	642	-	-	-	17,760
001-411	Police	511,003	1,286,967	809,818	35,972	411,678	438,258	3,493,696
001-413	Building	36,489	45,501	5,123	8,034	1,927	-	97,074
001-416	Engineering & Public Works	109,468	78,854	332,550	29,891	62,809	177,526	791,098
001-412	Fire	321,529	154,662	58,237	4,000	202,307	281,262	1,021,997
001-404	Finance	123,152	102,003	11,093	-	-	-	236,248
001-416	Public Works - Operations	392,448	88,486	12,509	-	-	-	493,443
001-419	Housing & Economic Develop.	49,261	44,528	4,392	-	10,028	-	108,209
001-407	Human Resources	104,325	45,767	6,117	-	-	-	156,209
001-420	Neighborhood Services	27,367	79,121	7,214	33,759	26,288	-	173,749
001-441	Community Services	554,344	76,645	29,520	6,332	17,550	-	684,391
001-443	Planning	36,489	22,883	4,287	-	-	-	63,659
001-409	Non-Departmental	-	-	-	-	-	-	-
104-431	Library	540,942	166,768	53,230	-	15,341	-	776,281
105-416	Parks Maintenance	-	15,992	28,213	45,110	113,475	-	202,790
109-416	Public Works - Streets	19,319	9,100	34,699	-	147,612	-	210,730
125-416	Sewer Service	19,319	13,784	275,053	23,967	51,861	-	383,984
166-441	Nutrition Fund	-	-	6,420	-	14,275	-	20,695
172-416	Refuse	-	-	642	-	-	-	642
502-419	Housing Choice Voucher	28,979	74,171	7,535	3,897	1,927	-	116,509
626-416	Facilities Maintenance	-	-	7,180	37,448	41,274	30,997	116,899
629-403	Information Technology Services	-	-	4,287	-	-	-	4,287
643-416	Motor Vehicle Service Fund	-	-	3,210	-	-	-	3,210
532-419	Housing	-	2,344	-	-	-	-	2,344
Total		\$ 3,066,003	\$ 2,468,331	\$ 1,729,101	\$ 228,410	\$ 1,118,352	\$ 928,043	\$ 9,538,240

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Adopted Budget
Fiscal Year 2021

Staffing Levels



**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY POSITION
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19	FY 20	FY 21
	Adopted	Adopted	Adopted
<u>Authorized Positions</u>			
Academic Enrichment Coordinator	1.00	1.00	1.00
Accountant	2.00	2.00	2.00
Accounting Assistant	6.00	6.00	5.00
Administrative Secretary	5.00	5.00	6.00
Administrative Technician	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Animal Regulations Officer	1.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	0.00
Assistant City Manager	0.00	1.00	1.00
Assistant Civil Engineer	3.00	3.00	2.00
Assistant Planner	1.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	0.00
Battalion Chief	1.00	1.00	1.00
Building Official	1.00	1.00	1.00
Building Trades Specialist	1.00	1.00	3.00
Buyer	1.00	1.00	1.00
Chief of Emergency Services	0.00	0.00	1.00
City Attorney	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
City Librarian	1.00	1.00	1.00
City Manager	1.00	1.00	1.00
City Treasurer	1.00	1.00	1.00
Civil Engineering Technician	1.00	1.00	1.00
Code Conformance Officer I	1.00	1.00	1.00
Code Conformance Officer II	2.00	2.00	2.00
Community Development Manager	1.00	1.00	1.00
Community Development Specialist II	2.00	2.00	2.00
Community Services Officer	2.00	2.00	2.00
Confidential Assistant	0.00	1.00	1.00
Councilmember	4.00	4.00	4.00
Crime Analyst	1.00	1.00	1.00
Crime Scene Specialist	0.00	1.00	1.00
Custodian	6.50	6.50	7.50
Deputy City Attorney	1.00	1.00	1.00
Deputy City Manager	2.00	0.00	0.00
Deputy Fire Marshall	1.00	1.00	1.00
Director of Community Development	0.00	1.00	1.00
Director of Emergency Services	1.00	1.00	0.00
Director of Finance	1.00	1.00	1.00
Director of Finance (Temp.)	0.29	0.29	0.29
Director of Housing & Economic Development	1.00	1.00	0.00
Director of Housing	0.00	0.00	1.00
Director of Human Resources	0.00	1.00	1.00
Director of Neighborhood Services	1.00	0.00	0.00
Director of Public Works / City Engineer	1.00	1.00	1.00
Dishwasher	0.50	0.50	0.50
Electrician	1.00	1.00	0.00
Equipment Maintenance Supervisor	1.00	1.00	1.00

CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY POSITION
FISCAL YEAR 2021

	Number of Full-Time Employees (FTEs)		
	FY 19	FY 20	FY 21
	Adopted	Adopted	Adopted
Authorized Positions			
Equipment Mechanic	3.00	3.00	3.00
Equipment Operator	3.00	3.00	4.00
Executive Assistant II	2.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00
Executive Assistant IV	2.00	2.00	2.00
Executive Chef	1.00	1.00	1.00
Executive Secretary	3.00	3.00	3.00
Facilities Maintenance Supervisor	1.00	1.00	1.00
Financial Services Officer	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00
Fire Captain	12.00	12.00	12.00
Fire Engineer	9.00	9.00	9.00
Fire Inspector	2.00	2.00	2.00
Firefighter	15.00	15.00	15.00
Food Service Worker	2.50	2.50	0.00
Food Services Worker	0.00	0.00	2.50
Graffiti Removal Assistant	1.00	1.00	1.00
Graffiti Removal Technician	1.00	1.00	1.00
Home Delivered Meals Coord	0.00	0.00	1.00
Home Delivered Meals Coordinator	1.00	1.00	0.00
Home Delivered Meals Driver	1.50	1.50	1.50
Housing Assistant	1.00	1.00	1.00
Housing Inspector II	1.00	1.00	1.00
Housing Programs Manager	1.00	1.00	1.00
Housing Specialist	4.00	4.00	4.00
Information Technology Analyst	2.50	2.50	2.50
Information Technology Manager	1.00	1.00	1.00
Information Technology Technician	2.00	2.00	2.00
Kitchen Aide	0.50	0.50	0.50
Lead Equipment Mechanic	1.00	1.00	1.00
Lead Tree Trimmer	1.00	1.00	1.00
Librarian	5.30	5.30	5.30
Library Assistant - P/T	4.42	4.42	4.42
Library Technician	4.50	4.50	4.50
Maintenance Worker	6.00	6.00	8.00
Management Analyst II	4.00	5.00	4.00
Management Analyst III	1.00	1.00	2.00
Mayor	1.00	1.00	1.00
Neighborhood Services Manager	0.00	1.00	1.00
Nutrition Program Manager	1.00	1.00	1.00
Office Aide - P/T	3.63	3.63	3.63
Park Caretaker	4.00	4.00	4.00
Park Superintendent	1.00	1.00	1.00
Park Supervisor	1.00	1.00	1.00
Parking Regulations Officer	3.00	3.00	3.00
Parks Equipment Operator	1.00	1.00	1.00
Payroll Technician	1.00	1.00	0.00
Payroll Technician I	0.00	0.00	1.00

CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY POSITION
FISCAL YEAR 2021

	Number of Full-Time Employees (FTEs)		
	FY 19	FY 20	FY 21
	Adopted	Adopted	Adopted
<u>Authorized Positions</u>			
Permit Technician	2.00	2.00	2.00
Planning Technician	1.00	1.00	1.00
Plumber	1.00	1.00	0.00
Police Captain	1.00	1.00	2.00
Police Chief	1.00	1.00	1.00
Police Corporal	21.00	21.00	21.00
Police Dispatcher	10.98	10.98	11.94
Police Dispatcher Supervisor	1.00	0.00	0.00
Police Investigative Aide	1.00	0.00	0.00
Police Investigator	3.50	3.50	3.50
Police Lieutenant	5.00	5.00	5.00
Police Officer	44.00	44.00	44.00
Police Operations Assistant	1.00	1.00	1.00
Police Records Clerk	6.50	6.50	6.50
Police Records Supervisor	1.00	1.00	1.00
Police Sergeant	13.00	13.00	13.00
Police Support Services Manager	0.00	1.00	1.00
Principal Civil Engineer	1.00	1.00	1.00
Principal Planner	2.00	2.00	2.00
Property & Evidence Specialist I	2.00	2.00	2.00
Property & Evidence Specialist II	1.00	1.00	1.00
Property & Evidence Supervisor	1.00	1.00	1.00
Property Agent	1.00	1.00	1.00
Records Management Officer	1.00	1.00	1.00
Recreation Aide	0.48	0.48	0.48
Recreation Aide - P/T	7.99	7.99	7.99
Recreation Center Supervisor	2.75	2.75	2.75
Recreation Leader I - P/T	0.75	0.75	0.75
Recreation Leader II - P/T	1.00	1.00	1.00
Recreation Leader III - P/T	2.20	2.20	2.20
Recreation Specialist	0.95	0.95	0.95
Recreation Specialist - P/T	1.86	1.86	1.86
Recreation Superintendent	1.00	1.00	1.00
Reserve Police Officer 2	0.50	0.50	0.50
Seasonal Park Aide - P/T	1.00	1.00	1.50
Senior Accountant	1.00	1.00	1.00
Senior Accounting Assistant	0.00	0.00	1.00
Senior Assistant City Attorney	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00
Senior Civil Engineering Technician	1.00	1.00	1.00
Senior Construction Inspector	1.00	1.00	1.00
Senior Equipment Operator	1.00	2.00	2.00
Senior Housing Specialist	1.00	1.00	1.00
Senior Librarian	1.00	1.00	1.00
Senior Library Technician	1.00	1.00	1.00
Senior Office Assistant	9.00	8.00	7.00
Senior Office Assistant	1.00	1.00	1.00
Senior Park Caretaker	4.00	4.00	4.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY POSITION
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19	FY 20	FY 21
	Adopted	Adopted	Adopted
<u>Authorized Positions</u>			
Senior Police Dispatcher	2.00	2.00	2.00
Senior Traffic Painter	1.00	1.00	1.00
Sous Chef	1.00	1.00	1.00
STOP Grant Office Coordinator	1.00	1.00	1.00
Street & Wastewater Maintenance Superintendent	1.00	1.00	1.00
Street Sweeper Operator	2.00	2.00	2.00
Supervising Custodian	1.00	1.00	1.00
Traffic Painter	1.00	1.00	1.00
Training Coordinator	1.00	1.00	1.00
Tree Trimmer	1.00	1.00	1.00
Wastewater Crew Chief	1.00	1.00	0.00
Authorized Positions Total:	365.60	367.60	370.06

¹ This position is filled by multiple employees on an as needed bases.

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
<u>Authorized Positions</u>			
Building			
Building Official	0.00	0.00	1.00
Permit Technician	0.00	0.00	2.00
Senior Building Inspector	0.00	0.00	1.00
Building Total:	0.00	0.00	4.00
City Council			
Mayor	1.00	1.00	1.00
Councilmember	4.00	4.00	4.00
Confidential Assistant	0.00	1.00	1.00
Executive Assistant IV	1.00	0.00	0.00
City Council Total:	6.00	6.00	6.00
City Clerk			
City Clerk	1.00	1.00	1.00
Executive Secretary	1.00	1.00	0.50
Records Management Officer	1.00	1.00	0.50
City Clerk Total:	3.00	3.00	2.00
City Treasurer			
City Treasurer	1.00	1.00	1.00
City Treasurer Total:	1.00	1.00	1.00
City Manager			
City Manager	1.00	1.00	1.00
Deputy City Manager	2.00	0.00	0.00
Assistant City Manager	0.00	1.00	1.00
Community Development Specialist II	0.00	1.00	1.00
Executive Assistant IV	1.00	1.00	1.00
Executive Secretary	0.00	0.00	0.50
Management Analyst II	1.00	1.00	1.00
Senior Office Assistant	2.00	1.00	1.00
Information Technology Manager	1.00	1.00	1.00
Information Technology Analyst	1.00	1.00	1.00
Information Technology Technician	2.00	2.00	2.00
Management Information Systems Manager	0.00	0.00	0.00
Management Information Systems Technician I	0.00	0.00	0.00
Management Information Systems Technician II	0.00	0.00	0.00
Records Management Officer	0.00	0.00	0.50
City Manager Total:	11.00	10.00	11.00
City Attorney			
City Attorney	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00
Senior Assistant City Attorney	1.00	1.00	1.00
Senior Office Assistant	1.00	1.00	1.00
City Attorney Total:	5.00	5.00	5.00

CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Community Services			
Dishwasher	0.00	0.00	0.50
Executive Chef	0.00	0.00	1.00
Food Services Worker	0.00	0.00	2.50
Home Delivered Meals Coord	0.00	0.00	1.00
Home Delivered Meals Driver	0.00	0.00	1.50
Kitchen Aide	0.00	0.00	0.50
Nutrition Program Manager	0.00	0.00	1.00
Recreation Superintendent	1.00	1.00	1.00
Recreation Aide - P/T	7.99	7.99	7.99
Recreation Aide	0.48	0.48	0.48
Recreation Center Supervisor	2.75	2.75	2.75
Recreation Leader I - P/T	0.75	0.75	0.75
Recreation Leader II - P/T	1.00	1.00	1.00
Recreation Leader III - P/T	2.20	2.20	2.20
Recreation Specialist - P/T	1.86	1.86	1.86
Recreation Specialist	0.95	0.95	0.95
Senior Office Assistant	0.00	0.00	1.00
Sous Chef	0.00	0.00	1.00
Community Services Total:	18.98	18.98	28.98
Engineering & Public Works			
Director of Public Works / City Engineer	0.75	0.75	0.75
Director of Public Works / City Engineer	0.25	0.25	0.25
Administrative Secretary	0.00	0.00	1.00
Assistant Civil Engineer	2.40	2.40	1.40
Assistant Civil Engineer	0.60	0.60	0.60
Associate Civil Engineer	0.80	0.80	0.00
Associate Civil Engineer	0.20	0.20	0.00
Building Trades Specialist	1.00	1.00	3.00
Civil Engineering Technician	0.80	0.80	0.80
Civil Engineering Technician	0.20	0.20	0.20
Custodian	6.50	6.50	7.50
Electrician	1.00	1.00	0.00
Equipment Maintenance Supervisor	1.00	1.00	1.00
Equipment Mechanic	3.00	3.00	3.00
Equipment Operator	2.00	2.00	2.00
Equipment Operator	1.00	1.00	2.00
Executive Secretary	0.80	0.80	0.80
Executive Secretary	0.20	0.20	0.20
Facilities Maintenance Supervisor	1.00	1.00	1.00
Junior Engineer - Civil	0.00	0.00	0.00
Junior Engineer - Civil	0.00	0.00	0.00
Lead Equipment Mechanic	1.00	1.00	1.00
Lead Tree Trimmer	1.00	1.00	1.00
Maintenance Worker	2.50	2.50	4.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Maintenance Worker	3.50	3.50	4.00
Management Analyst II	0.80	0.80	0.80
Management Analyst II	0.20	0.20	0.20
Park Caretaker	4.00	4.00	4.00
Park Superintendent	1.00	1.00	1.00
Park Supervisor	1.00	1.00	1.00
Parks Equipment Operator	1.00	1.00	1.00
Plumber	1.00	1.00	0.00
Principal Civil Engineer	0.75	0.75	0.75
Principal Civil Engineer	0.25	0.25	0.25
Seasonal Park Aide - P/T	1.00	1.00	1.50
Senior Civil Engineering Technician	0.80	0.80	0.80
Senior Civil Engineering Technician	0.20	0.20	0.20
Senior Construction Inspector	0.80	0.80	0.80
Senior Construction Inspector	0.20	0.20	0.20
Senior Equipment Operator	1.00	1.00	1.00
Senior Equipment Operator	0.00	1.00	1.00
Senior Office Assistant	1.60	1.60	0.60
Senior Office Assistant	0.40	0.40	0.40
Senior Park Caretaker	4.00	4.00	4.00
Senior Traffic Painter	1.00	1.00	1.00
Street & Wastewater Maintenance Superintendent	0.50	0.50	0.50
Street & Wastewater Maintenance Superintendent	0.50	0.50	0.50
Street Sweeper Operator	0.00	0.00	0.00
Street Sweeper Operator	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00
Supervising Custodian	1.00	1.00	1.00
Traffic Painter	1.00	1.00	1.00
Tree Trimmer	1.00	1.00	1.00
Wastewater Crew Chief	0.25	0.25	0.00
Wastewater Crew Chief	0.75	0.75	0.00
Engineering & Public Works Total:	59.50	60.50	62.00
Finance			
Director of Finance	1.00	1.00	1.00
Accountant	2.00	2.00	2.00
Accounting Assistant	6.00	6.00	5.00
Administrative Technician	1.00	1.00	1.00
Buyer	1.00	1.00	1.00
Director of Finance (Temp.)	0.29	0.29	0.29
Financial Services Officer	1.00	1.00	1.00
Management Analyst II	1.00	1.00	0.00
Management Analyst III	0.00	0.00	1.00
Payroll Technician	1.00	1.00	0.00
Payroll Technician I	0.00	0.00	1.00
Senior Accountant	1.00	1.00	1.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Senior Accounting Assistant	0.00	0.00	1.00
Stock Clerk / Storekeeper	0.00	0.00	0.00
Finance Total:	15.29	15.29	15.29
Fire			
Director of Emergency Services	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00
Battalion Chief	1.00	1.00	1.00
Building Official	1.00	1.00	0.00
Chief of Emergency Services	0.00	0.00	1.00
Deputy Fire Marshall	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00
Fire Captain	12.00	12.00	12.00
Fire Engineer	9.00	9.00	9.00
Fire Inspector	2.00	2.00	2.00
Firefighter	15.00	15.00	15.00
Management Analyst III	1.00	1.00	1.00
Permit Technician	2.00	2.00	0.00
Senior Building Inspector	1.00	1.00	0.00
Senior Office Assistant	1.00	1.00	1.00
Fire Total:	51.00	51.00	47.00
Housing			
Director of Housing & Economic Development	0.50	0.50	0.00
Director of Housing & Economic Development	0.10	0.10	0.00
Director of Housing & Economic Development	0.40	0.40	0.00
Director of Housing	0.00	0.00	0.50
Director of Housing	0.00	0.00	0.10
Director of Housing	0.00	0.00	0.40
Community Development Manager	1.00	1.00	1.00
Community Development Specialist II	1.00	1.00	1.00
Community Development Specialist II	1.00	0.00	0.00
Dishwasher	0.50	0.50	0.00
Executive Assistant IV	0.00	1.00	1.00
Executive Chef	1.00	1.00	0.00
Food Service Worker	2.50	2.50	0.00
Home Delivered Meals Coordinator	1.00	1.00	0.00
Home Delivered Meals Driver	1.50	1.50	0.00
Housing Assistant	0.90	0.90	0.90
Housing Assistant	0.10	0.10	0.10
Housing Inspector II	1.00	1.00	1.00
Housing Programs Manager	1.00	1.00	1.00
Housing Specialist	4.00	4.00	4.00
Kitchen Aide	0.50	0.50	0.00
Nutrition Program Manager	1.00	1.00	0.00
Property Agent	0.50	0.50	0.50
Property Agent	0.50	0.50	0.50

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Senior Housing Specialist	1.00	1.00	1.00
Senior Office Assistant	1.00	1.00	1.00
Senior Office Assistant	0.80	0.80	0.00
Senior Office Assistant	0.20	0.20	0.00
Sous Chef	1.00	1.00	0.00
Housing Total:	24.00	24.00	14.00
Human Resources			
Director of Human Resources	0.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Executive Assistant II	1.00	0.00	0.00
Management Analyst II	1.00	2.00	2.00
Human Resources Total:	3.00	4.00	4.00
Library			
City Librarian	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Academic Enrichment Coordinator	0.32	0.32	0.32
Academic Enrichment Coordinator Librarian	0.68	0.68	0.68
Librarian	5.30	5.30	5.30
Library Assistant - P/T	3.92	3.92	3.92
Library Assistant - P/T	0.50	0.50	0.50
Library Technician	4.50	4.50	4.50
Office Aide - P/T	3.63	3.63	3.63
Senior Librarian	1.00	1.00	1.00
Senior Library Technician	1.00	1.00	1.00
Library Total:	22.85	22.85	22.85
Neighborhood Services			
Director of Neighborhood Services	1.00	0.00	0.00
Director of Community Development	0.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Code Conformance Officer I	1.00	1.00	1.00
Code Conformance Officer II	2.00	2.00	2.00
Graffiti Removal Assistant	1.00	1.00	1.00
Graffiti Removal Technician	1.00	1.00	1.00
Neighborhood Services Manager	0.00	1.00	1.00
Parking Regulations Officer	3.00	3.00	3.00
Senior Office Assistant	1.00	1.00	1.00
Neighborhood Services Total:	11.00	12.00	12.00
Planning			
Assistant Planner	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00
Planning Technician	1.00	1.00	1.00
Principal Planner	2.00	2.00	2.00
Planning Total:	5.00	5.00	5.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY DEPARTMENT
FISCAL YEAR 2021**

	Number of Full-Time Employees (FTEs)		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Police			
Police Chief	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Animal Regulations Officer	1.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	0.00
Community Services Officer	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00
Crime Scene Specialist	0.00	1.00	1.00
Executive Assistant II	1.00	1.00	1.00
Information Technology Analyst	1.50	1.50	1.50
Management Information Systems Technician II	0.00	0.00	0.00
Police Captain	1.00	1.00	2.00
Police Corporal	21.00	21.00	21.00
Police Dispatcher Supervisor	1.00	0.00	0.00
Police Dispatcher	10.98	10.98	11.94
Police Investigator	3.50	3.50	3.50
Police Investigative Aide	1.00	0.00	0.00
Police Lieutenant	5.00	5.00	5.00
Police Officer	42.44	42.44	42.44
Police Officer	1.56	1.56	1.56
Police Operations Assistant	1.00	1.00	1.00
Police Records Clerk	6.50	6.50	6.50
Police Records Supervisor	1.00	1.00	1.00
Police Sergeant	13.00	13.00	13.00
Police Support Services Manager	0.00	1.00	1.00
Property & Evidence Specialist I	2.00	2.00	2.00
Property & Evidence Specialist II	1.00	1.00	1.00
Property & Evidence Supervisor	1.00	1.00	1.00
Reserve Police Officer ²	0.50	0.50	0.50
Senior Office Assistant	1.00	1.00	1.00
Senior Police Dispatcher	2.00	2.00	2.00
STOP Grant Office Coordinator	1.00	1.00	1.00
Student Worker - P/T	0.00	0.00	0.00
Training Coordinator	1.00	1.00	1.00
Police Total:	128.98	128.98	129.94
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Authorized Positions Total:	365.60	367.60	370.06

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
<u>Authorized Positions</u>			
General Fund (001)			
Accountant	2.00	2.00	2.00
Accounting Assistant	6.00	6.00	5.00
Administrative Secretary	4.00	4.00	4.70
Administrative Technician	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Animal Regulations Officer	1.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	0.00
Assistant City Manager	0.00	1.00	1.00
Assistant Engineer - Civil	2.40	2.40	1.50
Assistant Planner	1.00	1.00	1.00
Associate Civil Engineer	0.80	0.80	0.00
Battalion Chief	1.00	1.00	1.00
Building Official	1.00	1.00	1.00
Buyer	1.00	1.00	1.00
Chief of Emergency Services	0.00	0.00	1.00
City Attorney	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
City Manager	1.00	1.00	1.00
City Treasurer	1.00	1.00	1.00
Civil Engineering Technician	0.80	0.80	0.80
Code Conformance Officer I	1.00	1.00	1.00
Code Conformance Officer II	2.00	2.00	2.00
Community Development Specialist II	1.00	1.00	1.00
Community Services Officer	2.00	2.00	2.00
Confidential Assistant	0.00	1.00	1.00
Councilmember	4.00	4.00	4.00
Crime Analyst	1.00	1.00	1.00
Crime Scene Specialist	0.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00
Deputy City Manager	2.00	0.00	0.00
Deputy Fire Marshal	1.00	1.00	1.00
Director of Community Development	0.00	1.00	1.00
Director of Emergency Services	1.00	1.00	0.00
Director of Finance	1.29	1.29	1.29
Director of Housing & Economic Development	0.50	0.50	0.00
Director of Neighborhood Services	1.00	0.00	0.00
Director of Public Works / City Engineer	0.75	0.75	0.60
Equipment Operator	0.00	0.00	0.50
Executive Assistant II	2.00	1.00	1.00
Executive Assistant III	1.00	1.00	0.00
Executive Assistant IV	2.00	2.00	2.00
Executive Secretary	2.80	2.80	2.70
Financial Services Officer	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00
Fire Captain	12.00	12.00	12.00
Fire Engineer	9.00	9.00	9.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Fire Inspector	2.00	2.00	2.00
Firefighter	15.00	15.00	15.00
Graffiti Removal Assistant	1.00	1.00	1.00
Graffiti Removal Technician	1.00	1.00	1.00
Human Resources Director	0.00	1.00	1.00
Information Technology Analyst	1.50	1.50	1.50
Maintenance Worker	0.00	0.00	1.00
Management Analyst II	3.80	4.80	3.70
Management Analyst III	1.00	1.00	2.00
Mayor	1.00	1.00	1.00
Neighborhood Services Manager	0.00	1.00	1.00
Parking Regulations Officer	3.00	3.00	3.00
Payroll Technician I	1.00	1.00	1.00
Permit Technician	2.00	2.00	2.00
Planning Technician	1.00	1.00	1.00
Police Captain	1.00	1.00	2.00
Police Chief	1.00	1.00	1.00
Police Corporal	21.00	21.00	21.00
Police Dispatcher	10.98	10.98	11.94
Police Dispatcher Supervisor	1.00	0.00	0.00
Police Investigative Aide	1.00	0.00	0.00
Police Investigator	3.50	3.50	3.50
Police Lieutenant	5.00	5.00	5.00
Police Officer	42.44	42.44	44.00
Police Operations Assistant	1.00	1.00	1.00
Police Records Clerk	6.50	6.50	6.50
Police Records Supervisor	1.00	1.00	1.00
Police Sergeant	13.00	13.00	13.00
Police Support Services Manager.	0.00	1.00	1.00
Principal Civil Engineer	0.75	0.75	0.70
Principal Planner	2.00	2.00	1.50
Property & Evidence Specialist I	2.00	2.00	2.00
Property & Evidence Specialist II	1.00	1.00	1.00
Property & Evidence Supervisor	1.00	1.00	1.00
Property Agent	0.50	0.50	0.50
Records Management Officer	1.00	1.00	1.00
Recreation Aide	7.99	7.99	8.47
Recreation Center Supervisor	2.75	2.75	2.75
Recreation Leader I	0.75	0.75	0.75
Recreation Leader II	1.00	1.00	1.00
Recreation Leader III	2.20	2.20	2.20
Recreation Specialist	1.86	1.86	2.81
Recreation Superintendent	1.00	1.00	0.75
Reserve Police Officer	0.50	0.50	0.50
Senior Accountant	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00
Senior Civil Engineering Technician	0.80	0.80	0.80
Senior Construction Inspector	0.80	0.80	0.80

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Senior Equipment Operator	0.00	0.00	0.25
Senior Office Assistant	6.60	5.60	5.70
Senior Police Dispatcher	2.00	2.00	2.00
Senior Accounting Assistant	0.00	0.00	1.00
Senior Assistant City Attorney	1.00	1.00	1.00
Stop Grant Office Coordinator	1.00	1.00	1.00
Training Coordinator	1.00	1.00	1.00
General Fund Total:	263.56	264.56	266.71
Library Fund (104)			
Academic Enrichment Coordinator	0.32	0.32	1.00
Administrative Secretary	1.00	1.00	1.00
City Librarian	1.00	1.00	1.00
Librarian	5.30	5.30	5.30
Library Assistant	3.92	3.92	4.42
Library Technician	4.50	4.50	4.50
Office Aide	3.63	3.63	3.63
Senior Librarian	1.00	1.00	1.00
Senior Library Technician	1.00	1.00	1.00
Library Fund Total:	21.67	21.67	21.85
Parks Maintenance Fund (105)			
Lead Tree Trimmer	1.00	1.00	1.00
Park Caretaker	4.00	4.00	4.00
Park Superintendent	1.00	1.00	1.00
Park Supervisor	1.00	1.00	1.00
Parks Equipment Operator	1.00	1.00	1.00
Seasonal Park Aide	1.00	1.00	1.50
Senior Park Caretaker	4.00	4.00	4.00
Tree Trimmer	1.00	1.00	1.00
Parks Maintenance Fund Total:	14.00	14.00	14.50
Gas Taxes Fund (109)			
Equipment Operator	2.00	2.00	1.50
Maintenance Worker	2.50	2.50	3.00
Senior Equipment Operator	1.00	1.00	0.75
Senior Traffic Painter	1.00	1.00	1.00
Street & Wastewater Maintenance Superintendent	0.50	0.50	0.50
Street Sweeper Operator	1.00	1.00	0.00
Traffic Painter	1.00	1.00	1.00
Wastewater Crew Chief	0.25	0.25	0.00
Gas Taxes Fund Total:	9.25	9.25	7.75
Sewer Service Fund (125)			
Administrative Secretary	0.00	0.00	0.30
Assistant Engineer - Civil	0.60	0.60	0.50
Associate Civil Engineer	0.20	0.20	0.00
Civil Engineering Technician	0.20	0.20	0.20

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Authorized Positions			
Director of Public Works / City Engineer	0.25	0.25	0.40
Equipment Operator	1.00	1.00	2.00
Executive Secretary	0.20	0.20	0.30
Maintenance Worker	3.50	3.50	4.00
Management Analyst II	0.20	0.20	0.30
Principal Civil Engineer	0.25	0.25	0.30
Senior Civil Engineering Technician	0.20	0.20	0.20
Senior Construction Inspector	0.20	0.20	0.20
Senior Equipment Operator	0.00	1.00	1.00
Senior Office Assistant	0.40	0.40	0.30
Street & Wastewater Maintenance Superintendent	0.50	0.50	0.50
Wastewater Crew Chief	0.75	0.75	0.50
Sewer Service Fund Total:	8.45	9.45	10.50
Nutrition Fund (166)			
Custodian	0.00	0.00	1.00
Dishwasher	0.50	0.50	0.50
Executive Chef	1.00	1.00	1.00
Food Services Worker	2.50	2.50	2.50
Home Delivered Meals Coordinator	1.00	1.00	1.00
Home Delivered Meals Driver	1.50	1.50	1.50
Kitchen Aide	0.50	0.50	0.50
Nutrition Program Manager	1.00	1.00	1.00
Recreation Superintendent	0.00	0.00	0.25
Senior Office Assistant	1.00	1.00	1.00
Sous Chef	1.00	1.00	1.00
Nutrition Fund Total:	10.00	10.00	11.25
Trash Rate Stabilization Fund (172)			
Street Sweeper Operator	1.00	1.00	2.00
Trash Rate Stabilization Fund Total:	1.00	1.00	2.00
Police Department Grants Fund (290)			
Police Officer	1.56	1.56	0.00
Police Department Grants Fund Total:	1.56	1.56	0.00
Community Development Block Grant Fund (301)			
Academic Enrichment Program Coordinator	0.68	0.68	1.00
Community Development Specialist II	1.00	1.00	1.00
Housing Inspector II	1.00	1.00	1.00
Recreation Aide	0.48	0.48	0.00
Recreation Specialist	0.95	0.95	0.00
Community Development Block Grant Fund Total:	4.11	4.11	3.00
Library Grants Fund (320)			
Library Assistant - P/T	0.50	0.50	0.00
Library Grants Fund Total:	0.50	0.50	0.00

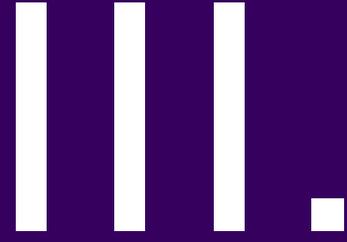
**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
<u>Authorized Positions</u>			
Housing Authority Fund (501)			
Director of Housing	0.00	0.00	0.50
Executive Assistant IV	0.00	0.00	1.00
Principal Planner	0.00	0.00	0.50
Housing Authority Fund Total:	0.00	0.00	2.00
Housing Choice Voucher Fund (502)			
Director of Housing & Economic Development	0.10	0.10	0.00
Director of Housing	0.00	0.00	0.10
Housing Assistant	0.90	0.90	1.00
Housing Programs Manager	1.00	1.00	1.00
Housing Specialist	4.00	4.00	4.00
Senior Housing Specialist	1.00	1.00	1.00
Senior Office Assistant	0.80	0.80	1.00
Housing Choice Voucher Fund Total:	7.70	7.70	8.10
Low & Moderate Income Housing Asset Fund (532)			
Community Development Manager	1.00	1.00	1.00
Director of Housing & Economic Development	0.40	0.40	0.00
Director of Housing	0.00	0.00	0.40
Housing Assistant	0.10	0.10	0.00
Property Agent	0.50	0.50	0.50
Senior Office Assistant	0.20	0.20	0.50
Low & Moderate Income Housing Asset Fund Total:	2.20	2.20	1.90
Facilities Maintenance Fund (626)			
Building Trades Specialist	1.00	1.00	3.00
Custodian	6.50	6.50	6.50
Electrician	1.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00
Plumber	1.00	1.00	0.00
Supervising Custodian	1.00	1.00	1.00
Facilities Maintenance Fund Total:	11.50	11.50	11.50
Liability Insurance Fund (627)			
Senior Office Assistant	1.00	1.00	0.00
Liability Insurance Fund Total:	1.00	1.00	0.00
Information Systems Maintenance Fund (629)			
Information Technology Analyst	1.00	1.00	1.00
Information Technology Manager	1.00	1.00	1.00
Information Technology Technician	2.00	2.00	2.00
Information Systems Maintenance Fund Total:	4.00	4.00	4.00

**CITY OF NATIONAL CITY
SUMMARY OF FUNDED AUTHORIZED POSITIONS BY FUND
FISCAL YEAR 2021**

	Number of FTEs		
	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
<u>Authorized Positions</u>			
Motor Vehicle Service Fund (643)			
Equipment Maintenance Supervisor	1.00	1.00	1.00
Equipment Mechanic	3.00	3.00	3.00
Lead Equipment Mechanic	1.00	1.00	1.00
Motor Vehicle Service Fund Total:	5.00	5.00	5.00
Authorized Positions Total:	365.50	367.50	370.06

Section



Operating Budget

Adopted Budget
Fiscal Year 2021

Adopted Budget
Fiscal Year 2021

Mayor & City Council





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.

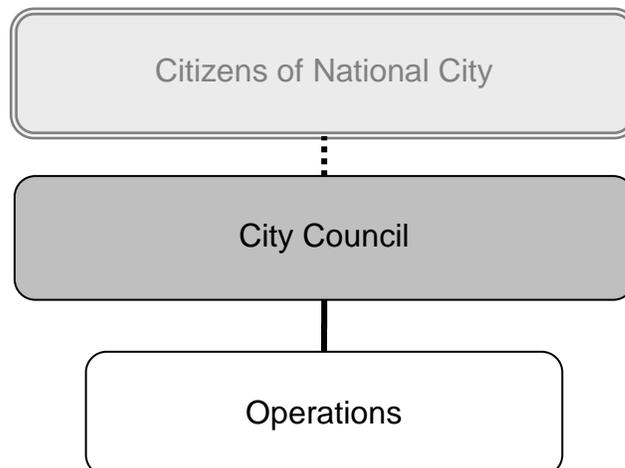
The Mayor and council members are elected citywide to serve four-year terms for no more than three consecutive terms. The Mayor acts as the presiding officer of the City Council, which works closely with the City Manager to ensure policies are effectively put into action. Goals and objectives of the 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.

DEPARTMENT ORGANIZATIONAL CHART





STAFFING SUMMARY

CITY COUNCIL	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Mayor	001	1.00	1.00	1.00	1.00
Confidential Assistant	001	0.00	0.00	1.00	1.00
Councilmember	001	4.00	4.00	4.00	4.00
Executive Assistant IV ²	001	1.00	1.00	0.00	0.00
CITY COUNCIL TOTAL		6.00	6.00	6.00	6.00

¹ Fund name located in Section V of Appendix

² Transferred to the Housing & Economic Development department in FY 19.

SIGNIFICANT CHANGES

No significant changes

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Council	Donations		001-01002	
Donations					
3637	Donations	10,000	11,000	-	-
Donations Total		10,000	11,000	-	-
General Fund Total		10,000	11,000	-	-
Grand Total		10,000	11,000	-	-

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Council	Operations		001-401-000	
Personnel					
100	Part-Time Salaries	(539)	-	-	-
101	Full-Time Salaries	179,962	156,652	177,944	166,843
102	Overtime	4,595	2,517	3,000	3,000
110	Allowances & Stipends	38,013	32,657	26,598	26,598
120	Differential Pay	1,303	607	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity			Activity No.
General Fund	City Council	Operations			001-401-000
Personnel					
140	Workers' Compensation	7,689	6,551	6,939	5,482
150	Health Insurance	67,917	55,951	57,196	85,569
160	Retirement Plan Charges	39,974	42,832	55,963	51,621
161	Medicare	3,340	2,809	3,096	2,419
199	Personnel Compensation	1,309	-	3,500	-
Personnel Total		343,563	300,576	334,236	341,532
Maintenance & Operations					
212	Governmental Purposes	-	6,653	5,100	5,100
212	Governmental Purposes - Morrison	2,571	1,698	1,050	1,050
212	Governmental Purposes - State	12,801	31,370	18,000	18,000
212	Governmental Purposes - Cano	839	250	1,050	1,050
212	Govt Purpose- Sotelo- Solis	100	1,065	1,836	1,836
212	Governmental Purposes - Rios	370	898	1,050	1,050
212	Governmental Purposes - Mendivil	600	385	-	-
212	Governmental Purposes - Quintero	-	440	1,050	1,050
226	Training Travel & Subsistence	-	2,835	3,060	3,060
226	Training - Morrison	250	37	2,000	2,000
226	Training - Cano	-	-	2,000	2,000
226	Training - Sotelo-Solis	-	1,519	2,000	2,000
226	Training - Rios	-	947	2,000	2,000
226	Training - Mendivil	153	-	-	-
226	Training - Quintero	-	153	2,000	2,000
301	Office Supplies	-	10	-	-
306	Computer Supplies	-	183	-	-
307	Duplicating Supplies	118	129	140	140
399	Materials & Supplies	1,260	4,386	2,840	2,840
Maintenance & Operations Total		19,062	52,959	45,176	45,176
Allocated Costs & Internal Service Charges					
740	Building Services Charges	55,997	56,817	49,096	54,734
755	Info. Systems Maint. Charge	78,253	48,685	46,563	52,392
790	Insurance Charges	9,289	4,911	5,144	6,431
Allocated Costs & Internal Service Charges Total		143,539	110,413	100,803	113,557
000 Operations Total		506,164	463,948	480,215	500,265
General Fund Total		506,164	463,948	480,215	500,265
Grand Total		506,164	463,948	480,215	500,265

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Adopted Budget
Fiscal Year 2021

City Clerk





DEPARTMENT DESCRIPTION

The City Clerk is an elected position responsible for executing the legal obligations set forth in the California Government Code and also serves as the City's Records Manager.

The person who serves in this position maintains, manages and stores important City records and documents including ordinances, resolutions, contracts, deeds and bonds. The City Clerk is also responsible for preparing City Council minutes, overseeing records maintenance and document imaging programs and responding to general inquiries and public records requests.

In addition the City Clerk manages City elections, serving as the filing officer for campaign disclosure and economic interest statements as well as prepares, publishes, posts and mails legal notices. The City Clerk certifies City documents, administers all oaths of office, maintains the Municipal Code, accepts claims, provides extensive information to staff and the public, oversees the records retention schedule, provides interpretation and translation services, processes all incoming mail, and manages the boards and commissions application and appointment process.

GOALS & OBJECTIVES

- Develop a more efficient Public Records Act request process.
- Expand database of records and documents available on-line for public view.
- Inform and train staff on the availability and use of our digital records database.
- Expand the document imaging and Records Management System to other departments.
- Apply available technology to improve efficiency and service to the staff and public.

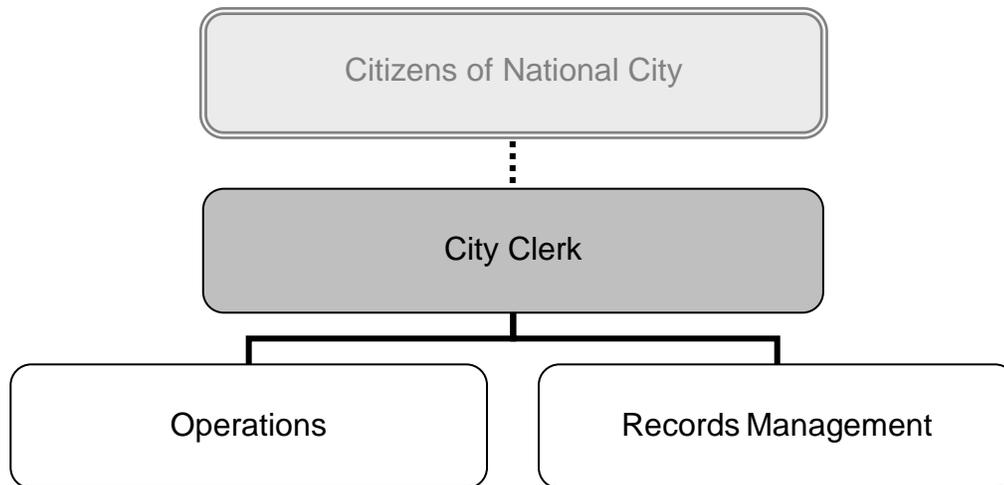
PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Information Requests:				
Incoming phone calls	4,073	5,010	5,050	5,060
Public counter visits	3,317	3,241	4,000	4,100
Requests for records/documents (PRAs)	858	650	700	750
General Requests for information	2,477	6,000	6,100	6,200
Legislative Records Maintained:				
City Council/CDC Resolutions	232	209	230	250
Ordinance & Resolution copies certified, signed, & distributed	1,225	932	950	950
Meeting minutes prepared / # of pages	54 / 234	67 / 246	75 / 250	75 / 250
Contracts processed, filed, & distributed	176	223	245	250
Incoming mail counted/processed	23,520	18,681	24,000	25,000



	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Campaign documents & disclosure forms received & processed	249	24	200	100
Economic Interest Form 700s received	131	127	130	140
Other:				
Oaths administered	73	93	50	50
Claims / Subpoenas Processed	76	62	65	75
Bid Openings Administered	5	5	5	5

DEPARTMENT ORGANIZATIONAL CHART



STAFFING SUMMARY

CITY CLERK	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
City Clerk ²	001	1.00	1.00	1.00	1.00
Executive Secretary	001	1.00	1.00	1.00	0.50
Operations Total		2.00	2.00	2.00	1.50
Records Management					
Records Management Officer ²	001	1.00	1.00	1.00	0.50
Records Management Total		1.00	1.00	1.00	0.50
CITY CLERK TOTAL		3.00	3.00	3.00	2.00

¹ Fund name located in Section V of Appendix

² The elected City Clerk serves concurrently as the Records Management Officer.



SIGNIFICANT CHANGES

Accommodations were made for Finance Cashiers and Accounts Receivable staff as of December 2019. Furniture upgrades were also made to further accommodate the changes. The records management function will be transferred to City Manager's office beginning in January 2021.

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Clerk	Department Revenues		001-02000	
Department Revenues					
3529	Sales Of Misc Publications	200	-	-	-
3585	Misc. User Charges	313	109	-	-
3634	Misc. Revenue	760	8,553	-	-
Department Revenues Total		1,273	8,662	-	-
General Fund Total		1,273	8,662	-	-
Grand Total		1,273	8,662	-	-

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Clerk	Operations		001-402-000	
Personnel					
101	Full-Time Salaries	42,161	51,995	55,994	29,637
102	Overtime	-	-	500	500
140	Workers' Compensation	413	510	549	291
150	Health Insurance	9,907	10,972	10,818	5,207
160	Retirement Plan Charges	12,358	13,220	16,514	9,169
161	Medicare	568	713	780	429
199	Personnel Compensation	-	-	1,000	-
Personnel Total		65,407	77,409	86,155	45,233
Maintenance & Operations					
212	Governmental Purposes	173	-	200	100
213	Professional Services	7,987	8,484	7,500	4,000
222	Memberships & Subscriptions	801	170	125	150
226	Training, Travel & Subsistence	-	-	500	250
230	Printing & Binding	-	-	90	40



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Clerk	Operations		001-402-000	
Maintenance & Operations					
250	Postage	-	3	-	-
260	Advertising	9,486	6,678	9,000	4,500
281	R & M - Office Equipment	-	385	350	175
307	Duplicating Supplies	1,690	2,123	1,200	600
399	Materials & Supplies	7	-	60	-
Maintenance & Operations Total		20,144	17,842	19,025	9,815
Allocated Costs & Internal Service Charges					
740	Building Services Charges	27,999	18,939	16,365	18,245
755	Info. Systems Maint. Charge	26,456	23,316	22,300	25,092
790	Insurance Charges	4,645	2,214	2,291	2,980
Allocated Costs & Internal Service Charges Total		59,100	44,469	40,956	46,317
000 Operations Total		144,651	139,720	146,136	101,365
Fund	Department	Activity		Activity No.	
General Fund	City Clerk	Records Management		001-402-020	
Personnel					
101	Full-Time Salaries	103,556	104,773	103,324	57,779
110	Allowances & Stipends	3,609	3,590	3,450	3,450
140	Workers' Compensation	1,105	1,102	1,096	777
150	Health Insurance	14,641	13,491	14,296	21,600
151	Ltd Insurance	677	677	647	-
160	Retirement Plan Charges	24,899	28,444	32,495	17,877
161	Medicare	1,736	1,890	1,621	838
199	Personnel Compensation	7,004	17,907	8,000	539
Personnel Total		157,227	171,873	164,929	102,860
Maintenance & Operations					
212	Governmental Purposes	2,821	(21,501)	3,500	1,800
268	Rentals & Leases	2,259	2,578	2,180	1,300
399	Materials & Supplies	1,747	1,045	1,000	500
Maintenance & Operations Total		6,827	(17,878)	6,680	3,600
020 Records Management Total		164,054	153,995	171,609	106,460



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Clerk	Elections		001-402-021	
Maintenance & Operations					
212	Governmental Purposes	95,423	62,504	-	35,000
Maintenance & Operations Total		95,423	62,504	-	35,000
021 Elections Total		95,423	62,504	-	35,000
001 General Fund Total		404,128	356,219	317,745	242,825
Grand Total		404,128	356,219	317,745	242,825

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Adopted Budget
Fiscal Year 2021

City Treasurer





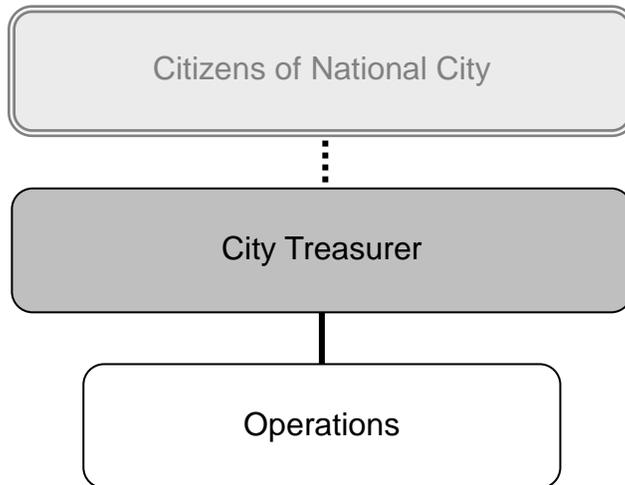
DEPARTMENT DESCRIPTION

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

None



STAFFING SUMMARY

CITY TREASURER	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
City Treasurer	001	1.00	1.00	1.00	1.00
CITY TREASURER TOTAL		1.00	1.00	1.00	1.00

¹ Fund name located in Section V of Appendix.

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Treasurer	Operations		001-410-000	
Personnel					
101	Full-Time Salaries	10,632	11,061	11,024	11,040
140	Workers' Compensation	196	204	121	108
150	Health Insurance	10,789	10,783	10,707	14,400
160	Retirement Plan Charges	2,611	3,037	3,467	3,416
161	Medicare	290	302	179	160
Personnel Total		24,518	25,387	25,498	29,124
Maintenance & Operations					
222	Memberships & Subscriptions	198	-	250	250
258	Travel & Subsistence	-	50	700	700
301	Office Supplies	-	-	10	10
Maintenance & Operations Total		198	50	960	960
Allocated Costs & Internal Service Charges					
740	Building Services Charges	9,333	9,469	8,183	9,122
755	Info. Systems Maint. Charge	8,337	7,430	7,106	7,996
790	Insurance Charges	1,229	452	491	642
Allocated Costs & Internal Service Charges Total		18,899	17,351	15,780	17,760
000 Operations Total		43,615	42,788	42,238	47,844
001 General Fund Total		43,615	42,788	42,238	47,844
Grand Total		43,615	42,788	42,238	47,844

Adopted Budget
Fiscal Year 2021

City Manager





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, the Neighborhood Council Program, Communications including Social Media, the Community & Police Relations Commission and Veterans and Military Families Advisory Committee 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 PROGRAM

The Information Technology Services Program (ITS) 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). ITS program staff are responsible for developing and implementing IT operational polices 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



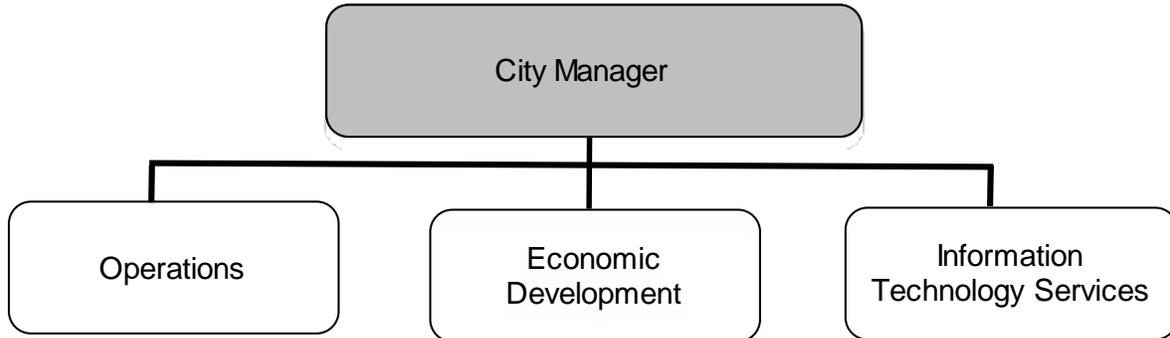
- d. Housing and Community Development
 - e. Parks, Recreation and Library
 - f. Public Safety
 - g. Transportation Choices
2. Work within the County, State, and Federal legislative processes to promote laws of importance and interest to National City.
 3. Provide technologies to expand public access to City services.
 - a. Expand access to services via the website.
 4. Implement new software platform.
 - a. Replace current permitting, code enforcement, land use, and licensing software
 5. Implement new technologies to secure IT infrastructure.
 - a. New security service implementation.
 6. Disaster Recovery and Resiliency.
 - a. Upgrade virtualization hardware and software

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Estimated	FY 20 Projected	FY 21 Estimated
City Council / CDC / Housing Authority / Successor Agency meeting agendas	50	50	50	50
Electronic newsletters	6	4	4	4
Subscribers to weekly e-mail updates	50	62	70	85
E-mail notifications	26,220	28,840	24,644	28,000
Website updates	2,096	2,305	2,675	3,000
Facebook followers / posts	4,000 / 525	4,500	5,500	6,500
Twitter followers / posts ("tweets")	2,000 / 400	2,100	2,600	2,700
Scheduled network uptime	99%	99%	99%	99%



DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

The Assistant City Manager position was filled in January of 2020. The Economic Development Division previously reporting to the Housing & Economic Development Department now reports to the City Manager. Beginning in January of 2021 the records management function previously held by the Record Manager will move to the City Manager’s Office along with the Executive Secretary. Both positions will assist the Elected City Clerk in their duties but staff will report to the City Manager’s Office.

STAFFING SUMMARY

CITY MANAGER	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
City Manager	001	1.00	1.00	1.00	1.00
Deputy City Manager	001	2.00	2.00	0.00	0.00
Assistant City Manager	001	0.00	0.00	1.00	1.00
Community Development Executive Director	001	0.00	0.00	0.00	0.00
Executive Assistant IV	001	1.00	1.00	1.00	1.00
Executive Secretary	001	0.00	0.00	0.00	0.00
Management Analyst II	001	1.00	1.00	1.00	1.00
Senior Office Assistant	001	2.00	2.00	1.00	1.00
Operations Total		7.00	7.00	5.00	5.00



CITY MANAGER

CITY MANAGER	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Records Management					
Executive Secretary ⁴	001	0.00	0.00	0.00	0.50
Records Management Officer ⁴	001	0.00	0.00	0.00	0.50
Records Management Total		0.00	0.00	0.00	1.00
Economic Development					
Community Development Specialist II ³	001	0.00	0.00	1.00	1.00
Economic Development Total		0.00	0.00	1.00	1.00
Information Technology Services					
Management Information Systems Manager ²	629	1.00	0.00	0.00	0.00
Management Information Systems Tech I ²	629	2.00	0.00	0.00	0.00
Management Information Systems Tech II ²	629	1.00	0.00	0.00	0.00
Information Technology Manager ²	629	0.00	1.00	1.00	1.00
Information Technology Technician ²	629	0.00	2.00	2.00	2.00
Information Technology Analyst ²	629	0.00	1.00	1.00	1.00
Information Technology Services Total		4.00	4.00	4.00	4.00
CITY MANAGER TOTAL		11.00	11.00	10.00	11.00

¹ Fund name located in Section V of Appendix

² Position reported to Administrative Services in Department in FY 17

³ Transferred from Housing & Economic Development in FY 20

⁴ Transferring to City Manager's office in January 2021

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Operations		001-403-000	
Personnel					
100	Part-Time Salaries	21,105	49,563	50,000	-
101	Full-Time Salaries	700,315	615,885	563,902	564,295
102	Overtime	-	-	500	500
110	Allowances & Stipends	6,189	5,888	4,800	4,800
120	Differential Pay	2,716	3,583	4,600	4,600
140	Workers' Compensation	8,834	7,676	5,881	5,529
150	Health Insurance	81,039	62,097	72,458	67,183
151	Ltd Insurance	2,518	2,176	1,875	-
160	Retirement Plan Charges	169,910	189,226	183,701	174,593
161	Medicare	11,299	10,094	8,586	8,182
199	Personnel Compensation	86,206	81,016	30,000	103,222
Personnel Total		1,090,131	1,027,203	926,303	932,904



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Operations		001-403-000	
Maintenance & Operations					
212	Governmental Purposes	109	171	100	1,100
213	Professional Services	-	-	2,000	6,000
222	Memberships & Subscriptions	4,380	1,723	4,500	4,650
226	Training, Travel & Subsistence	4,137	(156)	7,000	7,250
230	Printing & Binding	19	-	250	290
260	Advertising	-	-	-	4,500
281	R & M - Office Equipment	-	-	-	175
299	Contract Services	-	11,845	-	-
307	Duplicating Supplies	547	258	500	1,100
399	Materials & Supplies	1,112	1,800	2,000	2,000
Maintenance & Operations Total		10,304	15,641	16,350	27,065
Allocated Costs & Internal Service Charges					
740	Building Services Charges	74,663	66,286	57,278	63,856
755	Info. Systems Maint. Charge	44,575	39,202	37,494	42,188
790	Insurance Charges	12,386	6,306	6,578	8,339
Allocated Costs & Internal Service Charges Total		131,624	111,794	101,350	114,383
000 Operations Total		1,232,059	1,154,638	1,044,003	1,074,352
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Records Management		001-403-020	
Personnel					
101	Full-Time Salaries	-	-	-	81,295
140	Workers' Compensation	-	-	-	797
150	Health Insurance	-	-	-	12,407
160	Retirement Plan Charges	-	-	-	25,153
161	Medicare	-	-	-	1,179
Personnel Total		-	-	-	120,831
Maintenance & Operations					
212	Governmental Purposes	-	-	-	1,800
268	Rentals & Leases	-	-	-	1,300
399	Materials & Supplies	-	-	-	500
Maintenance & Operations Total		-	-	-	3,600
020 Records Management		-	-	-	124,431



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Neighborhood Council		001-403-414	
Maintenance & Operations					
264	Promotional Activities	6,000	5,601	7,000	8,500
399	Materials & Supplies	2,379	456	500	2,000
Maintenance & Operations Total		8,379	6,057	7,500	10,500
414 Neighborhood Council Total		8,379	6,057	7,500	10,500
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Community & Police Relations Committee		001-403-415	
Maintenance & Operations					
222	Memberships & Subscriptions	-	-	600	600
226	Training, Travel & Subsistence	3,802	-	3,500	3,500
399	Materials & Supplies	56	-	100	100
Maintenance & Operations Total		3,858	-	4,200	4,200
415 Community & Police Relations Committee Total		3,858	-	4,200	4,200
Fund	Department	Activity		Activity No.	
General Fund	City Manager	Economic Development ¹		001-403-476	
Personnel					
101	Full-Time Salaries	-	-	78,338	75,795
120	Differential Pay	-	-	-	-
140	Workers' Compensation	-	-	768	743
150	Health Insurance	-	-	10,818	10,414
160	Retirement Plan Charges	-	-	22,817	23,451
161	Medicare	-	-	1,104	1,099
Personnel Total		-	-	113,845	111,502
Maintenance & Operations					
226	Training, Travel & Subsistence	-	-	1,000	1,000
299	Contract Services	-	-	8,500	8,500
399	Materials & Supplies	-	-	1,000	1,000
Maintenance & Operations Total		-	-	10,500	10,500
Refunds, Contributions, & Special Payments					
650	Agency Contributions	-	-	90,000	-
Refunds, Contributions, & Special Payments Total		-	-	90,000	-
476 Economic Development Total		-	-	214,345	122,002
001 General Fund Total		1,244,296	1,160,695	1,270,048	1,335,485



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity			Activity No.
Information Sys.		Information Technology			
Maint. Fund *	City Manager	Services ²			629-403-082
Personnel					
101	Full-Time Saliariss	346,679	333,103	351,003	351,991
102	Overtime	11,163	23,051	10,000	10,000
120	Differential Pay	82	167	-	-
140	Workers' Compensation	3,366	3,578	3,440	3,450
150	Health Insurance	50,890	50,910	49,322	55,107
151	Ltd Insurance	677	677	647	-
160	Retirement Plan Charges	71,609	94,398	110,390	108,906
161	Medicare	4,826	5,129	4,735	5,104
199	Personnel Compensation	11,360	14,806	10,000	14,459
Personnel Total		500,652	525,821	539,537	549,017
Maintenance & Operations					
212	Governmental Purposes	22,282	26,295	26,300	-
226	Training, Travel & Subsistence	12,386	23,098	21,760	15,570
248	Tel & Tel & Telegraph	321,413	335,498	371,575	371,575
268	Rentals &Leases	72,765	66,912	69,000	69,000
281	R & M - Office Equipment	618,741	620,382	807,985	838,400
299	Contract Services	245,960	386,021	279,145	443,685
306	Computer Supplies	19,942	32,758	-	26,300
Maintenance & Operations Total		1,313,489	1,490,963	1,575,765	1,764,530
Capital Outlay					
502	Computer Equipment	224,602	101,527	75,000	151,350
Capital Outlay Total		224,602	101,527	75,000	151,350
Allocated Costs & Internal Service Charges					
698	Indirect/Overhead Costs	281,424	-	-	-
790	Insurance Charges	6,193	3,274	3,429	4,287
Allocated Costs & Internal Service Charges Total		287,617	3,274	3,429	4,287
082 Information Technology Services Total		2,326,360	2,121,585	2,193,731	2,469,184



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Information Sys.					
Maint. Fund *	City Manager	GAAP Adjustment			629-403-999
Allocated Costs & Internal Service Charges					
720	Depreciation Expense	161,504	211,830	-	-
Allocated Costs & Internal Service Charges Total		161,504	211,830	-	-
999 GAAP Adjustment Total		161,504	211,830	-	-
629 Information Systems Maintenance Fund Total		2,326,360	2,333,416	2,193,731	2,469,184
Grand Total		3,570,656	3,494,111	3,463,779	3,804,669

¹ Position reported to Housing & Economic Development prior to FY20

² Budgeted under the Administrative Division in prior to FY19

Adopted Budget
Fiscal Year 2021

City Attorney





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. In addition, The City Attorney's Office 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, as well as the defense of civil actions filed against the City and/or 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. In addition, this Office prepares and reviews City Council reports, legal opinions, ordinances, resolutions, contracts, agreements, leases, and other documents. The City Attorney and staff is tasked with enforcing the municipal code in civil actions, as well as serving as prosecutor involving violations of City ordinances.

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

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 responsibility of the Risk Manager to adjust all liability claims against the City, assist the City Attorney in defending litigated claims, and 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. Continue to provide updates and training to City Council, City staff, and City Boards and Commissions on significant developments in municipal law, including the Brown Act, the Public Records Act, Political Reform Act, and other applicable areas of the law.
2. Continue to provide timely and thorough drafting and review of legal documents, including City ordinances, resolutions, contracts, and other agreements.
3. Update construction contracts to conform to evolving legal developments and provide training to City staff on the updates.
4. Bring forward to City Council the drafted major amendments to Municipal Code Title 1.
5. Continue to provide successful and cost-effective defense of civil litigation cases.



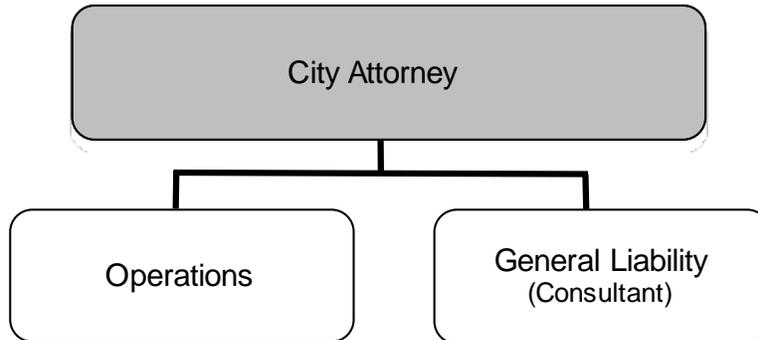
6. Continue to assist with the wind-down of redevelopment and the execution of remaining enforceable obligations, e.g., Westside Infill Transit Oriented Development.
7. Work with Department Directors to align legal support services with departmental support needs.
8. Provide legal support for specific upcoming planning related matters: Downtown Specific Plan Update; Amortization; and Port Balanced Plan.
9. Update existing policy and provide training pertaining to recent developments under the Public Records Act in response to the California Supreme Court’s San Jose decision.
10. Work with the Police and Planning Departments to prepare new ordinances regulating the establishment and operation of massage businesses in the City.
11. Work with Police, Fire, Neighborhood Services, and Building to address vacant and other nuisance properties.
12. Assist with the comprehensive review and updating of leases and of maintenance and operating agreements for the lessees and operators of City facilities.
13. Administer the City’s program of self-insurance for liability claims and suits.
14. 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.
15. To serve as legal counsel at City Council, City boards, committee, and commission meetings.
16. Continue to represent the City Council and staff in administrative hearings, civil litigations, and legislative matters.

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Resolutions	245	208	250	250
Ordinances	16	25	30	30
Requests for Legal Services	326	329	350	350
Public Record Act Requests	42	50	60	60
Trainings	15	15	15	15
Liability Claims Processed	44	36	40	40



DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

No significant changes anticipated.

STAFFING SUMMARY

CITY ATTORNEY	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
City Attorney	001	1.00	1.00	1.00	1.00
Deputy City Attorney	001	1.00	1.00	1.00	1.00
Executive Assistant III	001	1.00	1.00	1.00	1.00
Senior Assistant City Attorney	001	1.00	1.00	1.00	1.00
Operations Total		4.00	4.00	4.00	4.00
Risk Management					
Office Assistant ²	627	0.00	0.00	0.00	0.00
Senior Office Assistant ²	627	0.00	1.00	1.00	1.00
Risk Management Total		0.00	1.00	1.00	1.00
CITY ATTORNEY TOTAL		4.00	5.00	5.00	5.00

¹ Fund name located in Section V of Appendix

² Position reported to the Human Resources Department in FY17.



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	City Attorney	Operations		001-405-000	
Personnel					
100	Part-Time Salaries	-	-	-	34,570
101	Full-Time Salaries	511,661	511,937	504,928	535,500
102	Overtime	-	-	500	500
110	Allowances & Stipends	3,609	3,590	3,450	3,450
120	Differential Pay	-	1,573	-	-
140	Workers' Compensation	5,199	5,997	7,414	5,587
150	Health Insurance	52,155	50,328	54,672	56,769
151	Ltd Insurance	2,132	2,132	2,038	-
160	Retirement Plan Charges	125,321	139,929	158,798	166,980
161	Medicare	7,712	8,020	7,574	8,266
199	Personnel Compensation	12,878	24,505	25,000	20,686
Personnel Total		720,667	748,012	764,374	832,308
Maintenance & Operations					
212	Governmental Purposes	1,569	659	2,200	2,200
213	Professional Services	32,290	87,308	80,000	45,000
222	Memberships & Subscriptions	3,612	3,323	4,100	4,400
226	Training, Travel & Subsistence	5,855	6,034	13,200	16,200
250	Postage	-	-	150	150
299	Contract Services	-	2,383	5,000	5,000
304	Books	22,455	13,222	22,400	22,400
399	Materials & Supplies	2,753	1,539	2,000	2,000
Maintenance & Operations Total		68,534	114,470	129,050	97,350
Allocated Costs & Internal Service Charges					
740	Building Services Charges	32,666	47,347	40,913	45,612
755	Info. Systems Maint. Charge	27,901	30,746	29,407	33,087
790	Insurance Charges	9,350	7,733	7,927	9,380
Allocated Costs & Internal Service Charges Total		69,917	85,826	78,247	88,079
000 Operations Total		859,118	948,308	971,671	1,017,737
001 General Fund Total		859,118	948,308	971,671	1,017,737



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Liability					
Insurance Fund	City Attorney	Risk Management *		627-405-081	
Maintenance & Operations					
213	Professional Services	72,528	79,650	75,000	80,000
299	Contract Services	-	79	9,550	9,550
399	Materials & Supplies	723	803	600	600
410	Property Insurance	103,463	108,792	128,100	150,000
420	General Liability Insurance	224,078	282,625	300,700	586,000
421	Pollution Program Insurance	-	-	15,000	3,500
430	Fidelity Insurance	-	-	4,971	7,000
432	Liability Claim Cost	494,638	349,220	725,000	902,000
Maintenance & Operations Total		895,430	821,168	1,258,921	1,738,650
081 Risk Management Total		895,430	821,168	1,258,921	1,738,650
627 Liability Insurance Fund Total		895,430	821,168	1,258,921	1,738,650
Grand Total		1,754,548	1,769,476	2,230,592	2,756,387

* Worker's compensation included in Human Resources budget.

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Adopted Budget
Fiscal Year 2021

Community Development





COMMUNITY DEVELOPMENT

DEPARTMENT DESCRIPTION

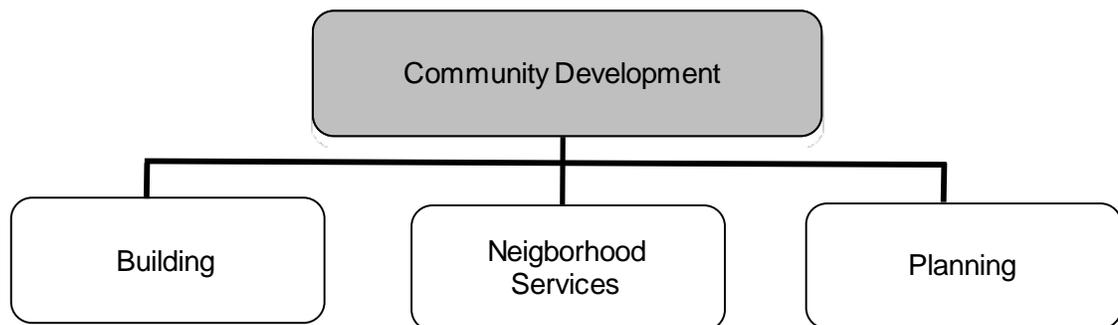
The Community Development Department plays a key role in shaping the future of urban development in National City. The department consists of three divisions; Neighborhood Services, Planning, and Building. The Planning and Building divisions develop guiding policies in the City's General Plan, and review 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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Adopted Budget
Fiscal Year 2021

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.

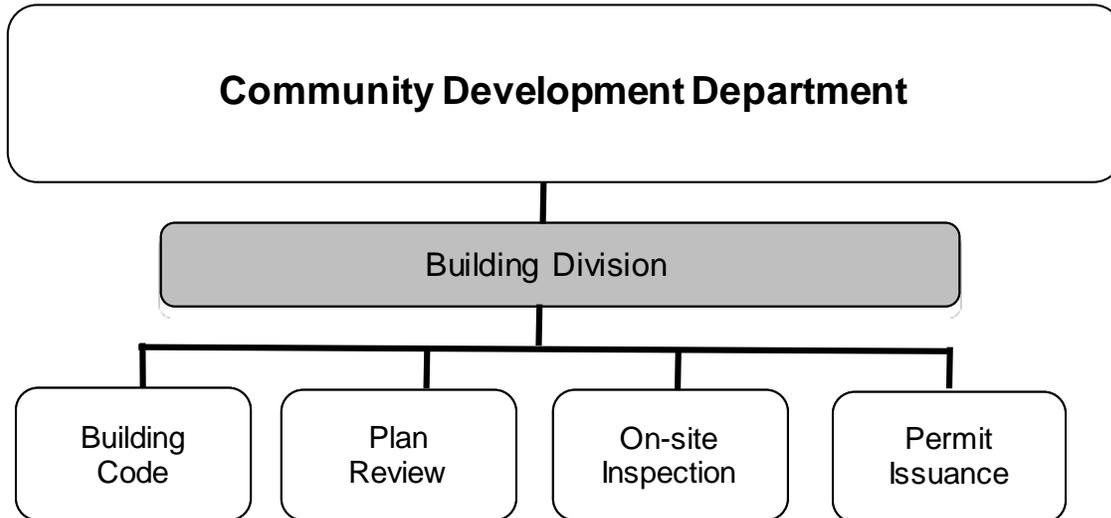


- The Building Division assures that through the review of building plans, issuance of building permits, and inspection of residential/commercial projects, buildings are built safe and as per the approved plans.
- The Building Division also conducts inspections on complaints from citizens regarding construction 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.
- Beginning July 1, 2019, the Transportation Development Impact Fees will be increasing to \$2,533.15 per dwelling unit, up from \$2,583.82.

DIVISION ORGANIZATIONAL CHART



STAFFING SUMMARY

BUILDING	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Building*					
Building Official	001	0.00	0.00	0.00	1.00
Permit Technician	001	0.00	0.00	0.00	2.00
Plans Examiner	001	0.00	0.00	0.00	0.00
Senior Building Inspector	001	0.00	0.00	0.00	1.00
Building* Total		0.00	0.00	0.00	4.00
BUILDING TOTAL		0.00	0.00	0.00	4.00

¹ Fund name located in Section V of Appendix

* Transferred from Fire Department to Community Development in FY21.



BUILDING DIVISION

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Building	Building Revenues		001-06028	
Building Revenues					
3101	Administrative Fees	38,120	36,757	35,000	30,000
3120	Building Permits	627,271	599,795	450,000	423,000
3204	Enforcement Fines & Penalties	43,838	61,358	45,000	20,000
3545	Plan Checking Fee	514,879	498,707	500,000	500,000
3585	Misc. User Charges	325,068	(318,844)	-	-
Building Revenues Total		1,549,176	877,773	1,030,000	973,000
Grand Total		1,549,176	877,773	1,030,000	973,000

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Building	Building		001-413-028	
Personnel					
101	Full-Time Salaries	269,483	276,276	285,662	366,808
102	Overtime	404	168	800	-
120	Differential Pay	4,781	4,795	4,602	4,602
140	Workers' Compensation	9,481	9,546	9,870	12,705
150	Health Insurance	36,846	34,904	37,982	45,642
151	Ltd Insurance	677	677	647	-
160	Retirement Plan Charges	66,149	74,580	86,135	113,490
161	Medicare	4,144	4,175	4,368	5,319
199	Personnel Compensation	1,862	-	2,000	268
Personnel Total		393,827	405,122	432,066	548,834
Maintenance & Operations					
213	Professional Services	454,756	273,689	600,000	600,000
222	Memberships & Subscriptions	576	465	930	930
226	Training, Travel & Subsistence	305	1,853	2,750	2,350
230	Printing & Binding	6,281	6,978	7,000	7,000
304	Books	-	-	500	500
399	Materials & Supplies	1,456	1,215	1,500	1,500
Maintenance & Operations Total		463,374	284,200	612,680	612,280



BUILDING DIVISION

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Capital Outlay					
512	Automotive Leases	6,262	6,262	6,262	-
Capital Outlay Total		6,262	6,262	6,262	-
Allocated Costs & Internal Service Charges					
740	Building Services Charges	37,332	37,878	32,730	36,489
750	Vehicle Services Charges	2,031	2,031	2,031	1,927
752	Vehicle Lease Charge	-	-	-	4,000
755	Info. Systems Maint. Charge	56,131	42,281	40,438	45,501
790	Insurance Charges	7,741	3,851	4,006	5,123
Allocated Costs & Internal Service Charges Total		103,235	86,041	79,205	93,040
028 Building Total		966,698	781,625	1,130,213	1,254,154
Grand Total		966,698	781,625	1,130,213	1,254,154

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Adopted Budget
Fiscal Year 2021

Neighborhood Services





DIVISION DESCRIPTION

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.

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 will perform 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 or seven day City-wide coverage and proactive enforcement efforts; and,
 - b. Neighborhood Preservation clean-ups and Homeless Outreach Program with the Alpha Project.
4. Advancing Field Technology:
 - a. Implementing new computer software technology for field reporting and tracking of complaints;
 - b. Online and future capabilities with smartphone reporting for code officers; and,

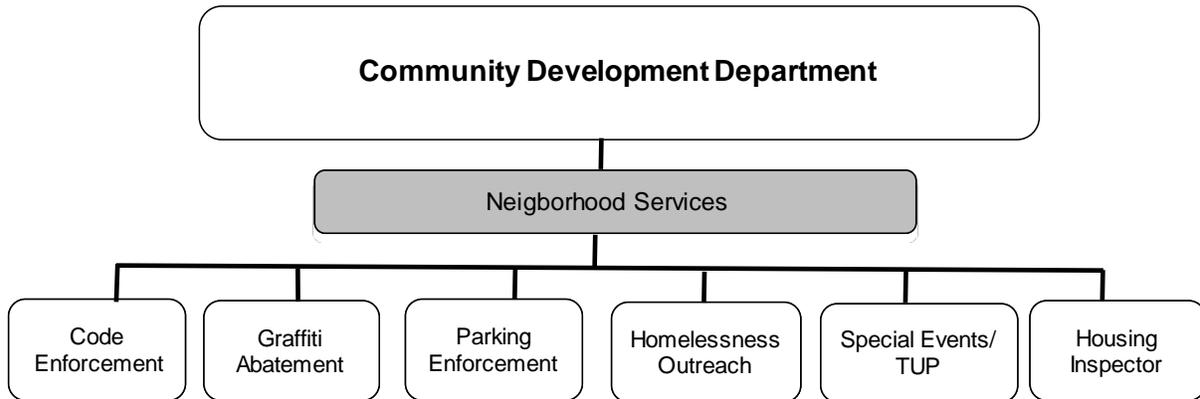


- c. Enhanced parking enforcement technology using LPR-Autochalk Systems and smartphone handhelds for field officers.
- 5. Collaboration on City Ordinance and Policy:
 - a. Constant review and development of policy with ordinance changes reflective of state and local codes.

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Graffiti removal incidents	11,000	7,863	11,500	11,000
Parking citations issued	8,000	7,343	11,280	13,000
Code conformance cases	825	900	900	1,100

DIVISION ORGANIZATIONAL CHART





NEIGHBORHOOD SERVICES

SIGNIFICANT CHANGES

The Division is in transition and will be merged into the Community Development Department. Additionally, the Neighborhood Services Division also inherited the Housing Inspection program and added the position Housing Inspector I. All future Code Enforcement Cases will now include Housing Inspections.

STAFFING SUMMARY

NEIGHBORHOOD SERVICES	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Director of Community Development	001	0.00	0.00	1.00	1.00
Director of Neighborhood Services	001	1.00	1.00	0.00	0.00
Neighborhood Service Manager	001	0.00	0.00	1.00	1.00
Administrative Secretary	001	1.00	1.00	1.00	1.00
Code Enforcement					
Code Conformance Officer I	001	1.00	1.00	1.00	1.00
Code Conformance Officer II	001	2.00	2.00	2.00	2.00
Code Enforcement Total		5.00	5.00	6.00	6.00
Graffiti Abatement					
Graffiti Removal Assistant	001	1.00	1.00	1.00	1.00
Graffiti Removal Technician	001	1.00	1.00	1.00	1.00
Graffiti Abatement Total		2.00	2.00	2.00	2.00
Parking Enforcement					
Parking Regulations Officer	001	3.00	3.00	3.00	3.00
Parking Enforcement Total		3.00	3.00	3.00	3.00
Special Events / TUP Administration					
Senior Office Assistant	001	1.00	1.00	1.00	1.00
Special Events / TUP Administration Total		1.00	1.00	1.00	1.00
NEIGHBORHOOD SERVICES TOTAL		11.00	11.00	12.00	12.00

¹ Fund name located in Section V of Appendix



NEIGHBORHOOD SERVICES

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Neighborhood Services		001-45464	
Neighborhood Services					
3201	Parking Citations	200,737	199,079	210,000	210,000
3203	Parking Citation Admin Fee	3,165	1,780	2,500	2,500
3206	Rv Permits	846	980	850	1,000
3585	Misc. User Charges	24,058	48,241	20,000	48,500
Neighborhood Services Total		228,806	250,080	233,350	262,000
General Fund Total		228,806	250,080	233,350	262,000
Grand Total		228,806	250,080	233,350	262,000

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Neighborhood Services		001-420-057	
Personnel					
100	Part-Time Salaries	47,169	49,459	27,971	-
101	Full-Time Salaries	524,918	458,603	493,218	595,409
102	Overtime	7,080	6,641	7,000	7,000
110	Allowances & Stipends	5,373	4,543	3,450	3,450
120	Differential Pay	12,395	20,166	8,117	8,117
140	Workers' Compensation	38,787	35,886	21,505	19,261
150	Health Insurance	102,295	97,221	105,653	101,698
151	Ltd Insurance	677	677	1,294	-
160	Retirement Plan Charges	130,143	141,433	157,704	184,219
161	Medicare	8,063	7,030	7,465	8,634
199	Personnel Compensation	5,299	4,531	6,000	6,128
Personnel Total		882,199	826,191	839,377	933,916
Maintenance & Operations					
211	Laundry & Cleaning Services	2,000	1,413	-	-
212	Governmental Purposes	268	164	350	350
222	Memberships & Subscriptions	420	555	554	554
226	Training, Travel & Subsistence	4,214	3,877	6,500	5,500
299	Contract Services	105,637	120,429	121,000	2,000
301	Office Supplies	-	1,437	1,500	1,500
318	Wearing Apparel	965	1,348	2,100	2,100
329	Painting Supplies	14,952	14,054	14,000	14,000
399	Materials & Supplies	1,160	680	2,000	2,000
Maintenance & Operations Total		129,616	143,959	148,004	28,004



NEIGHBORHOOD SERVICES

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Neighborhood Services		001-420-057	
Capital Outlay					
512	Automotive Leases	30,493	36,843	28,417	-
Capital Outlay Total		30,493	36,843	28,417	-
Allocated Costs & Internal Service Charges					
740	Building Services Charges	18,666	28,408	24,548	27,367
750	Vehicle Services Charges	33,778	27,199	27,704	26,288
751	Vehicle Replacement Charge	8,260	8,260	8,260	-
752	Vehicle Lease Charge	-	-	-	33,759
755	Info. Systems Maint. Charge	96,040	73,522	70,318	79,121
790	Insurance Charges	14,146	4,974	5,284	7,214
Allocated Costs & Internal Service Charges Total		170,890	142,363	136,114	173,749
057 Neighborhood Services Total		1,213,198	1,149,356	1,151,912	1,135,669
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Parking Enforcement		001-420-137	
Personnel					
101	Full-Time Salaries	37,048	91,268	139,727	144,705
102	Overtime	703	2,819	1,200	1,200
110	Allowances & Stipends	-	820	1,040	1,040
120	Differential Pay	1,093	1,587	1,300	1,300
140	Workers' Compensation	1,721	4,541	6,320	6,410
150	Health Insurance	5,996	11,420	26,307	31,242
160	Retirement Plan Charges	10,389	16,132	41,150	44,772
161	Medicare	556	1,391	2,069	2,098
199	Personnel Compensation	-	-	1,000	2,874
Personnel Total		57,506	129,978	220,113	235,641
Maintenance & Operations					
226	Training, Travel & Subsistence	1,808	-	1,600	1,600
299	Contract Services	32,873	39,325	10,000	-
301	Office Supplies	1,422	1,474	1,500	1,500
318	Wearing Apparel	2,176	1,700	2,200	2,200
355	Minor Equipment- Less Than \$5,000	-	1,717	2,000	-
Maintenance & Operations Total		38,279	44,216	17,300	5,300
137 Parking Enforcement Total		95,785	174,194	237,413	240,941



NEIGHBORHOOD SERVICES

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Housing InspectionProgram		001-420-467	
Personnel					
101	Full-Time Salaries	-	-	50,149	-
120	Differential Pay	-	-	915	915
140	Workers' Compensation	-	-	2,262	-
150	Health Insurance	-	-	4,760	-
160	Retirement Plan Charges	-	-	14,769	-
161	Medicare	-	-	740	-
Personnel Total		-	-	73,595	915
467 Housing Inspection Program Total		-	-	73,595	915
Fund	Department	Activity		Activity No.	
General Fund	Neighborhood Services	Neighborhood Preservation		001-420-473	
Maintenance & Operations					
355	Minor Equipment- Less Than \$5,000	1,764	1,086	1,500	1,500
399	Materials & Supplies	34,301	28,353	36,000	36,000
Maintenance & Operations Total		36,065	29,440	37,500	37,500
473 Neighborhood Preservation Total		36,065	29,440	37,500	37,500
001 General Fund Total		1,345,048	1,352,990	1,500,420	1,415,025
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Housing	Housing InspectionProgram		301-420-467	
Personnel					
101	Full-Time Salaries	63,065	-	21,066	-
120	Differential Pay	1,432	-	385	385
140	Workers' Compensation	2,852	-	950	-
150	Health Insurance	6,177	-	1,999	-
151	Ltd Insurance	-	-	-	-
160	Retirement Plan Charges	21,914	-	6,203	-
161	Medicare	922	-	311	-
Personnel Total		96,362	-	30,914	385
Maintenance & Operations					
226	Training, Travel & Subsistence	1,126	-	2,000	3,000
270	Permits & Licenses	-	-	250	250
301	Office Supplies	324	-	500	500
399	Materials & Supplies	1,302	-	20,000	10,000
Maintenance & Operations Total		2,752	-	22,750	13,750
467 Housing Inspection Program Total		99,114	-	53,664	14,135
467 Housing Inspection Program Total		99,114	-	53,664	14,135



NEIGHBORHOOD SERVICES

EXPENDITURE DETAIL

<u>Account No.</u>	<u>Account Title</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund	Department	Activity		Activity No.	
Vehicle					
Replacement Fund	Neighborhood Services	Neighborhood Services		644-420-057	
Capital Outlay					
511	Automotive Equipment	59,000	-	-	-
Capital Outlay Total		59,000	-	-	-
057 Neighborhood Services Total		59,000	-	-	-
Grand Total		1,444,162	1,352,990	1,554,084	1,429,160

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Adopted Budget
Fiscal Year 2021

Planning





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.
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.
8. Perform a focused update to the General Plan, including the Circulation, Housing, and Safety Elements, as well as update the Climate Action Plan

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Conditional Use Permits	14	9	3	9
Zone Variances	0	0	0	2
Subdivisions	2	5	0	3
Coastal Permits	1	0	0	1
Other	16	20	2	18

SIGNIFICANT CHANGES

- Changes in housing policy at the state level has resulted in inconsistencies with the National City Municipal Code, which need to be remedied. Additional local discussion on affordable housing, and gentrification may also necessitate changes in City policy related to such matters.
- The Division has recently merged into the Community Development Department.
- Current Planning staff is short one planner (Planning Technician) and is expecting one retirement in 2020, a replacement for which will be needed.



STAFFING SUMMARY

PLANNING	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Assistant Planner	001	1.00	1.00	1.00	1.00
Executive Secretary	001	1.00	1.00	1.00	1.00
Planning Technician	001	1.00	1.00	1.00	1.00
Principal Planner	001	2.00	2.00	1.50	1.50
Principal Planner	501	0.00	0.00	0.50	0.50
PLANNING TOTAL		5.00	5.00	5.00	5.00

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
<u>Fund</u>	<u>Department</u>	<u>Activity</u>			<u>Activity No.</u>
General Fund	Planning	Planning Revenues			001-06027
Planning Revenues					
3100	Licenses And Permits	-	650	-	-
3143	Home Occupation Permits	6,524	4,040	5,280	5,200
3502	Conditional Use Permit	13,808	32,307	29,588	29,000
3503	G.P./S.P. Changes	4,970	9,108	8,185	4,000
3506	Planned Development Permit	(1,244)	-	1,973	1,000
3509	Street Vacations	-	-	3,235	3,200
3510	Tentative Parcel Map	-	5,625	3,250	3,300
3511	Tentative Subdivision Map	2,485	10,485	2,485	2,000
3512	Zone Change Permit	4,970	5,500	4,093	2,000
3513	Zone Variance Permit	6,015	-	2,005	1,000
3514	Day Care Center	310	-	310	-
3521	Coastal Development Permit	2,485	2,485	4,970	2,500
3530	Appeal Fee	-	-	3,710	3,700
3532	Processing Fee	360	260	400	2,000
3546	Prelim Site Plan Review	2,840	2,730	700	2,000
3581	Environmental Assessment Form	3,635	-	3,635	1,800
3584	Substantial Conformance	-	750	-	-
3585	Misc. User Charges	43	-	28	-
3586	Photocopy Sales	-	5	-	-
3588	Zoning/Rebuild Letter	375	1,015	1,000	1,000
3591	General Plan Update Fee	-	750	-	-
3634	Misc. Revenue	1,958	-	1,500	1,500
Planning Revenues Total		49,534	75,710	76,347	65,200
General Fund Total		49,534	75,710	76,347	65,200
Grand Total		49,534	75,710	76,347	65,200



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity			Activity No.
General Fund	Planning	Planning			001-443-055
Personnel					
100	Part-Time Salaries	9,516	7,584	20,696	-
101	Full-Time Salaries	293,198	286,252	344,116	268,379
102	Overtime	-	228	500	500
120	Differential Pay	1,460	9,039	10,995	10,995
140	Workers' Compensation	3,185	3,096	3,844	6,073
150	Health Insurance	46,851	43,530	63,485	52,842
151	Ltd Insurance	1,246	1,246	1,191	-
160	Retirement Plan Charges	77,345	87,392	104,900	83,036
161	Medicare	4,547	4,400	5,497	3,891
199	Personnel Compensation	7,076	1,230	7,500	-
Personnel Total		444,424	443,997	562,724	425,716
Maintenance & Operations					
212	Governmental Purposes	2,645	-	2,500	2,500
213	Professional Services	65,395	20,258	65,000	65,000
222	Memberships & Subscriptions	1,050	694	2,716	2,000
226	Training, Travel & Subsistence	8,309	7,099	9,270	7,000
250	Postage	-	-	380	250
260	Advertising	6,966	3,071	6,000	5,000
399	Materials & Supplies	967	1,097	1,800	1,200
Maintenance & Operations Total		85,332	32,219	87,666	82,950
Allocated Costs & Internal Service Charges					
740	Building Services Charges	27,999	37,878	32,730	36,489
755	Info. Systems Maint. Charge	26,456	21,264	20,337	22,883
790	Insurance Charges	6,193	3,274	3,429	4,287
Allocated Costs & Internal Service Charges Total		60,648	62,416	56,496	63,659
055 Planning Total		590,404	538,632	706,886	572,325
001 General Fund Total		590,404	538,632	706,886	572,325
Fund	Department	Activity			Activity No.
Mile of Cars Landscape Maint. District Fund	Planning	Maintenance & Operations			195-443-055
Maintenance & Operations					
299	Contract Services	136,075	171,236	155,355	164,165
Maintenance & Operations Total		136,075	171,236	155,355	164,165
195 Mile of Cars LMD Total		136,075	171,236	155,355	164,165
195 Mile of Cars Landscape Maintenance District Fund Total		136,075	171,236	155,355	164,165



PLANNING DIVISION

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Housing Authority Fund	Planning	Maintenance & Operations		501-443-055	
Personnel					
101	Full-Time Salaries	-	-	-	37,816
140	Workers' Compensation	-	-	-	1,675
150	Health Insurance	-	-	-	7,200
160	Retirement Plan Charges	-	-	-	11,700
161	Medicare	-	-	-	548
Personnel Total		-	-	-	58,939
501 Housing Authority Fund Total		-	-	-	58,939
Grand Total		726,479	709,868	862,241	795,429

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Adopted Budget
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Community Services





DEPARTMENT DESCRIPTION

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.

The Community Services Department oversees the Parks, Recreation and Senior Citizens Advisory Board (PRAB), as well as the Public Art Committee, which celebrates community diversity through civic, cultural and social activities.

GOALS & OBJECTIVES

1. Organize family friendly special events such as 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.
2. Continue improving marketing and branding strategies to increase attendance at special events and the department's visibility within the community.
3. Increase special event and program sponsorships to help offset special event costs.
4. Improve the facility rental process for recreation and community centers.
5. Increase City programs and contract classes and offer a variety of programs for all ages throughout the year.
6. Create synergies with the Kimball Senior Center and the George H. Waters Senior Nutrition Center in order to expand senior programming at both sites.



COMMUNITY SERVICES

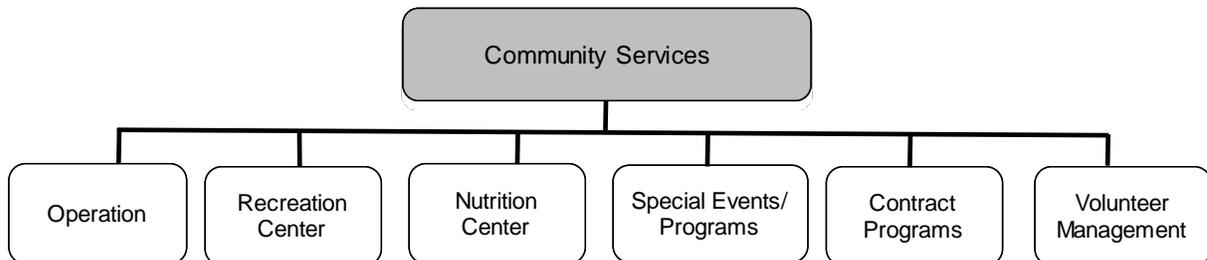
PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Kimball Senior Center Attendance	24,746	24,415	18,311	24,000
Manuel Portillo Casa De Salud Youth Center Attendance	3,736	2,615	2,250	2,700
Tiny Tots Program Enrollment ¹	97	0	0	0
Camacho Recreation Center	9,476	24,341	18,255	20,000
Contract classes	2,893	1,546	1,012	2,100
Special event attendance ²	2,850	4,260	8,620	9,500
Meals Served at Nutrition Center	40,681	38,162	41,000	41,000
Home Delivered Meals	16,976	16,846	17,000	17,000

¹ Tiny Tots was canceled in FY19.

² 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.

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

The Nutrition Center division was transferred from the Housing Department to the Community Services Department to create efficiencies and improve collaboration in providing quality senior services for residents.



COMMUNITY SERVICES

STAFFING SUMMARY

COMMUNITY SERVICES	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Recreation Superintendent	001	1.00	1.00	1.00	1.00
Recreation Aide – P/T	001	7.99	7.99	7.99	8.47
Recreation Center Supervisor	001	2.75	2.75	2.75	2.75
Recreation Leader I – P/T	001	0.75	0.75	0.75	0.75
Recreation Leader II – P/T	001	1.00	1.00	1.00	1.00
Recreation Leader III – P/T	001	2.20	2.20	2.20	2.20
Recreation Specialist – P/T	001	1.86	1.86	1.86	2.81
Recreation Aide	301	0.48	0.48	0.48	0.00
Recreation Specialist	301	0.95	0.95	0.95	0.00
Operations Total		18.98	18.98	18.98	18.98
Nutrition					
Nutrition Program Manager	166	0.00	0.00	0.00	1.00
Dishwasher	166	0.00	0.00	0.00	0.50
Executive Chef	166	0.00	0.00	0.00	1.00
Food Services Worker	166	0.00	0.00	0.00	2.50
Home Delivered Meals Coordinator	166	0.00	0.00	0.00	1.00
Home Delivered Meals Driver	166	0.00	0.00	0.00	1.50
Kitchen Aide	166	0.00	0.00	0.00	0.50
Senior Office Assistant	166	0.00	0.00	0.00	1.00
Sous Chef	166	0.00	0.00	0.00	1.00
Nutrition Total		0.00	0.00	0.00	10.00
COMMUNITY SERVICES TOTAL		18.98	18.98	18.98	28.98

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Community Services	Department Revenues		001-41000	
Department Revenues					
3312	Rent And Leases		3,650	4,000	8,800
3317	Rental-Las Palmas Golf Course		98,302	90,000	98,000
3572	Recreation Program Revenue		14,198	3,000	2,300



COMMUNITY SERVICES

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Community Services	Department Revenues		001-41000	
Department Revenues					
3574	Swimming Pool Revenue		230,495	150,000	314,900
3598	Contract Class Recreation		8,662	40,000	5,000
3637	Donations		2,800	1,000	8,000
3650	Casa Youth Fundraising		-	750	2,000
Donations Total		-	358,106	288,750	439,000
General Fund Total		-	358,106	288,750	439,000
Fund	Department	Activity		Activity No.	
Nutrition	Community Services	Nutrition Center		166-41429	
Nutrition Center					
3470	County Grants	307,511	304,709	300,000	330,927
3514	Day Care Center	5,904	7,771	3,600	3,600
3515	Program Income (Nutrition)	91,396	72,411	95,000	95,000
3516	Ncnp - Non-Meals Donations	2,245	-	-	-
3517	Nutrition Income - Delivered Meals	11,310	8,496	11,000	11,000
3631	Cash Over/Short	-	(201)	-	-
Nutrition Center Total		418,366	393,186	409,600	440,527
Nutrition Total		418,366	393,186	409,600	440,527
Grand Total		418,366	751,292	698,350	879,527

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Community Services	Community Services		001-441-058	
Personnel					
100	Part-Time Salaries	166,027	140,030	205,089	205,089
101	Full-Time Salaries	205,081	236,536	234,218	242,075
102	Overtime	8,009	17,054	9,000	9,000
120	Differential Pay	3,427	7,017	9,864	9,864
140	Workers' Compensation	14,169	13,167	13,473	11,458
150	Health Insurance	29,989	34,184	36,853	39,439



COMMUNITY SERVICES

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Community Services	Community Services		001-441-058	
Personnel					
151	Ltd Insurance	650	650	621	621
160	Retirement Plan Charges	59,454	68,587	71,016	82,589
161	Medicare	5,432	5,852	6,424	6,484
199	Personnel Compensation	4,833	-	5,000	5,000
Personnel Total		497,071	523,078	591,558	611,619
Maintenance & Operations					
222	Memberships & Subscriptions	1,574	3,154	2,720	3,310
226	Training, Travel & Subsistence	2,017	2,139	3,225	3,300
264	Promotional Activities	30,204	43,970	55,250	89,550
299	Contract Services	3,591	488,801	548,005	3,850
301	Office Supplies	-	4,297	4,500	4,500
305	Medical Supplies	699	1,003	800	800
307	Duplicating Supplies	847	675	700	700
311	Recreational Supplies	17,500	9,089	8,600	8,500
318	Wearing Apparel	1,041	1,497	1,500	1,500
455	Lease Payment	2,000	2,000	2,000	2,000
Maintenance & Operations Total		509,957	556,626	627,300	118,010
Capital Outlay					
512	Automotive Leases	6,058	6,058	6,058	-
Capital Outlay Total		6,058	6,058	6,058	-
Refunds, Contributions, & Special Payments					
650	Sponsorships & Donations	-	-	1,750	10,000
Refunds, Contributions, & Special Payments Total		-	-	1,750	10,000
Allocated Costs & Internal Service Charges					
740	Building Services Charges	752,216	757,436	679,237	554,344
750	Vehicle Services Charges	23,166	18,107	18,495	17,550
752	Vehicle Lease Charge	-	-	-	6,332
755	Info. Systems Maint. Charge	93,483	71,222	68,119	76,645
790	Insurance Charges	35,300	23,511	24,247	29,520
Allocated Costs & Internal Service Charges Total		904,165	870,276	790,098	684,391
058 Community Services Total		1,917,251	1,956,038	2,016,764	1,424,020

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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

- 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, rotting, 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.



- 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 online permit tracking software to streamline process for private development plan checks, permits and inspections.
2. Implement online parking permit management software.
3. Implement GIS-based asset management software.
4. Implement project accounting software for management of capital improvement projects.
5. 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).
6. 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.
7. Complete Citywide Pavement Conditions Assessment.
8. Update Circulation Element as part of Focused General Plan Update.
9. Update Bike Master Plan.
10. Update Sewer Master Plan.
11. Update ADA Transition Plan.
12. Update Capital Needs Assessment.
13. 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.
14. 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.
15. Complete construction of the following capital projects in fiscal year 2021:
 - 30th St Bicycle Corridor ("D" Ave to N. 2nd Ave);
 - Roosevelt Ave Smart Growth Revitalization (Division St to E. 8th St);
 - Division St Traffic Calming (Euclid Ave to Harbison Ave);



ENGINEERING & PUBLIC WORKS

- Safe Routes to School Pedestrian and Bicycle Safety Enhancements;
 - National City Blvd Inter-City Bike Connections;
 - National City Bike Parking Enhancements;
 - Street Resurfacing (Roosevelt Ave from Division St to 16th St);
 - Facilities Upgrades;
 - Traffic Signal Upgrades;
 - Communications Infrastructure Expansion / Public Safety Cameras;
 - Paradise Creek Park Expansion;
 - Paradise Creek Biofiltration (Paradise Valley Rd);
 - Urban Forest Expansion;
 - Sewer Replacement / Upsizing;
 - Drainage Improvements.
16. 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.
 17. Continue implementation of community-based Active Transportation programs and projects.
 18. Continue public outreach for capital projects through workshops, presentations, community events, and management of the nationalcityprojects.com website.
 19. 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 2021.
 20. 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.

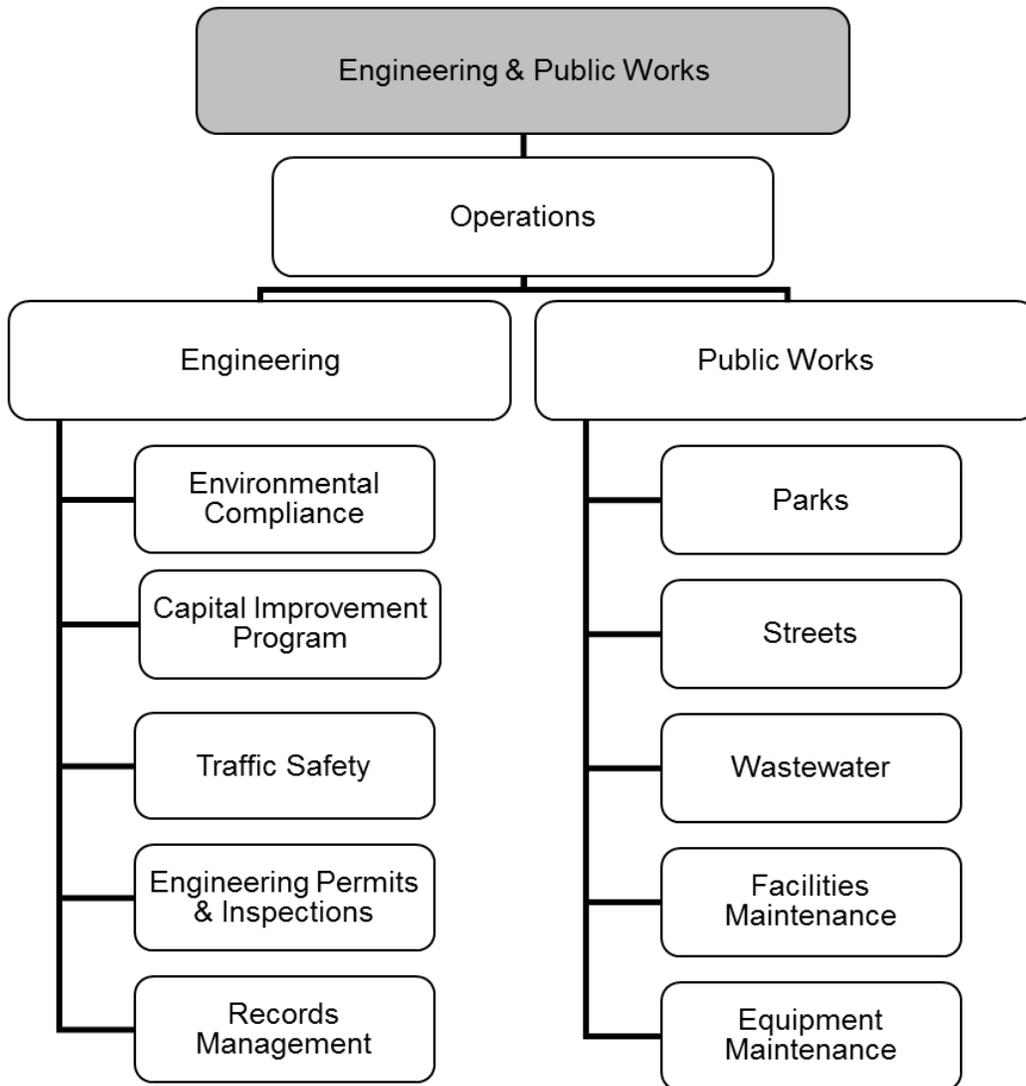


ENGINEERING & PUBLIC WORKS

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
<i>Public Works:</i>				
Park permits issued	14	13	13	15
Jumper permits issued	95	107	85	100
Trees trimmed	2,398	2,394	2,300	2,500
Potholes repaired	1,669	1,491	2,200	1,700
Sidewalks repaired	287	96	80	140
Shopping cart removals	574	871	850	850
Illegal dumping / trash removals	863	785	800	830
Illegal posting removals	1,894	1,949	1,950	1,950
Misc. clean-ups (medians, parkways, sidewalks, bus stops, alleys, etc.)	577	756	850	875
Streetlights maintained	771	736	736	750
Traffic signals maintained	76	77	80	80
Traffic signs installed	N/A	550	625	750
Linear feet of sewers cleaned	244,936	194,728	214,000	250,000
Storm drains / catch basins cleaned	136	189	670	700
Channels Cleaned	50	129	100	100
<i>Engineering:</i>				
Annual parking permits issued	223	236	250	270
Temporary parking permits issued	1,029	610	600	600
Temporary RV parking permits issued	404	172	170	170
Engineering permits issued	586	746	900	950
Private development plans / maps reviewed	526	626	730	800
Engineering inspections conducted	1,852	1,836	1,920	2,000
Miles of streets resurfaced (grinding and overlay 1" thick or greater)	2.2	0.4	3.8	2.0
Miles of streets slurry sealed (less than 1" thick overlay)	0.7	0	0	1.1
Number of items taken to Traffic Safety Committee	39	19	25	30

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

No significant changes anticipated.



ENGINEERING & PUBLIC WORKS

STAFFING SUMMARY

ENGINEERING & PUBLIC WORKS	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Director of Public Works / City Engineer	001	0.75	0.75	0.75	0.75
Administrative Secretary	001	0.00	0.00	0.00	0.70
Executive Secretary	001	0.80	0.80	0.80	0.80
Management Analyst II	001	0.80	0.80	0.80	0.80
Principal Civil Engineer	001	0.75	0.75	0.75	0.75
Senior Office Assistant	001	1.60	1.60	1.60	0.60
Director of Public Works / City Engineer	125	0.25	0.25	0.25	0.25
Administrative Secretary	125	0.00	0.00	0.00	0.30
Executive Secretary	125	0.20	0.20	0.20	0.20
Management Analyst II	125	0.20	0.20	0.20	0.20
Senior Office Assistant	125	0.40	0.40	0.40	0.40
Principal Civil Engineer	125	0.25	0.25	0.25	0.25
Operations Total		6.00	6.00	6.00	6.00
Engineering					
Assistant Civil Engineer	001	2.40	2.40	2.40	1.40
Associate Civil Engineer	001	0.00	0.80	0.80	0.00
Civil Engineering Technician	001	1.60	0.80	0.80	0.80
Senior Civil Engineering Technician	001	0.80	0.80	0.80	0.80
Senior Construction Inspector	001	0.80	0.80	0.80	0.80
Assistant Civil Engineer	125	0.60	0.60	0.60	0.60
Civil Engineering Technician	125	0.40	0.20	0.20	0.20
Senior Civil Engineering Technician	125	0.20	0.20	0.20	0.20
Senior Construction Inspector	125	0.20	0.20	0.20	0.20
Engineering Total		8.00	7.00	7.00	5.00
Public Works – Parks					
Lead Tree Trimmer	105	1.00	1.00	1.00	1.00
Park Caretaker	105	4.00	4.00	4.00	4.00
Park Superintendent	105	1.00	1.00	1.00	1.00
Park Supervisor	105	1.00	1.00	1.00	1.00
Parks Equipment Operator	105	1.00	1.00	1.00	1.00
Seasonal Park Aide – P/T	105	1.00	1.00	1.00	1.50
Senior Park Caretaker	105	4.00	4.00	4.00	4.00
Tree Trimmer	105	1.00	1.00	1.00	1.00
Public Works – Parks Total		14.00	14.00	14.00	14.50



ENGINEERING & PUBLIC WORKS

STAFFING SUMMARY

ENGINEERING & PUBLIC WORKS	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Public Works – Streets					
Maintenance Worker	001	0.00	0.00	0.00	0.00
Street Sweeper Operator	001	1.00	0.00	0.00	0.00
Equipment Operator	109	2.00	2.00	2.00	2.00
Maintenance Worker	109	2.50	2.50	2.50	4.00
Senior Equipment Operator	109	1.00	1.00	1.00	1.00
Senior Traffic Painter	109	1.00	1.00	1.00	1.00
Street & Wastewater Maint. Superintendent	109	0.50	0.50	0.50	0.50
Street Sweeper Operator	109	0.00	1.00	1.00	1.00
Traffic Painter	109	1.00	1.00	1.00	1.00
Maintenance Worker	125	1.50	1.50	1.50	2.00
Street Sweeper Operator	172	1.00	1.00	1.00	1.00
Public Works – Streets Total		11.50	11.50	11.50	13.50
Public Works – Wastewater					
Wastewater Crew Chief	109	0.25	0.25	0.25	0.00
Equipment Operator	125	1.00	1.00	1.00	2.00
Maintenance Worker	125	2.00	2.00	2.00	2.00
Street & Wastewater Maint. Superintendent	125	0.50	0.50	0.50	0.50
Senior Equipment Operator	125	0.00	0.00	1.00	1.00
Wastewater Crew Chief	125	0.75	0.75	0.75	0.00
Public Works – Wastewater Total		4.50	4.50	5.50	5.50
Public Works – Facilities Maintenance					
Building Trades Specialists	626	1.00	1.00	1.00	3.00
Custodian	626	6.50	6.50	6.50	7.50
Electrician	626	1.00	1.00	1.00	0.00
Facilities Maintenance Supervisor	626	1.00	1.00	1.00	1.00
Plumber	626	1.00	1.00	1.00	0.00
Supervising Custodian	626	1.00	1.00	1.00	1.00
Public Works – Facilities Maintenance Total		11.50	11.50	11.50	12.50
Public Works – Equipment Maintenance					
Equipment Maintenance Supervisor	643	1.00	1.00	1.00	1.00
Equipment Mechanic	643	3.00	3.00	3.00	3.00
Lead Equipment Mechanic	643	1.00	1.00	1.00	1.00
Public Works – Equipment Maintenance Total		5.00	5.00	5.00	5.00
ENGINEERING & PUBLIC WORKS TOTAL		60.50	59.50	60.50	62.00

¹ Fund name located in Section V of Appendix



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Public Works/Engineering	Engineering Revenues		001-06029	
Engineering Revenues					
3100	Licenses And Permits	-	25	-	-
3125	Sewer Permits	-	5,289	4,000	4,000
3130	Street & Curb Permits	-	1,320	500	500
3142	Grading Permits	-	33,066	50,000	30,000
3144	House Moving Permits	-	1,554	1,500	1,500
3146	Parking District Permit	-	7,814	5,000	7,000
3151	Ice Cream Truck Permits	-	100	-	-
3152	Dumpster Permits	-	125	-	375
3160	Utility Company Permits	-	237,242	100,000	130,000
3547	Storm Water Mgt Fee (Npdes)	-	910	-	1,000
3557	Traffic Control Plan/Impact Study Review	-	17,442	20,000	20,000
3559	Addressing	-	3,926	-	2,000
3585	Misc. User Charges	-	600	600	600
3634	Misc. Revenue	-	2,100	2,000	2,000
3645	Paradise Creek Park Site Remediation	-	2,294,066	1,000,000	-
3648	WITOD Improvements	-	716,947	-	-
Engineering Revenues Total		-	3,322,526	1,183,600	198,975
Fund	Department	Activity		Activity No.	
General Fund	Public Works/Engineering	Utility Permits		001-06030	
ENGINEERING - UTILITY PERMITS					
3164	SDGE	4,482	9,221	-	-
3165	Sweetwater Authority	11,323	16,358	-	-
3166	Cox Communications	2,561	1,409	-	-
3167	AT&T	4,611	4,056	-	-
3168	Crown Castle	5,940	21,101	-	-
ENGINEERING - UTILITY PERMITS Total		28,917	52,145	-	-
Fund	Department	Activity		Activity No.	
General Fund	Public Works/Engineering	Department Revenues		001-22000	
Department Revenues					
3634	Misc. Revenue	7,018	12,345	4,000	-
Department Revenues Total		7,018	12,345	4,000	-
Fund	Department	Activity		Activity No.	
General Fund	Public Works/Engineering	Public Works Facilities Maint. Revenues		001-22223	
Public Works Facilities Maint. Revenues					
3634	Misc. Revenue	3,951	1,755	-	-
Public Works Facilities Maint. Revenues Total		3,951	1,755	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Public Works/Engineering	Department Revenues		001-42000	
Department Revenues					
3585	Misc. User Charges	34,895	19,250	20,000	4,000
3634	Misc. Revenue	23,320	11,570	-	4,000
Department Revenues Total		58,215	30,820	20,000	8,000
General Fund Total		98,101	3,419,591	1,207,600	206,975
Fund	Department	Activity		Activity No.	
Park & Rec Capital Outlay Fund	Public Works/Engineering	Department Revenues		115-42000	
Department Revenues					
3585	Misc. User Charges	-	3,810	-	-
Department Revenues Total		-	3,810	-	-
PARK & REC CAPITAL OUTLAY FUND		-	3,810	-	-
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Public Works/Engineering	Public Works Sewer Revenues		125-22222	
Public Works Sewer Revenues					
3316	Rental-Sewer	410	-	400	-
3563	Sewer Service Charge	7,234,751	7,906,254	6,950,000	9,391,785
3564	Sewer Transportation Charge	1,000	-	8,000	-
3610	Sewer Connection Fees	-	-	10,000	-
Public Works Sewer Revenues Total		7,236,161	7,906,254	6,968,400	9,391,785
SEWER SERVICE FUND Total		7,236,161	7,906,254	6,968,400	9,391,785
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	HRPP - Housing Related Parks Prog No 2		296-01599	
HRPP - Housing Related Parks Prog No 2					
3463	Other State Grants	-	446,850	-	-
HRPP - Housing Related Parks Prog No 2 Total		-	446,850	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department				Activity No.
Engineering Dept Grants	Public Works/Engineering				Fiber Optic Traffic Signal Upgr HSIP 030 296-06040
Fiber Optic Traffic Signal Upgr HSIP 030					
3498	Other Federal Grants	-	351,445	-	-
Fiber Optic Traffic Signal Upgr HSIP 030 Total		-	351,445	-	-
Fund	Department				Activity No.
Engineering Dept Grants	Public Works/Engineering				Highland & E 28Th St - HSIP 5066028 296-06041
Highland & E 28Th St - HSIP 5066028					
3498	Other Federal Grants	-	109,414	-	-
Highland & E 28Th St - HSIP 5066028 Total		-	109,414	-	-
Fund	Department				Activity No.
Engineering Dept. Grants	Public Works/Engineering				Highland Ave Traffic Signal Mod HSIP 027 296-06042
Highland Ave Traffic Signal Mod HSIP 027					
3498	Other Federal Grants	-	54,164	-	-
Highland Ave Traffic Signal Mod HSIP 027 Total		-	54,164	-	-
Fund	Department				Activity No.
Engineering Dept Grants	Public Works/Engineering				Citywide T Signal & Ada Enhan HSIP 029 296-06043
Citywide T Signal & Ada Enhan HSIP 029					
3498	Other Federal Grants	-	51,780	-	-
Citywide T Signal & Ada Enhan HSIP 029 Total		-	51,780	-	-
Fund	Department				Activity No.
Engineering Dept Grants	Public Works/Engineering				SRTS - Pedestrian Enhancements 296-06166
SRTS - Pedestrian Enhancements					
3498	Other Federal Grants	-	24,312	-	-
SRTS - Pedestrian Enhancements Total		-	24,312	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	NC Intra-Connect Plan Project		296-06183	
NC Intra-Connect Plan Project					
3463	Other State Grants	10,915	30,924	-	-
NC Intra-Connect Plan Project Total		10,915	30,924	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Paradise Creek Educational Park		296-06191	
Paradise Creek Educational Park					
3463	Other State Grants	563,203	87,797	-	-
Paradise Creek Educational Park Total		563,203	87,797	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Division Street Road Diet Project		296-06571	
Division Street Road Diet Project					
3463	Other State Grants	-	87,500	-	-
Division Street Road Diet Project Total		-	87,500	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	30Th St. Ped And Bike Enhan-Caltrans Atp		296-06574	
30Th St. Ped And Bike Enhan-Caltrans Atp					
3463	Other State Grants	118,136	171,190	-	-
30Th St. Ped And Bike Enhan-Caltrans Atp Total		118,136	171,190	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	18Th St Bicycle & Pedestrian Enhancemts		296-06575	
18Th St Bicycle & Pedestrian Enhancemts					
3463	Other State Grants	1,231,237	15,748	-	-
3498	Other Federal Grants	-	37,497	-	-
18Th St Bicycle & Pedestrian Enhancemts Total		1,231,237	53,246	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Westside Mobility		296-06577	
Westside Mobility					
3463	Other State Grants	1,643,949	200,000	-	-
Westside Mobility Total		1,643,949	200,000	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	El Toyon-Las Palmas Bicycle Corridor		296-06579	
El Toyon-Las Palmas Bicycle Corridor					
3498	Other Federal Grants	13,275	80,416	-	-
El Toyon-Las Palmas Bicycle Corridor Total		13,275	80,416	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	18Th Street Bicycle Enhan Proj HSIP 031		296-06580	
18Th Street Bicycle Enhan Proj HSIP 031					
3498	Other Federal Grants	213,734	86,902	-	-
18Th Street Bicycle Enhan Proj HSIP 031 Total		213,734	86,902	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Midblock Ped Crossing Enhan - NC28		296-06581	
Midblock Ped Crossing Enhan - NC28					
3463	Other State Grants	217,644	306,624	-	-
Midblock Ped Crossing Enhan - NC28 Total		217,644	306,624	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Urban Forest Mgmt Plng Grant Phase II		296-06582	
Urban Forest Mgmt Plng Grant Phase II					
3463	Other State Grants	-	48,269	-	-
Urban Forest Mgmt Plng Grant Phase II Total		-	48,269	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Midblock Ped Crssng Enh HSIP Grants		296-06583	
Midblock Ped Crssng Enh HSIP Grants					
3498	Other Federal Grants	259,832	175,150	-	-
Midblock Ped Crssng Enh HSIP Grants Total		259,832	175,150	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	Paradise Vily Crk Water Qlty And Com Enh		296-06584	
Paradise Vily Crk Water Qlty And Com Enh					
3463	Other State Grants	357,732	357,732	-	-
Paradise Vily Crk Water Qlty And Com Enh Total		357,732	357,732	-	-
Fund	Department	Activity		Activity No.	
Engineering Dept Grants	Public Works/Engineering	AHSC - Housing Grant		296-06584	
AHSC - Housing Grant					
3463	Other State Grants	-	930,271	-	-
AHSC - Housing Grant Total		-	930,271	-	-
ENGINEERING DEPT GRANTS Total		4,629,657	3,653,986	-	-
Fund	Department	Activity		Activity No.	
DIF	Public Works/Engineering	Department Revenues		325-42000	
Department Revenues					
3621	Dev Impact Fees- Parks & Rec	166,744	40,744	66,000	66,000
Department Revenues Total		166,744	40,744	66,000	66,000
DEVELOPMENT IMPACT FEES Total		166,744	40,744	66,000	66,000
Fund	Department	Activity		Activity No.	
Facilities Maint Fund	Public Works/Engineering	Public Works Facilities Maint. Revenues		626-22223	
Public Works Facilities Maint. Revenues					
3636	Refunds & Reimbursements	114	978	-	-
Public Works Facilities Maint. Revenues Total		114	978	-	-
FACILITIES MAINT FUND Total		114	978	-	-



ENGINEERING & PUBLIC WORKS

REVENUE DETAIL

Account No.	Account Title	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Fund	Department	Activity		Activity No.	
Construction And Demolition Debris	Public Works/Engineering	Building Revenues		731-06028	
Building Revenues					
3552	Const. & Demolition Admin Fee	8,816	9,981	-	-
3815	Const. & Demolition Forfeited Deposit	3,721	47,978	-	-
Building Revenues Total		\$ 12,537	\$ 57,958	\$ -	\$ -
CONSTRUCTION AND DEMOLITION DEBRIS Total		12,537	57,958	-	-
Grand Total		12,143,314	15,079,512	8,242,000	9,664,760



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Engineering		001-416-029	
Personnel					
100	Part-Time Salaries	18,418	19,512	33,620	-
101	Full-Time Salaries	645,747	714,524	758,904	603,735
102	Overtime	3,984	3,802	9,000	9,000
110	Allowances & Stipends	2,707	2,692	2,588	2,588
120	Differential Pay	5,808	21,388	50,698	50,698
140	Workers' Compensation	23,395	26,505	31,474	21,773
150	Health Insurance	76,737	89,497	98,241	91,284
151	Ltd Insurance	1,339	1,544	1,078	-
160	Retirement Plan Charges	173,544	210,041	245,932	186,796
161	Medicare	9,746	10,687	17,965	8,754
199	Personnel Compensation	14,636	3,542	17,000	3,178
Personnel Total		976,061	1,103,733	1,266,500	977,806
Maintenance & Operations					
213	Professional Services	43,980	82,329	60,000	60,000
222	Memberships & Subscriptions	300	579	1,200	1,200
226	Training, Travel & Subsistence	4,764	9,258	8,000	8,000
299	Contract Services	288,422	274,278	270,000	260,000
307	Duplicating Supplies	-	-	2,000	2,000
318	Wearing Apparel	274	432	350	350
399	Materials & Supplies	12,155	7,070	9,000	9,000
Maintenance & Operations Total		350,427	373,946	350,550	340,550
Capital Outlay					
512	Automotive Leases	5,375	5,375	5,375	-
Capital Outlay Total		5,375	5,375	5,375	-
Allocated Costs & Internal Service Charges					
740	Building Services Charges	93,329	113,633	98,191	109,468
750	Vehicle Services Charges	43,672	33,766	34,525	32,761
752	Vehicle Lease Charge	-	-	-	29,891
755	Info. Systems Maint. Charge	96,372	73,274	70,082	78,854
790	Insurance Charges	18,578	236,341	236,806	332,550
Allocated Costs & Internal Service Charges Total		251,951	457,014	439,604	583,524
029 Engineering Total		1,583,814	1,940,067	2,062,029	1,901,880



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Environmental Compliance Division		001-416-030	
Maintenance & Operations					
299	Contract Services	430,179	465,377	450,000	470,000
Maintenance & Operations Total		430,179	465,377	450,000	470,000
030 Environmental Compliance Division Total		430,179	465,377	450,000	470,000
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Public Works -		001-416-052	
Allocated Costs & Internal Service Charges					
740	Building Services Charges	387,402	407,380	352,019	392,448
750	Vehicle Services Charges	40,439	30,938	31,666	30,048
755	Info. Systems Maint. Charge	95,379	82,225	78,642	88,486
790	Insurance Charges	203,877	10,927	11,160	12,509
Allocated Costs & Internal Service Charges Total		727,097	531,470	473,487	523,491
052 Public Works - Operations Total		727,097	531,470	473,487	523,491
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Streets		001-416-221	
100	Part-Time Salaries	-	-	-	-
101	Full-Time Salaries	-	-	-	83,785
140	Workers' Compensation	-	-	-	6,644
150	Health Insurance	-	-	-	18,225
160	Retirement Plan Charges	-	-	-	25,923
161	Medicare	-	-	-	1,215
Personnel Total		-	-	-	135,792
Maintenance & Operations					
235	Street Lights & Signals	505,332	451,578	470,000	500,000
Maintenance & Operations Total		505,332	451,578	470,000	500,000
Allocated Costs & Internal Service Charges					
751	Vehicle Lease Charge	78,286	155,550	134,669	135,096
Allocated Costs & Internal Service Charges Total		78,286	155,550	134,669	135,096
221 Streets Total		583,618	607,128	604,669	770,888



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Facilities Maintenance		001-416-223	
Capital Outlay					
512	Automotive Leases	-	-	5,000	-
Capital Outlay Total		-	-	5,000	-
Allocated Costs & Internal Service Charges					
751	Vehicle Lease Charge	-	-	23,500	-
Allocated Costs & Internal Service Charges Total		-	-	23,500	-
223 Facilities Maintenance Total		-	-	28,500	-
Fund	Department	Activity		Activity No.	
General Fund	Engineering & Public Works	Parks		001-416-227	
Capital Outlay					
512	Automotive Leases	-	-	9,000	-
Capital Outlay Total		-	-	9,000	-
Allocated Costs & Internal Service Charges					
751	Vehicle Lease Charge	-	-	9,500	42,430
Allocated Costs & Internal Service Charges Total		-	-	9,500	42,430
227 Parks Total		-	-	18,500	42,430
001 General Fund Total		3,324,708	3,544,042	3,637,185	3,708,689
Fund	Department	Activity		Activity No.	
Parks Maintenance Fund	Engineering & Public Works	Parks		105-416-227	
Personnel					
100	Part-Time Salaries	9,738	15,361	12,792	40,341
101	Full-Time Salaries	564,458	590,258	671,134	672,121
102	Overtime	66,438	36,690	55,000	55,000
105	Longevity	94	-	-	-
120	Differential Pay	9,914	9,104	6,734	6,734
140	Workers' Compensation	46,199	45,182	48,298	49,719
150	Health Insurance	122,445	131,107	140,090	139,368
151	Ltd Insurance	524	581	555	-
160	Retirement Plan Charges	148,118	166,538	202,082	209,467
161	Medicare	8,627	9,086	9,760	10,331
199	Personnel Compensation	25,192	6,324	20,000	16,590
Personnel Total		1,001,747	1,010,232	1,166,445	1,199,671



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Parks Maintenance Fund	Engineering & Public Works	Parks		105-416-227	
Maintenance & Operations					
211	Laundry & Cleaning Services	5,773	5,182	-	-
226	Training, Travel & Subsistence	448	385	1,500	1,500
236	Water	61,993	67,280	57,000	57,000
268	Rentals & Leases	-	-	500	500
299	Contract Services	97,476	87,832	105,000	100,000
318	Wearing Apparel	2,940	3,754	9,200	9,200
321	Planting Materials	9,184	8,863	8,900	8,900
331	Horticultural Items	3,221	4,091	4,000	4,000
337	Small Tools	2,121	1,823	2,300	2,300
348	Water Pipe Valves & Fittings	7,761	7,269	7,400	7,400
399	Materials & Supplies	13,453	15,045	15,000	15,000
Maintenance & Operations Total		204,370	201,524	210,800	205,800
Capital Outlay					
512	Automotive Leases	53,202	49,550	50,312	-
Capital Outlay Total		53,202	49,550	50,312	-
Allocated Costs & Internal Service Charges					
750	Vehicle Services Charges	148,749	117,168	119,587	113,475
751	Vehicle Replacement Charge	12,680	12,680	12,680	-
752	Vehicle Lease Charge	-	-	-	45,110
755	Info. Systems Maint. Charge	19,562	14,860	14,213	15,992
790	Insurance Charges	28,953	19,943	20,486	28,213
Allocated Costs & Internal Service Charges Total		209,944	164,651	166,966	202,790
227 Parks Total		1,469,263	1,425,957	1,594,523	1,608,261
105 Parks Maintenance Fund Total		1,469,263	1,425,957	1,594,523	1,608,261
Fund	Department	Activity		Activity No.	
Gas Taxes Fund	Engineering & Public Works	Streets		109-416-221	
Personnel					
101	Full-Time Salaries	401,436	407,931	529,937	395,884
102	Overtime	55,706	57,065	44,000	44,000
105	Longevity	1,030	825	1,001	1,001
120	Differential Pay	4,288	5,370	4,875	4,875
140	Workers' Compensation	34,875	35,392	42,410	28,710
150	Health Insurance	84,555	86,382	100,469	82,702
151	Ltd Insurance	289	289	278	-
160	Retirement Plan Charges	101,208	123,576	156,842	122,486
161	Medicare	6,214	6,614	7,607	5,740
199	Personnel Compensation	6,463	5,285	10,000	12,222
Personnel Total		696,064	728,729	897,419	697,620



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Gas Taxes Fund	Engineering & Public Works	Streets		109-416-221	
Maintenance & Operations					
211	Laundry & Cleaning Services	6,658	5,232	-	-
236	Water	-	-	2,000	2,000
240	Equipment Rental	-	4,942	1,000	1,000
285	R&M Traffic Control Devices	187,790	338,532	220,000	250,000
289	R&M Nonstructural Items	-	7,784	4,000	4,000
318	Wearing Apparel	4,589	5,295	10,900	9,000
337	Small Tools	2,799	3,463	3,500	3,500
340	Shop Supplies	922	576	800	800
346	Traffic Control Supply	101,883	64,680	74,000	74,000
356	Rock & Sand	3,585	2,365	4,800	4,800
360	Sidewalk Curb & Gutter Mater.	3,426	2,879	5,000	5,000
362	Roadway Materials	12,853	15,742	15,000	15,000
399	Materials & Supplies	3,200	3,317	3,000	3,000
Maintenance & Operations Total		338,149	454,807	344,000	372,100
Capital Outlay					
599	Fixed Assets	-	5,873	-	-
Capital Outlay Total		-	5,873	-	-
Allocated Costs & Internal Service Charges					
698	Indirect/Overhead Costs	107,934	136,131	141,108	128,529
740	Building Services Charges	19,071	20,054	17,329	19,319
750	Vehicle Services Charges	205,505	151,420	155,562	147,612
755	Info. Systems Maint. Charge	11,225	8,456	8,087	9,100
790	Insurance Charges	28,979	24,702	25,129	34,699
Allocated Costs & Internal Service Charges Total		372,714	340,763	347,215	339,259
221 Streets Total		1,406,927	1,530,172	1,588,634	1,408,979
109 Gas Taxes Fund Total		1,406,927	1,530,172	1,588,634	1,408,979
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Engineering & Public Works	Engineering		125-416-029	
Personnel					
100	Part-Time Salaries	4,604	4,878	8,405	-
101	Full-Time Salaries	173,182	195,786	206,660	239,133
102	Overtime	996	950	2,500	2,500
110	Allowances & Stipends	902	897	863	863
120	Differential Pay	1,463	6,215	15,084	15,084



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Engineering & Public Works	Engineering		125-416-029	
Personnel					
120	Differential Pay	1,463	6,215	15,084	15,084
140	Workers' Compensation	6,451	7,464	8,772	8,463
150	Health Insurance	20,367	24,014	26,343	35,228
151	Ltd Insurance	394	477	356	-
160	Retirement Plan Charges	47,020	57,265	66,805	73,988
161	Medicare	2,633	2,937	4,795	3,467
199	Personnel Compensation	4,301	885	3,000	794
Personnel Total		262,313	301,769	343,583	379,520
Maintenance & Operations					
299	Contract Services	64,377	32,128	75,000	75,000
Maintenance & Operations Total		64,377	32,128	75,000	75,000
029 Engineering Total		326,690	333,897	418,583	454,520
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Engineering & Public Works	Streets		125-416-221	
Personnel					
101	Full-Time Salaries	128,322	146,863	151,247	38,617
102	Overtime	22,597	21,360	17,500	17,500
120	Differential Pay	861	2,876	2,503	2,503
140	Workers' Compensation	12,030	13,559	12,203	378
150	Health Insurance	26,534	27,297	33,270	7,200
160	Retirement Plan Charges	33,970	28,972	26,790	11,948
161	Medicare	2,124	2,421	2,182	560
199	Personnel Compensation	563	752	800	925
Personnel Total		227,001	244,100	246,495	79,631
221 Streets Total		227,001	244,100	246,495	79,631
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Engineering & Public Works	Sewer Services		125-416-222	
Personnel					
101	Full-Time Salaries	202,594	206,726	200,025	316,726
102	Overtime	25,643	25,123	25,000	25,000
105	Longevity	865	863	455	455
120	Differential Pay	2,510	3,585	2,925	2,925



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Sewer Service Fund	Engineering & Public Works	Sewer Services		125-416-222	
Personnel					
140	Workers' Compensation	18,337	18,792	15,136	25,116
150	Health Insurance	51,047	53,107	48,756	72,898
151	Ltd Insurance	289	289	278	-
160	Retirement Plan Charges	49,641	53,773	59,680	97,995
161	Medicare	3,186	3,275	2,862	4,593
199	Personnel Compensation	4,514	3,029	6,500	13,206
Personnel Total		358,626	368,562	361,617	558,914
Maintenance & Operations					
211	Laundry & Cleaning Services	1,443	2,467	-	-
213	Professional Services	63,697	113,090	100,000	100,000
226	Training, Travel & Subsistence	1,989	1,862	2,000	2,000
234	Electricity & Gas	1,926	40,667	6,000	6,000
236	Water	1,729	1,829	2,200	3,000
268	Rentals & Leases	-	5,247	500	500
272	Sewage Trans. & Treatment	4,993,991	5,504,802	6,200,000	6,200,000
291	R & M - Audio Visual Equipmt.	4,889	2,164	5,000	5,000
299	Contract Services	18,393	31,897	15,000	25,000
318	Wearing Apparel	2,126	2,212	3,800	3,800
337	Small Tools	829	1,594	1,200	1,200
346	Traffic Control Supply	-	285	800	800
352	Sewer Pipe & Materials	4,341	3,335	4,000	4,000
354	Chemical Products	2,199	2,422	2,200	2,200
355	Minor Equipment less than 5000	-	-	15,000	5,000
399	Materials & Supplies	6,026	4,881	4,600	4,600
Maintenance & Operations Total		5,103,578	5,718,755	6,362,300	6,363,100
Capital Outlay					
512	Automotive Leases	24,719	24,614	24,614	-
Capital Outlay Total		24,719	24,614	24,614	-
Refunds, Contributions & Special Payments					
698	Indirect/Overhead Cost	244,417	228,776	238,550	239,533
Refunds, Contributions & Special Payments Total		244,417	228,776	238,550	239,533
Allocated Costs & Internal Service Charges					
740	Building Services Charges	19,071	20,054	17,329	19,319
750	Vehicle Services Charges	71,952	53,219	54,654	51,861
752	Vehicle Lease Charge	-	-	-	23,967
755	Info. Systems Maint. Charge	16,674	12,808	12,250	13,784
790	Insurance Charges	172,497	195,129	195,457	275,053
Allocated Costs & Internal Service Charges Total		280,194	281,210	279,690	383,984
222 Sewer Service Total		6,011,534	6,621,916	7,266,771	7,545,531
125 Sewer Service Fund Total		7,875,415	7,199,914	7,931,849	8,079,682



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Nutrition Fund	Engineering & Public Works	Facilities Maintenance		166-416-223	
Personnel					
101	Full-Time Salaries	51,612	-	-	31,782
140	Workers' Compensation	4,641	-	-	2,520
150	Health Insurance	10,240	-	-	10,414
160	Retirement Plan Charges	12,541	-	-	9,833
161	Medicare	795	-	-	461
Personnel Total		79,829	-	-	55,010
223 Facilities Maintenance Total		7,948,162	-	-	55,010
166 Nutrition Fund Total		7,948,162	-	-	55,010
Fund	Department	Activity		Activity No.	
Stabilization Fund	Engineering & Public Works	Streets		172-416-221	
Personnel					
101	Full-Time Salaries	51,612	-	-	111,404
140	Workers' Compensation	4,641	-	-	8,834
150	Health Insurance	10,240	-	-	20,828
160	Retirement Plan Charges	12,541	-	-	34,468
161	Medicare	795	-	-	1,615
Personnel Total		79,829	-	-	177,149
221StreetsTotal		79,829	-	-	177,149
Fund	Department	Activity		Activity No.	
Stabilization Fund	Engineering & Public Works	Refuse		172-416-225	
Personnel					
101	Full-Time Salaries	51,612	53,196	56,732	-
102	Overtime	6,910	4,862	-	-
140	Workers' Compensation	4,641	4,604	4,499	-
150	Health Insurance	10,240	10,585	10,829	-
160	Retirement Plan Charges	12,541	14,167	16,708	-
161	Medicare	795	794	783	-
199	Personnel Compensation	-	-	1,000	-
Personnel Total		86,739	88,208	90,551	-
Maintenance & Operations					
299	Contract Services	-	-	3,000	3,000
355	Minor Equipment- Less Than \$5,000.00	-	2,469	2,000	2,000
399	Materials & Supplies	36,033	12,809	5,000	5,000
Maintenance & Operations Total		36,033	15,278	10,000	10,000



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Trash Rate Stabilization Fund	Engineering & Public Works	Refuse		172-416-225	
Refunds, Contributions & Special Payments					
698	Indirect/Overhead Costs	24,031	12,959	14,250	12,365
Refunds, Contributions & Special Payments Total		24,031	12,959	14,250	12,365
Allocated Costs & Internal Service Charges					
751	Vehicle Lease Charge	57,000	-	-	-
790	Insurance Charges	1,228	451	490	642
Allocated Costs & Internal Service Charges Total		1,228	451	490	642
225 Refuse Total		148,031	116,896	115,291	23,007
172 Trash Rate Stabilization Fund Total		148,031	116,896	115,291	200,156
Fund	Department	Activity		Activity No.	
Parking Authority Fund	Engineering & Public Works	Engineering		420-416-029	
Maintenance & Operations					
299	Contract Services	-	47,574	-	-
Maintenance & Operations Total		-	47,574	-	-
029 Engineering Total			47,574	-	-
420 Parking Authority Fund Total					
Fund	Department	Activity		Activity No.	
Facilities Maintenance Fund	Engineering & Public Works	Facilities Maintenance		626-416-223	
Personnel					
101	Full-Time Salaries	455,520	442,242	512,468	516,631
102	Overtime	107,026	153,263	100,000	100,000
120	Differential Pay	1,548	2,492	1,534	1,534
140	Workers' Compensation	43,824	49,155	43,589	38,266
150	Health Insurance	95,260	100,297	102,004	123,747
151	Ltd Insurance	605	581	555	-
160	Retirement Plan Charges	112,726	127,101	152,466	159,846
161	Medicare	7,711	8,809	7,721	7,491
199	Personnel Compensation	3,865	10,120	20,000	9,280
Personnel Total		828,085	894,058	940,337	956,795



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Facilities		Facilities			
Maintenance Fund	Engineering & Public Works	Maintenance		626-416-223	
Maintenance & Operations					
211	Laundry & Cleaning Services	3,368	3,058	-	-
234	Electricity & Gas	828,587	766,656	664,884	610,000
236	Water	384,272	331,359	325,551	325,551
288	R&M Buildings & Structures	214,192	204,902	310,000	325,000
299	Contract Services	368,482	444,542	435,000	435,000
303	Janitorial Supplies	49,362	52,619	45,000	45,000
318	Wearing Apparel	1,159	1,010	3,700	3,700
323	Plumbing Materials	36,217	26,486	25,000	25,000
325	Electrical Materials	32,813	24,263	31,000	-
327	Building Materials	-	111	-	-
329	Painting Supplies	6,369	2,927	7,500	-
337	Small Tools	2,523	3,803	2,500	2,500
340	Shop Supplies	290	-	2,500	2,500
354	Chemical Products	31,388	34,183	45,000	45,000
399	Materials & Supplies	841	59	4,000	4,000
483	Loan Interest Payment	53,916	58,958	-	33,373
Maintenance & Operations Total		2,013,779	1,954,938	1,901,635	1,856,624
Capital Outlay					
512	Automotive Leases	18,422	18,527	18,527	-
Capital Outlay Total		18,422	18,527	18,527	-
Allocated Costs & Internal Service Charges					
698	Indirect/Overhead Costs	277,506	-	-	-
750	Vehicle Services Charges	53,940	42,630	43,497	41,274
751	Vehicle Replacement Charge	7,497	7,497	7,497	30,997
752	Vehicle Lease Charge	-	-	-	37,448
790	Insurance Charges	13,505	5,087	5,533	7,180
Allocated Costs & Internal Service Charges Total		352,448	55,214	56,527	116,899
223 Facilities Maintenance Total		3,212,734	2,922,737	2,917,026	2,930,318
626 Facilities Maintenance Fund Total		3,212,734	2,922,737	2,917,026	2,930,318
Fund	Department	Activity		Activity No.	
Motor Vehicle		Equipment			
Service Fund	Engineering & Public Works	Maintenance		643-416-224	
Personnel					
101	Full-Time Salaries	221,569	240,672	291,718	302,151
102	Overtime	12,062	10,199	15,000	15,000
105	Longevity	142	-	-	-
120	Differential Pay	3,351	4,765	2,262	2,262



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Motor Vehicle Service Fund	Engineering & Public Works	Equipment Maintenance			643-416-224
Personnel					
140	Workers' Compensation	19,440	21,308	23,313	23,961
150	Health Insurance	53,870	50,491	81,441	56,056
151	Ltd Insurance	581	574	529	-
160	Retirement Plan Charges	57,352	65,027	87,382	93,485
161	Medicare	2,101	2,816	4,138	4,381
199	Personnel Compensation	10,879	15,951	12,000	11,505
Personnel Total		381,347	411,804	517,783	508,801
Maintenance & Operations					
211	Laundry & Cleaning Services	2,726	3,020	-	-
240	Equipment Rental	6,934	-	2,300	2,300
282	R & M Automotive Equipment	80,161	89,824	100,000	120,000
283	R & M - Fire Equipment	30,979	43,105	40,000	-
314	Gas, Oil & Lubricants	373,981	390,721	375,000	360,000
318	Wearing Apparel	1,140	1,110	3,350	3,350
334	Automotive Parts	103,860	115,869	97,200	120,000
335	Tires	39,754	38,401	35,000	-
337	Small Tools	87	519	-	-
340	Shop Supplies	195	953	1,000	3,500
355	Minor Equipment- Less Than \$5,000.00	-	-	3,500	-
399	Materials & Supplies	172	37	1,000	400
Maintenance & Operations Total		639,989	683,559	658,350	609,550
Allocated Costs & Internal Service Charges					
698	Indirect/Overhead Cost	387,684	-	-	-
790	Insurance Charges	6,139	2,257	2,451	3,210
Allocated Costs & Internal Service Charges Total		6,139	2,257	2,451	3,210
224 Equipment Maintenance Total		1,027,475	1,097,620	1,178,584	1,121,561
643 Motor Vehicle Service Fund Total		1,027,475	1,097,620	1,178,584	1,121,561
Fund	Department	Activity		Activity No.	
Vehicle Replacement Fund	Engineering & Public Works	Streets			644-416-221
Capital Outlay					
511	Automotive Equipment	4,162	425,684	180,000	4,000
Capital Outlay Total		4,162	425,684	180,000	4,000
221Streets Total		4,162	425,684	180,000	4,000



ENGINEERING & PUBLIC WORKS

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Vehicle Replacement Fund	Engineering & Public Works	Sewer Service		644-416-222	
Capital Outlay					
511	Automotive Equipment	-	(482,228)	-	454,000
Capital Outlay Total		-	(482,228)	-	454,000
222 Sewer Service Total		-	(482,228)	-	454,000
644 Vehicle Replacement Fund Total		4,162	(56,544)	180,000	458,000
Grand Total		18,468,715	17,828,367	19,143,092	19,570,656

CALIFORNIA
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1887
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Adopted Budget
Fiscal Year 2021

Finance





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 Divisions 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 to ensure continued "clean" audit opinions.
4. Issue the City's Comprehensive Annual Financial Report (CAFR) and Popular Annual Financial Report (PAFR) for the fiscal year ended June 30, 2020 by the end of December 20120.

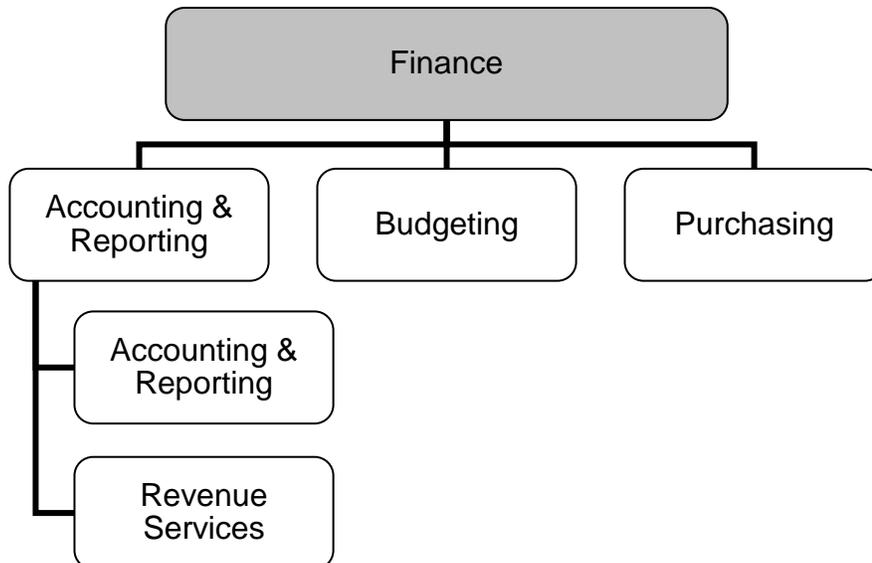


5. Earn the Government Finance Officers Association's (GFOA's) Certificate of Achievement for Excellence in Financial Reporting and Award for Outstanding Achievement in Popular Annual Financial Reporting.
6. Review and/or update financial policies and procedures, to ensure effectiveness and efficiency of operations.

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Projected	FY 21 Estimated
Finance:				
Accounts payable invoices processed	12,387	13,338	14,000	14,000
Accounts payable checks processed	6,454	7,075	7,000	7,000
Accounts payable wire payments	108	120	150	150
Accounts payable electronic (HCVP) payments processed	5,850	5,920	6,000	6,000
Business licenses renewed	3,858	3766	3700	3700
Business licenses issued (New)	785	746	600	600
Pet licenses renewed	291	174	230	200
Pet licenses issued	566	313	380	300
Payroll direct deposits processed	10,057	9,963	10,050	10,075
Payroll checks processed	112	109	115	120
Purchasing:				
Purchase orders processed	1,180	1,095	1,050	1,080
(Purchase order) change orders	443	470	418	450
Requests for bids/quotes generated	3/230	3/230	3/229	3/230

DEPARTMENT ORGANIZATIONAL CHART





SIGNIFICANT CHANGES

No significant changes anticipated.

STAFFING SUMMARY

FINANCE	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Director of Finance	001	1.00	1.00	1.00	1.00
Financial Services Officer	001	1.00	1.00	1.00	1.00
Accounting & Reporting					
Director of Finance (Temp.)	001	0.29	0.29	0.29	0.29
Accountant	001	2.00	2.00	2.00	2.00
Accounting Assistant	001	6.00	6.00	6.00	5.00
Payroll Technician	001	1.00	1.00	1.00	0.00
Payroll Technician I	001	0.00	0.00	0.00	1.00
Senior Accounting Assistant	001	0.00	0.00	0.00	1.00
Senior Accountant	001	1.00	1.00	1.00	1.00
Accounting & Reporting Total		10.29	10.29	10.29	10.29
Budgeting					
Administrative Technician	001	1.00	1.00	1.00	1.00
Management Analyst II	001	1.00	1.00	1.00	0.00
Management Analyst III		0.00	0.00	0.00	1.00
Budgeting Total		2.00	2.00	2.00	2.00
Purchasing					
Buyer	001	1.00	1.00	1.00	1.00
Stock Clerk / Storekeeper	001	0.48	0.00	0.00	0.00
Purchasing Total		1.48	1.00	1.00	1.00
FINANCE TOTAL		15.77	15.29	15.29	15.29

¹ Fund name located in Section V of Appendix



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Finance	Finance Information Services		001-04045	
Finance Information Services					
3101	Administrative Fees	8,063	8,798	8,000	8,000
3141	Garage Sale Permits	1,885	1,838	2,000	1,500
3585	Misc. User Charges	169	161	400	400
3589	Returned Check Charges	295	1,515	150	500
Financial Information Services Total		10,412	12,312	10,550	10,400
Fund	Department	Activity		Activity No.	
General Fund	Finance	Finance Revenue & Recovery Revenues		001-04046	
Finance Revenue & Recovery Revenues					
3631	Cash Over/Short	5	72	-	-
Finance Revenue & Recovery Revenues Total		5	72	-	-
General Fund Total		10,417	12,385	10,550	10,400
Grand Total		10,417	12,385	10,550	10,400

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Finance	General Accounting Services		001-404-045	
Personnel					
100	Part-Time Salaries	53,633	68,475	36,700	36,192
101	Full-Time Salaries	782,300	804,833	976,344	768,577
102	Overtime	6,906	9,564	8,000	8,000
110	Allowances & Stipends	3,609	3,590	3,450	3,450
120	Differential Pay	8,704	14,463	7,800	7,800
140	Workers' Compensation	8,731	9,063	10,041	7,886
150	Health Insurance	98,710	101,858	133,528	150,495
151	Ltd Insurance	2,172	2,096	2,274	-
160	Retirement Plan Charges	203,219	230,975	274,143	239,156
161	Medicare	13,118	13,680	14,629	11,668
199	Personnel Compensation	39,089	48,878	55,000	26,903
Personnel Total		1,220,191	1,307,474	1,521,909	1,260,127



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Finance	General Accounting Services		001-404-045	

Maintenance & Operations

201	Auditing Services	46,855	63,500	45,000	45,000
213	Professional Services	39,307	77,769	61,560	61,560
222	Memberships & Subscriptions	2,932	3,210	2,680	2,760
226	Training, Travel & Subsistence	1,073	1,963	4,000	7,465
230	Printing & Binding	7,251	5,322	6,540	3,460
250	Postage	20	110	150	150
260	Advertising	-	425	-	-
281	R & M Office Equipment	-	-	130	130
299	Contract Services	44,061	12,497	3,250	8,500
399	Materials & Supplies	3,298	3,360	4,000	4,000
491	Recording Fees	-	122	125	125
Maintenance & Operations Total		144,797	168,278	127,435	133,150

Allocated Costs & Internal Service Charges

740	Building Services Charges	135,140	127,838	159,561	123,152
755	Info. Systems Maint. Charge	123,941	94,785	90,656	102,003
790	Insurance Charges	20,484	7,855	8,378	11,093
Allocated Costs & Internal Service Charges Total		279,565	230,478	258,595	236,248

045 General Accounting Services Total		1,644,553	1,706,230	1,907,939	1,629,525
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Fund	Department	Activity		Activity No.	
General Fund	Finance	Purchasing		001-404-047	

Personnel

101	Full-Time Salaries	50,688	52,243	55,744	54,704
102	Overtime	-	-	300	300
120	Differential Pay	1,478	1,464	1,300	1,300
140	Workers' Compensation	510	525	559	536
150	Health Insurance	6,996	6,610	6,760	10,414
160	Retirement Plan Charges	12,692	14,258	16,417	16,925
161	Medicare	761	797	824	793
199	Personnel Compensation	1,983	1,983	2,000	3,260
Personnel Total		75,108	77,880	83,904	88,232

Maintenance & Operations

222	Memberships & Subscriptions	130	130	135	260
226	Training, Travel & Subsistence	1,806	-	350	2,505
260	Advertising	277	113	500	500
307	Duplicating Supplies	938	1,810	1,200	1,200
Maintenance & Operations Total		3,151	2,053	2,185	4,465



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Finance	Purchasing		001-404-047	
Capital Outlay					
503	Furniture & Furnishings	16,964	21,271	32,289	31,930
Capital Outlay Total		16,964	21,271	32,289	31,930
047 Purchasing Total		95,223	101,204	118,378	124,627
Fund	Department	Activity		Activity No.	
General Fund	Finance	Budget		001-404-049	
Personnel					
101	Full-Time Salaries	-	-	-	143,760
140	Workers' Compensation	-	-	-	1,409
150	Health Insurance	-	-	-	24,814
160	Retirement Plan Charges	-	-	-	44,479
161	Medicare	-	-	-	2,085
Personnel Total		-	-	-	216,547
049 Budgeting Total		-	-	-	216,547
001 General Fund Total		1,739,776	1,807,434	2,026,317	1,970,699
Grand Total		1,739,776	1,807,434	2,026,317	1,970,699

Adopted Budget
Fiscal Year 2021

Fire





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 Administration, Fire 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. The Department has partnered with Point Loma Nazarene University to bring preventative health related services to our City such as Flu vaccinations and fall prevention classes for our at risk population. We look forward to continuing to bring in new and innovative pre-hospital care to our community. National City Fire is a very progressive and public safety oriented department.

The Department also works with outside resources to reduce any “uncontrolled” releases of hazardous materials such as an oil spill or other exposures to toxic chemicals.

ADMINISTRATION

The Fire Administration Division, under supervision of the Chief of Emergency Services, oversees 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, and Family Disaster Preparedness Classes. The Division also manages and trains all our City Staff in regards to our Emergency Operations Center (EOC).

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 inspections and fire investigations. This Division also provides fire life safety information to citizens by acting as a liaison between the City and San Diego County Department of Health Services regarding regulation of hazardous materials.

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 Operations Division manages several programs including CPR/AED and First-Aid classes, Emergency Medical Services, fire station tours, and ride-along programs.

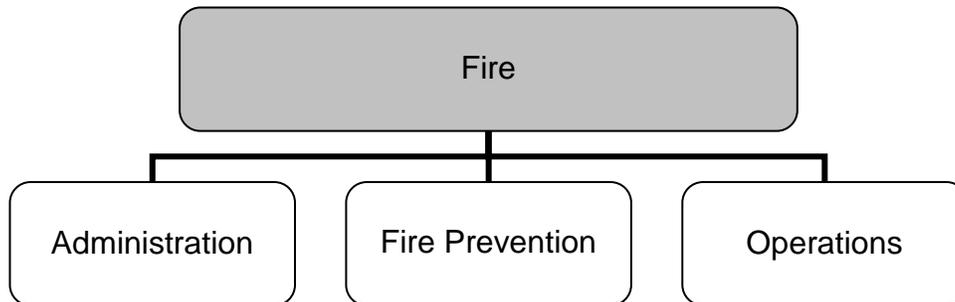
GOALS & OBJECTIVES

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

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Fire:				
Responses	9,156	8,463	8,149	8,589
Emergency medical responses	4,767	4,780	4,923	4,823
Structure fires	30	30	23	28
Estimated property damage	\$750,300	\$393,750	\$1,571,747	\$905,266

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

Retirements in the Battalion Chief and Captain Positions will promote new leadership to the upper ranks and welcome new dedicated professional Fire Recruits.



STAFFING SUMMARY

FIRE	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Chief of Emergency Services	001	1.00	1.00	1.00	1.00
Administrative Secretary	001	1.00	1.00	1.00	1.00
Fire Battalion Chief	001	3.00	3.00	3.00	3.00
Fire Captain	001	9.00	12.00	12.00	12.00
Fire Engineer	001	9.00	9.00	9.00	9.00
Firefighter	001	18.00	15.00	15.00	15.00
Management Analyst III	001	1.00	1.00	1.00	1.00
Operations Total		42.00	42.00	42.00	42.00
Fire Prevention					
Battalion Chief	001	1.00	1.00	1.00	1.00
Fire Inspector	001	2.00	2.00	2.00	2.00
Deputy Fire Marshall	001	1.00	1.00	1.00	1.00
Senior Office Assistant	001	1.00	1.00	1.00	1.00
Fire Prevention Total		5.00	5.00	5.00	5.00
FIRE TOTAL		47.00	47.00	47.00	47.00

¹ Fund name located in Section V of Appendix.

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
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Fund	Department	Activity	Activity No.
General Fund	Fire	Department Revenues	001-12000

Department Revenues

3322	Amr Lease - Fire Station	-	6,890	-	-
3469	Overtime Reimbursements	794,447	554,286	1,100,000	-
Department Revenues Total		794,447	561,176	1,100,000	-

Fund	Department	Activity	Activity No.
General Fund	Fire	Fire Prevention Revenues	001-12124

Fire Prevention Revenues

3122	Storage Tank Permits	1,700	4,262	-	-
3541	Plan Review Fire Systems	33,692	66,097	30,000	57,000
3553	Fire Permit Review Fee	49,354	13,369	75,000	14,000
3561	Weed Abatement	16,088	(16,088)	-	-
Fire Prevention Revenues Total		100,834	67,639	105,000	71,000



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Fire	Fire Operations Revenues		001-12125	
Fire Operations Revenues					
3202	False Alarm Fines	33,508	25,048	18,000	55,000
3322	Amr Lease - Fire Station	47,243	77,467	85,000	89,250
3544	Misc. Fire Services	38,532	37,397	40,000	40,000
3555	Fire Prot Svcs-Lower Sweetwater	354,660	164,665	235,530	235,530
3556	Police & Fire Svcs - Port Of San Diego	522,657	537,291	545,565	558,113
3566	Fire/Life Safety Annual Inspection Fee	-	252,215	400,000	463,300
Fire Operations Revenues Total		996,600	1,094,083	1,324,095	1,441,193
General Fund Total		2,769,654	2,600,672	3,559,095	1,512,193
Fund	Department	Activity		Activity No.	
EMT-D REVOLVING	Fire	Department Revenues		130-12000	
Department Revenues					
3034	Franchise-Amr	303,552	344,525	318,213	318,213
Department Revenues Total		303,552	344,525	318,213	318,213
EMT-D Revolving Total		303,552	344,525	318,213	318,213
Fund	Department	Activity		Activity No.	
Reimbursable Grants	Fire	CRI - Mass Prophylaxis Plan		282-12912	
CRI - Mass Prophylaxis Plan					
3470	County Grants	-	2,500	2,500	-
CRI - Mass Prophylaxis Plan Total		-	2,500	2,500	-
Fund	Department	Activity		Activity No.	
Reimbursable Grants	Fire	FY16 State Homeland Security Grant		282-12947	
FY16 State Homeland Security Grant					
3498	Other Federal Grants	-	25,248	-	-
FY16 State Homeland Security Grant Total		-	25,248	-	-



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Reimbursable Grants	Fire	FY17 Urban Area Security Initiative		282-12948	
FY17 Urban Area Security Initiative					
3498	Other Federal Grants	-	18,488	-	-
FY17 Urban Area Security Initiative Total		-	18,488	-	-
Reimbursable Grants Total		-	46,236	2,500	-
Fund	Department	Activity		Activity No.	
DIF	Fire	Fire Operations Revenues		325-12125	
Fire Operations Revenues					
3623	Dev Impact Fees- Fire/EMS	63,724	10,293	10,000	10,000
Fire Operations Revenues Total		63,724	10,293	10,000	10,000
DIF Fund Total		63,724	10,293	10,000	10,000
Grand Total		3,136,930	3,001,726	3,889,808	1,840,406

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Fire	Operations		001-412-000	
Capital Outlay					
569	Building	6,262	54,223	-	-
Capital Outlay Total		6,262	54,223	-	-
Fund	Department	Activity		Activity No.	
General Fund	Fire	Administration		001-412-120	
Personnel					
101	Full-Time Salaries	-	-	-	579,970
140	Workers' Compensation	-	-	-	30,448
150	Health Insurance	-	-	-	84,856
160	Retirement Plan Charges	-	-	-	179,443
161	Medicare	-	-	-	8,410
Personnel Total		-	-	-	883,127



EXPENDITURE DETAIL

<u>Account No.</u>	<u>Account Title</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund	Department	Activity			Activity No.
General Fund	Fire	Operations			001-412-125
Personnel					
101	Full-Time Salaries	3,845,034	4,006,643	4,284,663	3,720,064
102	Overtime	1,710,797	2,276,144	1,900,000	800,000
105	Longevity	405	409	364	364
110	Allowances & Stipends	32,995	32,467	34,000	34,000
120	Differential Pay	197,281	201,995	209,780	209,780
140	Workers' Compensation	473,548	535,435	535,138	310,997
150	Health Insurance	413,259	402,901	422,803	484,400
151	Ltd Insurance	17,227	17,007	15,602	14,400
160	Retirement Plan Charges	1,853,730	2,041,325	2,122,170	2,324,668
161	Medicare	84,464	96,028	65,200	53,941
199	Personnel Compensation	42,591	49,834	70,000	150,808
Personnel Total		8,671,331	9,660,188	9,659,720	8,103,422
Maintenance & Operations					
205	Medical Services	51,236	56,358	68,000	73,600
213	Professional Services	36,783	43,058	70,000	40,000
222	Memberships & Subscriptions	1,871	535	2,725	2,725
226	Training, Travel & Subsistence	12,729	36,572	20,200	23,250
230	Printing & Binding	222	598	850	950
283	R & M - Fire Equipment	6,971	6,899	8,900	20,500
287	R & M - Communications Equipt.	4,255	7,011	2,800	8,900
299	Contract Services	293,889	293,072	454,465	526,445
301	Office Supplies	3,157	2,406	3,000	3,000
303	Janitorial Supplies	8,631	5,336	7,500	8,600
304	Books	-	107	1,150	1,800
305	Medical Supplies	4,366	889	1,800	2,000
307	Duplicating Supplies	-	-	500	500
318	Wearing Apparel	42,844	110,571	89,850	104,450
319	Uniform Accessories	-	516	500	-
342	Communication Materials	280	43,304	2,500	45,500
355	Minor Equipment- Less Than \$5,000	18,188	65,481	60,000	409,300
399	Materials & Supplies	36,970	36,591	20,000	21,400
470	Bond Principal Redemption	26,286	27,019	27,773	28,739
480	Bond Interest Redemption	7,387	6,654	5,900	5,159
Maintenance & Operations Total		576,791	742,978	848,413	1,326,818
Allocated Costs & Internal Service Charges					
740	Building Services Charges	328,695	333,763	239,310	321,529
750	Vehicle Services Charges	296,427	206,299	213,203	202,307
751	Vehicle Replacement Charge	188,762	281,262	281,262	281,262



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Fire	Operations		001-412-125	
Allocated Costs & Internal Service Charges					
752	Vehicle Lease Charge		-	-	8,034
755	Info. Systems Maint. Charge	188,078	143,717	137,455	154,662
790	Insurance Charges	79,106	43,620	45,094	58,237
Allocated Costs & Internal Service Charges Total		1,081,068	1,008,661	916,324	1,026,031
125 Operations Total		10,329,190	11,411,826	11,424,457	10,456,271
001 General Fund Total		10,335,452	11,466,049	11,424,457	11,339,398
Fund	Department	Activity		Activity No.	
EMT-D Revolving Fund	Fire	Operations		130-412-125	
Personnel					
102	Overtime	5,141	11,573	20,000	20,000
120	Differential Pay	273,303	278,281	271,550	271,550
Personnel Total		278,444	289,854	291,550	291,550
Maintenance & Operations					
226	Training, Travel & Subsistence	4,281	2,273	4,500	-
355	Minor Equipment- Less Than \$5,000	4,554	-	5,000	-
Maintenance & Operations Total		8,835	2,273	9,500	-
Allocated Costs & Internal Service Charges					
698	Indirect/Overhead Costs	-	17,854	19,982	16,964
Allocated Costs & Internal Service Charges Total		-	17,854	19,982	16,964
125 Operations Total		287,279	309,980	321,032	308,514
130 EMT-D Revolving Fund Total		287,279	309,980	321,032	308,514
Fund	Department	Activity		Activity No.	
Reimb. Grants City-Wide Fund	Fire	CRI - Mass Prophylaxis Program		282-412-912	
Maintenance & Operations					
355	Minor Equipment- Less Than \$5,000	787	463	-	-
Maintenance & Operations Total		787	463	-	-
912 CRI - Mass Prophylaxis Program Total		787	463	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Reimb. Grants		FY16 Urban Area			
City-Wide Fund	Fire	Security Initiative		282-412-937	
Maintenance & Operations					
226	Training, Travel & Subsistence	1,119	-	-	-
Maintenance & Operations Total		1,119	-	-	-
937 FY16 Urban Area Security Initiative		1,119	-	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants		NC Public Safety Foundation			
City-Wide Fund	Fire			282-412-945	
Maintenance & Operations					
355	Minor Equipment- Less Than \$5,000	2,467	-	-	-
Maintenance & Operations Total		2,467	-	-	-
945 NC Public Safety Foundation Total		2,467	-	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants		FY 16 State Homeland			
City-Wide Fund	Fire	Security Grant		282-412-947	
Maintenance & Operations					
355	Minor Equipment- Less Than \$5,000	25,270	-	-	-
Maintenance & Operations Total		25,270	-	-	-
947 FY 16 State Homeland Security Grant		25,270	-	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants		Computer Equipment			
City-Wide Fund	Fire			282-412-948	
Maintenance & Operations					
226	Training, Travel & Subsistence	-	1,417	-	-
Maintenance & Operations Total		-	1,417	-	-
Capital Outlay					
502	Computer Equipment	10,000	-	-	-
Capital Outlay Total		10,000	-	-	-
947 FY17 Urban Area Security Initiative Total		10,000	1,417	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Reimb. Grants		FY 17 State Homeland			
City-Wide Fund	Fire	Security Grant		282-412-949	
Maintenance & Operations					
226	Training, Travel & Subsistence	-	25,736	-	-
Maintenance & Operations Total		-	25,736	-	-
949 FY 17 State Homeland Security Grant		-	25,736	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants		FY18 Urban Area			
City-Wide Fund	Fire	Security Initiative		282-412-951	
Maintenance & Operations					
226	Training, Travel & Subsistence	-	10,000	-	-
Maintenance & Operations Total		-	10,000	-	-
951 FY18 URBAN AREA SECURITY INITIATIVE		-	10,000	-	-
282 Reimbursable Grants City-Wide Fund Total		39,643	37,616	-	-
Fund	Department	Activity		Activity No.	
Community					
Development Block					
Grant Fund	Fire	Operations		301-412-125	
Maintenance & Operations					
470	Bond Principal Redemption	390,000	420,000	455,000	485,000
480	Bond Interest Redemption	68,559	63,953	56,883	47,804
Maintenance & Operations Total		458,559	483,953	511,883	532,804
125 Operations Total		458,559	483,953	511,883	532,804
301 Community Development Block Grant Fund Total		458,559	483,953	511,883	532,804
Grand Total		11,120,933	12,297,598	12,257,372	12,180,716

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Adopted Budget
Fiscal Year 2021

Housing Authority





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 FY2021 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 the Housing Choice Voucher Program 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 apartments.

HOUSING PROGRAMS AND GRANTS

This Housing Authority also manages the HOME Investment Partnerships Program (HOME) and Community Development Block Grant Program (CDBG). 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.

GOALS & OBJECTIVES

1. Complete a focused General Plan update which includes the submission of the Sixth Cycle Housing Element in April 2021.
2. Initiate the Kimball Highland Master Plan Development which proposes to include over 170 units of affordable housing, a community clinic which includes a PACE center for seniors, and a new senior center facility for the City.
3. Continue to deliver high performing housing programs such as the Section 8 Housing Choice Voucher Program.



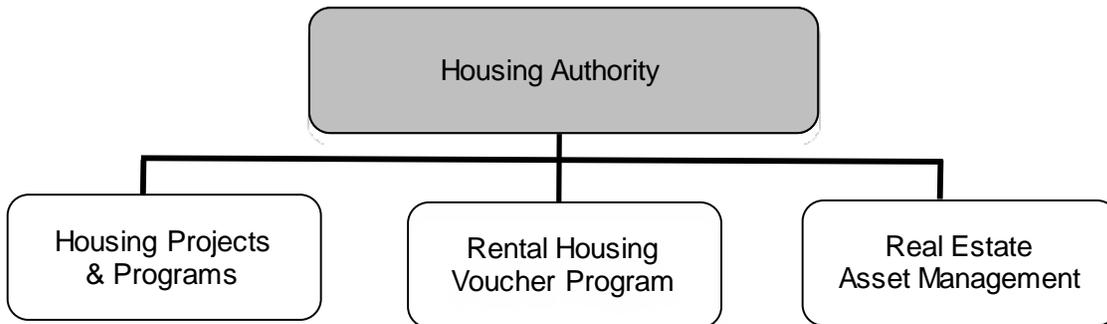
HOUSING AUTHORITY

4. Leverage HOME, the Low and Moderate Income Fund, and the Community Development Block Grant to develop projects and programs that increase housing opportunities and improve the lives of all residents in National City.
5. 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.

PRODUCTIVITY/WORKLOAD STATISTICS

	FY 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
HUD CDBG and HOME Programs	9	8	8	9
Housing:				
Tenant based rental assistance through HOME for homeless/homeless prevention/victims of domestic violence	7	11	14	12
Affordable units acquired/rehabilitated			303	6
First-time homebuyer units	2	0	2	2
Housing Choice Voucher Program:				
Applications taken	276	333	420	450
Applications processed for initial eligibility	60	246	236	250
New admissions	20	79	88	125
Families assisted	13,140	12,818	12,840	13,200
Housing Quality Standard inspections	1,071	1,083	1,080	0
Incoming portability processed	34	15	10	10
Outgoing portability processed	8	10	20	20

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

Several changes were made to align services and programs in the City and to allow the Housing Authority to focus on the planning and development of housing projects and programs:

- The Housing Inspection Program was moved to the Neighborhood Services Division under the Community Development Department in FY 2020.
- The Economic Development Program was moved to City Manager's Department in FY 2020.
- The Nutrition Center was moved to the Community Services Department in FY 2020.
- A Housing Advisory Committee was formed in December 2020 to provide the City Council and the Housing Authority Board of Commissioners with recommendations on housing matters in the City of National City.



HOUSING AUTHORITY

STAFFING SUMMARY

HOUSING & ECONOMIC DEVELOPMENT	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Housing & Economic Development					
Director of Housing & Economic Development	001	0.50	0.50	0.50	0.00
Executive Assistant IV ¹	001	0.00	0.00	1.00	0.00
Lead Housing Inspector	001	0.00	0.00	0.00	0.00
Property Agent	001	0.50	0.50	0.50	0.50
Community Development Specialist II	301	1.00	1.00	1.00	1.00
Housing Inspector II	301	1.00	1.00	1.00	1.00
Lead Housing Inspector	301	0.00	0.00	0.00	0.00
Director of Housing	501	0.00	0.00	0.00	0.50
Executive Assistant IV ¹	501	0.00	0.00	0.00	1.00
Director of Housing & Economic Development	502	0.10	0.10	0.10	0.00
Community Development Manager	532	1.00	1.00	1.00	1.00
Director of Housing & Economic Development	532	0.40	0.40	0.40	0.40
Housing Inspector II	532	0.00	0.00	0.00	0.00
Housing Assistant	532	0.20	0.10	0.10	0.00
Property Agent	532	0.50	0.50	0.50	0.50
Senior Office Assistant	532	0.20	0.20	0.20	0.00
Housing & Economic Development Total		5.40	5.30	6.30	5.90
HOUSING & ECONOMIC DEVELOPMENT	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Housing Choice Voucher Program					
Director of Housing	502	0.00	0.00	0.00	0.10
Housing Assistant	502	1.80	0.90	0.90	1.00
Housing Programs Manager	502	1.00	1.00	1.00	1.00
Housing Specialist	502	3.00	4.00	4.00	4.00
Senior Housing Specialist	502	1.00	1.00	1.00	1.00
Senior Office Assistant	502	0.80	0.80	0.80	1.00
Housing Choice Voucher Program Total		7.60	7.70	7.70	8.10
Economic Development					
Community Development Specialist II ³	001	1.00	1.00	0.00	0.00
Economic Development Total		1.00	1.00	0.00	0.00



STAFFING SUMMARY

HOUSING & ECONOMIC DEVELOPMENT	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Nutrition⁴					
Nutrition Program Manager	166	1.00	1.00	1.00	0.00
Dishwasher	166	0.50	0.50	0.50	0.00
Executive Chef	166	1.00	1.00	1.00	0.00
Food Services Worker	166	2.50	2.50	2.50	0.00
Home Delivered Meals Coordinator	166	1.00	1.00	1.00	0.00
Home Delivered Meals Driver	166	1.50	1.50	1.50	0.00
Kitchen Aide	166	0.50	0.50	0.50	0.00
Senior Office Assistant	166	1.00	1.00	1.00	0.00
Sous Chef	166	1.00	1.00	1.00	0.00
Nutrition³		10.00	10.00	10.00	0.00
HOUSING & ECONOMIC DEVELOPMENT TOTAL		24.00	24.00	24.00	14.00

¹ Fund name located in Section V of Appendix

² Transferred from the City Council during FY 19.

³ Transferred to the City Manager in FY 20

⁴ Transfer to the Community Services in FY 21

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Housing	Housing Revenue		001-45462	
Housing Revenue					
3634	Misc. Revenue	3,345	1,902	-	-
3636	Refunds & Reimbursements	1,000	1,000	-	-
3655	Asset Management Fee	25,000	25,000	-	-
Housing Revenue Total		29,345	27,902	-	-
General Fund Total		29,345	27,902	-	-



HOUSING AUTHORITY

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Housing Authority	Housing	Housing Revenue		501-45462	
Housing Revenue					
3312	Rent And Leases	-	75,000	-	-
3636	Refunds & Reimbursements	-	99	-	-
Housing Revenue Total		-	75,099	-	-
Housing Authority Fund		-	75,099	-	-
Fund	Department	Activity		Activity No.	
Housing Choice Voucher	Housing	Housing Revenue		502-45462	
Housing Revenue					
3300	Investment Earnings	142	106	-	-
3600	Other	22,851	8,675	6,000	-
3614	Hud Revenue-Housing Assistance Pmt	9,704,039	10,961,841	11,674,764	12,079,105
3615	Hud Revenue-Administrative Fees	1,051,812	1,098,461	1,389,390	1,081,164
3616	Fraud Recovery-Hap	38,774	27,040	3,000	5,000
3617	Fraud Recover-Administrative Fees	38,774	27,040	3,000	5,000
3618	Other Revenue-Portability Admin	318,401	116,533	250,000	24,000
Housing Revenue Total		11,174,793	12,239,698	13,326,154	13,194,269
Housing Choice Voucher Total		11,174,793	12,239,698	13,326,154	13,194,269
Grand Total		11,204,138	12,342,699	13,326,154	13,194,269



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Housing	Housing		001-419-462	
Personnel					
101	Full-Time Salaries	65,452	66,293	126,123	38,272
110	Allowances & Stipends	1,805	1,795	2,400	2,400
120	Differential Pay	2,211	1,390	2,392	2,392
140	Workers' Compensation	719	710	1,360	1,695
150	Health Insurance	7,347	6,545	16,000	5,207
151	Ltd Insurance	339	339	324	-
160	Retirement Plan Charges	16,151	18,187	50,416	11,841
161	Medicare	1,063	1,092	2,012	555
199	Personnel Compensation	-	2,826	-	-
Personnel Total		95,087	99,176	201,027	62,362
Maintenance & Operations					
299	Contract Services	47,829	-	-	-
307	Duplicating Supplies	307	-	400	400
445	Legal Settlements	119	3,000	3,000	3,000
Maintenance & Operations Total		48,255	3,000	3,400	3,400
Allocated Costs & Internal Service Charges					
740	Building Services Charges	31,342	38,161	35,349	49,261
750	Vehicle Services Charges	13,499	10,326	10,568	10,028
755	Info. Systems Maint. Charge	34,426	41,377	39,574	44,528
790	Insurance Charges	7,526	2,928	3,197	4,392
Allocated Costs & Internal Service Charges Total		86,793	92,792	88,688	108,209
462 Housing Total		230,135	194,968	293,115	173,971
Fund	Department	Activity		Activity No.	
General Fund	Housing	Housing Inspection		001-419-467	
Personnel					
160	Retirement Plan Charges	-	(335)	-	-
Personnel Total		-	(335)	-	-
467 Housing Inspection Program Total		-	(335)	-	-
Fund	Department	Activity		Activity No.	
General Fund	Housing	Asset Management		001-419-475	
Personnel					
101	Full-Time Salaries	34,876	36,560	39,000	-
140	Workers' Compensation	1,545	1,620	1,728	-
150	Health Insurance	7,282	7,597	7,448	-



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Housing	Asset Management		001-419-475	
Personnel					
101	Full-Time Salaries	34,876	36,560	39,000	-
140	Workers' Compensation	1,545	1,620	1,728	-
150	Health Insurance	7,282	7,597	7,448	-
160	Retirement Plan Charges	8,354	9,736	11,486	-
161	Medicare	462	489	531	-
Personnel Total		52,519	56,002	60,193	-
Maintenance & Operations					
213	Professional Services	-	710	20,000	55,000
213-3700	Professional Svc's - SA Sale of Property	10,488	799	35,000	-
226	Training, Travel & Subsistence	3,697	131	1,500	1,500
299	Contract Services	5,700	4,961	7,000	7,000
399	Materials & Supplies	388	5,754	200	200
Maintenance & Operations Total		20,273	12,355	63,700	63,700
475 Asset Management Total		72,792	68,357	123,893	63,700
Fund	Department	Activity		Activity No.	
General Fund	Housing	Economic Development		001-419-476	
Personnel					
101	Full-Time Salaries	63,191	104,093	-	-
120	Differential Pay	-	697	-	-
140	Workers' Compensation	619	1,069	-	-
150	Health Insurance	8,522	15,254	-	-
160	Retirement Plan Charges	15,160	21,800	-	-
161	Medicare	889	1,579	-	-
199	Personnel Compensation	-	2,671	-	-
Personnel Total		88,381	147,162	-	-
Maintenance & Operations					
226	Training, Travel & Subsistence	615	606	-	-
299	Contract Services	10,000	10,000	-	-
399	Materials & Supplies	1,924	548	-	-
Maintenance & Operations Total		12,539	11,154	-	-
Refunds, Contributions, & Special Payments					
650	Agency Contributions	15,000	10,000	-	-
Refunds, Contributions, & Special Payments Total		15,000	10,000	-	-
476 Economic Development Total		115,920	168,316	-	-
001 General Fund Total		418,847	431,306	417,008	237,671



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Non-Departmental	Operations		301-409-000	
Refunds, Contributions, & Special Payments					
650	Agency Contributions	61,000	55,000	54,965	35,000
Refunds, Contributions, & Special Payments Total		61,000	55,000	54,965	35,000
000 Operations Total		61,000	55,000	54,965	35,000
301 Community Development Block Grant Fund Total		61,000	55,000	54,965	35,000
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Housing	Housing		301-419-462	
Personnel					
101	Full-Time Salaries	71,190	72,383	58,110	133,328
120	Differential Pay	960	88	-	-
140	Workers' Compensation	707	710	570	3,292
150	Health Insurance	6,305	6,770	5,069	20,828
160	Retirement Plan Charges	16,567	20,349	17,114	41,252
161	Medicare	1,016	1,058	823	1,933
199	Personnel Compensation	-	2,439	1,500	2,411
Personnel Total		96,745	103,796	83,186	203,044
Maintenance & Operations					
201	Auditing Services	-	-	2,000	2,000
226	Training, Travel & Subsistence	2,495	1,989	1,250	3,000
250	Postage	101	183	200	200
260	Advertising	1,674	1,502	4,000	2,500
299	Contract Services	-	3,336	30,564	30,564
301	Office Supplies	177	533	500	500
399	Materials & Supplies	-	-	1,324	1,324
Maintenance & Operations Total		4,447	7,542	39,838	40,088
462 Housing Total		101,192	111,339	123,024	243,132



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Housing	Housing Inspection Program		301-419-467	
Personnel					
101	Full-Time Salaries	63,065	34,722	-	-
120	Differential Pay	1,432	1,822	-	-
140	Workers' Compensation	2,852	1,654	-	-
150	Health Insurance	6,177	6,252	-	-
151	Ltd Insurance		15,227	-	-
160	Retirement Plan Charges	21,914	535	-	-
161	Medicare	922	1,307	-	-
Personnel Total		96,362	61,517	-	-
Maintenance & Operations					
226	Training, Travel & Subsistence	1,126	86	-	-
301	Office Supplies	324	565	-	-
399	Materials & Supplies	1,302	12,241	-	-
Maintenance & Operations Total		2,752	12,892	-	-
467 Housing Inspection Program Total		99,114	74,409	-	-
301 Community Development Block Grant Fund Total		200,306	185,748	123,024	243,132
Fund	Department	Activity		Activity No.	
Housing Authority Fund	Housing	Housing		501-419-462	
Personnel					
101	Full-Time Salaries	-	-	-	131,552
140	Workers' Compensation	-	-	-	1,289
150	Health Insurance	-	-	-	20,769
151	Ltd Insurance	-	-	-	-
160	Retirement Plan Charges	-	-	-	40,702
161	Medicare	-	-	-	1,908
Personnel Total		-	-	-	196,220
Maintenance & Operations					
213	Professional Services	-	-	-	1,080,000
Maintenance & Operations Total		-	-	-	1,080,000
462 Housing Total		-	-	-	1,276,220
501 Housing Authority Fund Total		-	-	-	1,276,220



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Housing Choice Voucher Fund	Housing	Housing		502-419-462	
Personnel					
100	Part-Time Salaries	-	8,267	15,548	-
101	Full-Time Salaries	487,333	447,734	508,082	510,803
105	Longevity	800	427	364	364
110	Allowances & Stipends	361	359	480	480
120	Differential Pay	12,907	11,234	8,304	8,304
140	Workers' Compensation	4,886	4,723	5,258	5,006
150	Health Insurance	86,180	80,353	97,607	88,738
151	Ltd Insurance	744	381	65	-
160	Retirement Plan Charges	120,829	129,948	152,127	158,042
161	Medicare	6,843	6,837	7,518	7,407
199	Personnel Compensation	12,635	25,241	20,000	13,890
Personnel Total		733,518	715,505	815,353	793,034
Maintenance & Operations					
201	Auditing Services	3,859	3,500	4,000	4,000
222	Memberships & Subscriptions	3,163	4,414	3,800	9,000
226	Training, Travel & Subsistence	2,639	4,449	7,000	10,000
250	Postage	7,865	8,190	8,000	10,000
260	Advertising	286	354	400	600
299	Contract Services	13,705	14,386	20,300	40,000
399	Materials & Supplies	3,445	4,023	8,000	8,000
Maintenance & Operations Total		34,962	39,317	51,500	81,600
Capital Outlay					
502	Automotive Leases	-	-	-	10,000
512	Automotive Leases	6,262	6,262	6,262	-
Capital Outlay Total		6,262	6,262	6,262	10,000
Refunds, Contributions, & Special Payments					
602	Housing Assistance Payments	10,317,731	11,075,962	11,674,764	12,000,000
603	Other General Expenses	7,060	10,483	5,000	10,000
606	HAP Portability-In	318,401	116,533	250,000	-
698	Indirect/Overhead Costs	103,103	162,021	177,816	168,569
Refunds, Contributions, & Special Payments Total		10,746,295	11,364,999	12,107,580	12,178,569
Allocated Costs & Internal Service Charges					
740	Building Services Charges	28,606	30,082	25,994	28,979
750	Vehicle Services Charges	2,031	2,031	2,031	1,927
752	Vehicle Lease Charge	-	-	-	3,897
755	Info. Systems Maint. Charge	76,478	68,922	65,919	74,171
790	Insurance Charges	12,236	5,562	5,856	7,535
Allocated Costs & Internal Service Charges Total		119,351	106,597	99,800	116,509
462 Housing Total		11,640,388	12,232,680	13,080,495	13,179,712
502 Housing Choice Voucher Fund Total		11,640,388	12,232,680	13,080,495	13,179,712



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
HOME Fund	Non-Departmental	Housing		505-409-462	
Capital Outlay					
598	Habitat for Humanity	-	51,388	101,311	-
Capital Outlay Total		-	51,388	101,311	-
Refunds, Contributions, & Special Payments					
650	South Bay Comm Serv - TBRA	96,407	57,727	82,055	327,586
Refunds, Contributions, & Special Payments Total		96,407	57,727	82,055	327,586
462 Housing Total		96,407	57,727	82,055	327,586
505 HOME Fund Total		96,407	109,115	183,366	327,586
Fund	Department	Activity		Activity No.	
HOME Fund	Housing	Housing		505-419-462	
Personnel					
101	Full-Time Salaries	-	-	19,370	-
150	Health Insurance	-	-	1,690	-
160	Retirement Plan Charges	-	-	5,705	-
161	Medicare	-	-	275	-
199	Personnel Compensation	-	-	190	-
Personnel Total		-	-	27,230	-
Maintenance & Operations					
213	Professional Services	-	10,784	10,000	15,000
222	Memberships & Subscriptions	550	550	700	700
226	Training, Travel & Subsistence	-	-	-	4,000
250	Postage	90	122	100	150
299	Contract Services	11,688	7,687	7,403	8,000
399	Materials & Supplies	-	1,232	500	500
Maintenance & Operations Total		12,328	20,375	18,703	28,350
Refunds, Contributions, & Special Payments					
650	First Time Homebuyer Program	254,065	(210,000)	397,279	-
Refunds, Contributions, & Special Payments Total		254,065	(210,000)	397,279	-
462 Housing Total		266,393	(189,625)	443,212	28,350
505 HOME Fund Total		266,393	(189,625)	443,212	28,350



HOUSING AUTHORITY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Low & Moderate Income Housing Asset Fund	Housing	Housing		532-419-462	
Personnel					
100	Part- Time Salaries	-	6,275	-	-
101	Full-Time Salaries	169,094	173,265	43,678	185,542
110	Allowances & Stipends	1,444	1,436	1,920	1,920
120	Differential Pay	7,529	3,931	874	874
140	Workers' Compensation	1,915	1,945	512	6,564
150	Health Insurance	25,359	21,870	5,898	25,367
151	Ltd Insurance	948	948	259	-
160	Retirement Plan Charges	41,952	49,649	16,427	57,407
161	Medicare	2,803	3,019	757	2,690
199	Personnel Compensation	-	11,760	11,000	-
Personnel Total		251,044	274,096	81,325	280,364
Maintenance & Operations					
209	Legal Services	8,000	4,331	25,000	25,000
213	Professional Services	24,648	1,151	25,000	50,000
250	Postage	-	-	-	150
399	Materials & Supplies	-	-	-	500
Maintenance & Operations Total		32,648	5,482	50,000	75,650
Allocated Costs & Internal Service Charges					
740	Building Services Charges	10,656	12,974	8,837	-
755	Info. Systems Maint. Charge	1,812	2,178	2,083	2,344
790	Insurance Charges	332	254	278	-
Allocated Costs & Internal Service Charges Total		12,800	15,406	11,198	2,344
462 Housing Total		296,492	294,984	142,523	358,358
Fund	Department	Activity		Activity No.	
Low & Moderate Income Housing Asset Fund	Housing	Asset Management		532-419-475	
Personnel					
101	Full-Time Salaries	34,875	36,560	39,000	-
140	Workers' Compensation	1,545	1,620	1,728	-
150	Health Insurance	7,282	7,598	7,449	-
160	Retirement Plan Charges	8,354	9,736	11,486	-
161	Medicare	463	489	531	-
Personnel Total		52,519	56,003	60,194	-
475 Asset Management Total		52,519	56,003	60,194	-
532 Low & Moderate Income Housing Asset Fund Total		349,011	350,987	202,717	358,358
Grand Total		12,874,945	13,011,095	14,266,456	15,323,443

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Adopted Budget
Fiscal Year 2021

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 also 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. The Risk Manager assists City departments with health and safety issues such as ergonomic evaluations, Occupational Safety and Health Administration (OSHA) required trainings and reporting, exposure and testing for communicable diseases, and safe driving, first aid, CPR, and AED education.

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 an occupational health and safety training program to reduce the likelihood of accidents and injuries.
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 18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Human Resources:				
Recruitments conducted	47	59	46	48
Permanent positions filled	28	43	33	38
Temporary (part-time, hourly) positions filled	18	15	20	20
Medical exams conducted (i.e. pre-employment, DMV)	49	65	36	43
New and/or promotional employees passing probation	38	33	25	30
Risk Management:				
Workers' Compensation claims processed	31	45	43	40

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

No significant changes anticipated.



HUMAN RESOURCES

STAFFING SUMMARY

HUMAN RESOURCES	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
Director of Administrative Services	001	0.00	0.00	0.00	0.00
Director of Human Resources	001	0.00	1.00	1.00	1.00
Administrative Secretary	001	1.00	1.00	1.00	1.00
Executive Assistant II	001	1.00	1.00	0.00	0.00
Management Analyst II	001	1.00	1.00	2.00	2.00
Operations Total		3.00	4.00	4.00	4.00
HUMAN RESOURCES TOTAL		3.00	4.00	4.00	4.00

¹ Fund name located in Section V of Appendix

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Human Resources	Human Resources		001-407-083	
Personnel					
001	Part-Time Salaries	-	19,033	14,378	-
101	Full-Time Salaries	173,500	135,556	314,656	339,508
102	Overtime	-	-	500	500
110	Allowances & Stipends	-	-	3,450	3,450
120	Differential Pay	3,612	3,303	3,796	3,796
140	Workers' Compensation	1,746	1,571	3,367	3,327
150	Health Insurance	36,693	31,419	55,170	53,614
151	Ltd Insurance	507	508	1,542	-
160	Retirement Plan Charges	42,569	44,811	83,797	105,044
161	Medicare	2,525	2,265	4,825	4,923
199	Personnel Compensation	5,194	7,671	7,500	10,577
Personnel Total		266,346	246,137	492,981	524,739
Maintenance & Operations					
205	Medical Services	16,448	25,127	14,000	14,000
207	Technical Personnel Services	115	96	220	220
212	Governmental Purposes	7,980	7,039	8,100	8,100
213	Professional Services	18,417	25,977	11,000	20,000
217	Investigative Services	2,769	2,926	3,000	3,000
222	Memberships & Subscriptions	602	861	1,050	1,826
226	Training, Travel & Subsistence	3,236	4,287	3,855	7,976
230	Printing & Binding	113	196	300	300
260	Advertising	500	960	500	1,000
264	Promotional Activities	13,412	16,022	13,500	13,500



HUMAN RESOURCES

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Human Resources	Human Resources		001-407-083	
281	R & M - Office Equipment	-	-	200	200
307	Duplicating Supplies	735	780	600	800
399	Materials & Supplies	1,194	1,996	1,310	2,000
Maintenance & Operations Total		65,521	86,267	57,635	72,922
740	Building Services Charges	102,983	108,294	93,577	104,325
755	Info. Systems Maint. Charge	42,016	42,528	40,675	45,767
790	Insurance Charges	8,306	4,740	4,934	6,117
Allocated Costs & Internal Service Charges Total		153,305	155,562	139,186	156,209
083 Human Resources Total		485,172	487,966	689,802	753,870
001 General Fund Total		485,172	487,966	689,802	753,870
Fund	Department	Activity		Activity No.	
Post-Employment Benefits Fund	Non-Departmental	Operations		212-409-000	
Personnel					
199	Personnel Compensation	191,470	233,620	260,340	300,000
Personnel Total		191,470	233,620	260,340	300,000
000 Operations Total		191,470	233,620	260,340	300,000
212 Post-Employment Benefits Fund Total		191,470	233,620	260,340	300,000
Fund	Department	Activity		Activity No.	
Liability Insurance Fund	Human Resources	Risk Management		627-407-081	
Personnel					
101	Full-Time Salaries	38,928	40,013	42,822	-
120	Differential Pay	1,303	1,304	1,300	1,300
140	Workers' Compensation	394	407	435	-
150	Health Insurance	6,305	6,770	6,760	-
160	Retirement Plan Charges	9,779	11,037	12,611	-
161	Medicare	599	621	643	-
199	Personnel Compensation	1,524	1,524	2,500	2,505
Personnel Total		58,832	61,676	67,071	3,805



HUMAN RESOURCES

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Liability					
Insurance Fund	Human Resources	Risk Management		627-407-081	
Maintenance & Operations					
213	Professional Services	34,125	24,581	35,000	35,000
222	Membership & Subscriptions	-	-	-	450
226	Training, Travel & Subsistence	1,154	1,308	3,900	3,900
399	Materials & Supplies	168	438	400	400
430	Fidelity Insurance	-	(1,195)	-	-
432	Liability Claim Cost	(545,000)	630,000	-	-
433	WC Claim Costs	1,863,157	1,579,891	2,003,615	2,098,085
440	Excess WC Insurance	203,532	205,096	279,000	207,010
Maintenance & Operations Total		1,557,136	2,440,119	2,321,915	2,344,845
081 Risk Management Total		1,754,190	2,501,795	2,388,986	2,348,650
627 Liability Insurance Fund Total		1,754,190	2,501,795	2,388,986	2,348,650
Grand Total		2,239,362	2,989,761	3,078,788	3,102,520

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Adopted Budget
Fiscal Year 2021

Library





DEPARTMENT DESCRIPTION

The National City Public Library recognizes the cultural, linguistic and economic diversity in the community and seeks to inform, educate and bring together the youth and adults within the city.

This Department 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 2020 In Review

FY2019-20 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 Trustees and City Council. The Library's main mission is to share and give access to learning and resources by teaching avid minds 21st century skills through introduction of more emerging technologies.

Highlights of 2020

- Spurred innovation and creativity in the Library with the use of new 3D-printing technology. Since its opening in July 2018, the Emerging Trend Tech Lab offers free 3D printing as well as free 3D-printing software guidance/training to enthusiastic tech minds allowing them to learn, experiment, use some of the most cutting-edge technology around, and possibly create prototypes of new products.
- Enabled the Library to more effectively preserve local history special collections thereby enabling digital searching for a finer grained access anytime, any day, anywhere. Photos, yearbooks, the Kimball Diaries, and Local Newspapers are being digitized to improve the way patrons discover and access content that is relevant to them.
- Built and expanded the digital collection for the Library to offer not just traditional print materials but also electronic books, magazines, and newspapers – *Flipster*, *Overdrive*, *Enki Books*, *Access World News*, just to name a few, which patrons can read or checkout remotely without having to make an in-person trip to the Library.
- Subscribed to a plethora of databases that provide authoritative, accurate, and reliable information on specific subjects or disciplines such as business, health, history, genealogy, literature, Do-It-Yourself, etc.
- Restructured literacy services to include English as a Second Language, offering new immigrants the chance to learn English free and at their own level of comfort and pace. The Library continued to offer free access to several language databases – Rosetta Stone,

Mango Languages, and Pronunciator - allowing learners to pursue their learning endeavor on the platform of their preferences, even from the comfort of their home.

- Pursued mutually beneficial collaboration and partnerships with other community-based agencies to best leverage library and partner resources.
 - Partnership with the Jewish Family Service of San Diego to offer immigrants free citizenship classes and tutoring in preparation for the citizenship test and interview.
 - Partnership with Computers 2 San Diego Kids (C2SDK) to provide graduates of our basic computer classes free refurbished computers and low-cost Internet via Cox Technology Assistance Program.

❖ **Insight into Fiscal Year 2021**

With technology infiltrating every aspect of modern life, libraries experience a shift from brick and mortar to virtual spaces. This shift, which opens the door to incredible possibilities and global access to information, leads the Library to rethink its array of services to ensure it is aligned with modern expectations.

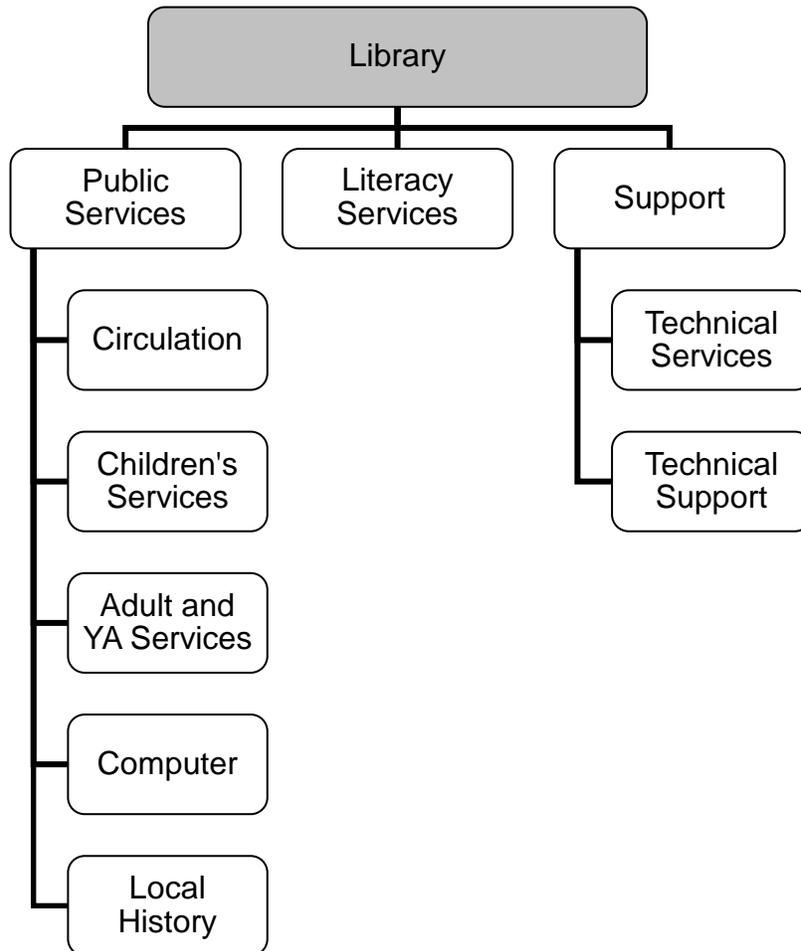
Although still remaining a welcoming Living Room space where everyone can gather with friends, enjoy books and library programs, the Library is extending the physical with digital. Instead of looking at technology as supplanting the traditional, the Library is exploring ways in which it can enhance the traditional and bring the best of both physical and digital worlds together.

As part of its goal to innovate and connect, National City Library will keep expanding online access to digital resources; continue to expand virtual services with the help of technology and in response to the expectations of its patrons; re-task library space; and assist patrons in their pursuit for success and fulfillment.

PRODUCTIVITY/WORKLOAD STATISTICS

	FY18 Actual	FY 19 Actual	FY 20 Estimated	FY 21 Projected
Visits to the Library	193,984	172,611	172,000	172,000
Virtual (Website) Visits	91,854	96,948	96,000	96,000
Computer and Wi-Fi Sessions	77,945	77,145	77,000	77,000
People Attended Programs	13,210	15,906	15,000	15,000
Reference Questions Answered	77,274	76,531	76,000	76,000
Items Borrowed	110,023	103,594	103,000	103,000
Resources				
Books	204,976	206,210	205,000	205,000
Audio-visual materials	23,792	24,135	24,135	24,135
Magazines	101	109	101	101
eBooks (shared collection)	67,450	82,940	83,000	83,000
eMagazines	161	106	105	105

DEPARTMENT ORGANIZATIONAL CHART



SIGNIFICANT CHANGES

- Expanded subscriptions databases and eCollections.
- Implemented new programs for teens and adults: Tuesdays with Books Book Club, Bagua Fitness, ESL1 and ESL2 classes among daily basic computer classes in both English and Spanish, Citizenship classes, Teen Leadership Council, Natural Wellness Program, etc.



STAFFING SUMMARY

LIBRARY	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Operations					
City Librarian	104	1.00	1.00	1.00	1.00
Academic Enrichment Coordinator	104	0.32	0.32	0.32	0.32
Administrative Secretary	104	1.00	1.00	1.00	1.00
Librarian	104	1.00	1.00	1.00	1.00
Librarian – P/T	104	4.30	4.30	4.30	4.30
Library Assistant – P/T	104	3.92	3.92	3.92	3.92
Library Technician	104	4.00	4.00	4.00	4.00
Library Technician – P/T	104	0.50	0.50	0.50	0.50
Office Aide – P/T	104	3.63	3.63	3.63	3.63
Senior Librarian	104	1.00	1.00	1.00	1.00
Senior Library Technician	104	1.00	1.00	1.00	1.00
Academic Enrichment Coordinator	301	0.68	0.68	0.68	0.68
Library Assistant – P/T	320	0.50	0.50	0.50	0.50
LIBRARY TOTAL		22.85	22.85	22.85	22.85

REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Library Capital Outlay	Library	Library Capital Outlay Revenues		108-31310	
Library Capital Outlay Revenues					
3565	Book Fines	48,144	34,729	40,000	40,000
Library Capital Outlay Revenues Total		48,144	34,729	40,000	40,000
LIBRARY CAPITAL OUTLAY Total		48,144	34,729	40,000	40,000
Fund	Department	Activity		Activity No.	
NC Public Library Donations Fund	Library	Department Revenues		277-31000	
Department Revenues					
3637	Donations	550	400	-	-
Department Revenues Total		550	400	-	-
NC PUBLIC LIBRARY DONATIONS FUND Total		550	400	-	-



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
NC Public Library Donations Fund	Library	Department Revenues		320-31339	
Department Revenues					
3463	Other State Grants	46,740	46,974	-	-
Department Revenues Total		46,740	46,974	-	-
LIBRARY GRANTS Total		46,740	46,974	-	-
Fund	Department	Activity		Activity No.	
NC Public Library Donations Fund	Library	Department Revenues		325-31000	
Department Revenues					
3622	Dev Impact Fees- Library	33,492	8,180	13,000	13,000
Department Revenues Total		\$ 33,492	\$ 8,180	\$ 13,000	\$ 13,000
DEVELOPMENT IMPACT FEES Total		33,492	8,180	13,000	13,000
Grand Total		128,926	90,283	53,000	53,000

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Library Fund	Library	Library		104-431-056	
Personnel					
100	Part-Time Salaries	292,474	308,880	255,575	658,836
101	Full-Time Salaries	412,270	413,725	538,372	301,591
105	Longevity	493	461	364	364
110	Allowances & Stipends	3,609	3,590	3,450	3,450
120	Differential Pay	3,225	3,195	2,600	2,600
140	Workers' Compensation	6,902	7,202	7,919	9,412
150	Health Insurance	55,369	58,868	95,318	56,056
151	Ltd Insurance	677	677	647	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Library Fund	Library	Library		104-431-056	
Personnel					
100	Part-Time Salaries	292,474	308,880	255,575	658,836
101	Full-Time Salaries	412,270	413,725	538,372	301,591
105	Longevity	493	461	364	364
110	Allowances & Stipends	3,609	3,590	3,450	3,450
120	Differential Pay	3,225	3,195	2,600	2,600
140	Workers' Compensation	6,902	7,202	7,919	9,412
150	Health Insurance	55,369	58,868	95,318	56,056
151	Ltd Insurance	677	677	647	-
160	Retirement Plan Charges	112,636	127,128	161,138	118,019
161	Medicare	10,052	10,615	11,602	13,926
199	Personnel Compensation	16,394	7,230	18,000	24,968
Personnel Total		914,101	941,571	1,094,985	1,189,222
Maintenance & Operations					
222	Memberships & Subscriptions	400	400	600	600
226	Training, Travel & Subsistence	832	-	1,000	1,000
230	Printing & Binding	-	37	300	300
250	Postage	1,400	615	1,400	1,400
299	Contract Services	52,964	53,376	63,000	58,000
302	Periodicals & Newspapers	5,425	5,412	6,000	5,500
304	Books	48,026	47,824	45,000	45,000
307	Duplicating Supplies	1,429	-	1,300	1,300
399	Materials & Supplies	3,986	6,586	6,000	8,000
Maintenance & Operations Total		114,462	114,250	124,600	121,100
Allocated Costs & Internal Service Charges					
740	Building Services Charges	533,988	561,524	485,215	540,942
750	Vehicle Services Charges	21,619	15,715	16,167	15,341
755	Info. Systems Maint. Charge	201,201	154,967	148,215	166,768
790	Insurance Charges	59,271	43,413	44,260	53,230
Allocated Costs & Internal Service Charges Total		816,079	775,619	693,857	776,281
056 Library Total		1,844,642	1,831,441	1,913,442	2,086,603
Fund	Department	Activity		Activity No.	
Library Fund	Library	Library School District Contract		104-431-171	
Maintenance & Operations					
299	Contract Services	8,000	8,000	-	-
Maintenance & Operations Total		8,000	8,000	-	-
171 Library School District Contract Total		8,000	8,000	-	-
104 Library Fund Total		1,852,642	1,839,441	1,913,442	2,086,603



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Library Capital Outlay Fund	Library	Library		108-431-056	
Maintenance & Operations					
299	Contract Services	17,863	10,482	20,000	20,000
302	Periodicals & Newspapers	17,065	17,075	18,000	22,500
304	Books	9,997	10,046	10,000	10,000
399	Materials & Supplies	2,885	1,926	2,900	2,900
Maintenance & Operations Total		47,810	39,529	50,900	55,400
Capital Outlay					
502	Computer Equipment	415	343	5,000	5,000
506	Audio-Visual Equipment	-	-	15,800	5,000
507	Library Equipment	-	-	1,000	1,000
Capital Outlay Total		415	343	21,800	11,000
056 Library Total		87,836	39,872	72,700	66,400
108 Library Capital Outlay Fund Total		87,836	39,872	72,700	66,400
Fund	Department	Activity		Activity No.	
Library Bonds Debt Service Fund	Library	Library		259-431-056	
Maintenance & Operations					
299	Contract Services	1,165	1,165	-	-
470	Bond Principal Redemption	265,000	275,000	280,000	290,000
480	Bond Interest Redemption	115,755	108,996	102,075	94,225
Maintenance & Operations Total		381,920	385,161	382,075	384,225
056 Library Total		381,920	385,161	382,075	384,225
259 Library Bonds Debt Service Fund Total		381,920	385,161	382,075	384,225
Fund	Department	Activity		Activity No.	
National City Public Library Donation Fund	Library	Library		277-431-056	
Maintenance & Operations					
213	Professional Services	-	-	1,500	1,000
304	Books	784	433	1,400	1,000
399	Materials & Supplies	-	-	1,000	1,000
Maintenance & Operations Total		784	433	3,900	3,000
056 Library Total		784	433	3,900	3,000
277 National City Public Library Donations Fund Total		784	433	3,900	3,000



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Library	Library		301-431-056	
Personnel					
101	Full-Time Salaries	-	-	-	62,244
140	Workers' Compensation	-	-	-	610
150	Health Insurance	-	-	-	10,414
160	Retirement Plan Charges	-	-	-	19,258
161	Medicare	-	-	-	903
Personnel Total		-	-	-	93,429
056 Library Total		-	-	-	93,429
Fund	Department	Activity		Activity No.	
Community Development Block Grant Fund	Library	Library Project Read		301-431-128	
Personnel					
100	Part-Time Salaries	-	(6,745)	-	-
101	Full-Time Salaries	31,055	45,690	33,283	-
140	Workers' Compensation	530	390	327	-
150	Health Insurance	2,048	1,062	6,714	-
160	Retirement Plan Charges	9,583	11,027	9,802	-
161	Medicare	784	576	484	-
Personnel Total		44,000	52,000	50,610	-
128 Library Project Read Total		44,000	52,000	50,610	-
301 Community Development Block Grant Fund Total		44,000	52,000	50,610	93,429
Fund	Department	Activity		Activity No.	
Library Grants Fund	Library	Library Grants		320-431-339	
Personnel					
100	Part-Time Salaries	6,694	8,895	14,768	-
140	Workers' Compensation	69	73	145	-
160	Retirement Plan Charges	110	157	192	-
161	Medicare	103	108	214	-
Personnel Total		6,976	9,234	15,319	-



LIBRARY

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Maintenance & Operations					
213	Professional Services	-	200	1,500	-
222	Memberships & Subscriptions	5,130	7,541	14,500	-
250	Postage	-	1,176	1,176	-
258	Travel & Subsistence	185	143	200	-
299	Contract Services	23,284	10,795	-	-
304	Books	2,000	2,616	2,000	-
320	Operational/Instructional Supplies	668	640	-	-
399	Materials & Supplies	7,367	14,630	10,000	-
Maintenance & Operations Total		38,634	37,741	29,376	-
339 Literacy Services Grant Total		45,610	46,974	44,695	-
320 Library Grants Fund Total		45,610	46,974	44,695	-
Grand Total		2,412,792	2,363,881	2,467,422	2,633,657

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Adopted Budget
Fiscal Year 2021

Police





DEPARTMENT DESCRIPTION

The National City Police Department celebrated 125 years of dedicated service in 2012. The Department employs 87 police officers and 40 professional staff members serving approximately 60,000 residents in a nine square mile area. Three major freeways transverse the City which also provide proximity to the International Border, the largest indoor Regional shopping mall in the South County, the Mile of Cars, the Bay Marina/Port and the US Navy Base. Day-time population is estimated at 100,000; the City has a small town feeling with big town challenges.

The Mission of the National City Police Department is to protect the people we serve, enhance public safety, reduce the incidents of crimes as well as the fear of crime, while working with a diverse community to improve their quality of life with duty, honor and integrity, while at all times holding ourselves to the highest service standards for the citizens and members of the National City community. We accomplish this mission by working in partnership with our community and being committed to providing the highest level of service and public safety. We pursue this commitment with an unwavering resolve while respecting the rights and dignity of those we serve.

Department wide goals are accomplished through the development of Organizational Goals and Objectives, implementation of annual staffing recommendations, continued evaluation of the Department's organizational structure and improvement of services offered (field operations/support services); continuation of involvement in enhancement of the community-based policing philosophy through the expansion of community outreach; further streamlining of the function of detectives and broadening their role in the community; continued improvements to the Department's records function; and, heightened internal and external communications.

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 per day, 7 days per week. To accomplish this, the Patrol Division employs the most supervisors, officers, and professional staff in the Police Department.

Mobile Field Force (MFF)

Officers are trained in dealing with civil unrest tactics and rapid tactical response and available for mutual aid requests for situations of civil disobedience. The Department continues to provide specialized training to all its officers.

Active Shooter Response Deployment

All police officers are trained in the proper response to active shooter situations in a school, workplace or public gatherings.

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 to ensure adherence to traffic laws related to pedestrian and motorcycle safety.



Canine Unit (K-9)

The Canine Unit has officers working with police service dogs (K-9). The K-9 officers are assigned to the Patrol Division. K-9 Officers conduct building and area searches, track suspects and items, and provide officer assistance during felony calls. During critical incidents, K-9 units provide essential support functions minimizing the risk and danger to officers and community members. The K-9 Unit routinely has the primary role in cases involving felony vehicle and pedestrian stops, search warrants, and fleeing suspects. The K-9 Unit also provides a support function during tactical operations.

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

Selected officers from the Patrol and Investigations Divisions perform collateral duties of patrolling the streets and responding as members of the SWAT and CNT Teams. Team members train on a monthly basis in order to maintain their operational readiness to support Patrol and Investigations Divisions operations. The SWAT Team and the CNT Team has primary responsibility during high risk search warrants, barricaded suspect incidents, hostage situations, and will deploy during an active shooter incident.

Animal Regulations Unit

The Police Department's Animal Control Unit consists of two full time civilian officers enforcing state and local animal welfare laws; they enforce laws to limit human exposure from domestic and wild animals that may carry rabies, i.e. leash and confinement laws, and animal bite quarantines. Animal Control performs public protection from aggressive or poisonous animals, locates and transports stray and/or unwanted animals, and works with the public to resolve animal issues such a nuisance pets.

The Animal Regulations Unit is also mandated to oversee and enforce California State Laws regarding Sentry dogs, assistance dogs, vicious dogs, biting dogs, guide dogs, and inspections of pet store, circus, and Petting Zoo animals. These laws are found in the Fish and Wildlife, Government, Health & Safety, and Penal Codes. They also enforce Humane Laws and function as Humane Officers within the scope of their authority.

Animal Regulations Officers (ARO) conduct animal education seminars, coordinate public dog rabies vaccination and licensing clinics, and are the liaison between the City and contract veterinarians and the animal shelter.

Neighborhood Council Meetings

Officers attend and participate in all Neighborhood Council meetings and also volunteer to assist as needed to resolve community concerns. The on-duty lieutenant and/or sergeant, as well as the beat officers attend these community meetings.

COMMUNITY SERVICES UNIT

The Community Services Unit coordinates the efforts of School Resource Officers (SRO). The officers are assigned to the ten primary schools, two secondary schools, and one high school. The Community Services Unit has incorporated new programs and has partnered with community organizations and service clubs in order to reach out to our children and young people. This creates and enhances relationships and understanding between police officers and our kids. By having officers work closely with the schools and having officers more visibly present and



interacting with the children and young people we can further develop the positive relationship between the police and kids.

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. Through the Department's Ride-Along program, the Community Services Unit provides the opportunity for citizens and law enforcement candidates to get a first-hand look at the response and services officers provide to our community. The Community Services Unit continues to evaluate projects and programs that will be beneficial to the community.

Business Liaison Program

The City of National City and the National City Police Department recognize the positive impact the business community has on our City and as a result created a Business Liaison Program. The focus of this program is to enhance the partnership with City government and the Business Community, to resolve conflict and quality of life issues affecting the business community in National City. The duties of officers assigned to the Business Liaison Program are collateral to their regular duties.

Officers assigned to the Business Liaison Program are an additional resource to help businesses address issues of a chronic nature, such as illegal dumping, graffiti, loitering, prostitution, homelessness, building, and street issues, as well as making recommendations for security enhancements in and around businesses.

The officers in the Business Liaison Program work hand-in-hand with community businesses and business groups such as the National City Chamber of Commerce, Mile of Cars Association, Westfield Plaza Bonita Shopping Center, Highland Avenue Business Association, and others.

Explorer Post

The National City Police Department Explorer Post started in the mid 1960's. The Post is a component of the Explorer Scouts and part of the Scouts of America and Learning for Life. The students participating in the Explorer Post must be a minimum of 14 years of age, be in the ninth grade and are required to maintain a 2.0 GPA or better. They must also pass a background investigation and an oral interview.

The Explorers attend weekly meetings and receive training to help patrol officers during different events in the City. These teens perform a variety of police related tasks, such as crowd control, traffic direction, and assist at community events.

A requirement to be an Explorer is to attend either a Beta Academy or live-in academy during the first year of membership. In these academies, the Explorers learn defensive tactics, handcuffing techniques, traffic stops, physical training, firearms, arrest & control and criminal law. The Explorers also host one fundraiser to help offset costs of the San Diego Competition, and other events such as the end of year trip to Knott's Berry Farm and Padre Games. The Explorers are also encouraged to become involved in many Post social events such as field trips, camping trips and Explorer Scouting sponsored events throughout San Diego County.



Senior Volunteer Program (SVP)

The SVP is made up of civilian volunteers who patrol the streets, providing extra eyes and ears for the Police Department. In addition to patrolling their community, SVP members augment police personnel by working community events. In order to become an SVP member, candidates must pass a background check, have medical clearance, possess a valid driver's license, be at least 50 years of age, and live within the County of San Diego.

Teddy Bear Drive

The Police Department continues to participate in this annual event which delivers teddy bears and monies to support essential programs at Rady Children's Hospital during the holiday season. This a regional law enforcement tradition, and the National City Police Department has had the privilege to be the lead agency in 2007 and 2019. Each year the National City Police Department was the lead agency, records were broken in the collection of bears and in the donation of monies to the hospital.

INVESTIGATIONS DIVISION

Investigations Division detective's follow-up on major cases and conduct in-depth crime scene investigations. Detectives respond to homicides and serious violent crime incidents, conduct complex and proactive investigations, and continue working investigative leads 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. GET officers work in uniform and patrol our streets nightly. GET officers continue to work with the San Diego District Attorney's Office on the National City Gang Injunctions, a very labor-intensive task. GET officers conduct gang awareness presentations at neighborhood council meetings and other venues as requested. GET officers conduct proactive enforcement to prevent gang crime. They investigate complex gang cases, using their familiarity with individual gang members and experience with the gang culture to identify some of the most violent offenders. GET officers work to intervene and prevent "at risk" youth from joining gangs through a campaign of education, intervention, and awareness.

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 and maintain the integrity of the chain of custody. The Unit also processes evidence collected during National City Police Department investigations to include fingerprints, DNA, video, photographs and evidence work requests from the District Attorney's Office.

Crime Analysis Unit

The Crime Analysis Unit is the clearing house for Law Enforcement intelligence information and crime data for the Police Department. The civilian Crime Analyst reviews all crime related reports and performs data mining and analysis to produce statistical reports on crime trends and crime series to assist the Police Department in solving crime. The Analyst tracks crime patterns and forecasts as to when and where future criminal activity is likely to occur, which often leads to the apprehension of offenders. 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).

Production of the Annual Report, Monthly Reports, Monthly Crime Reports, and Crime Trend reports are major duties of the Crime Analyst, as is tracking the Registered Sex Offender Program.

SUPPORT UNITS

Records Division

The Records Division processes all crime/incident reports, arrests, accidents and prepares reports for the District Attorney's Office, Probation and Parole. Each report is reviewed for completeness and accuracy. Unit personnel respond to requests for reports from the public, media, other law enforcement agencies, and insurance companies. Records personnel also process background check requests as authorized by law as well as all court subpoenas for officers, and requested copies of criminal records.

Records Division staff performs the necessary data entry for crime reports, field interviews, citations and traffic collisions for crime reporting by the Crime Analysis Unit, the Department of Justice, the FBI, and SANDAG. The unit has primary responsibility for incoming/outgoing mail and the sorting of vehicle inspections logs generated by the Patrol Division.

In addition to performing critical records functions, their staff makes providing excellent customer service to the public in the lobby or over the telephone a required priority. Unit members provide fingerprinting services and update databases as required by law for registering sex, arson, and narcotic offenders. The Unit also has primary responsibility in sealing criminal records when ordered by the court and purging records as described in the City's records retention policy. The Records Division provides the following websites to allow the community access to accident reports via the internet in order to enhance our service to the community: <http://www.nationalcitypd.com/traffic-collision-report/> and <https://policereports.lexisnexis.com/>

Megan's Law

The Megan's Law Website can be accessed at www.meganslaw.ca.gov where the public can view lists that include sex offender's name, address, picture, aliases, tattoos, offenses, etc. A map of where sex offenders live is also available; this information can also be accessed at the following websites: www.arjis.net or the State of California Megan's Law www.caaq.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 all point bulletins (APB) countywide or regionally, work mutual-aid incidents, and communicate with other city departments. The Regional Communications System also enables individual officers to communicate directly with other agencies during emergencies via their hand held and vehicle police radios.



Communications Center personnel monitor public safety cameras. Additionally, security cameras located throughout the police facility are monitored from the Communications Center. The Department and City are working to increase community safety by adding and upgrading public safety cameras throughout the city.

Training Unit

The Training Unit monitors continuing education for all employees to remain up-to-date on the latest trends and requirements in law enforcement. The Training Unit also assigns and coordinates POST Training and in-county and out of county training as appropriate.

Included is in-house training such as; Canine, SWAT, qualification shoots, active shooter, vehicle pursuit, Legal Updates, etc. The training unit also coordinates other Federal, State and agency mandated training.

SPECIAL UNITS

Homeland Security Unit

The Homeland Security Unit began work in January of 2005; Department representatives attend the regularly scheduled FBI's Joint Terrorism Task Force meetings and regional disaster / critical incidents table top exercises. Department representatives practice and incorporate the Incident Command System (ICS), evacuation plans, critical incident management, and Homeland Security drills and exercises.

The Unit facilitates and supervises the department's Terrorism Liaison Officers (TLO). The TLO Program uses one officer from each squad or unit to brief fellow officers on intelligence information sent by the Homeland Security Unit. These TLOs are field resources for Homeland Security matters and serve as a conduit to send information from the field back to the Homeland Security Unit for proper inter-agency notification.

POLICE DEPARTMENT – Public Safety Goals

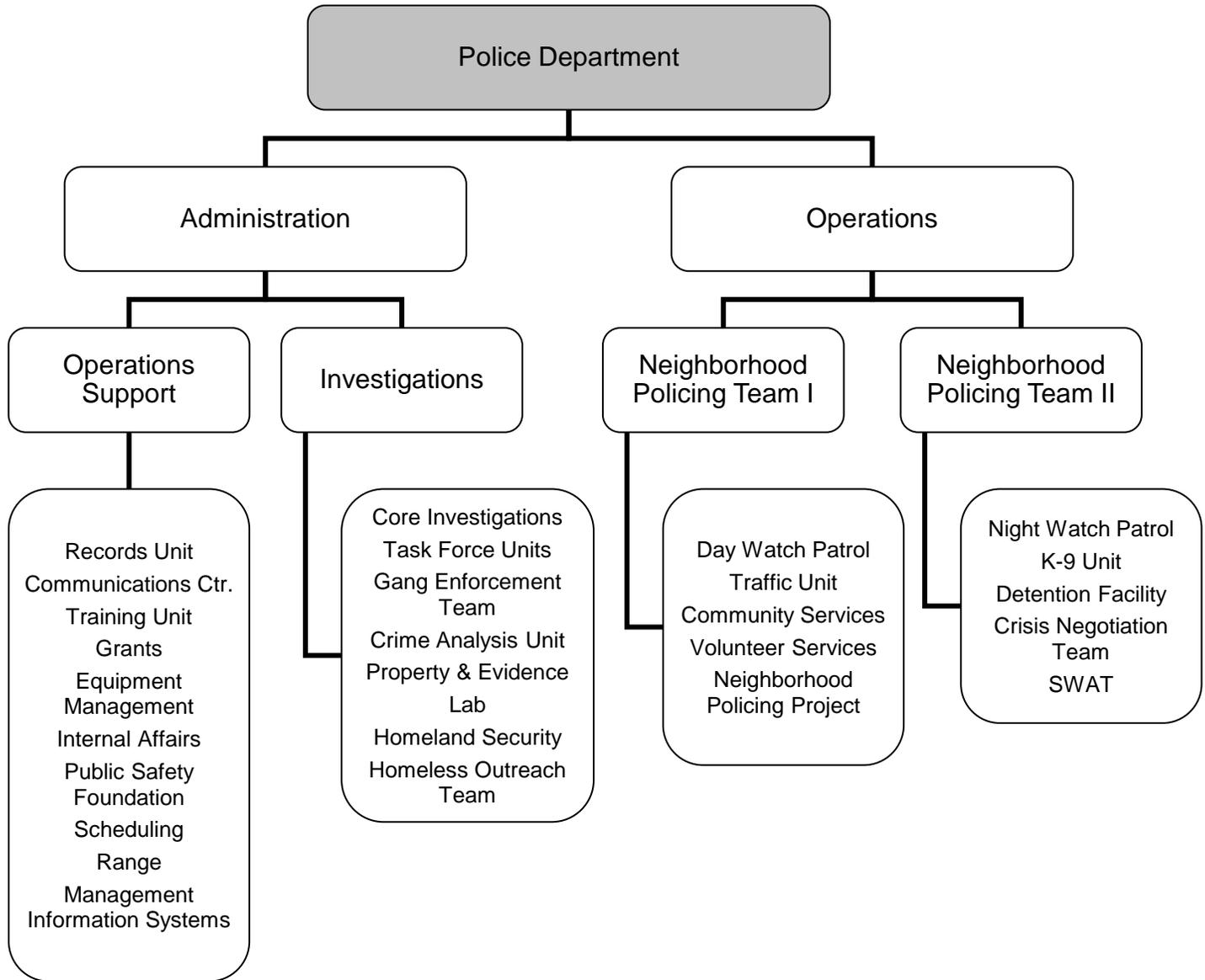
1. Reduce overall crime and illegal activity.
2. Improve operational readiness and community resilience.
3. Enhance recruitment and retention and promote public safety pipeline.
4. Expand community engagement and increase visibility.



PRODUCTIVITY/WORKLOAD STATISTICS

	FY 17 Actual	FY 18 Actual	FY 19 Actual
Crime Statistics:			
Total crime incidents	1,438	1,472	1,481
Violent crime incidents	249	305	357
Property crime incidents	1,237	1,167	1,124
Domestic Violence incidents	428	537	518
Value of stolen property	\$4,238,874	\$4,923,233	\$5,097,312
Value of recovered property	\$2,360,434	\$1,533,067	\$3,356,872
Percentage of stolen property recovered	57%	31%	66%

DEPARTMENT ORGANIZATIONAL CHART





SIGNIFICANT CHANGES

During fiscal year 2020 mid-year review, Council approved the creation of a Homeless Outreach Team (HOT).

STAFFING SUMMARY

POLICE	Fund ¹	FY 18 Adopted	FY 19 Adopted	FY 20 Adopted	FY 21 Adopted
Police Chief	001	1.00	1.00	1.00	1.00
Administrative Secretary	001	1.00	1.00	1.00	1.00
Assistant Chief of Police	001	0.00	1.00	1.00	0.00
Animal Control Officer	001	1.00	1.00	1.00	1.00
Animal Regulations Officer	001	1.00	1.00	1.00	1.00
Community Service Officer	001	1.00	2.00	2.00	2.00
Crime Analyst	001	1.00	1.00	0.00	0.00
Crime Scene Specialist	001	0.00	0.00	1.00	1.00
Executive Assistant II	001	1.00	1.00	1.00	1.00
Management Information Systems Tech II ²	001	1.00	0.00	0.00	0.00
Information Technology Analyst ²	001	0.00	1.50	1.50	1.50
Police Captain	001	2.00	1.00	1.00	2.00
Police Corporal	001	21.00	21.00	21.00	21.00
Police Dispatcher Supervisor	001	1.00	1.00	1.00	1.00
Police Dispatcher	001	11.98	10.98	10.98	11.94
Police Investigator	001	3.50	3.50	3.50	3.50
Police Investigative Aide	001	0.00	1.00	0.00	0.00
Police Lieutenant	001	5.00	5.00	5.00	5.00
Police Officer	001	42.44	42.44	42.44	42.44
Police Operations Assistant	001	1.00	1.00	1.00	1.00
Police Records Clerk	001	6.50	6.50	6.50	6.50
Police Records Supervisor	001	1.00	1.00	1.00	1.00
Police Sergeant	001	13.00	13.00	13.00	13.00
Police Support Services Manager	001	0.00	0.00	1.00	1.00
Property & Evidence Spec I	001	2.00	2.00	2.00	2.00
Property & Evidence Spec II	001	1.00	1.00	1.00	1.00
Property & Evidence Supervisor	001	1.00	1.00	1.00	1.00
Reserve Police Officer	001	0.50	0.50	0.50	0.50
Senior Office Assistant	001	1.00	1.00	1.00	1.00
Senior Police Dispatcher	001	1.00	2.00	2.00	2.00
STOP Grant Office Coordinator	001	1.00	1.00	1.00	1.00
Student Worker – P/T	001	0.00	0.00	0.00	0.00
Training Coordinator	001	1.00	1.00	1.00	1.00
Police Officer	290	1.56	1.56	1.56	1.56
POLICE TOTAL		126.48	128.98	128.98	129.94

¹ Fund name located in Section V of Appendix



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity			Activity No.
General Fund	Police	Department Revenues			001-11000
Department Revenues					
3100	Licenses And Permits	5,804	9,665	5,500	5,500
3200	Vehicle Code Fines	109,091	78,030	100,000	90,000
3205	Citation Sign-Off Fee	1,240	3,105	2,000	2,000
3220	Other Forfeits & Penalties	1,843	9,433	2,000	2,000
3469	Overtime Reimbursements	101,831	40,586	50,000	-
3533	Booking Fees	30,433	28,308	20,000	-
3537	Misc. Police Services	4,974	9,991	3,500	4,500
3550	Vehicle Impound Fees	4,327	3,368	9,000	4,500
3551	Administrative Impound Fee	47,492	66,713	60,000	65,000
3556	Police & Fire Svcs - Port Of San Diego	665,200	683,826	694,356	680,000
3558	Tow/Impound Referral Fees	122,520	122,520	90,000	100,000
3567	Police Regulated Businesses Fees	-	2,125	-	-
3586	Photocopy Sales	11,817	18,284	11,000	15,000
3636	Refunds & Reimbursements	-	80	-	-
Department Revenues Total		1,106,572	1,076,033	1,047,356	968,500
Fund	Department	Activity			Activity No.
General Fund	Police	National School District Contract			001-11107
National School District Contract					
3467	School District Contract Reimb	-	77,068	77,000	77,000
National School District Contract Total		-	77,068	77,000	77,000
Fund	Department	Activity			Activity No.
General Fund	Police	Sweetwater Union HS Contract			001-11108
Sweetwater Union HS Contract					
3467	School District Contract Reimb	84,000	84,000	84,000	84,000
Sweetwater Union HS Contract Total		84,000	84,000	84,000	84,000
Fund	Department	Activity			Activity No.
General Fund	Police	STOP Project			001-11110
STOP Project					
3550	Vehicle Impound Fees	20,806	30,028	20,000	20,000
STOP Project Total		20,806	30,028	20,000	20,000
Fund	Department	Activity			Activity No.
General Fund	Police	P.O.S.T. GRANT			001-11112
P.O.S.T. GRANT					
3461	P.O.S.T.	24,005	21,556	4,000	20,000
P.O.S.T. GRANT Total		24,005	21,556	4,000	20,000
General Fund Total		1,235,383	1,288,686	1,232,356	1,169,500



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Asset Forfeiture	Police	County Asset Forfeiture		131-00000	
County Asset Forfeiture					
3539	Seized Assets	23,596	98,920	45,000	50,000
County Asset Forfeiture Total		23,596	98,920	45,000	50,000
Asset Forfeiture Total		23,596	98,920	45,000	50,000
Fund	Department	Activity		Activity No.	
Asset Forfeiture	Police	County Asset Forfeiture		131-11139	
County Asset Forfeiture					
3636	Refunds & Reimbursements	53,031	1,890	-	-
County Asset Forfeiture Total		53,031	1,890	-	-
Asset Forfeiture Total		53,031	1,890	-	-
Fund	Department	Activity		Activity No.	
Security and Alarm Regulation	Police	Department Revenues		211-11000	
Department Revenues					
3161	Security Alarm Permits	6,480	5,729	4,000	4,000
3202	False Alarm Fines	17,850	23,920	-	-
Department Revenues Total		24,330	29,649	4,000	4,000
Security and Alarm Regulation Total		24,330	29,649	4,000	4,000
Fund	Department	Activity		Activity No.	
Reimbursable Grants	Police	FY16 State Homeland Security Grant		282-11947	
FY16 State Homeland Security Grant					
3498	Other Federal Grants	-	26,269	-	-
FY16 State Homeland Security Grant Total		-	26,269	-	-
Fund	Department	Activity		Activity No.	
Reimbursable Grants	Police	FY17 Urban Area Security Initiative		282-11948	
FY17 Urban Area Security Initiative					
3498	Other Federal Grants	-	9,000	-	-
FY17 Urban Area Security Initiative Total		-	9,000	-	-
Reimbursable Grant Total		-	35,269	-	-



REVENUE DETAIL

<u>Account No.</u>	<u>Account Title</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund	Department	Activity		Activity No.	
Police Grants	Police	RATT Grant		290-11626	
RATT Grant					
3470	County Grants	97,938	53,070	-	-
RATT Grant Total		97,938	53,070	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	2013 Regional Realignment Response - R3		290-11646	
2013 Regional Realignment Response - R3					
3463	Other State Grants	-	4,259	-	-
2013 Regional Realignment Response - R3 Total		-	4,259	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	2018 Regional Realignment Response - R3		290-11647	
2018 Regional Realignment Response - R3					
3463	Other State Grants	28,761	106,730	-	-
2018 Regional Realignment Response - R3 Total		28,761	106,730	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	JAG 2015-DJ-BX-0173		290-11651	
JAG 2015-DJ-BX-0173					
3498	Other Federal Grants	-	26,032	-	-
JAG 2015-DJ-BX-0173 Total		-	26,032	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	2016 Operation Stone Garden		290-11660	
2016 Operation Stone Garden					
3498	Other Federal Grants	43,865	23,560	-	-
2016 Operation Stone Garden Total		43,865	23,560	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	STEP OTS Grant PT18101		290-11661	
STEP OTS Grant PT18101					
3498	Other Federal Grants	26,371	43,847	-	-
STEP OTS Grant PT18101 Total		26,371	43,847	-	-



REVENUE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Police Grants	Police	2017 Operation Stone Garden		290-11662	
2017 Operation Stone Garden					
3498	Other Federal Grants	-	20,538	-	-
2017 Operation Stone Garden Total		-	20,538	-	-
Fund	Department	Activity		Activity No.	
Police Grants	Police	STEP OTS Grant PT19074		290-11665	
STEP OTS Grant PT19074					
3498	Other Federal Grants	-	56,519	-	-
STEP OTS Grant PT19074 Total		-	56,519	-	-
Police Department Grant Total		196,935	334,554	-	-
Fund	Department	Activity		Activity No.	
DIF	Police	Department Revenues		325-11000	
Department Revenues					
3624	Dev Impact Fees- Police	162,283	25,979	25,000	25,000
Department Revenues Total		\$ 162,283	\$ 25,979	\$ 25,000	\$ 25,000
Development Impact Fee Total		162,283	25,979	25,000	25,000
Grand Total		1,695,558	1,814,947	1,306,356	1,248,500

EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Police	Operations		001-411-000	
Personnel					
100	Part-Time Salaries	210,658	204,322	149,419	146,778
101	Full-Time Salaries	10,151,867	10,636,639	12,161,428	11,657,423
102	Overtime	1,009,619	991,282	927,162	750,000
105	Longevity	22,622	21,084	20,066	20,066
107	Educational Incentive Pay	407,154	420,674	436,033	436,033
110	Allowances & Stipends	90,685	91,498	1,040	1,040
120	Differential Pay	366,445	380,445	384,183	384,183
140	Workers' Compensation	1,008,895	1,080,463	1,086,498	962,218
150	Health Insurance	1,125,467	1,144,215	1,366,967	1,490,966



EXPENDITURE DETAIL

<u>Account No.</u>	<u>Account Title</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund	Department	Activity			Activity No.
General Fund	Police	Operations			001-411-000
Personnel					
151	Ltd Insurance	27,417	24,721	24,231	30,240
160	Retirement Plan Charges	4,460,115	5,105,437	5,569,481	6,439,468
161	Medicare	175,311	187,090	185,320	171,161
199	Personnel Compensation	450,685	765,038	500,000	870,108
Personnel Total		19,506,940	21,052,908	22,811,828	23,359,684
Maintenance & Operations					
205	Medical Services	31,971	41,367	45,000	48,000
217	Investigative Services	43,871	24,122	30,000	33,300
222	Memberships & Subscriptions	9,569	21,119	24,000	29,370
226	Training, Travel & Subsistence	112,417	148,900	155,000	162,000
230	Printing & Binding	14,794	13,150	12,500	14,000
250	Postage	308	165	500	500
259	K-9 Care And Supplies	48,638	22,923	43,600	51,100
261	Emergency Animal Treatment	421,521	422,801	498,246	434,333
281	R & M - Communications Equipt.	-	-	1,500	5,000
287	R & M - Communications Equipt.	30,560	38,922	4,000	3,500
299	Contract Services	230,324	178,193	320,500	316,220
304	Books	2,002	217	1,700	1,700
305	Medical Supplies	3,354	152	1,000	1,000
307	Duplicating Supplies	2,974	2,948	3,200	8,500
316	Ammunition	78,577	93,028	61,500	80,000
318	Wearing Apparel	32,940	34,587	36,500	38,800
319	Uniform Accessories	7,357	17,060	10,000	16,500
353	Patrol/Crime Lab/Prop.Supplies	47,977	23,949	40,850	40,050
355	Minor Equipment- Less Than \$5,000	14,491	34,149	6,000	16,000
399	Materials & Supplies	79,888	70,018	39,500	34,500
470	Principal Payment-Rcs	88,763	91,239	93,785	96,212
480	Interest Payment - Rcs	24,945	22,468	19,922	17,272
Maintenance & Operations Total		1,821,120	1,301,478	1,448,803	1,447,857
Capital Outlay					
502	Computer Equipment	-	2,764	388,000	25,000
512	Automotive Leases	31,782	20,001	43,426	-
515	Communications Equipment	-	-	40,000	60,000
518	Public Safety Equipment	4,921	-	55,000	58,500
Capital Outlay Total		36,703	22,765	526,426	143,500
Allocated Costs & Internal Service Charges					
740	Building Services Charges	504,435	530,445	458,360	511,003
750	Vehicle Services Charges	557,906	423,561	433,850	411,678
751	Vehicle Replacement Charge	436,591	552,291	521,658	438,258



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Police	Operations		001-411-000	
Allocated Costs & Internal Service Charges					
752	Vehicle Lease Charge	-	-	-	35,972
755	Info. Systems Maint. Charge	1,549,936	1,195,900	1,158,795	1,286,967
790	Insurance Charges	608,028	576,872	581,683	809,818
Allocated Costs & Internal Service Charges Total		3,656,896	3,279,069	3,154,346	3,493,696
000 Operations Total		25,021,659	25,656,221	27,941,403	28,444,737
Fund	Department	Activity		Activity No.	
General Fund	Police	National School District Contract		001-411-107	
Personnel					
101	Full-Time Salaries	40,563	21,560	36,383	37,298
102	Overtime	885	1,007	-	-
107	Educational Incentive Pay	2,034	547	-	-
110	Allowances & Stipends	216	216	-	-
120	Differential Pay	2,245	1,459	1,030	1,030
140	Workers' Compensation	4,489	2,415	3,640	3,629
150	Health Insurance	6,320	1,768	3,355	5,152
151	Ltd Insurance	149	34	58	-
160	Retirement Plan Charges	18,760	17,615	18,893	23,307
161	Medicare	651	353	543	541
199	Personnel Compensation	1,013	-	-	3,189
Personnel Total		77,325	46,974	63,902	74,146
107 National School District Contract Total		77,325	46,974	63,902	74,146
Fund	Department	Activity		Activity No.	
General Fund	Police	Sweetwater Union High School District Contract		001-411-108	
Personnel					
101	Full-Time Salaries	52,253	27,777	46,905	49,731
102	Overtime	1,145	1,275	-	-
107	Educational Incentive Pay	2,676	684	-	-
110	Allowances & Stipends	270	270	-	-
120	Differential Pay	2,875	1,865	1,373	1,373
140	Workers' Compensation	5,788	3,105	4,698	4,839
150	Health Insurance	8,145	2,223	4,198	6,870
151	Ltd Insurance	192	42	72	-
160	Retirement Plan Charges	24,170	22,692	24,371	31,077
161	Medicare	840	454	701	721
199	Personnel Compensation	1,350	-	-	3,987
Personnel Total		99,704	60,388	82,318	98,598
108 Sweetwater Union HS Contract Total		99,704	60,388	82,318	98,598



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Police	POST		001-411-112	
Maintenance & Operations					
226	Training, Travel & Subsistence	15,944	14,731	35,000	50,000
Maintenance & Operations Total		15,944	14,731	35,000	50,000
112 POST Total		15,944	14,731	35,000	50,000
Fund	Department	Activity		Activity No.	
General Fund	Police	Tuition Reimbursement		001-411-136	
Maintenance & Operations					
226	Training, Travel & Subsistence	16,422	16,941	30,000	35,000
Maintenance & Operations Total		16,422	16,941	30,000	35,000
136 Tuition Reimbursement Total		16,422	16,941	30,000	35,000
Fund	Department	Activity		Activity No.	
General Fund	Police	Senior Volunteer Program		001-411-138	
Maintenance & Operations					
318	Wearing Apparel	-	-	530	530
Maintenance & Operations Total		-	-	530	530
138 Senior Volunteer Program Total		-	-	530	530
Fund	Department	Activity		Activity No.	
General Fund	Police	Property Evidence Seizure		001-411-198	
Maintenance & Operations					
399	Materials & Supplies	-	-	9,550	9,550
Maintenance & Operations Total		-	-	9,550	9,550
198 Property Evidence Seizure Total		-	-	9,550	9,550



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
General Fund	Police	AB109-Outreach to High Risk Population		001-411-659	
Refunds, Contributions, & Special Payments					
650	Agency Contributions	-	5,000	-	-
Refunds, Contributions, & Special Payments Total		-	5,000	-	-
<hr/>					
659 AB109- Outreach to High Risk Population		-	5,000	-	-
<hr/>					
001 General Fund Total		25,231,054	25,800,254	28,162,703	28,712,561
<hr/>					
Fund	Department	Activity		Activity No.	
Asset Forfeiture Fund	Police	Operations		131-411-000	
Maintenance & Operations					
399	Materials & Supplies	626	-	-	-
Maintenance & Operations Total		626	-	-	-
<hr/>					
000 Operations Total		626	-	-	-
<hr/>					
131 Asset Forfeiture Fund Total		626	-	-	-
<hr/>					
Fund	Department	Activity		Activity No.	
NCJPFA Debt Service Fund	Police	Operations		201-411-000	
Maintenance & Operations					
470	Bond Principal Redemption	490,000	-	-	-
480	Bond Interest Redemption	3,879	-	-	-
Maintenance & Operations Total		493,879	-	-	-
<hr/>					
000 Operations Total		493,879	-	-	-
<hr/>					
201 NCJPFA Debt Service Fund Total		493,879	-	-	-
<hr/>					
Fund	Department	Activity		Activity No.	
Supp. Law Enforcement Svcs Fund	Police	COPS 2014 Grant		208-411-916	
Capital Outlay					
518	Public Safety Equipment	13,106	-	-	-
Capital Outlay Total		13,106	-	-	-
<hr/>					
916 COPS 2014 Grant Total		13,106	-	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Supp. Law Enforcement Svcs Fund	Police	COPS 2015 Grant		208-411-917	
Capital Outlay					
518	Public Safety Equipment	13,794	-	-	-
Capital Outlay Total		13,794	-	-	-
917 COPS 2015 Grant Total		13,794	-	-	-
Fund	Department	Activity		Activity No.	
Supplemental Law Enforcement Services Fund	Police	COPS 2016 Grant		208-411-918	
Capital Outlay					
518	Public Safety Equipment	-	61,896	-	-
Capital Outlay Total		-	61,896	-	-
918 COPS 2016 Grant Total		-	61,896	-	-
208 Supplemental Law Enforcement Services Fund Total		26,900	61,896	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants City-Wide Fund	Police	FY17 Urban Area Security Initiative		282-411-948	
Maintenance & Operations					
226	Training, Travel & Subsistence	-	8,771	-	-
Maintenance & Operations Total		-	8,771	-	-
Capital Outlay					
518	Public Safety Equipment	-	12,226	-	-
Capital Outlay Total		-	12,226	-	-
948 FY17 Urban Area Security Initiative Total		-	20,997	-	-
Fund	Department	Activity		Activity No.	
Reimb. Grants City-Wide Fund	Police	FY17 State Homeland Security Grant		282-411-949	
Maintenance & Operations					
226	Training, Travel & Subsistence	-	24,412	-	-
Maintenance & Operations Total		-	24,412	-	-
949 FY17 FY17 State Homeland Security Grant Total		-	24,412	-	-
282 Reimbursable Grants City-Wide Fund Total		-	45,408	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Police Department		RATT Grant		290-411-626	
Grants Fund	Police				
Personnel					
101	Full-Time Salaries	47,311	46,348	-	-
102	Overtime	9,328	14,634	-	-
107	Educational Incentive Pay	3,312	3,166	-	-
110	Allowances & Stipends	-	786	-	-
120	Differential Pay	4,921	4,586	-	-
140	Workers' Compensation	6,526	6,281	-	-
150	Health Insurance	7,877	6,290	-	-
151	Ltd Insurance	175	154	-	-
160	Retirement Plan Charges	11,005	10,851	-	-
161	Medicare	915	876	-	-
199	Personnel Compensation	1,292	-	-	-
Personnel Total		92,662	93,972	-	-
626 RATT Grant Total		92,662	93,972	-	-
Fund	Department	Activity		Activity No.	
Police Department		2018 Regional		290-411-647	
Grants Fund	Police	Realignment Response			
Personnel					
102	Overtime	33,674	58,464	-	-
140	Workers' Compensation	3,275	5,688	-	-
161	Medicare	490	848	-	-
Personnel Total		37,439	65,000	-	-
643 AB109 Funding Total		37,439	65,000	-	-
Fund	Department	Activity		Activity No.	
Police Department		STEP OTS GRANT PT1779		290-411-658	
Grant Fund	Police				
Personnel					
102	Overtime	8,444	-	-	-
102	Overtime	5,996	-	-	-
140	Workers' Compensation	822	-	-	-
140	Workers' Compensation	583	-	-	-
161	Medicare	122	-	-	-
161	Medicare	87	-	-	-
Personnel Total		16,054	-	-	-
658 STEP OTS GRANT PT1779 Total		16,054	-	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Police Department Grant Fund	Police	AB 109 - Outreach to High Risk Population		290-411-659	
Capital Outlay					
505	Training Equipment	53,851	-	-	-
659 AB109-Capital Outlay Total		53,851	-	-	-
Fund	Department	Activity		Activity No.	
Police Department Grant Fund	Police	2016 Operation Stone Garden		290-411-660	
102	Overtime	30,761	-	-	-
140	Worker's Compensation	2,993	-	-	-
161	Medicare	446	-	-	-
Personnel Total		34,200	-	-	-
Maintenance & Operations					
314	Gas, Oil & Lubricants	1,274	-	-	-
Maintenance & Operations Total		1,274	-	-	-
660 2016 Operation Stone Garden Total		35,474	-	-	-
Fund	Department	Activity		Activity No.	
Police Department Grants Fund	Police	STEP OTS GRANT PT 18101		290-411-661	
102	Overtime	15,343	8,674	-	-
102	Overtime	31,081	7,879	-	-
140	Worker's Compensation	1,493	844	-	-
140	Worker's Compensation	3,024	767	-	-
161	Medicare	222	126	-	-
161	Medicare	451	114	-	-
Personnel Total		51,614	18,403	-	-
661 STEP OTS GRANT PT 18101 Total		51,614	18,403	-	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Police Department		2017 Operation			
Grants Fund	Police	Stone Garden			290-411-662
102	Overtime	-	37,742	-	-
140	Worker's Compensation	-	3,673	-	-
161	Medicare	-	550	-	-
Personnel Total		-	41,965	-	-
Maintenance & Operations					
314	Gas, Oil & Lubricants	-	1,173	-	-
Maintenance & Operations Total		-	1,173	-	-
662 2017 Operations Stone Garden Total		-	43,138	-	-
Fund	Department	Activity		Activity No.	
Police Department		STEP OTS GRANT			
Grants Fund	Police	PT 19074			290-411-665
102	Overtime	-	14,973	-	-
102	Overtime	-	31,365	-	-
140	Worker's Compensation	-	1,457	-	-
140	Worker's Compensation	-	3,052	-	-
161	Medicare	-	217	-	-
161	Medicare	-	455	-	-
Personnel Total		-	51,519	-	-
Maintenance & Operations					
399	Materials & Supplies	-	5,000	-	-
Maintenance & Operations Total		-	5,000	-	-
665 STEP OTS GRANT PT 19074 Total		-	56,519	-	-
290 Police Department Grants Fund Total		287,094	277,033	-	-
Fund	Department	Activity		Activity No.	
Information Sys.		Operations			
Maint. Fund *	Police				629-411-000
Capital Outlay					
511	Computer Equipment	-	-	15,000	-
Capital Outlay Total		-	-	15,000	-
000 Operations Total		-	-	15,000	-
629 Information Systems Maintenance Fund Total		-	-	15,000	-



EXPENDITURE DETAIL

Account No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity		Activity No.	
Vehicle Replacement Fund	Police	Operations		644-411-000	
Capital Outlay					
511	Automotive Equipment	3,815	-	605,000	185,000
Capital Outlay Total		3,815	-	605,000	185,000
000 Operations Total		3,815	-	605,000	185,000
644 Vehicle Replacement Fund Total		3,815	-	605,000	185,000
Grand Total		25,234,869	26,184,591	28,782,703	28,897,561

* Funds with no FY20 appropriation are not listed.

Adopted Budget
Fiscal Year 2021

Non- Departmental





NON-DEPARTMENTAL

DEPARTMENT DESCRIPTION

This budget contains expenditures that affect all departments or the City as a whole. Examples of city expenditures include principal and interest payments on the financing for the City's 2017 energy savings project, funding for post-employment health benefits for City retirees, memberships, legislative representation, educational reimbursement program, 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 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Fund	Department	Activity			Activity No.
General Fund	Non-Departmental	Operations			001-409-000
Personnel					
160	Retirement Plan Charges	-	37,061	-	-
Personnel Total		-	37,061	-	-
Maintenance & Operations					
212	Governmental Purposes	6,775	970	5,000	15,000
213	Professional Services	41,215	200,310	214,400	215,000
222	Memberships & Subscriptions	52,366	58,291	91,585	91,585
226	Training, Travel & Subsistence	17,592	29,376	20,000	20,000
230	Printing & Binding	-	-	3,000	13,000
250	Postage	20,617	20,923	23,000	30,000
264	Promotional Activities	-	-	12,200	12,200
299	Contract Services	93,931	116,332	178,522	189,355
452	Unemployment Insurance	13,167	32,786	70,000	-
470	Bond Principle Redemption	193,105	123,018	134,455	162,810
480	Bond Interest Redemption	170,180	183,889	180,402	176,484
Maintenance & Operations Total		608,948	765,895	932,564	925,434
Capital Outlay					
512	Automotive Leases	-	-	21,000	-
Capital Outlay Total		-	-	21,000	-
Refunds, Contributions, & Special Payments					
650	American Society of Composers (ASCAP)	694	-	-	-
650	Boards & Commissions	4,523	393	-	-
650	Call 211 San Diego	11,716	11,716	-	-
650	Chamber of Commerce	50,000	-	-	-
650	E-Newsletter	1,200	-	-	-
650	Fee Study	29,588	-	-	-
650	Graffiti Tracker Services	2,584	2,386	-	-
650	Independence Day Fireworks	7,200	7,000	-	-
650	Mile of Cars LMD - General Benefit	2,322	28,837	-	-
650	Property Mgmt for S/A Properties	22,679	5,000	-	-
650	Sandag	10,104	10,212	-	-
650	Trauma Intervention Services	8,000	8,000	-	-
650	Wellness Program	4,393	520	-	-
650	Westside Amort of Non-Conforming Uses	4,955	19,856	-	-
Refunds, Contributions, & Special Payments Total		159,958	93,920	-	-
Allocated Costs & Internal Service Charges					
710	Provision for Contingency	13,561	1,173	125,000	125,000
755	Info. Systems Maint. Charge	-	100,000	100,000	-
Allocated Costs & Internal Service Charges Total		13,561	101,173	225,000	125,000
000 Operations Total		782,467	998,049	1,178,564	1,050,434



NON-DEPARTMENTAL

EXPENDITURE DETAIL

<u>Account No.</u>	<u>Account Title</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund	Department	Activity		Activity No.	
General Fund	Non-Departmental	Contract Services		001-409-729	
Maintenance & Operations					
299	Contract Services	-	2,108	-	-
Maintenance & Operations Total		-	2,108	-	-
729 Pars Trust Account Total			2,108	-	-

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1887
INCORPORATED

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Section

IV.

Capital
Improvement
Program

Adopted Budget
Fiscal Year 2021



CAPITAL IMPROVEMENT PROGRAM

Program Description

The primary objective of the City of National City's Capital Improvement Program, or CIP, is to evaluate, prioritize and identify funding options for the repair, replacement and expansion of the City's physical infrastructure, facilities, parks and vehicle fleet. The CIP represents a "sliding" five-year budgeting process where the first year of the five-year program represents the "approved" capital budget, which is incorporated into the City's annual budget. Projects programmed for subsequent years are for planning purposes only and do not receive expenditure authority until they are allocated funding through future capital budgets approved by City Council. Prior to City Council approval, the CIP is required to go to the Planning Commission for a General Plan Conformity Review as required by California Government Code Section 65401 and National City Municipal Code 16.06.020(B). Only new projects are presented to the Planning Commission each year, as "carry-over" projects previously determined to conform with the General Plan do not require additional review unless there is a substantive change in project scope.

Assets

CIP projects are placed into the following three categories of assets as follows:

- Infrastructure - streets, sidewalks and pedestrian curb ramps for Americans with Disabilities Act (ADA) compliance; street lights, traffic signals and communications; sewer and storm water systems;
- Parks & Facilities - City offices, public works yard and support facilities, Police and Fire stations; public library, community centers, recreation centers and municipal swimming pool; community parks and amenities such as ball fields, restrooms, lighting, landscaping and walking paths; and information technology such as public safety cameras, data storage and communications;
- Vehicle Fleet - light, medium and heavy-duty trucks, pool/shared-use vehicles, police patrol and specialty vehicles, fire apparatus, and heavy equipment.

Administration

National City's CIP is administered by the Engineering & Public Works Department under the direction of the City Engineer. City staff prepare capital project proposals based on needs assessments, input from the Community, and policies established through the City's General Plan and other long-range planning documents. The CIP Committee, which is chaired by the City Engineer, reviews capital project proposals presented by City departments on an annual basis and provides recommendations to the Planning Commission and City Council as part of the City's annual budget process.

A **capital project** is defined as an undertaking wherein labor and/or materials are used to construct, alter, append or replace a building or an item of infrastructure (or a component of a building or item of infrastructure). A capital project has specific objectives, includes a detailed scope of work, schedule and budget, and typically has a total cost in excess of \$50,000 with a useful life expectancy of ten or more years.



CAPITAL IMPROVEMENT PROGRAM

Capital projects are typically defined as “Major Maintenance” (deferred and/or ongoing) or “New Public Improvements.” The first category includes projects that provide major maintenance and/or upgrades to existing infrastructure and/or facilities required to provide essential public services and maintain health and safety. Examples include roadway rehabilitation, roof replacement, HVAC system upgrades, and removal and replacement of deteriorated metal storm drain pipes. The second category includes projects that expand existing infrastructure and/or facilities, or construct new facilities, to address present and future needs of the Community. Examples include skate park, multi-purpose athletic field, municipal swimming pool, and Community Corridors.

While major maintenance projects typically result in reductions in maintenance and operations (M&O) costs, such as energy efficient equipment upgrades for public buildings, new public improvements can result in M&O increases, such as costs to restripe bike lanes along Community Corridors several years after they are first installed. City Engineering works closely with City Public Works to ensure capital projects are designed and constructed to minimize future M&O costs.

Project Evaluation

Projects are prioritized into “Tiers” as follows, based on the results of evaluations, studies and comprehensive needs assessments:

- Annual - Annual project to address infrastructure needs
- Tier 1 - Urgent project based on public health and safety
- Tier 2 - Near-Term project (1 to 2 years)
- Tier 3 - Mid-Term project (3 to 5 years)
- Tier 4 - Long-Term project (6 to 10 years)

The CIP Committee applies the following criteria when evaluating capital projects:

- Health and safety
- Community support
- Project costs and schedule
- Available funding
- Consistency with City General Plan and other long-range planning documents
- Ongoing maintenance costs



CAPITAL IMPROVEMENT PROGRAM

Project Funding

With support of the Community and City Council, staff aggressively pursue Federal, State and regional grants to fund capital projects. Other typical funding sources include: *TransNet* (Prop A), Gas Tax (SB1), Sewer Service Fund, Development Impact Fees, Capital Outlay and General Fund. Funding sources for capital projects often have restrictions based on project scope and expenditure timelines. Exploring funding options, including review of major maintenance reserve policies, is essential to ensuring fiscal sustainability.

The City of National City is required to invest approximately \$2 million annually in discretionary funds (General Fund) for local roadway projects to meet its Maintenance of Effort (MOE) requirements to receive local *TransNet* funding and State Gas Tax Road Maintenance and Rehabilitation Account (RMRA) funding through SB1. General Fund cost allocation for Engineering and Public Works employees who provide work on local roadway projects is applied towards the City's MOE. The remaining MOE is met by funding capital roadway projects through General Fund appropriations.

Vehicle Fleet Evaluation

National City's vehicle fleet consists of approximately 225 vehicles and equipment, valued at over \$10 million. Fleet management, replacement and modernization is required to allow staff to provide essential services for the Community. The following criteria are used to evaluate and prioritize vehicle fleet needs:

- Age
- Mileage and/or hours of use
- Maintenance and repair costs
- Department operational needs

Vehicle Fleet Funding

Vehicle fleet replacement and modernization is funded by the Vehicle Replacement Reserve, which is replenished over time through internal service charges, through a combination of purchase and lease options.

Summary

National City's CIP estimates approximately \$80 million in capital needs over the next five years. A summary of capital projects and cost estimates is attached. As previously stated, many of the City's capital needs are funded through competitive grants. A summary of competitive grant awards used to fund current capital projects and projects completed over the previous five fiscal years is attached. The City has received a total of 76 "competitive" grant awards contributing approximately \$68 million to capital projects. Project funding recommendations for FY 2021, excluding grant appropriations, are attached.



CAPITAL IMPROVEMENT PROGRAM

National City has received a total of twenty-seven distinguished awards from industry professional organizations for projects completed over the past five fiscal years (see attached).

Sixteen capital projects, valued at approximately \$14.5 million, were completed in FY 2020.
 Sixteen capital projects, valued at approximately \$12 million, were completed in FY 2019.
 Twenty capital projects, valued at approximately \$16 million, were completed in FY 2018. Sixteen capital projects, valued at approximately \$18 million, were completed in FY 2017.
 Seven capital projects, valued at approximately \$15 million, were completed in FY 2016.

Approximately 80% of the City's fleet has been replaced/modernized through a combination of purchases and leases since FY 2015. The remainder of the vehicle fleet is scheduled to be replaced/modernized over the next three years, pending available funds. Vehicle fleet funding recommendations for FY 2021 are attached.

FY 2021 - 2025 CIP Projects

Projects	Amount
30th St Bicycle Corridor ("D" Ave to N. 2nd Ave)	\$1,200,000
El Toyon - Las Palmas Bicycle Corridor	\$2,000,000
Plaza Blvd Widening (Phases II & III – Highland Ave to "N" Ave, I-805 to Euclid Ave)	\$7,200,000
Sweetwater Rd Safety Enhancements (Plaza Bonita Rd to Plaza Bonita Center Way)	\$1,300,000
Division St Traffic Calming (Euclid Ave to Harbison Ave)	\$400,000
Safe Routes to School Pedestrian and Bicycle Safety Enhancements	\$2,000,000
Street Resurfacing	\$4,000,000
Traffic Signal Upgrades	\$4,000,000
Sewer Replacement / Upsizing	\$6,000,000
Drainage Improvements	\$2,000,000
Paradise Creek Biofiltration (Paradise Valley Rd)	\$1,900,000
Paradise Creek Park	\$12,000,000
Urban Forest Expansion and Improvements	\$660,000
El Toyon Park Playground Equipment Replacement	\$175,000
Fiber Optics Communications Infrastructure Expansion	\$300,000
Public Safety Cameras	\$350,000
Facilities Upgrades	\$4,300,000
Cell Phone Repeater Upgrades	\$75,000
24th St Transit Oriented Development Overlay	\$560,000
National City Bicycle Parking Enhancements	\$60,000
National City Boulevard Inter-City Bike Connection	\$400,000
8th St & Roosevelt Ave Smart Growth Revitalization	\$7,265,000
Sweetwater Road Protected Bikeway	\$2,800,000
Bayshore Bikeway	\$6,400,000
Central Community Mobility Enhancements	\$1,500,000
National City Bicycle Wayfinding	\$940,000
Total	\$69,785,000



CAPITAL IMPROVEMENT PROGRAM

Competitive Grant Awards

Grants	Amount
Smart Growth Incentive Program (SGIP) Grant – 8th St (Trolley Station to Highland Ave)	\$2,000,000
Smart Growth Incentive Program (SGIP) Grant – Downtown-Westside Community Connections	\$2,000,000
Smart Growth Incentive Program (SGIP) Grant – Westside Pedestrian & Bicycle Enhancements	\$2,000,000
Smart Growth Incentive Program (SGIP) Grant – Downtown Specific Plan Update	\$320,000
Smart Growth Incentive Program (SGIP) Grant – Wayfinding Signage Program	\$825,000
San Diego Unified Port District CIP – Wayfinding Signage Program	\$250,000
San Diego Unified Port District CIP – National City Aquatic Center	\$4,633,110
Catalyst Grant – WI-TOD Project (Phase I)	\$500,000
EPA Grants (2 Total) – WI-TOD Project (Phase I)	\$400,000
Strategic Growth Council Affordable Housing and Sustainable Communities (AHSC) Program Grant – WI-TOD (Phase II) Transportation Infrastructure	\$930,271
Department of Housing and Community Development Housing-Related Parks Program (HRPP) Grants (2 Total) – WI-TOD (Phase II) Community Park	\$1,000,300
Prop 84 Storm Water Grant – “A” Ave “Green” Street (8th St through Kimball Park)	\$2,500,000
Prop 84 Storm Water Grant – Kimball Park LID / Paradise Creek Restoration	\$1,876,153
Prop 84 Clean Beaches Initiative Program Grant – Paradise Creek Biofiltration (Paradise Valley Rd)	\$1,344,425
Prop 84 Urban Greening Grant – Paradise Creek Educational Park	\$840,000
California Climate Investments Urban Greening Grant – Paradise Creek Park	\$1,151,265
California Climate Investments Urban Greening Grant – Paradise Creek Park Extension	\$644,672
Prop 68 California Rivers Parkway Grant – Paradise Creek Pedestrian and Bicycle Pathway (140 W. 18th St Property Acquisition)	\$914,300
Prop 1 Disadvantaged Community Involvement Program Planning Grant – Paradise Creek Water Quality and Community Enhancement (Paradise Valley Rd)	\$365,000



CAPITAL IMPROVEMENT PROGRAM

Competitive Grant Awards

Grants	Amount
FEMA Hazard Mitigation Grant – Paradise Creek (Highland Ave to Kimball Way)	\$143,685
CAL FIRE Urban & Community Forestry Greenhouse Gas Reduction Fund Grant – Urban Forest Management Plan	\$250,285
CAL FIRE Urban & Community Forestry Program California Climate Investments Grant – Urban Forest Expansion and Improvements	\$650,800
California Initiative to Reduce Carbon and Limit Emissions (CIRCLE) & Tree San Diego Grants (2 Total) - Tree Planting (Community Parks & Open Space)	\$30,000
Highway Safety Improvement Program (HSIP) Grant – 8th St (Highland Ave to Palm Ave)	\$900,000
Highway Safety Improvement Program (HSIP) Grant – Highland Ave (Division St to 8th St)	\$900,000
Highway Safety Improvement Program (HSIP) Grant – 18th St (“D” Ave to Palm Ave)	\$192,200
Highway Safety Improvement Program (HSIP) Grant – Sweetwater Rd (Plaza Bonita Rd to Plaza Bonita Center Way)	\$680,940
Highway Safety Improvement Program (HSIP) Grants (11 Total) – Traffic Signal Upgrades, Lighting, Pedestrian / ADA Enhancements	\$5,646,220
Systematic Safety Analysis Report Program (SSARP) Grant – Citywide Traffic Safety Study	\$90,000
Safe Routes to School (SRTS) Grant – Coolidge Ave	\$730,000
Safe Routes to School (SRTS) Grant – Roundabout at “D” Ave & 12th St	\$500,000
Safe Routes to School (SRTS) Grant – 8th St (“D” Ave to Highland Ave)	\$450,000
Safe Routes to School (SRTS) Grant – Paradise Valley Rd (8th St to Plaza Blvd)	\$225,000
Safe Routes to School (SRTS) Grant – Citywide SRTS Education & Encouragement Program	\$500,000
Active Transportation Program (ATP) Grant – 4th St (Roosevelt Ave to Harbison Ave)	\$450,000
Active Transportation Program (ATP) Grant – “D” Ave (Division St to 30th St)	\$600,000
Active Transportation Program (ATP) Grants (2 Total) – Citywide Bicycle Parking	\$100,000
Active Transportation Program (ATP) Grants (9 Total) – ADA, Pedestrian & Bicycle Enhancements (18th St, 30th St, Division St, Euclid Ave, I-805 Bike Corridor, Citywide SRTS)	\$10,936,000



CAPITAL IMPROVEMENT PROGRAM

Competitive Grant Awards

Grants	Amount
Active Transportation Program (ATP) - Central Community Mobility Enhancements	\$1,286,000
Active Transportation Program (ATP) - Bayshore Bikeway – Segment 5	\$5,421,000
Active Transportation Program (ATP) - National City Bicycle Wayfinding	\$942,000
Active Transportation Program (ATP) - 8th St & Roosevelt Ave Active Transportation Corridors	\$5,185,000
Active Transportation Grant Program (ATGP) - Division Street – Euclid Avenue to Harbison Avenue Bicycle Improvements	\$312,000
Active Transportation Grant Program (ATGP) - National City Boulevard Inter-City Bike Connection	\$394,001
Active Transportation Grant Program (ATGP) -National City Bicycle Parking Enhancements	\$50,000
Active Transportation Grant Program (ATGP) - Waterfront-Homefront Connectivity Study	\$198,000
Smart Growth Incentive Program (SGIP) - Roosevelt Avenue Corridor Smart Growth Revitalization	\$2,080,000
Smart Growth Incentive Program (SGIP) - Sweetwater Road Protected Bikeway	\$2,500,000
Smart Growth Incentive Program (SGIP) - 24th St Transit Oriented Development Overlay	\$500,000
Caltrans Sustainable Transportation Planning (STP) - INTRA-Connect Plan	\$330,000
Bicycle Transportation Account (BTA) Grant – 4th St (Roosevelt Ave to Harbison Ave)	\$355,500
Community Development Block Grant (CDBG) – Drainage Improvements	\$116,000
Community Development Block Grant (CDBG) – George H. Waters Nutrition Center	\$95,000
Greater San Diego City Tennis Council Grant – Resurface El Toyon Park Tennis Courts	\$12,000
Grants Awarded = 76	Total
	\$68,246,127



CAPITAL IMPROVEMENT PROGRAM

Distinguished Project Awards

Awards
Institute of Transportation Engineers (ITE) San Diego Section "2014 Public Agency of the Year Award"
Circulate San Diego "2014 Innovator Award"
American Planning Association (APA) San Diego Chapter "2015 Comprehensive Planning Award: Small Jurisdiction" for SMART Foundation Plan
American Planning Association (APA) California Chapter "2015 Comprehensive Planning Award: Small Jurisdiction" for SMART Foundation Plan
Women's Transportation Seminar (WTS) San Diego Chapter "2015 Innovative Transportation Solutions Award: Alternative Modes and Active Transportation" for Community Corridors
Circulate San Diego "2015 San Diego Regional Walk Scorecard – Top Ranked City"
San Diego County Bicycle Coalition "2015 Golden Gear Award: Public Partner of the Year"
American Public Works Association (APWA) San Diego Chapter "2016 Project of the Year Award" for "A" Avenue "Green" Street
American Public Works Association (APWA) San Diego Chapter "2016 Honor Award" for 8th Street Smart Growth Revitalization
American Public Works Association (APWA) San Diego Chapter "2016 Honor Award" for Highland Avenue Safety Enhancements
American Public Works Association (APWA) San Diego Chapter "2016 Honor Award" for Community Corridors
American Society of Civil Engineers (ASCE) San Diego Section "2016 Project of the Year Award: Urban Design & Beautification" for 8th Street Smart Growth Revitalization
American Society of Civil Engineers (ASCE) San Diego Section "2016 Project of the Year Award: Sustainable Technologies" for Highland Avenue Safety Enhancements



CAPITAL IMPROVEMENT PROGRAM

Distinguished Project Awards

Awards
Institute of Transportation Engineers (ITE) San Diego Section "2015/2016 Small Project of the Year Award" for "D" Avenue & 12th Street Roundabout
Circulate San Diego "2016 Momentum Award: Healthy Community" for Paradise Creek Educational Park Urban Greening Project
Women's Transportation Seminar (WTS) San Diego Chapter "2016 Innovative Transportation Solutions Award: Alternative Modes and Active Transportation" for "A" Avenue Green Street
American Council of Engineering Companies (ACEC) "2017 California Merit Award for Engineering Excellence" for "A" Avenue Green Street
American Public Works Association (APWA) San Diego Chapter "2017 Project of the Year Award" for Paradise Creek Restoration
American Public Works Association (APWA) San Diego Chapter "2017 Honor Award" for Kimball & El Toyon Park Improvements
American Council of Engineering Companies (ACEC) "2018 California Merit Award for Engineering Excellence" for Paradise Creek Restoration
San Diego Architectural Foundation 2017 Orchid Architecture Award for Aquatic Center
American Public Works Association (APWA) San Diego Chapter "2018 Project of the Year Award" for Paradise Creek Educational Park
American Planning Association (APA) San Diego Chapter "2018 Comprehensive Planning Award: Small Jurisdiction" for National City Downtown Specific Plan
American Society of Civil Engineers (ASCE) San Diego Section "2019 Award of Excellence: Bikeways and Trails" for Westside Mobility Improvements
Women's Transportation Seminar (WTS) San Diego Chapter "2019 Alternative Modes & Active Transportation Award" for 18th Street "Complete Street" Project
Circulate San Diego "2019 Momentum Awards: Innovation Award" for National City Engineering & Public Works Department
Institute of Transportation Engineers (ITE) San Diego Chapter "2019 Public Agency of the Year Award"



CAPITAL IMPROVEMENT PROGRAM

5-Year Capital Improvement Program (FY 2021- FY 2025) Fiscal Year 2021 Project Funding Recommendation

Project	Type	Description	General Fund (001)	Facilities Maintenance Reserve (001)	Sewer Service Fund (125)	Gas Tax Fund RMRA (SB 1) (109)	TransNet (Prop. "A") Fund (307)	Total
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
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.	\$ -	\$ -	\$ -	\$ 1,180,000	\$ 900,000	\$ 2,080,000
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.	\$ -	\$ -	\$ -	\$ -	\$ 330,000	\$ 330,000
Total			\$ 800,000	\$ -	\$ 2,000,000	\$ 1,180,000	\$ 1,430,000	\$ 5,410,000



CAPITAL IMPROVEMENT PROGRAM

1. Traffic Monitoring / Safety Enhancements

Total Amount: \$ 800,000

Project Description: 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.

Operational Impact: This project will have no impact on future operational costs.

2. Sewer Replacement / Upsizing

Total Amount: \$ 2,000,000

Project Description: Projects include repair and/or replacement of deteriorated sewer lines and/or upsizing to increase capacity and efficiency of the sewer collection system Citywide.

Operational Impact: This project will have no impact on future operational costs.

3. Safe Routes to School Pedestrian and Bicycle Safety Enhancements

Total Amount: \$ 200,000

Project Description: Projects include various infrastructure improvements Citywide to enhance access and safety for children walking and biking to school.

Operational Impact: This project will have no impact on future operational costs.

4. Street Resurfacing

Total Amount: \$ 2,080,000

Project Description: 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.

Operational Impact: This project will have no impact on future operational costs.

5. Traffic Signal Upgrades

Total Amount: \$ 330,000

Project Description: Projects include various upgrades and modifications to traffic signals and associated infrastructure / equipment Citywide, to enhance traffic safety and operations.

Operational Impact: This project will have no impact on future operational costs.



CAPITAL IMPROVEMENT PROGRAM

Fiscal Year 2021 Fleet

	# of Vehicles	FY21 Proposed Budget: Lease Charges
Enterprise Lease Program (Fund 644)		
<i>Existing Vehicles (Obj Acct #512)</i>	36	\$ 220,410
<i>New Vehicles (Obj Acct #512)</i>		
Vehicle Description (Assigned Department)		
Medium SUV (Fire)	1	8,000
Total New	1	\$ 8,000
Total Enterprise Lease Program	37	\$ 228,410

Note: Beginning with Fiscal Year 2021, the cost for all vehicles to be leased will be budgeted in the Vehicle Replacement Internal Service 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.

		FY21 Proposed Budget: Vehicle Purchase Cost	FY21 Proposed Budget: Annual Replacement Payment (Obj Acct #751)	FY21 Proposed Budget: Transfer from Sewer Fund
Vehicle/Equipment Purchase Program (Fund 644)				
<i>Existing Vehicles - Internal Service Fund Charges</i>		N/A	\$ 883,216	N/A
<i>New Vehicles for Purchase</i>				
Vehicle Description (Assigned Department)	# of Vehicles			
Medium SUV Patrol (Police)	2	\$ 120,000	\$ 28,800	
Medium SUV K-9 (Police)	1	65,000	15,600	
Small Electric Cart (Eng/PW - Streets/Wastewater)	1	8,000	427	4,000
Sewer Vacuum Truck (Eng/PW - Wastewater)	1	450,000		450,000
Total	5	\$ 643,000	\$ 44,827	\$ 454,000
Total Vehicle/Equipment Purchase Program	5	\$ 643,000	928,043	\$ 454,000

Note: Under the vehicle purchase program, the acquisition cost of a vehicle is budgeted in the Vehicle Replacement Internal Service Fund (#644). Based on 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 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 vehicle. In the case of vehicles to be funded in part or in whole by the Sewer Fund (#125), monies sufficient to cover the acquisition cost are transferred to the Vehicle Replacement Fund and no internal service fund charges are applied.

Section

V.

Appendix

Adopted Budget
Fiscal Year 2021

Adopted Budget
Fiscal Year 2021

Budget Ordinance





NATIONAL CITY MUNICIPAL CODE

Chapter 2.55 – Fiscal Administration

2.55.010 - Purpose and intent.

In enacting this chapter, it is the purpose and intent of the city council to establish requirements for the development, adoption, and maintenance of the city budget, and to set forth sound standards for the management of the city's assets.

(Ord. No. 2017-2437, § 2, 9-19-2017)

2.55.020 - Fiscal year.

The city's fiscal year shall begin on the first day of July of each year and end on the thirtieth day of June of the following year.

(Ord. No. 2017-2437, § 2, 9-19-2017)

2.55.030 - Preliminary budget.

- A. At least thirty days prior to the end of each fiscal year, the city manager shall submit the preliminary budget for the ensuing fiscal year to the city council at a regular city council meeting or other properly noticed public meeting of the city council.
- B. Upon receipt of the preliminary budget, the city council may direct or authorize the city manager to make revisions to the same at any regular city council meeting or other properly noticed public meeting of the city council prior to adoption of the budget.
- C. At a regular city council meeting, or other properly noticed public meeting of the city council at which the city manager presents the preliminary budget to the city council, any member of the public may appear and be heard regarding any item in the preliminary budget or for requests to include additional items.

(Ord. No. 2017-2437, § 2, 9-19-2017)

2.55.040 - Adopted budget.

- A. After the city manager has made all revisions to the preliminary budget directed or authorized by the city council pursuant to subsection B of Section 2.55.030, but not later than June 30 th of each year, the city council shall by resolution adopt the budget for the ensuing fiscal year as finally determined.
- B. The resolution of adoption of the budget shall specify, at a minimum, the following:
 - 1. Appropriations by fund, budget unit, and category;
 - 2. Interfund transfers; and
 - 3. Estimated financing sources by fund available to meet the budget requirements.
- C. The city council may set forth appropriations in greater detail than required in subsection B of this section and may authorize any additional controls for the administration of the budget as it deems necessary. The city council may delegate the authority to exercise said additional administrative controls to the city manager.



BUDGET ORDINANCE

- D. There shall be a schedule in or supporting the adopted budget document, or a separate ordinance or resolution, setting forth the number and classifications of positions approved by the city council.
- E. The adoption of the budget may be accomplished by a resolution in which the adoption is effectuated by reference to the financing uses in the budget as finally determined, provided that the minimum requirements set forth in subsection B of this section are met in the budget document. If adopted by reference, the budget shall have the same effect as if the resolution of adoption had been accomplished by passage of the resolution in full in a manner provided by law.
- F. A copy of the adopted budget shall be placed and shall remain on file with the city clerk where it shall be available for inspection.
- G. In accordance with Government Code Section 53901, a copy of the adopted budget shall be filed with the county auditor within sixty days after the beginning of the City's fiscal year, and the annual budget shall be held on file by the county auditor where it shall be available for public inspection during reasonable business hours.
- H. 1. If at the beginning of any fiscal year, the budget has not been adopted, the director of finance shall approve payments for the support of the various budget units in accordance with the following authorizations:
 - a. Except as otherwise provided in subsection 2, the totals in the preliminary budget as submitted by the city manager, less the amounts for capital assets, transfers out, and new permanent employee positions, are deemed appropriated until adoption of the budget. For the purposes of this subsection, the term "new permanent employee positions" does not include any employee position created in lieu of an employee position that has been abolished.
 - b. Amounts for capital assets, transfers out, and new permanent employee positions are deemed appropriated until the adoption of the budget if specifically approved by the city council.
 - c. If the preliminary budget has not been submitted to the city council because of an emergency as defined in Section 2.48.020, the amounts deemed appropriated for the new fiscal year shall be based upon the final adjusted budget of the preceding year, less the amounts for capital assets and transfers out unless specifically approved by the city council. For the purposes of this subsection, the term "final adjusted budget" includes the adopted budget, plus adjustments authorized by the city council and encumbrances.
- 2. Notwithstanding any other provision of this subsection, prior to the adoption of the budget, the city council may impose expenditure limitations that are more restrictive than those contained in this section.

(Ord. No. 2017-2437, § 2, 9-19-2017)

2.55.050 - Appropriations and transfers.



BUDGET ORDINANCE

-
- A. In accordance with Article XIIB of the Constitution of the State of California, the total annual appropriations subject to limitation of the city shall not exceed the appropriations limit of the city for the prior fiscal year adjusted for the change in the cost of living and the change in population, except as otherwise provided in Article XIIB of the Constitution of the State of California.
 - B.
 - 1. Transfers and revisions to the adopted appropriations may be made as follows:
 - a. Transfers and revisions resulting in an increase in the combined total of appropriations and transfers of any fund, by the approval of the city council.
 - b. Between budget units within a fund, subject to the restriction of subsection 1 of this section, by the approval of the city manager.
 - 2. The city manager is authorized to transfer monies up to the maximums set forth in the budget.
 - C. Any unencumbered balance remaining to the credit of any appropriation, except for those associated with capital assets, shall lapse at the end of the fiscal year and shall revert to the available balance of the fund from which appropriated.
 - D. The budget for each fund maintained by the city, including transfers and revisions made after adoption, shall be balanced. A balanced budget shall be defined as that for which financing uses do not exceed available funding sources.

(Ord. No. 2017-2437, § 2, 9-19-2017)

2.55.060 - Delegation of city manager budgetary powers and duties.

The powers and duties assigned to the city manager by this chapter may be delegated.

(Ord. No. 2017-2437, § 2, 9-19-2017)

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Adopted Budget
Fiscal Year 2021

Fiscal Year 2021 Budget Resolution



RESOLUTION NO. 2020 – 121

**RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF NATIONAL CITY ADOPTING
A BUDGET FOR FISCAL YEAR 2021**

WHEREAS, on April 28, 2020, in accordance with National City Municipal Code §2.55.030, the City Manager submitted a preliminary budget for the 2021 fiscal year to the City Council and said budget was discussed and deliberated in public session; and

WHEREAS, on June 16, 2020 the City Council received the budget proposed to be adopted for the 2021 fiscal year, the “Fiscal Year 2021 Proposed Budget,” that incorporated adjustments to said preliminary budget as directed by the City Council or advised by the City Manager.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of National City that the budget for the fiscal year beginning July 1, 2020, with City expenditures totaling \$104,282,358 is hereby approved, adopted, and appropriated.

BE IT FURTHER RESOLVED that the amounts by fund set forth in the “Expenditure Total” column of Exhibit 1 attached hereto and incorporated herein by this reference shall be the maximum expenditures authorized for those funds for fiscal year 2021.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to make budgetary revisions between budget units within a fund subsequent to the adoption of this budget.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to transfer monies between funds up to the maximum set forth in the “Transfers” column in Exhibit 1 attached hereto and incorporated herein by this reference.

BE IT FURTHER RESOLVED that the estimated financing sources by fund available to meet the authorized expenditures and transfers are approved and adopted as detailed in the Fiscal Year 2021 Proposed Budget and incorporated herein by this reference.

BE IT FURTHER RESOLVED that the City Manager is authorized to adjust amounts of said financing sources subsequent to budget adoption in the event that any appropriation balances carried forward from prior fiscal years had an associated revenue source at the time the appropriation was established.

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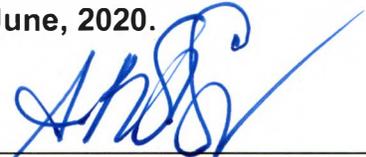
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BE IT FURTHER RESOLVED that the City Council does hereby authorize and approve the number and classification of employees in the respective functions, departments, and/or activities as set forth in the Fiscal Year 2021 Proposed Budget and incorporated herein by this reference.

PASSED and ADOPTED this 16th day of June, 2020.



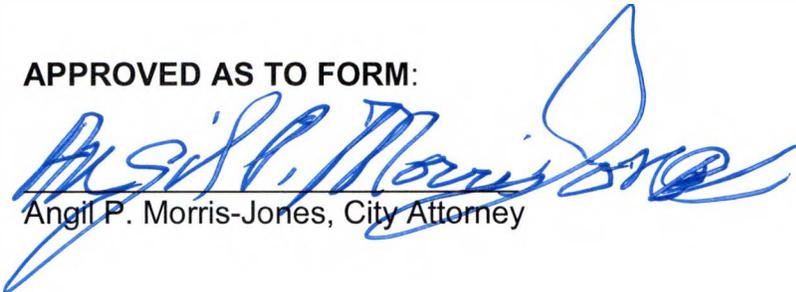
Alejandra Sotelo Solis, Mayor

ATTEST:



Michael R. Dalla, City Clerk

APPROVED AS TO FORM:



Angil P. Morris-Jones, City Attorney

CITY OF NATIONAL CITY
EXPENDITURE SUMMARY BY OBJECT - ALL FUNDS
FISCAL YEAR 2021

EXHIBIT 1

Fund	Fund Name	Personnel Services	Maintenance & Operations ¹	Capital Outlay	Capital Improvements	Alloc Costs & Internal Chrgs ²	Expenditure Total
001	General Fund						
	Department						
	413 Building	\$ 548,834	\$ 612,280	\$ -	\$ -	\$ 93,040	\$ 1,254,154
	401 City Council	\$ 341,532	\$ 45,176	\$ -	\$ -	\$ 113,557	\$ 500,265
	402 City Clerk	148,093	48,415	-	-	46,317	242,825
	410 City Treasurer	29,124	960	-	-	17,760	47,844
	403 City Manager	1,165,237	55,865	-	-	114,383	1,335,485
	405 City Attorney	832,308	97,350	-	-	88,079	1,017,737
	441 Community Services	611,619	128,010	-	-	684,391	1,424,020
	416 Engineering & Public Works	1,113,598	1,310,550	-	-	1,284,541	3,708,689
	404 Finance	1,564,906	137,615	31,930	-	236,248	1,970,699
	412 Fire	8,986,549	1,326,818	-	-	1,026,031	11,339,398
	419 Housing & Economic Development	62,362	67,100	-	-	108,209	237,671
	407 Human Resources	524,739	72,922	-	-	156,209	753,870
	420 Neighborhood Services	1,170,472	70,804	-	-	173,749	1,415,025
	409 Non-Departmental	-	925,434	-	800,000	125,000	1,850,434
	443 Planning	425,716	82,950	-	-	63,659	572,325
	411 Police	23,532,428	1,542,937	143,500	-	3,493,696	28,712,561
001	General Fund Total	\$ 41,057,517	\$ 6,525,186	\$ 175,430	\$ 800,000	\$ 7,824,869	\$ 56,383,002
104	Library Fund	\$ 1,189,222	\$ 121,100	\$ -	\$ -	\$ 776,281	\$ 2,086,603
105	Parks Maintenance Fund	\$ 1,189,671	\$ 205,800	\$ -	\$ -	\$ 202,790	\$ 1,608,261
108	Library Capital Outlay Fund	\$ -	\$ 55,400	\$ 11,000	\$ -	\$ -	\$ 66,400
109	Gas Taxes Fund	\$ 697,620	\$ 500,629	\$ -	\$ 1,180,000	\$ 210,730	\$ 2,588,979
125	Sewer Service Fund	\$ 1,018,065	\$ 6,677,633	\$ -	\$ 2,000,000	\$ 383,984	\$ 10,079,682
130	EMT-D Revolving Fund	\$ 291,550	\$ 16,964	\$ -	\$ -	\$ -	\$ 308,514
166	Nutrition Fund	\$ 602,838	\$ 376,400	\$ 40,000	\$ -	\$ 20,695	\$ 1,039,933
172	Trash Rate Stabilization Fund	\$ 177,149	\$ 22,365	\$ -	\$ -	\$ 642	\$ 200,156
195	Mile of Cars Landscape Maint. Dist. Fund	\$ -	\$ 164,165	\$ -	\$ -	\$ -	\$ 164,165
212	Post-Employment Benefits Fund	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
259	Library Bonds Debt Service Fund	\$ -	\$ 384,225	\$ -	\$ -	\$ -	\$ 384,225
277	National City Public Library Donations Fund	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
301	Community Development Block Grant Fund	\$ 296,858	\$ 633,642	\$ -	\$ -	\$ -	\$ 930,500
307	Proposition "A" Fund	\$ -	\$ -	\$ -	\$ 1,430,000	\$ -	\$ 1,430,000
320	Library Grants Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
501	Housing Authority	\$ 255,159	\$ 1,080,000	\$ -	\$ -	\$ -	\$ 1,335,159
502	Housing Choice Voucher Fund	\$ 793,034	\$ 12,260,169	\$ 10,000	\$ -	\$ 116,509	\$ 13,179,712
505	HOME Fund	\$ -	\$ 355,936	\$ -	\$ -	\$ -	\$ 355,936
532	Low & Moderate Income Housing Asset Fund	\$ 280,384	\$ 75,650	\$ -	\$ -	\$ 2,344	\$ 358,358
626	Facilities Maintenance Fund	\$ 956,795	\$ 1,656,624	\$ -	\$ -	\$ 116,899	\$ 2,930,318
627	Liability Insurance Fund	\$ 3,805	\$ 4,083,495	\$ -	\$ -	\$ -	\$ 4,087,300
629	Information Systems Maintenance Fund *	\$ 549,017	\$ 1,764,530	\$ 151,350	\$ -	\$ 4,287	\$ 2,469,184
643	Motor Vehicle Service Fund *	\$ 508,801	\$ 609,550	\$ -	\$ -	\$ 3,210	\$ 1,121,561
644	Vehicle Replacement Fund *	\$ -	\$ -	\$ 871,410	\$ -	\$ -	\$ 871,410
	Other Funds Total	\$ 9,119,948	\$ 31,247,277	\$ 1,083,760	\$ 4,610,000	\$ 1,838,371	\$ 47,899,356
	Total, All Funds	\$ 50,177,465	\$ 37,772,463	\$ 1,259,190	\$ 5,410,000	\$ 9,663,240	\$ 104,282,358

Passed and adopted by the Council of the City of National City, California, on June 16, 2020 by the following vote, to-wit:

Ayes: Councilmembers Cano, Morrison, Quintero, Rios, Sotelo-Solis.

Nays: None.

Absent: None.

Abstain: None.

AUTHENTICATED BY: ALEJANDRA SOTELO-SOLIS
Mayor of the City of National City, California



Richard D. Palko
City Clerk of the City of National City, California

By: _____
Deputy

I HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of RESOLUTION NO. 2020-121 of the City of National City, California, passed and adopted by the Council of said City on June 16, 2020.

City Clerk of the City of National City, California

By: _____
Deputy

Adopted Budget
Fiscal Year 2021

Fiscal Year 2021 Appropriation Limit Resolution



RESOLUTION NO. 2020 – 122

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF NATIONAL CITY APPROVING AND
ADOPTING THE ANNUAL APPROPRIATIONS (GANN) LIMIT
OF \$67,397,825 FOR FISCAL YEAR 2021**

WHEREAS, Article XIII-B of the California Constitution provides that appropriations made by State and local governments shall be changed annually by a factor comprised of the change in population and the change in the cost of living.

NOW, THEREFORE, BE IT RESOLVED that the population change factors to be used in calculating the appropriations limit for Fiscal Year 2021 are set forth in Attachment "1."

BE IT FURTHER RESOLVED that the cost of living factors to be used in calculating the appropriations limit for Fiscal Year 2021 are set forth in Attachment "1."

BE IT FURTHER RESOLVED that the appropriations limit for Fiscal Year 2021 shall be \$67,397,825, as set forth hereto in Attachment "1."

PASSED and ADOPTED this 16th day of June, 2020



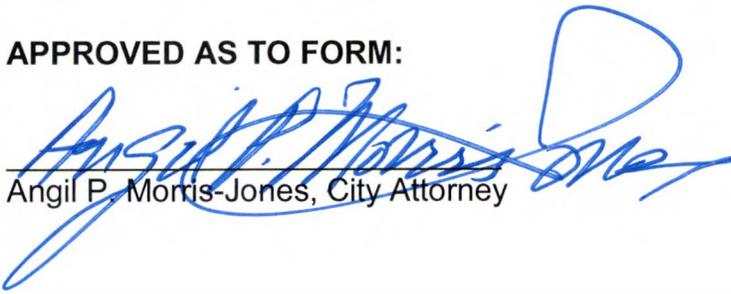
Alejandra Sotelo-Solis Mayor

ATTEST:



Michael R. Dalla, City Clerk

APPROVED AS TO FORM:



Angil P. Morris-Jones, City Attorney

**City of National City
Annual Appropriations Limit
Fiscal Year 2021**

A. Fiscal Year 2020 Appropriations Limit	\$ 64,799,326
California Per Capita Cost of Living Change converted to a ratio ***	1.0373
Limit Sub-Total	67,216,341
San Diego County Population Change converted to a ratio ***	1.0027
Fiscal Year 2021 Appropriations Limit	\$ 67,397,825

Gann Limit Recap

Total City Appropriations	\$ 93,049,735
Less: Non-Tax Proceeds	40,012,512
Estimated Appropriations Subject to the Limit	\$ 53,037,223
Fiscal Year 2021 Appropriations Limit	67,397,825
Amount of Appropriations Below the Limit	\$ 14,360,602

*** Source - State of California, Department of Finance
<http://www.dof.ca.gov/budgeting/>

Passed and adopted by the Council of the City of National City, California, on June 16, 2020 by the following vote, to-wit:

Ayes: Councilmembers Cano, Morrison, Quintero, Rios, Sotelo-Solis.

Nays: None.

Absent: None.

Abstain: None.

AUTHENTICATED BY: ALEJANDRA SOTELO-SOLIS
Mayor of the City of National City, California



Richard A. Palla
City Clerk of the City of National City, California

By: _____
Deputy

I HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of RESOLUTION NO. 2020-122 of the City of National City, California, passed and adopted by the Council of said City on June 16, 2020.

City Clerk of the City of National City, California

By: _____
Deputy

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Adopted Budget
Fiscal Year 2021

Accounting & Financial Policies





ACCOUNTING POLICIES & PROCEDURES

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

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

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

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 30th, 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 30th 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

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

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

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

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

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.

CITY COUNCIL POLICY

CITY OF NATIONAL CITY

TITLE: Maintenance of Reserve Funds	POLICY #201
ADOPTED: June 26, 1985	AMENDED: November 21, 2017

Purpose

The City will establish reserves to strengthen its ability to withstand unexpected financial emergencies such as those that may result from national disasters, revenue shortfalls, or unanticipated expenditures of a non-recurring nature and to accumulate funds for large-scale purchases.

Policy

The City Manager is charged with the responsibility of accumulating and maintaining the City's reserves at the following target levels:

- **GENERAL FUND CONTINGENCY RESERVE:** an amount equal to between twenty-five percent (25%) and fifty percent (50%) 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, Nutrition Fund, and Personnel Compensation Fund.

- **GENERAL FUND FACILITIES MAINTENANCE RESERVE:** an amount equal to between ten percent (10%) and fifteen percent (15%) of the total acquisition cost of 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.

- **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.

TITLE: Maintenance of Reserve Funds

POLICY #201

ADOPTED: June 26, 1985

AMENDED: November 21, 2017

- **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.
- **LIABILITY INSURANCE RESERVE:** an amount sufficient to ensure liability insurance claim assets of the Liability Insurance Fund equal to the eighty percent (80%) Confidence Level of Adequacy applicable to estimated liability insurance claims, as established biennially by the City's actuary.
- **WORKERS' COMPENSATION RESERVE:** an amount sufficient to ensure Workers' Compensation claim assets of the Liability Insurance Fund equal to the eighty percent (80%) Confidence Level of Adequacy applicable to estimated Workers' Compensation claims, as established biennially by the City's actuary.
- **DEBT SERVICE RESERVES:** in each fund from which debt service is paid, an amount equal to the total required by applicable indenture(s) and/or other agreement(s), but in no case less than one year's debt service requirement of all long-term City obligations, excluding inter-fund loans.
- **IRREVOCABLE SUPPLEMENTAL PENSION TRUST RESERVE:** an amount equal to the total net pension liability of the City's pension plans. The balance of this reserve shall not be subject to the "Replenishment of Reserves" requirement.
- **VEHICLE REPLACEMENT RESERVE:** an amount equal to between the accumulated depreciation and estimated replacement value of the motor vehicle assets of the Vehicle Replacement Fund. For the purposes of this policy, "motor vehicle" shall be defined as a self-propelled, wheeled vehicle with propulsion provided by an engine or motor which must be operated by one or more persons to perform the function(s) for which it is designed.

The actual amount of each reserve shall be determined each year by the City Manager as part of the budgeting process and shall be annually reported to the City Council as part of or in conjunction with the Comprehensive Annual Financial Report (CAFR); however, nothing in this policy shall prevent determining or reporting on the level of any reserves at other times during the year.

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The above requirements may be suspended only upon approval of Council.

Replenishment of Reserves

If its balance falls below the minimum required level, the City shall strive to restore it to the minimum required balance by any feasible means, including, but not limited to, adopting a budgetary surplus; applying any cost savings, over-realized revenues, and/or surpluses realized within the applicable fund; or transferring a portion of the General Fund Contingency Reserve. Unless otherwise noted, the following guidelines will be used to restore a reserve fund:

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

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

Once established or increased, a reserve balance shall become committed fund balance, as defined by Governmental Accounting Standards Board Statement Number 54, within the applicable fund and, as such, shall require Council approval for all transfers and expenditures therefrom.

Related Policy References

None

Prior Policy Amendments

June 7, 2016
October 7, 2014
December 10, 2013
March 12, 2002

CITY COUNCIL POLICY

CITY OF NATIONAL CITY

TITLE: Investments	POLICY #203
ADOPTED: October 23, 1990	AMENDED: October 17, 2017

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.

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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.

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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.

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- 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 organization; 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 issued by an issuer having an “A” or higher rating for the issuer’s debt as provided by at least two nationally recognized statistical rating organization;
- c. Be rated in a rating category of “AA” or its equivalent or better by at least two nationally recognized statistical rating organization.
- d. 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

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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 paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the

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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

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designed to provide reasonable assurance that these objectives are met. Internal controls will be described in the City’s investment procedures manual.

XII. REPORTING

A. Monthly reports: In accordance with California Government Code Section 53646, a local agency treasurer who has been delegated authority to invest or reinvest funds of the local agency by the legislative body 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, including but not limited to the following information:

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 reports: The Investment Policy will be reviewed and adopted at least annually 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”

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Prior Policy Amendments

December 6, 2016
December 15, 2015
December 16, 2014
December 10, 2013
January 10, 2012

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
Deputy City Manager
Director of Finance
Financial Services Officer

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 “FreddieMac” issues discount notes, bonds and mortgage pass-through securities.

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

GNMA. The Government National Mortgage Association, known as “GinnieMae,” 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.

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 cashflows 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.

Adopted Budget
Fiscal Year 2021

City Debt





DEBT OBLIGATIONS

The City of National City utilizes various types of long-term debt to facilitate investment in the City's long-term capital improvements, infrastructure development, and acquisition of equipment and vehicles. The Debt Management Policy #206 was adopted in August of 2017 to set forth the City's debt management objectives and establishes general parameters for issuing and administering debt.

During fiscal year 2018, the City completed its obligation towards the National City Joint Power Financing Authority Lease Revenue Refunding Bond and issued the Energy Efficiency & Renewable Energy Program Bonds.

2012 General Obligation Refunding Bonds

The City issued \$4,885,000 of general obligation bonds, the 2012 General Obligation Refunding Bonds, on August 1, 2012, to refinance the 2002 General Obligation Bonds that were issued to build the City's library. The bonds mature annually on August 1 in amounts ranging from \$235,000 on August 1, 2013 to \$395,000 on August 1, 2028 when the final payment will be made. The interest on the bonds is payable semiannually on each February 1 and August 1, at interest rates that range from 2.00% to 3.500%. The bonds are payable solely from and secured by ad valorem taxes on all property subject to taxation by the City. The bonds are subject to optional and mandatory early redemption provisions. As of June 30, 2020 the outstanding principal balance is \$3,080,000.

Energy Efficiency & Renewable Energy Program Bonds

In 2017, the City awarded the Energy Savings Contract to Ameresco to install sustainability improvements within municipal facilities related to HVAC, solar power, lighting upgrades, water conservation, and irrigation controls. A total of \$5,523,602 was financed for the project. The City issued \$1,800,000 in Clean and Renewable Energy Bonds for the solar power portion of the project with an interest rate of 4.83% over 20 years. It is anticipated that the tax credit from the Internal Revenue Service for the interest paid will bring the effective interest rate of the CREB portion down to approximately 1.74%. The remainder, \$3,273,024, of the project is financed through a traditional tax-exempt lease with an interest rate of 2.77% over 20 years. As of June 30, 2020 the outstanding principal balance is \$5,073,024.

Enterprise Car Lease

A ten year contract was entered into during 2015 with Enterprise Fleet Management, Inc. to lease up to approximately 74 vehicles for City-use with each vehicle having a five-year payment plan. Currently 29 vehicles are being leased. The minimum lease payment for fiscal year 2021 is \$3,404. The principal balance at June 30, 2020 was \$9,467.

Honeywell Lease

A fifteen year contract was entered into on March 16, 2010 for various energy efficiency improvements, such as the installation of a new cooling tower with variable speed fans (Civic Center), boiler replacement (Civic Center and Police Station), VFD (Police Station), and rooftop package unit replacement (Public Works, Police Station and MLK Community Center). Quarterly



DEBT OBLIGATIONS

payments in arrears of principal and interest are \$43,101. The final payment will be made in 2025. The principal balance at June 30, 2020 on this contract was \$759,495

San Diego County Regional Communication System

In 2017, the County of San Diego and certain local governments, including the City, entered into an agreement for the implementation, governance, and cost for the Next Generation Regional Communication System (“RCS”). The NGRCS replaces, modernizes, and updates the old regional communication system, and provides effective and reliable voice radio communications for routine intra- and inter-agency operations as well as inter-agency communications throughout the region during mutual aid and disaster operations. The RCS includes the following subsystems: a trunked voice system, microwave backhaul network, and a conventional voice system. The City entered into an agreement with the County of San Diego to pay for its share of the backbone infrastructure cost over a ten year period. The amount financed for this project was \$1,270,762 at an annual interest rate of 2.79% for a total cost of \$1,473,799. Beginning June 1, 2017, and each year thereafter for ten years, the City of National City will make an annual payment of \$147,380. The principal balance as of June 30, 2020 is \$803,972.

Section 108 Bonds

The City issued \$6,900,000 of HUD 108 Bonds, Series A on August 7, 2003 to provide funds for the construction of a fire station. The bonds mature annually through 2024 in amounts ranging from \$170,000 on August 1, 2005 to \$635,000 on August 1, 2024. The interest on the bonds is payable semi-annually on each February 1 and August 1. As of June 30, 2020, the outstanding principal balance is \$2,175,000



DEBT OBLIGATIONS

Issue Name	Final Maturity	Outstanding Principal as of July 1, 2020	Debt Service Principal Payment FY 21	Debt Service Interest Payment FY 21	Source of Fund
2012 General Obligation Refunding Bonds	2029	\$ 3,080,000	\$ 290,000	\$ 94,225	Library Bonds Debt Service Fund
Energy Efficiency & Renewable Energy Program Bonds	2037	5,073,024	162,810	176,483	General Fund
Enterprise Car Lease*	2020	9,467	3,404	509	General Fund, Park Maintenance Fund, Sewer Service Fund, Housing Choice Voucher Fund, Facilities Maintenance Fund
Honeywell Lease*	2025	759,495	137,332	35,073	Facilities Maintenance Fund
San Diego County Regional Communication System Notes Payable	2026	803,972	124,949	22,431	General Fund
Section 108 Bonds	2024	2,175,000	485,000	47,804	Community Development Block Grant Fund

*Outstanding Principal value is the minimum lease obligation.



LEGAL DEBT MARGIN

	FY 15	FY 16	FY 17	FY 18
Assessed Valuation ⁽¹⁾	\$ 3,354,840,139	\$ 3,440,631,221	\$ 3,588,038,313	\$ 3,877,829,380
Conversion Percentage	25%	25%	25%	25%
Adjusted Assessed Valuation	\$ 838,710,035	\$ 860,157,805	\$ 897,009,578	\$ 969,457,345
Debt Limit Percentage	15%	15%	15%	15%
Debt Limit	\$ 125,806,505	\$ 129,023,671	\$ 134,551,437	\$ 145,418,602
Total Debt (due more than one year)	\$ 20,579,839	\$ 19,496,761	\$ 19,090,044	\$ 22,603,785
Less: Non Bonded Debt	\$ (5,580,594)	\$ (6,112,318)	\$ (6,416,518)	\$ (7,089,594)
Claims Payable	\$ (1,632,485)	\$ (1,821,032)	\$ (2,023,755)	\$ (1,372,764)
Compensated Absences	\$ (1,723,765)	\$ (1,494,160)	\$ (1,249,932)	\$ (1,001,185)
Capitalized Lease Obligation	\$ (1,027,967)	\$ (725,833)	\$ (403,465)	\$ -
Notes Payable	\$ -	\$ -	\$ -	\$ -
Total Applicable to Limitation	\$ 10,615,028	\$ 9,343,418	\$ 8,996,374	\$ 13,140,242
Legal Debt Margin	\$ 115,191,477	\$ 119,680,253	\$ 125,555,063	\$ 132,278,360

Total debt applicable to the limit as a percentage of debt limit 8% 7% 7% 9%

Source: HdL, San Diego County Assessor 2016/17 Combined Tax Rolls

CITY COUNCIL POLICY

CITY OF NATIONAL CITY

TITLE: Debt Management	POLICY #206
ADOPTED: August 15, 2017	AMENDED:

I. POLICY

This debt management policy (hereafter “Policy”) sets forth debt management objectives for the City of National City, the National City Joint Powers Financing Authority, the Successor Agency to the National City Redevelopment Agency, and any other entity for which the City Council acts as legislative body. The term “City” shall refer to each of such entities.

This Policy establishes general parameters for issuing and administering debt. Recognizing cost-effective access to the capital markets depends upon prudent management of the Debt Program, the City Council has adopted this Policy by resolution.

This Policy is intended to comply with California Government Code Section 8855(i).

II. SCOPE

The guidelines established by this Policy will govern the issuance and management of all debt financing for long-term capital needs and not for general operating functions. When used in this Policy, “debt” refers to all forms of indebtedness. The City recognizes changes in the capital markets and other unforeseen circumstances may require action that deviates from this Policy. City Council approval shall be required for implementation of any exceptions to this Policy for such circumstances.

III. GOALS & OBJECTIVES

The purpose of this Policy is to assist the City in pursuit of the following equally important goals and objectives, while providing full and complete financial disclosure and ensuring compliance with applicable state and federal laws:

- minimize debt service and issuance costs;
- maintain access to cost effective borrowing;
- achieve the highest practical credit rating;
- ensure full and timely repayment of debt;

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- maintain full and complete financial disclosure and reporting;
- ensure compliance with applicable state and federal laws.

IV. RELATIONSHIP OF DEBT TO, AND INTEGRATION WITH, THE CITY’S CAPITAL IMPROVEMENT PROGRAM AND BUDGET

Capital Improvement Program – The City Manager or his/her designee (hereafter, “City Manager”) shall assess and identify the capital needs of the City and review the current Capital Improvement Program to develop a schedule for when facilities should be improved or acquired. The City Manager shall identify potential funding sources and financing options and match those resources to the capital needs identified in the Capital Improvement Program. In making such determination, the City Manager shall consider the maximum term; average maturity; amortization of debt service; optional redemption features; and use of variable or fixed-rate debt, credit enhancements, and other structuring considerations, as further discussed below.

Budget Integration – The decision to incur new indebtedness should be integrated with the policy decisions embedded in the City Council-adopted annual operating and capital budget. The annual debt service payments shall be included in the operating budget.

The City will integrate its debt issuances with the goals of its Capital Improvement Program by timing issuance of debt to ensure projects are available when needed in furtherance of the City’s public purposes. The City will seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

Biennial Review – Recognizing cost-effective access to the capital market depends upon prudent management of the City’s debt program, a review of the Policy should be performed at least biennially. The Policy shall be included as an appendix in the annual budget adopted by the City Council. Any substantive changes to the Policy shall be brought to the City Council for consideration and approval.

V. POLICY GOALS RELATED TO THE CITY’S PLANNING GOALS AND OBJECTIVES

In following this Policy, the City shall pursue the following goals:

1. attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements;

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2. take all practical precautions and proactive measures to avoid financial decisions that will negatively impact the City’s credit ratings on existing or future debt issues;
3. consider market conditions and City cash flows when timing the issuance of debt;
4. determine the amortization (maturity) schedule which will fit best within the City’s overall debt structure at the times new debt is issued;
5. match the term of the issue to the useful lives of assets funded by that issue, when practicable and economical, while considering repair and replacement costs of those assets to be incurred in future;
6. when issuing debt, assess financial alternatives so as to minimize the impact on the City’s General Fund or special funds, as applicable;
7. when planning for the sizing and timing of debt issuance, consider the ability to expend the proceeds in a timely, efficient, and economical manner.

VI. DELEGATION AUTHORITY

Pursuant to the provisions of Section 37209 and 40805.5 of the Government Code of the State of California and to Chapter 2.16.090 of the National City Municipal Code, the Director of Finance, under the direction and control of the City Manager, is responsible for the administration of the financial functions of the City. This Policy grants the City Manager or the Director of Finance the authority to select the financing team, coordinate the administration and issuance of debt, communicate with rating agencies, and fulfill all pre-issuance and post-issuance requirements imposed by or related to state law, federal tax law, and federal securities law.

Financing Team Definitions and Roles – The Financing Team is the working group of City staff and outside consultants necessary to complete a debt issuance, including, but not limited to, bond counsel, disclosure counsel, underwriter, municipal advisor, trustee, pricing consultant, and/or arbitrage analyst.

Typically, the Director of Finance, the City Attorney, the City Manager, and appropriate department head(s) form the City staff portion of the Financing Team. Other staff members or designees may also be appointed to the Financing Team.

Consultant Selection – The City will consider the professional qualifications and experience of consultants as they relate to the specific bond issue or other financing under consideration. In certain instances, the City will conduct a request for proposal/qualification process to select such consultants. Other professionals may be selected by the City Manager or Director of Finance on an as-needed basis.

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VII. METHODS OF FINANCING – TYPES OF DEBT THAT MAY BE ISSUED AND PURPOSES OF DEBT

The City will investigate all possible financing alternatives, including, but not limited to, bonds, loans, state bond pools, and grants. The City also has an impact fee program whereby new development pays its fair share for the increased capital costs that result from new construction. Although impact fee payments are restricted to specific projects or types of projects, the use of these payments, when permitted, can be an important source of financing for certain capital projects.

Cash Funding – The City may fund capital improvements from current revenues or accumulated reserves.

Inter-fund Borrowing – The City may borrow internally from other funds with surplus cash in lieu of issuing bonded debt. Purposes warranting the use of this type of borrowing could include short-term cash flow imbalances, interim financing pending the issuance of bonds, or long-term financing in lieu of bonds for principal amounts of under \$5.0 million. The City funds from which the money is borrowed shall be repaid with interest based upon the earning rate the City deems appropriate given the length of term, repayment source, and other considerations. The City Manager and Director of Finance shall also exercise due diligence to ensure it is financially prudent to borrow from the fund loaning the money. Inter-fund loans will be evaluated on a case-by-case basis. Borrowing between two City funds requires approval by the City Council by resolution. The purpose of inter-fund borrowing is to finance high-priority needs and to reduce costs of interest, debt issuance, and/or administration.

Bank Loans / Lines of Credit – Although the City does not typically utilize lines of credit for the financing of capital projects, financial institution credit is an option for municipal issuers and may be evaluated as a financing option.

Other Loans – The City will evaluate other loan programs, including, but not limited to, State or federal loans.

Bond Financing – The City may issue any bonds which are allowed under federal and state law, including, but not limited to, general obligation bonds, certificates of participation, revenue bonds, land-secured (assessment and special tax) bonds, refunding bonds, and other obligations (see below for details).

General Obligation Bonds – General obligation (“GO”) bonds may only be issued with two-thirds approval of the City’s registered voters. The California State Constitution (Article XVI, Section 18) limits the use of the proceeds from GO bonds to “the acquisition

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or improvement of real property.” Parks, libraries, and public safety facilities are examples of the types of facilities which may be financed with GO bonds.

Lease Financings – Lease financings may take a variety of forms, including certificates of participation, lease revenue bonds, and direct leases (typically for equipment). When the City finances acquisition or construction of capital improvements or equipment with a lease financing, the City agrees to lease either the financed asset or a different asset and, most commonly, the City’s lease payments are securitized in the form of certificates of participation or lease revenue bonds. This type of financing requires approval of the City Council.

Revenue Bonds – Revenue bonds are generally issued by the City for enterprise funds which are financially self-sustaining without the use of taxes and, therefore, rely on the revenues collected by the enterprise fund to repay the debt. This type of financing requires approval of City Council.

Assessment Bonds – The Improvement Bond Act of 1915 (Streets and Highways Code Section 8500 et seq.) and other state laws, subject to Article XIID of the California Constitution, allow the City to issue bonds to finance improvements which provide “specific benefit” to the assessed real property. Installments are collected on the secured property tax roll of the County. This type of financing is secured by the lien upon and assessments paid by the real property owners and does not obligate the City’s General Fund or other funds.

Special Tax Bonds – Under the Mello-Roos Community Facilities Act of 1982, the City may issue bonds on behalf of a community facilities district (“CFD”) to finance capital facilities, most commonly in connection with new development. These bonds must be approved by a two-thirds vote of the qualified electors in the CFD, which the Mello-Roos Act defines to mean registered voters if there are 12 or more registered voters in the CFD and, if there are fewer than 12 registered voters, the landowners in the CFD. Bonds issued by the City under the Mello-Roos Act are secured by a special tax on the real property within the CFD. The financed facilities do not need to be physically located within the CFD. As this type of financing is secured by the special tax lien upon the real property, it does not obligate the City’s General Fund or other funds.

Refunding Obligations – Pursuant to the Government Code and various other financing statutes applicable in specific situations, the City Council is authorized to provide for the issuance of bonds for the purpose of refunding any long-term obligation of the City. Absent any significant non-economic factors, a refunding should produce net debt service savings (net of reserve fund earnings and other offsets and accounting for transaction costs) of at least 3% of the par value of the refunded bonds on a net present value basis, using the

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refunding issue’s true interest cost (“TIC”) as the discount rate, unless the City determines a lower savings percentage is acceptable for issues or maturities with short maturity dates. Additionally, the City may determine there are other, compelling “non-economic” reasons (i.e., removal of onerous covenants, terms, or conditions) to issue refunding obligations.

Other Obligations – There may be special circumstances when other forms of debt are appropriate and may be evaluated on a case-by-case basis. Such other forms include, but are not limited to: bond anticipation notes, grant anticipation notes, tax allocation bonds, lease revenue bonds, pension obligation bonds, etc.

VIII. STRUCTURE & TERM

Term of Debt – Debt will be structured for the shortest period possible, consistent with a fair allocation of costs to current and future users of the assets being financed. The standard term of long-term debt borrowing is typically 15-30 years.

Consistent with its philosophy of keeping its capital facilities and infrastructure systems in good condition and maximizing the useful lives of its capital assets, the City will make every effort to allocate sufficient resources to finance ongoing maintenance needs and to provide reserves for periodic replacement and renewal of capital assets. Generally, no debt will be issued for a period exceeding the useful life or average useful lives of projects to be financed.

Debt Repayment Structure – In structuring a bond issue, the City will manage the amortization of the debt and, to the extent possible, match its cash flow to the anticipated debt service payments. In addition, the City will seek to structure debt with aggregate level debt service payments over the life of the debt. Structures with uneven debt service will be considered when one or more of the following exists:

- natural disasters or extraordinary unanticipated external factors make payments on the debt in the early years prohibitive;
- such structuring is beneficial to the City’s aggregate overall debt payment schedule;
- such structuring will allow debt service to more closely match project revenues during the early years of the project’s operation.

Bond Maturity Options – For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, capital appreciation bonds (CABs) may be used. The decision to use term, serial, or CABs is typically driven by market conditions.

Interest Rate Structure – The City currently issues securities on a fixed interest rate basis only. Fixed rate securities ensure budget certainty through the life of the issue and avoid the volatility of variable rates.

Credit Enhancement – Credit enhancement may be used to improve or establish a credit rating on a City debt obligation. Types of credit enhancement include letters of credit, bond insurance, and surety policies. A credit enhancement may be used if it reduces the overall cost of the proposed financing or if the use of such credit enhancement furthers the City’s overall financial objectives.

Debt Service Reserve Fund – Debt service reserve funds are typically held by a trustee to make principal and interest payments to bondholders in the event the pledged revenues are insufficient to do so. The City will fund debt service reserve funds when it is in the City’s overall best financial interest. The City may decide not to utilize a reserve fund if the City, in consultation with the underwriter and municipal advisor, determines there would be no adverse impact to the City’s credit rating or interest rates.

Per Internal Revenue Service rules, the size of the reserve fund on tax-exempt bond issuance shall be the lesser of:

- 10% of the initial principal amount of the debt;
- 125% of average annual debt service; or
- 100% of maximum annual debt service.

In lieu of holding a cash funded reserve, the City may substitute a surety bond or other credit instrument in its place. The decision to cash fund a reserve fund rather than to use a credit facility is dependent upon the cost of the credit instrument and the investment opportunities.

Call Options / Redemption Provisions – A call option or optional redemption provision gives the City the right to prepay or retire debt prior to its stated maturity date. This option may permit the City to achieve interest savings in the future through the refunding of the bonds. Often the City will pay a higher interest rate as compensation to the buyer for the risk of having the bond called in the future. In addition, if a bond is called, the holder may be entitled to a premium payment (call premium). Because the cost of call options can vary depending on market conditions, an evaluation of factors will be conducted in connection with each issuance. The City, in consultation with the underwriter and municipal advisor, shall evaluate the use of a call option on a case-by-case basis.

Debt Limits – California Government Code Section 43605 states the City shall not incur bonded indebtedness payable from the proceeds of property tax which exceeds 15 percent of the assessed value of all real and personal property of the city.

The cumulative annual debt service of all bond issues supported by the General Fund is restricted to no more than 15 percent of annual General Fund revenue.

Bond issues supported by enterprise funds or other self-supporting funds should maintain a minimum ratio of net operating income to annual debt service (“coverage ratio”) the City concludes is financially prudent. Typically, a higher coverage ratio produces a better credit rating and lower interest rates, yet, if too high, may restrict efficient enterprise operations or unduly induce user rate increases. Therefore, the City should balance the benefits of higher ratings with the operational impact of high coverage ratios.

IX. METHOD OF ISSUANCE AND SALE; DISCLOSURE

Debt issues are sold to a single underwriter or to an underwriting syndicate, either through a competitive sale or a negotiated sale. A negotiated sale may involve the sale of securities to investors through an underwriter or the private placement of the securities with a financial institution or other sophisticated investor. The selected method of sale will be that which is most beneficial to the City in terms of lowest net interest rate, most favorable terms in financial structure, and market conditions. The City will review conditions in conjunction with information and advice presented by the City’s municipal advisor.

Competitive Sales of Bonds – In a competitive sale, the terms of the debt will be defined by the City, and the price of the debt will be established through an impartial bidding process amongst qualified underwriters and/or underwriting syndicates. The issue is awarded to the underwriter judged to have submitted the best bid which offers the lowest true interest cost, taking into account underwriting spread, interest rates, and any discounts or premiums.

Negotiated Sale of Bonds – A method for sale of bonds, notes, or other financing vehicles in which the City selects in advance, based upon proposals received or by other means, one or more underwriters to work with it in structuring, marketing, and offering an issue to investors. The negotiated sale method is often used when the issue is: a first-time sale by an issuer (a new credit); a complex security structure, such as variable rate transaction; an unusually large issue; or in a highly volatile or congested market where flexibility as to bond sale timing is important.

Private Placement – A private placement is a variation of a negotiated sale in which the City, usually with the help of a municipal advisor and placement agent, will attempt to place the entire new issue directly with an investor. The investor will negotiate the specific terms and conditions of the financing before agreeing to purchase the issue. Private placements are generally undertaken because the transaction is complex or unique, requiring direct

negotiations with the investor, or because the issue is small or of a shorter duration and a direct offering provides economies of scale, lower interest costs, and reduced continuing disclosure.

Derivative Products – Because of their complexity, unless otherwise amended, derivative products such as interest rate swaps, interest floaters, and other hybrid securities are prohibited by this Policy.

Initial Disclosure Requirements – The City acknowledges its disclosure responsibilities. Under the guidance of disclosure counsel, the City will distribute or cause an underwriter to distribute its preliminary official statement and final official statement. (Neither is typically required in a private placement, although in some cases a “private placement memorandum” may be required by the investor.)

The Financing Team shall be responsible for soliciting “material” information (as defined in Securities and Exchange Commission Rule 10b-5) from City departments and identifying contributors who may have information necessary to prepare portions of the official statement or who should review portions of the official statement. In doing so, the Financing Team shall confirm the official statement accurately states all “material” information relating to the decision to buy or sell the subject bonds and that all information in the official statement has been critically reviewed by an appropriate person.

In connection with an initial offering of securities, the City and other members of the Financing Team will:

- identify material information which should be disclosed in the official statement;
- identify other persons who may have material information (contributors);
- review and approve the official statement;
- ensure the City’s compliance, and that of its related entities, with federal and state security laws, including notification to the California Debt and Investment Advisory Commission (CDIAC) of the proposed debt issue no later than 30 days prior to the sale of any debt issue, and submission of a final report of the issuance to the CDIAC by any method approved by the CDIAC.

The Financing Team shall critically evaluate the official statement for accuracy and compliance with federal and state securities laws. The approval of an official statement shall be placed on the City Council agenda, and shall not be considered as a consent calendar item. The staff report will summarize the City Council’s responsibilities with respect to the official statement and provide the City Council the opportunity to review a substantially final official statement. The City Council shall undertake such review as deemed necessary by the City Council to fulfill the City Council’s securities law responsibilities.¹

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For any privately placed debt with no official statement, the final staff report describing the issue and such other documents will be provided to the City Council for approval.

X. CREDITWORTHINESS OBJECTIVES

Ratings are a reflection of the general fiscal soundness of the City and the capabilities of its management. Typically, the higher the credit ratings are, the lower the interest cost is on the City’s debt issues. To enhance creditworthiness, the City is committed to prudent financial management, systematic capital planning, and long-term financial planning, and, to that end, has an objective of maintaining a credit rating of at least AA- (Standard and Poor’s). However, the City also recognizes that external economic, natural, or other events may, from time to time, affect the creditworthiness of its debt.

The most familiar nationally recognized bond rating agencies are Standard and Poor’s, Moody’s Investors Service, and Fitch Ratings. When issuing a credit rating, rating agencies consider various factors, including, but not limited to:

- the issuer’s fiscal status
- the issuer’s general management capabilities;
- economic conditions which may impact the stability and reliability of debt repayment sources;
- the issuer’s general reserve levels;
- the issuer’s debt history and current debt structure;
- project being financed; and
- covenants and conditions in the governing legal documents.

Bond Ratings – The Financing Team will assess whether a credit rating should be obtained for an issuance. The City typically seeks a rating from at least one nationally recognized rating agency on new and refunding issues to be sold in the public market. The Financing Team shall be responsible for determining which of the major rating agencies the City shall request to provide a rating. When applying for a rating on an issue, the Financing Team shall prepare a presentation for the rating agency when it is determined a presentation is in the best interests of the City.

Rating Agency Communications – The City is responsible for maintaining relationships with the rating agencies that assign ratings to the City’s debt obligations. This responsibility includes providing the rating agencies with the City’s financial statements, if applicable, and any additional information requested.

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XI. POST ISSUANCE ADMINISTRATION – INTERNAL CONTROLS

Notification to the CDIAC – The City shall work with its bond counsel to submit a report of final sale to the CDIAC by any method approved by the CDIAC no later than 21 days after the sale of the debt. The report shall include the information required by CDIAC.

Investment of Proceeds – The City shall invest bond proceeds and reserve funds in accordance with each issue’s indenture or trust agreement, utilizing competitive bidding when possible. All investments will be made in compliance with the City’s investment policy objectives of safety, liquidity, then yield. The investment of bond proceeds and reserve funds shall comply with federal tax law requirements specified in the indenture or trust agreement and the tax certificate.

When feasible, unexpended bond proceeds shall be held by the trustee. The trustee will be responsible for recording all investments and transactions relating to the proceeds and providing monthly statements regarding the investments and transactions.

Use of Bond Proceeds – The City is responsible for ensuring debt proceeds are spent for the intended purposes identified in the related legal documents and that the proceeds are spent in the time frames identified in the tax certificate prepared by the City’s bond counsel. When reasonably possible, proceeds of debt will be held by a trustee, until the City submits written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the City Manager or Director of Finance. In those cases where it is not feasible for the proceeds of debt to be held by a trustee, the Director of Finance shall retain records of all expenditures of proceeds for the term of the bonds plus 3 years.

Continuing Disclosure – The Director of Finance or designee will ensure the City’s annual financial statements and associated reports are posted on the City’s web site. The City may also contract with consultant(s) to comply with the Securities and Exchange Commission Rule 15c2-12(b)(5) by filing its annual financial statements, other financial and operating data, and notices of enumerated events for the benefit of its bondholders on the Electronic Municipal Market Access (EMMA) website of the Municipal Securities Rulemaking Board (MSRB).

The City shall submit an annual report to the CDIAC for any issue of debt for which it has submitted a report of final sale on or after January 21, 2017. The annual report shall comply with the requirements of Government Code Section 8855 and related regulations.

Arbitrage Rebate Compliance and Reporting – The use and investment of bond proceeds must be monitored to ensure compliance with arbitrage restrictions. Existing regulations require that issuers calculate rebate liabilities related to any bond issues, with rebates paid to the federal government every five years and as otherwise required by applicable provisions of the Internal

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Revenue Code and regulations. The City shall contract with a specialist to ensure proceeds and investments are tracked in a manner which facilitates accurate, complete calculations, and if necessary, timely rebate payments.

Compliance with Other Bond Covenants – In addition to continuing disclosure and arbitrage monitoring requirements, the City is also responsible for verifying compliance with all undertakings, covenants, and agreements of each bond issuance on an ongoing basis. This typically includes ensuring:

- annual budgetary appropriations to meet debt service payments;
- taxes/fees are levied and collected where applicable;
- timely transfer of debt service payments to the trustee;
- compliance with insurance requirements;
- compliance with rate covenants; and
- post-issuance procedures established in the tax certificate for any tax-exempt debt.

Retention – A copy of all relevant documents and records will be maintained by the City for the term of the bonds (including refunding bonds, if any) plus 3 years. Relevant documents and records will include sufficient documentation to support the requirements relating to the tax-exempt status.

Investor Relations – While the City shall post its annual financial reports and other financial reports on the City’s website, this information is intended for the citizens of the City. Information the City intends to reach the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community, shall be filed on the EMMA system.

Additional requirements for financial statements – It is the City’s policy to hire an independent auditing firm with the technical skills and resources to properly perform an annual audit of the City’s financial statements. More specifically, the firm shall be a recognized expert in the accounting rules applicable to the City and shall have the resources necessary to review the City’s financial statements on a timely basis.

XII. TRAINING

The City shall ensure that the members of the City staff involved in the initial or continuing disclosure process and the City Council are properly trained to understand and perform their responsibilities.

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The City Manager or Director of Finance shall arrange, as necessary, for disclosure training sessions conducted by the City’s disclosure counsel. Such training sessions shall include education on the “Initial Disclosure Requirements” and “Continuing Disclosure” sections of this Policy, the City’s disclosure obligations under applicable federal and state securities laws, and the disclosure responsibilities and potential liabilities of members of the City’s staff and members of the City Council. Such training sessions may be conducted using a recorded presentation.

¹ The Securities and Exchange Commission (SEC), the agency with regulatory authority over the City’s compliance with the federal securities laws, has issued guidance as to the duties of the City Council with respect to its approval of the preliminary official statement (“POS”). In its “Report of Investigation in the Matter of County of Orange, California as it Relates to the Conduct of the Members of the Board of Supervisors” (Release No. 36761 / January 24, 1996) (the “Release”), the SEC stated that, if a member of the City Council has knowledge of any facts or circumstances of which an investor would want to be aware prior to investing in the bonds, whether relating to their repayment, tax-exempt status, undisclosed conflicts of interest with interested parties, or otherwise, he/she should endeavor to discover whether such factors are adequately disclosed in the official statement. In the Release, the SEC stated the steps a member of the City Council would take include becoming familiar with the POS and questioning staff and consultants about the disclosure of such facts.

APPENDIX

GLOSSARY

Ad Valorem Tax: a tax calculated “according to the value” of property. Such a tax is based on the assessed valuation of real property and a valuation of tangible personal property.

Amortization: the gradual reduction in principal of an outstanding debt based upon a specific repayment schedule, which details specific dates and repayment amounts on those dates.

Arbitrage: the gain that may be obtained by borrowing funds at a lower (often tax-exempt) rate and investing the proceeds at higher (often taxable) rates. The ability to earn arbitrage by issuing tax-exempt securities has been severely curtailed by the Internal Revenue Code of 1986, as amended.

Assessed Valuation: the appraised worth of property as set by a taxing authority through assessments for purposes of ad valorem taxation

Bond: a security that represents an obligation to pay a specified amount of money on a specific date in the future, typically with periodic interest payments.

Bond Anticipation Notes: short-term notes issued usually for capital projects and paid from the proceeds of the issuance of long-term bonds. Provide interim financing in anticipation of bond issuance.

Bond Counsel: a specialized, qualified attorney retained by the issuer to give a legal opinion concerning the validity of securities. The bond counsel’s opinion usually addresses the subject of tax exemption. Bond counsel typically prepares and/or advises the issuer regarding legal structure, authorizing resolutions, trust indentures, and the like.

Bond Insurance: a type of credit enhancement whereby an insurance company indemnifies an investor against default by the issuer. In the event of failure by the issuer to pay principal and interest in full and on time, investors may call upon the insurance company to do so. Once issued, the municipal bond insurance policy is generally irrevocable. The insurance company receives its premium when the policy is issued and this premium is typically paid out of the bond issue.

Call Option: the right to redeem a bond prior to its stated maturity, either on a given date or continuously. The call option is also referred to as the optional redemption provision. Often a call premium is added to the call option as compensation to the holders of the earliest bonds called.

Capital Appreciation Bond: a municipal security on which the investment return on an initial principal amount is reinvested at a stated compounded rate until maturity, at which time the investor receives a single payment representing both the initial principal amount and the total investment return.

CDIAC: California Debt and Investment Advisory Commission

Certificates of Participation: a financial instrument representing a proportionate interest in payments such as lease payments by one party (such as a city acting as a lessee) to another party (often a joint powers authority or non-profit).

Competitive Sale: a sale of bonds in which an underwriter or syndicate of underwriters submit sealed bids to purchase the bonds. Bids are awarded on a true interest cost (TIC) basis, provided other bidding requirements are satisfied. Competitive sales are recommended for simple financings with a strong underlying credit rating. This type of sale differs from a negotiated sale.

Continuing Disclosure: the requirement by the Securities and Exchange Commission for most issuers of municipal debt to post current financial information and notices of enumerated events on the MSRB’s EMMA website for access by the general marketplace.

Credit Rating Agency: a company that rates the relative credit quality of a bond issue and assigns a letter rating. These rating agencies include Moody’s Investors Service, Standard & Poor’s, and Fitch Ratings.

Debt Limit: the maximum amount of debt legally permitted by applicable charter, constitution, or statutes.

Debt Service: the amount necessary to pay principal and interest requirements on outstanding bonds for a given year or series of years.

Default: the failure to pay principal or interest in full or on time and, in some cases, the failure to comply with non-payment obligations after notice and the opportunity to cure.

Derivative: a financial instrument which derives its own value from the value of another instrument, usually an underlying asset such as a stock, bond, or an underlying reference such as an interest rate index.

Disclosure Counsel: a specialized, qualified attorney retained to provide advice on issuer disclosure obligations, to prepare the official statement and to prepare the continuing disclosure undertaking.

Discount: the difference between a bond’s par value and the price for which it is sold when the latter is less than par. Also known as “underwriter discount,” this is the fee paid to the underwriter its banking and bond marketing services.

Enterprise Activity: revenue generating project or business. The project often provides funds necessary to pay debt service on securities issued to finance the facility. Common examples include water, wastewater, and solid waste enterprises.

Financing Team: the working group of City staff and outside consultants necessary to complete a debt issuance.

General Obligation (“GO”) Bond: a bond secured by an unlimited property tax pledge. Requires a two-thirds vote by the electorate. GO bonds usually achieve lower rates of interest than other financing instruments since they are considered to be a lower risk.

Indenture: a contract between the issuer and the trustee stipulating the characteristics of the financial instrument, the issuer’s obligation to pay debt service, and the remedies available to the trustee in the event of default.

Issuance Costs: the costs incurred by the bond issuer during the planning and sale of securities. These costs include, but are not limited to, municipal advisory, bond counsel, disclosure counsel, printing, advertising costs, credit enhancement, rating agencies fees, and other expenses incurred in the marketing of an issue.

Lease: an obligation wherein a lessee agrees to make payments to a lessor in exchange for the use of certain property. The term may refer to a capital lease or to an operating lease.

Lease Revenue Bonds: bonds secured by an obligation of one party to make annual lease payments to another.

Maturity Date: the date upon which a specified amount of debt principal or bonds matures, or becomes due and payable by the issuer of the debt.

Municipal Advisor: a consultant who provides the issuer with advice on the structure of the bond issue, timing, terms, and related matters for a new bond issue.

Municipal Securities Rulemaking Board (MSRB): a self-regulating organization established on September 5, 1975 upon the appointment of a 15-member board by the Securities and Exchange

Agreement. The MSRB, comprised of representatives from investment banking firms, dealer bank representatives, and public representatives, is entrusted with the responsibility of writing rules of conduct for the municipal securities market. The MSRB hosts the EMMA website, which displays information posted by issuers under their continuing disclosure undertakings.

Negotiated Sale: a sale of securities in which the terms of the sale are determined through negotiation between the issuer and the purchaser, typically an underwriter, without competitive bidding. The negotiated sales process provides control over the financing structure and issuance timing. Negotiated sales are recommended for unusual financing terms, period of market volatility, and weaker credit quality. A thorough evaluation, usually with the assistance of the City’s municipal advisor, of the proposed bond’s credit characteristics in conjunction with market conditions will be performed to ensure reasonable final pricing and underwriting spread.

Official Statement (Prospectus): a document published by the issuer in connection with a primary offering of securities which discloses material information on a new security issue, including the purposes of the issue, how the securities will be repaid, and the financial, economic, and social characteristics of the security for the bonds. Investors may use this information to evaluate the credit quality of the securities.

Par Value: the face value or principal amount of a security.

Pension Obligation Bonds (“POBs”): financing instruments used to pay some or all of the unfunded pension liability of a pension plan. POBs are issued as taxable instruments over a 10-40 year term or by matching the term with the amortization period of the outstanding unfunded actuarial accrued liability.

Premium: the excess of the price at which a bond is sold over its face value.

Present Value: the value of a future amount or stream of revenues or expenditures.

Pricing Consultant: the pricing consultant provides a fairness letter to the City or its agent regarding the pricing of a new issue of municipal securities.

Private Placement: a bond issue structured specifically for one purchaser. Private placements are typically carried out when extraneous circumstances preclude public offerings. A private placement is considered to be a negotiated sale.

Redemption: Depending on an issue’s call provisions, an issuer may on certain dates and at certain premiums, redeem or call specific outstanding maturities. When a bond or certificate is redeemed, the issuer is required to pay the maturities’ par value, the accrued interest to the call date, plus any premium required by the issue’s call provisions.

Refunding: a procedure whereby an issuer refinances an outstanding debt issue by issuing a new debt issue.

Rule 15c2-12: rule adopted by the Securities and Exchange Commission setting forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offering of municipal securities, (ii) underwriters to obtain continuing disclosure agreements from issuers and other obligated persons to provide ongoing annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities in the secondary market.

Reserve Fund: a fund established by the indenture of a bond issue into which money is deposited for payment of debt service in case of a shortfall in current revenues.

Revenue Bond: a bond which is payable from a specific source of revenue and to which the full faith and credit of an issuer is not pledged. Revenue bonds are payable from identified sources of

revenue, and do not permit the bondholders to compel a jurisdiction to pay debt service from any other source. Pledged revenues often are derived from the operation of an enterprise.

Secondary Market: the market in which bonds are sold after their initial sale in the new issue market.

Serial Bonds: bonds of an issue which mature in consecutive years or other intervals and are not subject to mandatory sinking fund provisions.

Special Tax Bonds: bonds issued to fund eligible improvements and paid with special taxes levied in a community facilities district formed under the Mello-Roos Community Facilities Act of 1982, as amended, or other applicable law.

State Revolving Funds: the State Revolving Fund (SRF) loan is a low interest loan program for the construction of water infrastructure projects.

Tax Allocation Bonds: Historically, tax allocation bonds referred to bonds issued under the Community Redevelopment Law to fund eligible capital facilities located within a redevelopment project area. However, as a result of the passage of AB X1 26, the National City Redevelopment Agency has been dissolved and the successor agency's obligations are limited to performing certain enforceable obligations. The California Legislature has enacted a number of laws which establish alternative tax increment financing mechanisms, and tax allocation bonds may be issued under these laws in the future.

Tax and Revenue Anticipation Notes (TRANS): short-term notes issued in anticipation of receiving tax receipts and revenues within a fiscal year. TRANS allow the municipality to manage the period of cash shortfalls resulting from a mismatch between timing of revenues and timing of expenditures.

Term Bonds: bonds which come due in a single maturity but where the issuer may agree to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity and for payment at maturity.

True Interest Cost ("TIC"): Under this method of computing the interest expense to the issuer of bonds, true interest cost is defined as the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the new issue of bonds. Interest is assumed to be compounded semi-annually. TIC computations produce a figure slightly different from the net interest cost ("NIC") method because TIC considers the time value of money while NIC does not.

Trustee: a bank retained by the issuer as custodian of bond proceeds and official representative of bondholders. The trustee ensures compliance with the indenture. In many cases, the trustee also acts as paying agent and is responsible for transmitting payments of interest and principal to the bondholders.

Underwriter: a broker-dealer which purchases a new issue of municipal securities from the issuer for resale in a primary offering. The bonds may be purchased either through a negotiated sale with the issuer or through a competitive sale.

Yield: the net rate of return, as a percentage, received by an investor on an investment. Yield calculations on a fixed income investment, such as a bond issue, take purchase price and coupon into account when calculating yield to maturity.

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Adopted Budget
Fiscal Year 2021

Successor Agency





AGENCY DESCRIPTION

As of February 1, 2012, redevelopment agencies (RDAs) in California were dissolved and “successor agencies” were created to wind down the affairs of the former RDAs and to ensure that outstanding enforceable obligations of the former RDAs were met. The City Council sits as the governing board of the National City Successor Agency (the “SA”). Further, a seven member Oversight Board must review and approve most of the actions of the Successor Agency. The State Department of Finance (DOF) oversees RDA dissolution statewide and has review authority over certain of the actions of the oversight boards. Through June 30, 2018, the Oversight Board consisted of representatives or appointees of the agencies that receive property tax within the former National City redevelopment area boundaries (collectively, the “affected taxing entities” or “ATEs”). Beginning on July 1, 2018, a county-wide oversight board assumed the duties of all of the former individual successor agency oversight boards.

The primary source of funding for successor agencies is property tax revenues (formerly called “tax increment revenues”) that are deposited by the county auditor/controllers into a special “redevelopment property tax trust fund” (RPTTF) specific to each successor agency within the respective counties throughout California. The amount of money to be distributed to the successor agencies from the RPTTF (or utilized from any other source) is determined via the annual Recognized Obligation Payment Schedule (ROPS) process. Successor agencies prepare and submit a proposed ROPS to their respective oversight boards for approval upon which it is submitted to DOF for final review. If there are funds remaining in a successor agency’s RPTTF after amounts are allocated to the successor agency according to the approved ROPS, they are distributed to the ATEs.

The RDA dissolution law does not require that budgets be adopted for successor agencies, but as a practical matter, establishing a budget within the City’s financial system facilitates making payments and tracking and reporting expenditures and revenues of the SA. The budget shown in the following pages was adopted by the SA Board and reflects the expenditures authorized in the ROPS for fiscal year 2021 (ROPS 20-21).

**SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
ESTIMATED FINANCING SOURCES SUMMARY BY FUND AND SOURCE
FISCAL YEAR 2020-21**

Acct. No.	Account Title	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
711- 00000	Redev Obligations Retirement Fund				
3011	RPTTF Distribution	\$ 8,921,732	\$ 5,185,031	\$ 4,886,365	\$ 1,079,632
3300	Investment Earnings	125,328	215,536	50,000	20,000
3320	Interest Income - Loans	6,719	8,462	7,824	7,174
3601	Sale of Real Property	-	-	-	-
3634	Misc Revenue	-	-	-	-
	Fund 711 Total Revenue	\$ 9,053,779	\$ 5,409,029	\$ 4,944,189	\$ 1,106,806
3999	Transfers From Other Funds	1,045,265			
	Use of Fund 711 Fund Balance*			4,309,210	3,613,734
	Fund 711 Total Financing Sources	\$ 10,099,044	\$ 5,409,029	\$ 9,253,399	\$ 4,720,540
714- 00000	Capital Projects Fund - Non Housing				
3300	Investment Earnings	-	-	-	-
	Fund 714 Total Revenue	-	-	-	-
	Use of Fund Balance	-	-	-	-
	Fund 714 Total Financing Sources	-	-	-	-
715- 00000	Capital Projects Fund - Housing				
3300	Investment Earnings	-	-	-	-
	Fund 715 Total Revenue	-	-	-	-
	Transfers-In	-	-	-	-
	Fund 715 Total Financing Sources	-	-	-	-
	Total Revenues	\$ 9,053,779	\$ 5,409,029	\$ 4,944,189	\$ 1,106,806
	Total Transfers-In	1,045,265	-	-	-
	Total Use of Fund Balance	-	-	4,309,210	3,613,734
	Grand Total Successor Agency Financing Sources	\$ 10,099,044	\$ 5,409,029	\$ 9,253,399	\$ 4,720,540

* The amounts shown as the use of fund balance for the FY 2020 and FY 2021 adopted budgets equal the sum of the Reserve Balance and Other Funds columns in the respective ROPS less the revenues in accounts 3300 and 3320 for the respective years.

**SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
EXPENDITURE ACCOUNT DETAIL
FISCAL YEAR 2020-21**

Account Number	Account Title	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Adopted	FY 2021 Adopted
711-409	Redev Obligations Retirement Fund				
000-096	Costs of Bond Issuance	297,654	-	-	-
000-209	Legal Services	24,801	788	122,572	12,572
000-210	City of National City - Sewer Fund Loan Principal*	262,894	-	-	-
000-210	City of National City - SA Admin Services	306,440	250,000	243,452	245,444
000-212	Governmental Purposes	-	-	-	-
000-213	Professional Services	92,348	449,321	373,000	49,500
000-219	Fiscal Agent Fees	50	3,560	5,500	4,750
000-299	Contract Services	259,727	2,294,066	4,300,241	200,000
000-399	Materials & Supplies	-	-	4,548	4,556
000-470-0001	Bond Principal Redemption - 1999 TAB**	175,000	-	-	-
000-470-0003	Bond Principal Redemption - 2005 TAB**	790,000	-	-	-
000-470-0004	Bond Principal Redemption - 2011 TAB**	1,255,000	-	-	-
Balance Sheet	Bond Principal Redemption - 2017A TARB**		2,964,000	2,918,000	2,991,000
Balance Sheet	Bond Principal Redemption - 2017B TARB**		202,000	198,000	203,000
000-480-0001	Bond Interest Redemption - 1999 TAB	13,119	-	-	-
000-480-0003	Bond Interest Redemption - 2005 TAB	34,651	-	-	-
000-480-0004	Bond Interest Redemption - 2011 TAB	204,871	-	-	-
000-480-0005	Bond Interest Redemption - 2017A TARB	866,216	1,105,362	1,032,130	958,564
000-480-0006	Bond Interest Redemption - 2017B TARB	51,062	60,605	55,956	51,154
000-483-0000	Loan Interest Payment	77,456	-	-	-
	Total Fund 711	\$ 4,711,288	\$ 7,329,701	\$ 9,253,399	\$ 4,720,540
714-409	Capital Projects Fund - Non Housing				
099-0000	Transfers to Other Funds***	\$ 962,914	-	-	-
	Total Fund 714	\$ 962,914	-	-	-
715-409	Capital Projects Fund - Housing				
099-0000	Transfers to Other Funds***	\$ 82,350	-	-	-
	Total Fund 715	\$ 82,350	-	-	-
Total Successor Agency Expenditures and Transfers		\$ 5,756,553	\$ 7,329,701	\$ 9,253,399	\$ 4,720,540

* Sewer Fund Loan repayment is shown for informational purposes only. In the general ledger and financial statements, the debt payment is reflected as a reduction in the amount owed for an advance from other funds instead of an expenditure.

** Bond Principal Redemption amounts are shown as budgetary items for informational purposes only. In the general ledger and financial statements, bond principal payments made by the Successor Agency are shown as reductions to Long-Term Debt Payable instead of expenditures, consistent with accounting standards for fiduciary entities/funds.

*** In FY 2018 all unspent 2011 bond proceeds were applied to the issuance of the SA's 2017 TARBs.

**SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION
AS THE NATIONAL CITY REDEVELOPMENT AGENCY
EXPENDITURES AND TRANSFERS SUMMARY, BY OBJECT - ALL FUNDS
FISCAL YEAR 2020-21**

Fund	Fund Name	Personnel Services	Maintenance and Operations	Capital Improvements	Total Expenditures	Transfers Out	Total Budget
711	Redev Obligations Retirement Fund	\$ -	\$ 4,720,540	\$ -	\$ 4,720,540	\$ -	\$ 4,720,540
714	Capital Projects Fund - Non Housing	-	-	-	-	-	-
715	Capital Projects Fund - Housing	-	-	-	-	-	-
	Total All Funds	<u>\$ -</u>	<u>\$ 4,720,540</u>	<u>\$ -</u>	<u>\$ 4,720,540</u>	<u>\$ -</u>	<u>\$ 4,720,540</u>

**National City Successor Agency
Recognized Obligation Payment Schedule (ROPS) 20-21 - Authorized Items**
(Summarized)

Item #	Project Name/Debt Obligation	Obligation Type	Payee	Total Outstanding Debt or Obligation	Retired	ROPS 20-21 Total	Funding Sources				
							Bond Proceeds	Reserve Balance	Other Funds	Redevelopment Property Tax Trust Fund (RPTTF)	Admin RPTTF
Totals				49,925,287		4,720,540		3,640,908		829,632	250,000
12	WI-TOD (DDA/Co-Op/Bond Docs/Other Grants)	OPA/DDA/Construction	City of National City/EnSafe	138,800	N	-	0	-	-	0	-
13	WI-TOD (DDA/Co-Op/Bond Docs/Other Grants)	OPA/DDA/Construction	City of National City/DTSC	-	N	-	0	-	-	0	-
87	Personnel and Admin Costs	Admin Costs	City of National City	250,000	N	250,000	-	-	-	-	250,000
110	Environmental Monitoring for CDC Properties	OPA/DDA/Construction	County of San Diego	15,000	N	15,000	0	-	-	15,000	-
111	Environmental Monitoring for CDC Properties	Remediation	GeoSyntec Consultants	30,000	N	30,000	0	-	-	30,000	-
128	Contract for Financial Analysis	Fees	NHA Advisors	4,500	N	4,500	-	-	-	4,500	-
144	Contract for Legal Services	Legal	Kane, Ballmer, & Berkman	17,000	N	-	0	-	-	-	-
146	Contract for Legal Services	Legal	Oppel & Varco, LLP/ Richard Oppel	47,000	N	-	0	-	-	-	-
147	Contract for Legal Services	Legal	Christensen & Spath, LLP	40,000	N	-	0	-	-	-	-
162	Bonds	Fees	Bank of New York	48,000	N	4,000	-	-	-	4,000	-
167	Contract for Legal Services	Legal	Meyers Nave Hoffman Riback Silver & Wilson	24,000	N	-	-	-	-	-	-
176	Unforseen SA remediation cost obligation - estimated additional costs Phase II WI-TOD	OPA/DDA/Construction	Paradise Creek Housing Partners	200,000	N	200,000	-	200,000	-	-	-
179	Joint Defense and Cost Sharing Agreement with respect to the Affordable Housing Coalition of San Diego County v. Sandoval et al case	Litigation	City of National City/City of Lemon Grove	12,572	N	12,572	-	12,572	-	-	-
180	2017 Tax Allocation Refunding Bond - Series A Principal Payment	Refunding Bonds Issued After 6/27/12	Bank of New York Mellon Trust Company, N. A.	39,982,000	N	2,991,000	-	2,991,000	-	0	-
181	2017 Tax Allocation Refunding Bond - Series A Interest Payment	Refunding Bonds Issued After 6/27/12	Bank of New York Mellon Trust Company, N. A.	6,558,386	N	958,564	-	437,336	-	521,228	-
182	2017 Tax Allocation Refunding Bond - Series B Principal Payment	Refunding Bonds Issued After 6/27/12	Bank of New York Mellon Trust Company, N. A.	2,269,000	N	203,000	-	-	-	203,000	-
183	2017 Tax Allocation Refunding Bonds - Series B Interest Payment	Refunding Bonds Issued After 6/27/12	Bank of New York Mellon Trust Company, N. A.	278,279	N	51,154	-	-	-	51,154	-
184	Bonds	Fees	US Bank	-	N	-	0	-	-	0	-
185	Bonds	Fees	US Bank	750	N	750	0	-	-	750	-

CALIFORNIA
NATIONAL CITY
1887
INCORPORATED

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Adopted Budget
Fiscal Year 2021

Glossary of Acronyms & Terms





GLOSSARY OF ACRONYMS & TERMS

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

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

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

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.

Adopted Budget
Fiscal Year 2021

Schedule of Fees





SCHEDULE OF FEES

BUILDING

Administrative Fees		
#	Description	Fee
1	Travel and Documentation (standard) (2 trips)	\$130.00 each
2	Travel and Documentation (Each additional trip)	\$88.00 each
3	Permit Issuance	\$45.00 each
4	Construction & Demolition Admin Fee	\$118.00 flat or each
Mechanical Permit Fees		
1	Stand Alone Mechanical Plan Check	\$139.00/hr.
2	Air Conditioning Unit	\$43.00 each
3	Furnaces (F. A. U., Floor)	\$43.00 each
4	Wall Heater	\$43.00 each
5	Appliance Vent/Chimney (Only)	\$28.00 each
6	Refrigeration Compressor	\$88.00 each
7	Boiler	\$88.00 each
8	Chiller	\$88.00 each
9	Heat Pump (Package Unit)	\$43.00 each
10	Heater (Unit, Radiant, etc.)	\$43.00 each
11	Air Handler	\$43.00 each
12	Duct Work Only	\$88.00 each
13	Evaporative Cooler	\$43.00 each
14	Make-up Air System	\$88.00 each
15	Moisture Exhaust Duct (Clothes Dryer)	\$13.00 each
16	Vent Fan (Single Duct)	\$13.00 each
17	Vent System	\$43.00 each
18	Exhaust Hood and Duct (Residential)	\$43.00 each
19	Exhaust Hood- Type I (Commercial Grease Hood)	\$88.00 each
20	Exhaust Hood - Type II (Commercial Steam Hood)	\$88.00 each
21	Non-Residential Incinerator	\$88.00 each
22	Refrigerator Condenser Remote	\$88.00 each
23	Walk- in Box I Refrigerator Coil	\$88.00 each
Electrical Permit Fees		
1	Stand Alone Electrical Plan Check	\$139.00/hr.
2	Single Phase Service	\$55.00/per 100 amps or portion thereof
3	Three Phase Service	\$87.00/per 100 amps or portion thereof
All Other Types of Construction		
4	15 or 20 amp - First 10 circuits	\$28.00 each
5	15 or 20 amp - next 90 circuits	\$13.00 each
6	15 or 20 amp -over 100 circuits	\$7.00 each



SCHEDULE OF FEES

7	25 to 40 amp circuits	\$43.00 each
8	50 to 175 amp circuits	\$58.00 each
9	200 amp and larger circuits	\$73.00 each
10	Temporary Service	\$43.00 each
11	Temporary Pole	\$43.00 each
12	Pre-Inspection	\$100.00/hr.
13	Generator Installation	\$43.00/kw
Plumbing Permit Fees		
1	Stand Alone Plumbing Plan Check	\$139.00/hr.
2	Fixtures	\$13.00 each
3	Gas System	\$28.00 first outlet
4	Gas Outlets	\$13.00 each additional
5	Building Sewer	\$43.00 each
6	Grease Trap	\$43.00 each
7	Backflow Preventer 1 through 5	\$28.00 first five
8	Backflow Preventer - Each additional (More than 5)	\$6.00 each additional
9	Roof Drain - Rainwater System	\$88.00
10	Water Heater – Residential - No Admin	\$50.00 each
10	Water Heater - Commercial	\$130.00 each
11	Water Pipe Repair I Replacement	\$28.00 each
12	Drain- Vent Repair I Alterations	\$28.00 each
13	Drinking Fountain	\$43.00 each
14	Solar Water System Fixtures	\$88.00
15	Graywater Systems (per hour)	\$145.00/hr.
16	Medical Gas System (Each Outlet)	\$13.00 each
Miscellaneous		
1	Repetitive plan check review	First permit at 100% of Fee Schedule Rate, each additional at 25% for Plan Check Fee, Inspections @ Full Fee Schedule Rate
Antenna - Telecom Facility		
2	Equipment container	\$776.00
3	Cellular/Mobile Phone, free-standing Monopalm	\$590.00 each
4	Cellular/Mobile Phone, co-location Antenna	\$532.00 each
5	Awning/Canopy (Supported by building)	\$444.00 each
6	Balcony Addition	\$590.00 each
7	Building Moving Application Fee	\$747.00 each
8	Carport	\$622.00 per 500 sq. ft.
9	Change of Occupancy	\$275.00 each
10	Close Existing Openings	\$600.00 each
11	Compliance Inspections/Re-inspections	\$134.00 each



SCHEDULE OF FEES

12	Condo Conversion	\$633.00 each unit
13	Covered Porch	\$621.00 each
14	Deck	\$606.00 each
15	Demolition-Residential Partial Demo (flat fee)	\$150.00 each
16	Demolition - Residential	\$267.00 each
17	Demolition- Multifamily/Commercial	\$341.00 each
18	Door-New	\$359.00 each
19	Drywall (first 500 sq.ft.)	\$140.00 first 500 sq. ft.
20	Each additional 100 sq.ft.	\$13.00
21	Fence or Freestanding Wall (non- masonry) >7 feet in height	\$354.00 first 100 linear ft.
22	Each additional 100 lin. Feet	\$42.00
23	Fence or Freestanding Wall (masonry) >4 feet in height	\$420.00 first 100 linear ft.
24	Each additional 100 lin. Feet	\$57.00
25	Fireplace	Schedule Rate
26	Masonry	\$400.00 each
27	Pre-Fabricated/Metal	\$310.00 each
28	Flag pole (over 30 feet in height)	\$404.00 each
Garage (Residential)		
29	Attached	\$622.00 up to 750 sq.ft.
30	Detached	\$622.00 up to 750 sq.ft.
31	Greenhouse (non- commercial)	\$372.00 each
32	Insulation	\$207.00 each unit
33	Lighting pole	\$404.00 first pole
34	Each additional pole	\$57.00
35	Partition-Commercial, Interior	\$252.00 up to 30 linear ft.
36	Additional partition	\$13.00 each additional linear foot
37	Partition-Residential, Interior	\$252.00 up to 30 linear ft.
38	Additional partition	\$13.00 each additional 30 linear feet
39	Patio Cover without calculations	\$584.00 per 300 sq. ft.
40	Patio Cover with calculations	\$685.00 per 300 sq. ft.
41	Photovoltaic System	\$378.00 each
Pile Foundation		
42	Cast in place concrete (first 10 piles)	\$548.00 (1-10)
43	Additional Piles (increments of 10)	\$109.00 each 10
44	Driven (steel, pre-stressed concrete)	\$563.00 (1-10)
45	Additional Piles (increments of 10)	\$125.00 each 10
46	Pre- Plan Check Appointments	\$177.00 first hour



SCHEDULE OF FEES

47	Pre-Plan Check appointment	\$88.00 each additional ½ hour
Remodel - Residential		
48	500 sq.ft.	\$748.00
49	Additional Remodel	\$43.00 per 100 sq. ft. or portion thereof
Re-Roof		
50	Tile/Shake- first 500 sq.ft.	\$240.00
51	Each additional 100 sq.ft.	\$13.00
52	Comp/Metal- first 500 sq.ft.	\$240.00
53	Each additional 100 sq.ft.	\$13.00
54	Roof Structure Replacement	\$648.00 first 500 sq. ft.
55	Each additional space 100 sq.ft.	\$54.00
56	Residential Re- Plumb (Flat Rate)	\$130.00 per unit
57	Residential Re-Wire (Flat Rate)	\$130.00 per unit
Room Addition - First Story		
58	Up to 500 sq.ft.	\$864.00
59	Each additional 100 sq.ft.	\$42.00
60	Up to 500 sq. ft. with calculations	\$1,135.00
61	each addition per 100 sq. ft. with calculations	\$52.00
Room Addition - Multi-Story		
62	Up to 500 sq.ft	\$1,165.00
63	Each addition per 100 sq. ft.	\$42.00
64	Up to 500 sq.ft. with calculations	\$1,296.00
65	Each addition per 100 sq.ft. with calculations	\$57.00
66	Sauna	\$310.00 each
67	Siding	\$173.00 first 400 sq. ft.
68	Additional siding	\$28.00 each additional 400 sq. ft.
Signs		
69	Pole Sign, Non-electric	\$362.00 each
70	Pole Sign, Electric	\$412.00 each
71	Wall/Awning Sign, Non-electric	\$310.00 each
72	Wall Sign-Electric	\$341.00 each
73	Skylight	\$310.00 each
74	Spa or Hot Tub (Pre-Fabricated)	\$267.00 each
75	Stairs-First Flight	\$267.00
76	Each additional flight	\$43.00
Storage Racks		
77	5'9" (up to 100 sq.ft.)	\$402.00
78	Each additional 100 sq.ft.	\$43.00
79	Stucco Applications	\$234.00 first 400 sq. ft.



SCHEDULE OF FEES

80	Additional stucco application	\$43.00 each additional 400 sq. ft.
Swimming Pool / Spa		
81	Residential	\$675.00 first 800 sq. ft.
82	Each additional 100 sq.ft.	\$52.00
83	Commercial	\$741.00 first 800 sq. ft.
84	Commercial each additional 100 sq.ft.	\$52.00
Window or Sliding Glass Door		
85	New Window (Non-Structural)	\$252.00 each
86	Each additional (Non-Structural)	\$40.00 each
87	New Window Structural	\$382.00 each
88	Each additional structural	\$40.00 each
89	Repair/Replace-First 10 Windows (Retro-fit Windows)	\$219.00
90	Repair/Replace-Each additional 5 (Retro-fit Windows)	\$42.00
91	Plan Change and/or Review (Standard Hourly Rate)	\$170.00/hr.
92	Research	Hourly Rate of Personnel
93	Supplemental Inspection Fee	\$100.00/hr.
94	Emergency (Non- Scheduled) Call-Out Fee	\$354.00/four hrs.
95	After Hours (Scheduled) Call-Out Fee	\$184.00 each additional
96	Each additional hour	\$100.00
97	Public Records Act Copies	Refer to City Clerk Fees
98	Duplication of Building Plans	\$98.73 each
99	Certificate of Occupancy	\$60.00 each
100	Certificate of Occupancy (Duplicate)	\$49.00 each
101	Temporary Certificate of Occupancy	\$187.00 each
102	Job Card Replacement	\$36.00 each
103	Refund Processing	\$105.00 each
104	Change of Contractor/Architect or Owner	\$128.00 each
105	Product Review	\$82.00 each
106	Request/Research for alternative methods	\$154.86/hr.
107	Additional Plan Check Fee after Third Submittal	\$154.86 each
108	Supplemental Plan Check/Plan Change	\$154.86/hr.
109	Trash Enclosure	\$346.00 each
110	Commercial Coach (Construction/Temporary Trailers)	\$219.00 each
111	Modular Structures	\$722.00 each
Mezzanine		
112	First 500 Square Feet	\$500.00
113	Each additional 500 Square Feet	\$42.40
Electrical Vehicle Charging Station		
114	Residential (SFD or Duplex)	\$219.00 each
115	Commercial or Multifamily Residential	\$219.00 each
116	Commercial or Multifamily Residential	\$42.00 each additional



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Plan Check Fee
A-1	Assembly—Fixed Seating Theater, Concert Hall	1,000	\$1,497.29 plus \$67.70 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,205.38 plus 63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	7,382.22 plus 39.39 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	11,321.50 plus 37.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	22,468.63 plus 35.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	40,386.00 plus 30.51 for each additional 100 s.f. or fraction thereof
A-2	Assembly—Food & Drink Restaurant, Night Club, Bar	1,000	\$1,999.27 plus \$86.92 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,476.12 plus 86.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,796.62 plus 52.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	15,006.63 plus 49.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	29,965.97 plus 47.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	53,855.79 plus 40.84 for each additional 100 s.f. or fraction thereof
A-3	Assembly—Worship, Amusement Arcade, Church, Community Hall	1,000	\$1,999.27 plus \$86.92 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,476.12 plus 86.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,796.62 plus 52.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	15,006.63 plus 49.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	29,965.97 plus 47.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	53,855.79 plus 40.84 for each additional 100 s.f. or fraction thereof
A-4	Assembly—Indoor Sport Viewing Arena, Skating Rink, Tennis Court	1,000	\$2,126.34 plus \$93.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,857.34 plus 88.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	10,304.91 plus 54.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	15,769.07 plus 52.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	31,617.93 plus 50.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	56,778.49 plus 28.78 for each additional 100 s.f. or fraction thereof
A	A Occupancy Tenant Improvements	400	\$586.17 plus \$65.45 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	1,633.33 plus 63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	2,904.07 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 8000 s.f.
		8,000	4,428.95 plus 36.00 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,749.45 plus 34.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
		40,000	15,738.50 plus 28.78 for each additional 100 s.f. or fraction thereof
A-1	Assembly—Fixed Seating Theater, Concert Hall	1,000	\$1,983.98 plus \$19.06 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,746.42 plus 15.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	3,508.86 plus 16.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	5,160.82 plus 3.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	6,080.91 plus 11.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	11,926.29 plus 9.95 for each additional 100 s.f. or fraction thereof
A-2	Assembly—Food & Drink Restaurant, Night Club, Bar	1,000	\$2,746.42 plus \$28.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,890.08 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,906.67 plus 22.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	7,193.99 plus 4.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	8,495.31 plus 16.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	16,755.09 plus 14.12 for each additional 100 s.f. or fraction thereof
A-3	Assembly—Worship, Amusement Arcade, Church, Community Hall	1,000	\$2,365.20 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,381.79 plus 15.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,144.23 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,177.40 plus 3.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	7,224.57 plus 14.23 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	14,340.69 plus 12.16 for each additional 100 s.f. or fraction thereof
A-4	Assembly—Indoor Sport Viewing Arena, Skating Rink, Tennis Court	1,000	\$2,365.20 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,381.79 plus 15.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,144.23 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,177.40 plus 3.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	7,224.57 plus 14.23 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	14,340.69 plus 8.14 for each additional 100 s.f. or fraction thereof
A	A Occupancy Tenant Improvements	400	\$1,221.54 plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	1,729.83 plus 19.06 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	2,111.05 plus 22.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 8000 s.f.
		8,000	3,000.57 plus 5.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	3,659.58 plus 17.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
		40,000	7,114.22 plus 14.23 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Total
A-1	Assembly—Fixed Seating Theater, Concert Hall	1,000	\$3,481.27 plus \$86.76 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,951.80 plus 78.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	10,891.08 plus 55.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	16,482.32 plus 40.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	28,549.54 plus 47.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	52,312.29 plus 40.46 for each additional 100 s.f. or fraction thereof		
A-2	Assembly—Food & Drink Restaurant, Night Club, Bar	1,000	\$4,745.69 plus \$115.51 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,366.20 plus 106.74 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,703.29 plus 74.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	22,200.63 plus 54.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	38,461.27 plus 64.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	70,610.88 plus 54.96 for each additional 100 s.f. or fraction thereof		
A-3	Assembly—Worship, Amusement Arcade, Church, Community Hall	1,000	\$4,364.46 plus \$112.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	8,857.90 plus 101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	13,940.85 plus 72.43 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	21,184.04 plus 53.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	37,190.54 plus 62.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	68,196.48 plus 53.00 for each additional 100 s.f. or fraction thereof		
A-4	Assembly—Indoor Sport Viewing Arena, Skating Rink, Tennis Court	1,000	\$4,491.54 plus \$118.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,239.13 plus 104.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,449.14 plus 74.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	21,946.48 plus 56.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	38,842.50 plus 64.55 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	71,119.17 plus 36.92 for each additional 100 s.f. or fraction thereof		
A	A Occupancy Tenant Improvements	400	\$1,807.71 plus \$97.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	3,363.16 plus 82.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	5,015.12 plus 60.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 8000 s.f.
		8,000	7,429.52 plus 41.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	12,409.03 plus 52.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
40,000	22,852.71 plus 43.00 for each additional 100 s.f. or fraction thereof		
B	Business—Bank	100	\$2,349.91 plus \$1,080.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	6,670.41 plus 1,016.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	11,753.35 plus 636.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	18,122.32 plus 605.72 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	36,293.83 plus 582.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	65,424.25 plus 329.18 for each additional 100 s.f. or fraction thereof		
B	Business—Clinic, Outpatient	100	\$2,095.76 plus \$984.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	6,035.04 plus 940.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	10,736.76 plus 573.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	16,470.36 plus 550.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	32,989.92 plus 531.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	59,578.87 plus 460.81 for each additional 100 s.f. or fraction thereof		
B	Business—Dry Cleaning	500	\$1,028.54 plus \$88.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,807.57 plus 86.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,967.82 plus 50.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	7,509.29 plus 49.98 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	15,006.63 plus 47.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	26,951.55 plus 27.85 for each additional 100 s.f. or fraction thereof		
B	Business—Professional Office	1,000	\$2,222.84 plus \$101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,289.19 plus 99.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,245.06 plus 59.72 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	17,217.51 plus 57.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	34,514.80 plus 55.40 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	62,216.83 plus 31.56 for each additional 100 s.f. or fraction thereof		
B	Business—High Rise Office	5,000	\$6,685.70 plus \$18.43 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	10,370.83 plus 50.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	23,108.76 plus 41.17 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	43,694.68 plus 28.99 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 250000 s.f.
		250,000	87,184.40 plus 34.55 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500000 s.f.
500,000	173,559.07 plus 33.30 for each additional 100 s.f. or fraction thereof		



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Inspection Check Fee
B	Business—Bank	100	\$1,475.68 plus \$127.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	1,983.98 plus 101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	2,492.27 plus 114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	3,635.93 plus 21.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,294.95 plus 81.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	8,384.95 plus 46.22 for each additional 100 s.f. or fraction thereof
B	Business—Clinic, Outpatient	100	\$1,475.68 plus \$127.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	1,983.98 plus 101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	2,492.27 plus 114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	3,635.93 plus 21.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,294.95 plus 81.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	8,384.95 plus 70.88 for each additional 100 s.f. or fraction thereof
B	Business—Dry Cleaning	500	\$2,619.35 plus \$57.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,763.01 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,652.52 plus 45.75 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,939.85 plus 7.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	8,107.16 plus 31.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	16,009.36 plus 18.42 for each additional 100 s.f. or fraction thereof
B	Business—Professional Office	1,000	\$3,381.79 plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,652.52 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,923.26 plus 27.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,718.88 plus 5.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	10,267.41 plus 19.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	20,202.79 plus 11.32 for each additional 100 s.f. or fraction thereof
B	Business—High Rise Office	5,000	\$13,039.38 plus \$19.06 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	16,851.58 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	23,205.26 plus 14.74 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	30,575.52 plus 7.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 250000 s.f.
		250,000	42,432.30 plus 14.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500000 s.f.
		500,000	79,068.42 plus 14.12 for each additional 100 s.f. or fraction thereof
B	Business—Bank	100	\$3,825.59 plus \$1,207.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	8,654.39 plus 1,118.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	14,245.62 plus 751.26 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	21,758.25 plus 627.68 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	40,588.78 plus 664.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	73,809.20 plus 375.40 for each additional 100 s.f. or fraction thereof
B	Business—Clinic, Outpatient	100	\$3,571.45 plus \$1,111.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	8,019.02 plus 1,042.00 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	13,229.03 plus 687.73 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	20,106.29 plus 572.62 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	37,284.87 plus 613.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	67,963.82 plus 531.70 for each additional 100 s.f. or fraction thereof
B	Business—Dry Cleaning	500	\$3,647.89 plus \$146.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	6,570.58 plus 121.99 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,620.35 plus 96.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,449.14 plus 57.76 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	23,113.79 plus 79.39 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	42,960.91 plus 46.28 for each additional 100 s.f. or fraction thereof
B	Business—Professional Office	1,000	\$5,604.62 plus \$133.43 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	10,941.71 plus 124.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	17,168.31 plus 87.68 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	25,936.39 plus 62.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	44,782.21 plus 75.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	82,419.63 plus 42.88 for each additional 100 s.f. or fraction thereof
B	Business—High Rise Office	5,000	\$19,725.07 plus \$37.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	27,222.41 plus 76.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	46,314.02 plus 55.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	74,270.20 plus 36.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 250000 s.f.
		250,000	129,616.70 plus 49.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500000 s.f.
		500,000	252,627.48 plus 47.42 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Plan Check Fee
B	B Occupancy Tenant Improvements	250	\$443.81 plus \$63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.
		1,250	1,079.17 plus 71.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	1,968.69 plus 40.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,985.28 plus 39.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12500 s.f.
		12,500	5,953.83 plus 37.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	10,655.56 plus 30.08 for each additional 100 s.f. or fraction thereof
E	Educational—Group Occupancy 6+ persons, up to the 12th Grade	500	\$1,348.61 plus \$114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,635.93 plus 113.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,462.13 plus 68.62 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,893.11 plus 65.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	19,738.93 plus 63.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	35,557.20 plus 52.86 for each additional 100 s.f. or fraction thereof
E	Educational—Day Care 5+ children, older than 2 1/2 yrs	300	\$967.39 plus \$127.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	2,492.27 plus 129.11 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	4,428.95 plus 80.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	6,843.35 plus 75.51 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	13,639.40 plus 73.26 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	24,628.88 plus 60.18 for each additional 100 s.f. or fraction thereof
F-1	Factory Industrial—Moderate Hazard	1,500	\$2,395.78 plus \$21.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7500 s.f.
		7,500	3,666.51 plus 58.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	8,017.59 plus 46.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	15,037.21 plus 33.11 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 75000 s.f.
		75,000	29,935.39 plus 39.35 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 150000 s.f.
		150,000	59,447.03 plus 36.74 for each additional 100 s.f. or fraction thereof
F-2	Factory Industrial—Low Hazard	2,000	\$2,522.85 plus \$55.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,970.42 plus 54.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	12,465.16 plus 33.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
		40,000	19,230.64 plus 31.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	38,322.25 plus 30.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 200000 s.f.
		200,000	68,977.55 plus 26.36 for each additional 100 s.f. or fraction thereof
B	B Occupancy Tenant Improvements	250	\$1,094.46 plus \$38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.
		1,250	1,475.68 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	1,729.83 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,619.35 plus 5.40 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12500 s.f.
		12,500	3,024.21 plus 23.57 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	5,970.55 plus 18.85 for each additional 100 s.f. or fraction thereof
E	Educational—Group Occupancy 6+ persons, up to the 12th Grade	500	\$1,841.62 plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,476.98 plus 26.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,127.64 plus 30.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,652.52 plus 5.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	5,453.90 plus 21.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	10,829.93 plus 17.97 for each additional 100 s.f. or fraction thereof
E	Educational—Day Care 5+ children, older than 2 1/2 yrs	300	\$1,841.62 plus \$52.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	2,476.98 plus 43.38 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	3,127.64 plus 50.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	4,652.52 plus 8.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	5,453.90 plus 35.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	10,829.93 plus 29.44 for each additional 100 s.f. or fraction thereof
F-1	Factory Industrial—Moderate Hazard	1,500	\$2,746.42 plus \$12.71 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7500 s.f.
		7,500	3,508.86 plus 17.15 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	4,794.88 plus 9.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	6,192.69 plus 5.45 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 75000 s.f.
		75,000	8,646.03 plus 9.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 150000 s.f.
		150,000	16,039.94 plus 9.20 for each additional 100 s.f. or fraction thereof
F-2	Factory Industrial—Low Hazard	2,000	\$5,414.96 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	7,448.14 plus 21.76 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	9,623.68 plus 21.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
		40,000	13,944.18 plus 4.09 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	16,397.51 plus 16.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 200000 s.f.
		200,000	32,559.50 plus 13.90 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Total
B	B Occupancy Tenant Improvements	250	\$1,538.27 plus \$101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.
		1,250	2,554.86 plus 91.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,698.52 plus 76.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,604.62 plus 44.98 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12500 s.f.
		12,500	8,978.05 plus 61.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	16,626.11 plus 48.93 for each additional 100 s.f. or fraction thereof
E	Educational—Group Occupancy 6+ persons, up to the 12th Grade	500	\$3,190.23 plus \$146.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	6,112.92 plus 139.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,589.77 plus 99.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,545.64 plus 70.98 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	25,192.83 plus 84.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	46,387.13 plus 70.83 for each additional 100 s.f. or fraction thereof
E	Educational—Day Care 5+ children, older than 2 1/2 yrs	300	\$2,809.00 plus \$180.02 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	4,969.25 plus 172.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	7,556.59 plus 131.31 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	11,495.87 plus 84.42 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	19,093.30 plus 109.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	35,458.81 plus 89.62 for each additional 100 s.f. or fraction thereof
F-1	Factory Industrial—Moderate Hazard	1,500	\$5,142.19 plus \$33.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7500 s.f.
		7,500	7,175.37 plus 75.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	12,812.47 plus 56.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	21,229.90 plus 38.56 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 75000 s.f.
		75,000	38,581.42 plus 49.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 150000 s.f.
		150,000	75,486.97 plus 45.94 for each additional 100 s.f. or fraction thereof
F-2	Factory Industrial—Low Hazard	2,000	\$7,937.81 plus \$81.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,418.56 plus 76.70 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	22,088.84 plus 55.43 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 40000 s.f.
		40,000	33,174.82 plus 35.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	54,719.76 plus 46.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 200000 s.f.
		200,000	101,537.05 plus 40.26 for each additional 100 s.f. or fraction thereof
H-1	High Hazard Group H-1 Pose a detonation hazard	600	\$743.82 plus \$44.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	1,821.56 plus 47.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	3,249.95 plus 28.04 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	4,932.48 plus 26.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	9,634.20 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
		60,000	17,258.62 plus 20.67 for each additional 100 s.f. or fraction thereof
H-3	High Hazard Group H-3 Readily support combustion	600	\$1,125.04 plus \$76.67 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,965.22 plus 73.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	5,156.05 plus 44.99 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	7,855.17 plus 42.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	15,479.59 plus 40.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
		60,000	27,678.65 plus 33.30 for each additional 100 s.f. or fraction thereof
H-4	High Hazard Group H-4 Pose health hazards	300	\$489.67 plus \$68.63 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	1,313.27 plus 69.81 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,360.43 plus 39.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	3,534.67 plus 36.71 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	6,838.59 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	12,175.67 plus 28.10 for each additional 100 s.f. or fraction thereof
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$1,252.11 plus \$52.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,346.45 plus 48.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,791.42 plus 30.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,871.76 plus 28.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	17,512.76 plus 27.70 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	31,363.78 plus 23.03 for each additional 100 s.f. or fraction thereof
I-1	Institutional—17+ persons, ambulatory	1,000	\$2,299.28 plus \$98.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,238.56 plus 96.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,067.35 plus 60.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	17,070.39 plus 56.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	33,971.17 plus 54.51 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	61,226.06 plus 46.72 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Inspection Check Fee
H-1	High Hazard Group H-1 Pose a detonation hazard	600	\$1,729.83 plus \$26.47 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,365.20 plus 21.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	3,000.57 plus 23.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	4,398.37 plus 4.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	5,215.04 plus 16.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
60,000	10,194.56 plus 13.50 for each additional 100 s.f. or fraction thereof		
H-3	High Hazard Group H-3 Readily support combustion	600	\$2,492.27 plus \$42.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	3,508.86 plus 33.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	4,525.45 plus 33.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	6,558.63 plus 6.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	7,756.51 plus 25.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
60,000	15,277.50 plus 20.53 for each additional 100 s.f. or fraction thereof		
H-4	High Hazard Group H-4 Pose health hazards	300	\$1,602.76 plus \$52.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	2,238.12 plus 42.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,873.49 plus 42.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	4,144.23 plus 9.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	4,960.90 plus 31.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
30,000	9,686.26 plus 24.88 for each additional 100 s.f. or fraction thereof		
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$3,127.64 plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,398.37 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,414.96 plus 26.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,083.51 plus 4.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	9,535.54 plus 18.35 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	18,708.49 plus 15.25 for each additional 100 s.f. or fraction thereof		
I-1	Institutional—17+ persons, ambulatory	1,000	\$3,635.93 plus \$38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,160.82 plus 27.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,558.63 plus 30.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	9,608.39 plus 5.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	11,299.28 plus 21.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	22,251.26 plus 18.78 for each additional 100 s.f. or fraction thereof		
H-1	High Hazard Group H-1 Pose a detonation hazard	600	\$2,473.65 plus \$71.38 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	4,186.76 plus 68.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	6,250.51 plus 51.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	9,330.86 plus 30.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	14,849.25 plus 42.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
60,000	27,453.17 plus 34.17 for each additional 100 s.f. or fraction thereof		
H-3	High Hazard Group H-3 Readily support combustion	600	\$3,617.31 plus \$119.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	6,474.08 plus 106.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	9,681.50 plus 78.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	14,413.80 plus 49.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	23,236.10 plus 65.73 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
60,000	42,956.15 plus 53.82 for each additional 100 s.f. or fraction thereof		
H-4	High Hazard Group H-4 Pose health hazards	300	\$2,092.43 plus \$121.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,500	3,551.39 plus 112.17 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	5,233.93 plus 81.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	7,678.90 plus 45.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15000 s.f.
		15,000	11,799.48 plus 67.08 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
30,000	21,861.94 plus 52.98 for each additional 100 s.f. or fraction thereof		
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$4,379.75 plus \$84.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,744.82 plus 69.23 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,206.38 plus 57.49 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	16,955.27 plus 33.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	27,048.30 plus 46.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	50,072.26 plus 38.28 for each additional 100 s.f. or fraction thereof		
I-1	Institutional—17+ persons, ambulatory	1,000	\$5,935.21 plus \$136.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	11,399.38 plus 124.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	17,625.98 plus 90.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	26,678.78 plus 61.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	45,270.45 plus 76.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	83,477.32 plus 65.50 for each additional 100 s.f. or fraction thereof		



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Plan Check Fee
I-2	Institutional—6+ persons, non-ambulatory	1,000	\$2,553.43 plus \$111.19 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,001.00 plus 109.28 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	12,465.16 plus 67.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	19,230.64 plus 63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	38,291.67 plus 61.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	68,977.55 plus 52.33 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Department & Drug Store	1,000	\$1,475.68 plus \$63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,017.15 plus 61.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	7,097.50 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	10,909.70 plus 36.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	21,772.11 plus 34.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	39,181.18 plus 29.52 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Market	500	\$840.32 plus \$69.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,238.12 plus 67.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,920.66 plus 43.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,080.91 plus 40.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	12,114.52 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	21,645.03 plus 31.80 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Motor fuel-dispensing	100	\$2,075.71 plus \$889.51 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	5,633.77 plus 864.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	9,954.27 plus 521.00 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	15,164.28 plus 506.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	30,347.19 plus 481.56 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	54,425.24 plus 415.50 for each additional 100 s.f. or fraction thereof		
M	M Occupancy Tenant Improvements	500	\$713.24 plus \$57.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	1,856.90 plus 61.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,397.08 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,176.10 plus 33.99 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	10,274.33 plus 32.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	18,407.04 plus 27.07 for each additional 100 s.f. or fraction thereof		
I-2	Institutional—6+ persons, non-ambulatory	1,000	\$4,525.45 plus \$47.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,431.55 plus 33.04 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	8,083.51 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	11,895.71 plus 7.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	14,094.90 plus 27.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	27,842.49 plus 23.44 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Department & Drug Store	1,000	\$2,619.35 plus \$28.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,763.01 plus 17.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,652.52 plus 22.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,939.85 plus 3.99 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	8,137.73 plus 16.06 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	16,167.01 plus 13.61 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Market	500	\$2,365.20 plus \$44.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,254.71 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,144.23 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,050.33 plus 7.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	7,121.15 plus 28.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	14,133.84 plus 23.40 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Motor fuel-dispensing	100	\$3,158.22 plus \$317.68 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	4,428.95 plus 228.73 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	5,572.61 plus 266.85 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	8,241.16 plus 49.42 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,723.77 plus 188.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	19,150.86 plus 162.68 for each additional 100 s.f. or fraction thereof		
M	M Occupancy Tenant Improvements	500	\$1,729.83 plus \$38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,492.27 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,127.64 plus 27.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,525.45 plus 5.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	5,311.54 plus 20.93 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	10,545.20 plus 17.42 for each additional 100 s.f. or fraction thereof		



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Total	
I-2	Institutional—6+ persons, non-ambulatory	1,000	\$7,078.87	plus \$158.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	13,432.55	plus 142.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	20,548.67	plus 105.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	31,126.35	plus 70.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	52,386.57	plus 88.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	96,820.04	plus 75.77 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Department & Drug Store	1,000	\$4,095.03	plus \$92.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,780.16	plus 79.40 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,750.02	plus 61.00 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	17,849.55	plus 40.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	29,909.84	plus 50.88 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	55,348.20	plus 43.13 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Market	500	\$3,205.51	plus \$114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	5,492.84	plus 102.88 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	8,064.89	plus 81.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	12,131.24	plus 47.36 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	19,235.66	plus 66.17 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	35,778.87	plus 55.20 for each additional 100 s.f. or fraction thereof		
M	Mercantile—Motor fuel-dispensing	100	\$5,233.93	plus \$1,207.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		500	10,062.72	plus 1,092.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1000 s.f.
		1,000	15,526.88	plus 787.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,000	23,405.44	plus 555.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	40,070.96	plus 670.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	73,576.10	plus 578.18 for each additional 100 s.f. or fraction thereof		
M	M Occupancy Tenant Improvements	500	\$2,443.07	plus \$95.31 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	4,349.18	plus 87.02 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,524.71	plus 63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,701.55	plus 39.23 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	15,585.87	plus 53.47 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
50,000	28,952.24	plus 44.49 for each additional 100 s.f. or fraction thereof		
R-1	Residential—Transient Boarding Houses, Hotels, Motels	1,000	\$1,856.90	plus \$85.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,287.89	plus 81.94 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,384.82	plus 49.56 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	14,340.69	plus 48.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	28,761.15	plus 46.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	51,822.62	plus 39.43 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,000	\$2,009.79	plus \$79.42 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,186.63	plus 78.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,125.91	plus 48.90 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	14,015.86	plus 71.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	35,491.29	plus 28.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	49,977.67	plus 24.83 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+, Repeat Apartment, Dormitory, Timeshare	1,000	\$866.13	plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	1,882.72	plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	3,153.45	plus 17.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	4,866.56	plus 15.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	9,441.21	plus 14.74 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	16,811.48	plus 11.98 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Custom Homes	1,500	\$2,965.22	plus \$101.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,981.81	plus 114.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	5,694.92	plus 114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,838.59	plus 103.19 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	8,902.34	plus 102.68 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	11,982.68	plus 77.37 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$1,186.19	plus \$38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	1,567.42	plus 37.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	2,136.86	plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,518.08	plus 39.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	3,311.10	plus 34.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	4,358.27	plus 22.58 for each additional 100 s.f. or fraction thereof		



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Inspection Check Fee
R-1	Residential—Transient Boarding Houses, Hotels, Motels	1,000	\$2,770.07 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,786.66 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,803.24 plus 21.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,963.49 plus 4.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	8,264.81 plus 16.01 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	16,270.44 plus 13.69 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,000	\$2,649.92 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,666.51 plus 17.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,556.03 plus 21.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,716.28 plus 3.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	7,883.59 plus 15.55 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	15,658.72 plus 13.33 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+, Repeat Apartment, Dormitory, Timeshare	1,000	\$2,522.85 plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,539.44 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,556.03 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,589.20 plus 3.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	7,756.51 plus 15.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	15,404.57 plus 12.44 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Custom Homes	1,500	\$2,492.27 plus \$63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,127.64 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	3,508.86 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,763.01 plus 26.94 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	4,301.88 plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	5,445.54 plus 28.73 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$1,777.13 plus \$50.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,285.42 plus 16.94 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	2,539.57 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,793.72 plus 14.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	3,078.44 plus 29.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	3,967.96 plus 19.18 for each additional 100 s.f. or fraction thereof		
R-1	Residential—Transient Boarding Houses, Hotels, Motels	1,000	\$4,626.97 plus \$111.19 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,074.55 plus 102.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	14,188.06 plus 71.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	21,304.18 plus 52.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	37,025.96 plus 62.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	68,093.06 plus 53.12 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,000	\$4,659.71 plus \$104.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	8,853.14 plus 96.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	13,681.93 plus 70.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	20,732.13 plus 75.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	43,374.87 plus 44.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	65,636.39 plus 38.16 for each additional 100 s.f. or fraction thereof		
R-2	Residential—Permanent, 2+, Repeat Apartment, Dormitory, Timeshare	1,000	\$3,388.98 plus \$50.83 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,422.15 plus 45.75 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	7,709.48 plus 37.46 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	11,455.77 plus 19.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	17,197.72 plus 30.04 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
100,000	32,216.05 plus 24.42 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Custom Homes	1,500	\$5,457.50 plus \$165.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	7,109.45 plus 139.62 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	9,203.78 plus 139.78 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	10,601.59 plus 130.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	13,204.22 plus 140.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	17,428.22 plus 106.10 for each additional 100 s.f. or fraction thereof		
R-3	Dwellings—Production Phase of Master Plan (repeats)	1,500	\$2,963.32 plus \$88.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,852.84 plus 54.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	4,676.43 plus 63.54 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,311.80 plus 53.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	6,389.54 plus 64.56 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
10,000	8,326.22 plus 41.76 for each additional 100 s.f. or fraction thereof		



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Plan Check Fee	
R-3	Dwellings—Alternate Materials	1,500	\$2,075.71	plus \$88.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,965.22	plus 80.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	4,170.04	plus 76.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,932.48	plus 77.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	6,487.94	plus 73.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	8,678.77	plus 51.67 for each additional 100 s.f. or fraction thereof
R-4	Residential—Assisted Living (6-16 persons)	1,000	\$2,126.34	plus \$92.13 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,811.47	plus 89.26 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	10,274.33	plus 54.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	15,738.50	plus 52.63 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	31,526.19	plus 50.38 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	56,717.33	plus 43.14 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard	1,000	\$743.82	plus \$33.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,075.71	plus 33.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	3,758.24	plus 18.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	5,567.85	plus 18.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	11,032.01	plus 17.28 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	19,673.01	plus 14.33 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$870.89	plus \$66.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	2,202.78	plus 62.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,758.24	plus 38.73 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,694.92	plus 37.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	11,286.16	plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	20,181.31	plus 29.74 for each additional 100 s.f. or fraction thereof
S-2	Storage—Low Hazard	1,000	\$870.89	plus \$33.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,202.78	plus 43.82 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,393.61	plus 23.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,711.51	plus 21.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	13,192.26	plus 20.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	23,612.29	plus 17.52 for each additional 100 s.f. or fraction thereof
R-3	Dwellings—Alternate Materials	1,500	\$2,873.49	plus \$76.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,635.93	plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	4,017.15	plus 38.12 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,398.37	plus 26.94 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	4,937.25	plus 46.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,335.06	plus 32.96 for each additional 100 s.f. or fraction thereof
R-4	Residential—Assisted Living (6-16 persons)	1,000	\$2,274.48	plus \$66.40 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,930.32	plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,201.05	plus 27.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,996.67	plus 5.61 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	10,679.20	plus 20.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	20,972.16	plus 17.63 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard	1,000	\$3,127.64	plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,398.37	plus 22.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,542.04	plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,083.51	plus 4.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	9,535.54	plus 18.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	18,835.56	plus 15.43 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$2,111.05	plus \$44.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	3,000.57	plus 30.50 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,763.01	plus 33.04 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,414.96	plus 7.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	6,485.78	plus 25.00 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	12,736.03	plus 20.90 for each additional 100 s.f. or fraction thereof
S-2	Storage—Low Hazard	1,000	\$2,873.49	plus \$25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,890.08	plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,906.67	plus 24.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	7,321.07	plus 4.42 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	8,646.03	plus 16.57 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	16,929.46	plus 13.93 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Total
R-3	Dwellings—Alternate Materials	1,500	\$4,949.20 plus \$165.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	6,601.16 plus 105.74 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,000	8,187.20 plus 114.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	9,330.86 plus 104.72 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 7000 s.f.
		7,000	11,425.19 plus 119.62 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	15,013.82 plus 84.63 for each additional 100 s.f. or fraction thereof
R-4	Residential—Assisted Living (6-16 persons)	1,000	\$4,400.82 plus \$158.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	10,741.79 plus 114.67 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	16,475.39 plus 82.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	24,735.17 plus 58.23 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	42,205.40 plus 70.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	77,689.49 plus 60.77 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard	1,000	\$3,871.46 plus \$65.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,474.08 plus 56.52 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,300.28 plus 43.51 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	13,651.36 plus 23.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	20,567.55 plus 35.88 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	38,508.57 plus 29.76 for each additional 100 s.f. or fraction thereof
S-1	Storage—Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$2,981.94 plus \$111.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,500	5,203.35 plus 92.72 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,521.25 plus 71.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,109.89 plus 44.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25000 s.f.
		25,000	17,771.94 plus 60.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	32,917.34 plus 50.64 for each additional 100 s.f. or fraction thereof
S-2	Storage—Low Hazard	1,000	\$3,744.39 plus \$58.71 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	6,092.86 plus 64.15 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	9,300.28 plus 47.32 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	14,032.58 plus 26.02 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	21,838.29 plus 37.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	40,541.75 plus 31.45 for each additional 100 s.f. or fraction thereof
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$855.60 plus \$35.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	2,268.70 plus 35.58 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,047.73 plus 21.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,238.56 plus 20.43 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	12,368.67 plus 19.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	22,214.48 plus 16.55 for each additional 100 s.f. or fraction thereof
Other Tenant Improvements		600	\$840.32 plus \$52.95 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,111.05 plus 55.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	3,763.01 plus 33.89 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	5,796.18 plus 31.85 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	11,529.78 plus 30.97 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
		60,000	20,821.44 plus 25.95 for each additional 100 s.f. or fraction thereof
B	Shell Bldg: Business—Professional Office	1,000	\$1,363.90 plus \$60.74 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,793.58 plus 58.45 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,716.28 plus 37.16 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	10,431.99 plus 34.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	20,755.52 plus 32.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	37,209.16 plus 28.10 for each additional 100 s.f. or fraction thereof
Other Shell Building		1,000	\$1,236.83 plus \$57.57 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,539.44 plus 53.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	6,207.98 plus 33.34 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	9,542.47 plus 31.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	19,103.56 plus 30.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	34,286.47 plus 25.93 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

BUILDING PERMIT FEES- CONSTRUCTION TYPES: IA, IB

IBC Class	IBC Occupancy	Square Footage	Inspection Check Fee
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$2,492.27 plus \$22.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	3,381.79 plus 18.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	4,286.59 plus 20.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	6,319.77 plus 3.94 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	7,502.37 plus 14.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	14,799.78 plus 12.27 for each additional 100 s.f. or fraction thereof
	Other Tenant Improvements	600	\$1,856.90 plus \$26.47 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	2,492.27 plus 21.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	3,127.64 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	4,652.52 plus 4.37 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	5,438.61 plus 17.87 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
		60,000	10,799.35 plus 14.97 for each additional 100 s.f. or fraction thereof
B	Shell Bldg: Business—Professional Office	1,000	\$3,000.57 plus \$28.59 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,144.23 plus 20.64 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,176.10 plus 24.14 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	7,590.50 plus 4.79 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	9,027.25 plus 17.39 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	17,722.47 plus 14.85 for each additional 100 s.f. or fraction thereof
	Other Shell Building	1,000	\$3,127.64 plus \$31.77 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	4,398.37 plus 23.18 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	5,557.33 plus 25.41 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	8,098.80 plus 5.21 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	9,662.62 plus 18.66 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	18,993.21 plus 15.94 for each additional 100 s.f. or fraction thereof
S-2	Storage—Low Hazard, Parking Garages Open or Enclosed	1,000	\$3,347.88 plus \$57.57 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	5,650.49 plus 53.68 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	8,334.32 plus 42.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	12,558.33 plus 24.38 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	19,871.03 plus 34.29 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	37,014.27 plus 28.82 for each additional 100 s.f. or fraction thereof
	Other Tenant Improvements	600	\$2,697.22 plus \$79.42 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,000	4,603.32 plus 76.24 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,000	6,890.65 plus 59.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12000 s.f.
		12,000	10,448.71 plus 36.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30000 s.f.
		30,000	16,968.39 plus 48.84 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 60000 s.f.
		60,000	31,620.79 plus 40.93 for each additional 100 s.f. or fraction thereof
B	Shell Bldg: Business—Professional Office	1,000	\$4,364.46 plus \$89.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,937.81 plus 79.09 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,892.38 plus 61.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	18,022.49 plus 39.20 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	29,782.77 plus 50.30 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	54,931.64 plus 42.95 for each additional 100 s.f. or fraction thereof
	Other Shell Building	1,000	\$4,364.46 plus \$89.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,000	7,937.81 plus 76.55 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,000	11,765.31 plus 58.76 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20000 s.f.
		20,000	17,641.27 plus 37.08 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50000 s.f.
		50,000	28,766.18 plus 49.03 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100000 s.f.
		100,000	53,279.68 plus 41.87 for each additional 100 s.f. or fraction thereof



SCHEDULE OF FEES

CITY CLERK

#	Description	Fee
1	Copies - 8x11 standard - first page	\$1.00
2	Copies - 8x11 standard - additional page	\$0.15
3	Copies - 8x11 color - first page	\$1.00
4	Copies - 8x11 color - additional page	\$0.25
5	Copies - oversized standard - first page	\$1.00
6	Copies - oversized standard - additional page	\$0.50
7	Oversized color - first page	\$1.00
8	Oversized color - additional page	\$1.00
9	Campaign Disclosure Form	\$0.10
10	Documents provided on CD/DVD (City provides CD/DVD)	\$11.00
11	Documents provided on CD/DVD (Requester provides CD/DVD)	\$10.00
12	Documents provided on USB flash drive (City provides flash drive)	\$15.00
13	Documents provided on USB flash drive (Requestor provides flash drive)	\$10.00
14	Electronic Copy Rate	\$0.10



SCHEDULE OF FEES

COMMUNITY SERVICES

#	Description	Fee
Athletic Fields and Facility Fees		
1	Athletic Field Lights – resident per hour	\$10.00
2	Athletic Field Lights - non-resident per hour	\$20.00
3	Athletic Field/Facility Use Fee - non-resident per hour	\$50.00
4	Athletic Field/Facility Maintenance Fee - non-resident per participant	\$10.00
5	Administrative Processing Fee (sports field rentals)	\$30.00
Las Palmas Pool Program Fees		
6	Recreation Swimming - adult resident	\$3.00
7	Recreation Swimming - youth resident 0-12 years	\$1.00
8	Recreation Swimming - senior resident 65 or older	\$1.50
9	Recreation Swimming - adult non-resident	\$4.00
10	Recreation Swimming - youth non-resident 0-12 years	\$3.00
11	Recreation Swimming - senior non-resident 55 or older	\$3.00
12	Private Swim Lesson - resident per class	\$20.00
13	Private Swim Lesson - non-resident per class	\$30.00
14	Learn to Swim Program - resident per class	\$5.00
15	Learn to Swim Program - non-resident per class	\$7.00
16	Swim Pass (30 entries) - adult resident	\$45.00
17	Swim Pass (30 entries) - youth resident 0-12 years	\$20.00
18	Swim Pass (30 entries) - senior resident 65 or older	\$30.00
19	Swim Pass (30 entries) - adult non-resident	\$60.00
20	Swim Pass (30 entries) - youth non-resident 0-12 years	\$45.00
21	Swim Pass (30 entries) - senior non-resident 65 or older	\$45.00
22	Swim Team - youth novice per month	\$50.00
23	Swim Team - youth intermediate per month	\$60.00
24	Swim Team - youth advanced per month	\$75.00
25	Masters Swim per month	\$30.00
26	Masters Swim per day	\$5.00
27	Water Polo Clinic - resident per class	\$5.00
28	Water Polo Clinic - non-resident per class	\$7.00
29	American Red Cross Lifeguard Training Course	\$100.00
30	American Red Cross CPR Course	\$50.00
31	American Red Cross First Aid Course	\$50.00
Las Palmas Pool Facility Rental Fees		
32	Lifeguard Fee - per hour, per guard	\$25.00
33	Pool Rental 50 meter lane - schools per lane, per hour	\$12.00
34	Pool Rental 50 meter lane - non-profit per lane, per hour	\$15.00
35	Pool Rental 50 meter lane - commercial per lane, per hour	\$20.00
36	Pool Rental whole pool - schools per hour	\$100.00
37	Pool Rental whole pool - non-profit per hour	\$130.00



SCHEDULE OF FEES

38	Pool Rental whole pool - commercial per hour	\$175.00
39	Pool Rental water polo course - schools per hour	\$75.00
40	Pool Rental water polo course - non-profit per hour	\$85.00
41	Pool Rental water polo course - commercial per hour	\$100.00
42	Pool Snack bar rental - schools per hour	\$2.00
43	Pool Snack bar rental - non-profit per hour	\$5.00
44	Pool Snack bar rental - commercial per hour	\$10.00
45	Pool Birthday Party (2 hours) - resident	\$150.00
46	Pool Birthday Party (2 hours) - non-resident	\$200.00
Recreation Program Fees		
47	Tiny Tots - resident per session	\$40.00
48	Tiny Tots - non-resident per session	\$80.00
49	Contractual Classes Revenue Sharing - Instructor/City	70%/30%
50	Recreation Program - adult resident	40% of the cost
51	Recreation Program - adult non-resident	70% of the cost
52	Recreation Program - youth resident	40% of the cost
53	Recreation Program - youth non-resident	70% of the cost
54	Summer Camp - youth resident	25% of the cost
55	Summer Camp - youth non-resident	50% of the cost
56	Membership Card Fee - non-resident	\$2.00
57	Membership Card Replacement	\$2.00
58	Open Play Sports & Fitness Center - adult non-resident per day	\$2.00
Facility Rental Fees		
59	National City Aquatic Center Facility Use Fee - resident per hour	\$100.00
60	National City Aquatic Center Facility Use Fee - non-resident per hour	\$120.00
61	National City Aquatic Center Facility Use Fee - non-profit resident per hour	\$140.00
62	National City Aquatic Center Facility Use Fee - non-profit non-resident per hour	\$160.00
63	National City Aquatic Center Facility Use Fee - commercial resident per hour	\$180.00
64	National City Aquatic Center Facility Use Fee - commercial non-resident per hour	\$200.00
65	MLK South Facility Use Fee - non-profit resident per hour	\$40.00
66	MLK North Facility Use Fee - non-profit resident per hour	\$80.00
67	MLK Combined Facility Use Fee - non-profit resident per hour	\$120.00
68	MLK South Facility Use Fee - non-profit non-resident per hour	\$60.00
69	MLK North Facility Use Fee - non-profit non-resident per hour	\$100.00
70	MLK Combined Facility Use Fee - non-profit non-resident per hour	\$140.00
71	MLK Kitchen Facility Use Fee	\$200.00
72	MLK South Set-up Fee	\$75.00
73	MLK North Set-up Fee	\$175.00
74	MLK Combined Set-up Fee	\$250.00
75	Stage Set-up Fee	\$300.00
76	Recreation Center Facility Use Fee - non-profit resident per hour	\$50.00
77	Recreation Center Facility Use Fee - non-profit non-resident per hour	\$75.00
78	Alcohol Processing Fee	\$200.00



SCHEDULE OF FEES

79	Administrative Processing Fee (facility rentals)	\$50.00
80	AV Equipment Set-up/Clean Up	\$100.00
81	Kitchen Deposit	\$60.00
82	Key Deposit	\$100.00
83	MLK Cleaning and Damage Deposit with alcohol	\$600.00
84	MLK Cleaning and Damage Deposit without alcohol	\$300.00
85	Cleaning and Damage Deposit with alcohol	\$400.00
86	Cleaning and Damage Deposit without alcohol	\$100.00
87	AV Equipment Deposit	\$100.00



SCHEDULE OF FEES

ENGINEERING & PUBLIC WORKS

#	Description	Fee
1	Record of Survey	\$420.00
2	Encroachment Agreement	\$500.00
3	Special Driveway Permit	\$500.00
4	Easement Dedication	\$500.00
5	Lot Line Adjustment	\$1,100.00
6	Ice Cream Truck Inspection Fee	\$50.00
7	Sidewalk Vendor License	\$50.00
8	Inflatable Jumper Permit	\$25.00
9	Flood Hazard Area Permit	\$350.00
10	Minor Construction Permit	\$330.00
11	Minor Utility Company Permit	\$420.00
12	Major Utility Company Permit Tier 1 (less than 1500 if trenching)	\$700.00
13	Major Utility Company Permit Tier 2 (1500 if-3000 if trenching)	\$1,400.00
14	Notice of Violation	Actual Cost
15	Sewer Connection Fee	\$1,200.00
16	Industrial Waste Disposal Permit	\$690.00
17	Batch Discharge Request	\$130.00
18	Transportation Permit (Oversized Vehicles)	\$16-Single Trip/\$90 Annual
19	FEMA Certificate of Elevation	\$100.00
20	Dumpster Permit	\$25.00
21	Activate the Right of Way Program (streamlined permit for outdoor displays and café style seating)	\$50.00
22	Construction Permit Renewal Fee	\$50.00
23	Sewer Discharge Renewal Fee	\$100.00
24	Other Engineering Review Services	Actual Cost
25	Other Engineering Inspection Services	Actual Cost
26	Project Initiation Fee	Actual Cost
27	Addressing of New or Existing Buildings	\$196.00
Parking Fees (Excludes Specific Plan Areas and Specific Districts)		
1	Annual Parking District Renewal	\$30.00
2	Temporary Parking Permit	\$2.00
3	RV Parking Permit	\$2.00
Sewer Capacity Fees		
1	District Service Fee Equivalent Dwelling Unit of 280 GPD	\$1,930.00
2	Apartment House/Duplex 1 Bedroom Unit	\$1,160.00
3	Apartment House/Duplex 2 Bedroom Unit	\$1,450.00
4	Apartment House/Duplex 3 Bedroom Unit	\$1,930.00
5	Apartment House/Duplex Each Bedroom in excess of 3 Bedrooms	\$480.00
6	Condominiums Each Individual Unit	\$1,930.00
7	Hotels/Motels/Auto Courts per living unit w/o kitchen	\$530.00



SCHEDULE OF FEES

8	Hotels/Motels/Auto Courts per living unit w/kitchen	\$960.00
9	Churches per Seating Unit of 150 or any fraction thereof	\$2,570.00
10	Restaurants No Seating (Drive Thru/Take Out)	\$5,160.00
11	Restaurants With Seating per each unit of 7 seats or fraction thereof	\$1,930.00
12	Yogurt Shoppe	\$1,740.00
13	Automobile Service Stations not more than 4 pumps	\$3,860.00
14	Automobile Service Stations more than 4 pumps	\$5,800.00
15	Self-Service Laundry per Each Washer	\$1,450.00
16	Mobile Home Parks per Each Trailer Space	\$1,450.00
17	Stores/Offices/Business/Small Industrial not listed	\$1,930.00
18	All Others not listed see Formula J (Engineering to Calculate)	Based on Formula J
Storm Water and Fats, Oils, and Grease (FOG) fees		
1	FOG (Self-Verification)	\$40.00
2	FOG (Inspection)	\$130.00
3	Storm Water Basic Inspection	\$50.00
4	Storm Water Individual Inspection <2 acres	\$150.00
5	Stormwater Individual Inspection >2 acres	\$200.00
6	Corrective action letter	\$125.00
7	Notice of Violation	\$250.00
8	Citation	Full Cost Time & Materials
Structural Best Management Practices		
1	Maintenance Verification Form (Self-Verification)	\$60.00
2	Maintenance Verification Form (follow-up)	\$80.00
3	Structural BMPs Inspection for project with <10 BMPs - High priority project & No Response	\$250.00
4	Structural BMPs Inspection for project with >10 BMPs - High priority project & No Response	\$350.00
5	Structural BMPs Deficiency (Notice + Follow-up)	\$150.00
6	NOV	\$300.00
7	Citation	Full Cost Time & Materials



SCHEDULE OF FEES

FINANCE

#	Description	Fee
1	Pet License Admin Fee	\$26.00
2	Business License Duplicate	\$11.00
3	Business License Name Change	\$14.00
4	Non-compliant Audit	\$22.00
5	Business License Change of Location within City - Small	\$75.00
6	Business License Change of Location within City - Medium	\$90.00
7	Business License Change of Location within City - Large	\$100.00
8	New Business License Processing (small)	\$75.00
9	New Business License Processing (medium)	\$90.00
10	New Business License Processing (large)	\$100.00
11	Used Dealer State License Processing	\$58.00
13	Certified Business License List	\$15.00
14	Return Check 1-10 days	\$25.00
15	Return Check 10 or more days	\$35.00
16	Return Check - Each add'l 10 days	\$10.00
17	Inspection Fee (field, including Temporary Use Permit)	\$35.00
18	Temporary Use Permit (TUP) Review	\$10.00
19	Garage Sales Permit	\$7.00
20	Business License Appeals	\$31.00
21	Department of Consumer Affairs Public Records Act (PRA) Copies	Per City Clerk's Fee
22	Credit card convenience fee	Actual Cost



SCHEDULE OF FEES

FIRE

#	Description	Fee
Commercial/Multi-Family Residential		
1	Plan Review: Sprinklers/New (less than 20,000 sf)	\$1,088.00
2	Plan Review: Sprinklers/New (20,001 - 45,000 sf)	\$1,250.00
3	Plan Review: Sprinklers/New (45,5001 - 80,000 sf)	\$1,893.00
4	Plan Review: Sprinklers/New (80,001 - 100,000 sf)	\$2,246.00
5	Plan Review: Sprinklers/New (100,000 + sf)	\$3,114.00
6	Each additional 10 units or fraction thereof	\$311.00
7	Plan Review: Sprinklers/Improvement (less than 20,000 sf)	\$735.00
8	Plan Review: Sprinklers/Improvement (20,001 - 45,000 sf)	\$898.00
9	Plan Review: Sprinklers/Improvement (45,001- 80,000 sf)	\$1,527.00
10	Plan Review: Sprinklers/Improvement (80,001- 100,000 sf)	\$1,899.00
11	Plan Review: Sprinklers/Improvement (100,000 + sf)	\$2,380.00
12	Each additional 10 units or fraction thereof	\$238.00
Residential (Single Family)		
13	Plan Review: Sprinklers New (less than 3,000 sf)	\$449.00
14	Plan Review: Sprinklers New (more than 3,000 sf)	\$530.00
15	Plan Review: Sprinklers Tenant Improvement (less than 3,000 sf)	\$367.00
16	Plan Review: Sprinklers Tenant Improvement (more than 3,000 sf)	\$449.00
17	Plan Review: Fire Alarm System New (less than 20,000 sf)	\$735.00
18	Plan Review: Fire Alarm System New (20,001 – 45,000 sf)	\$1,041.00
19	Plan Review: Fire Alarm System New (45,001 – 80,000 sf)	\$1,365.00
20	Plan Review: Fire Alarm System New (80,001 – 100,000sf)	\$1,731.00
21	Plan Review: Fire Alarm System New (100,000 + sf)	\$2,056.00
22	Each additional 10 units or fraction thereof	\$205.00
23	Plan Review: Fire Alarm System/Improvement (less than 20,000 sf)	\$449.00
24	Plan Review: Fire Alarm System/Improvement (20,001 – 45,000 sf)	\$611.00
25	Plan Review: Fire Alarm System/Improvement (45,001 – 80,000 sf)	\$935.00
26	Plan Review: Fire Alarm System/Improvement (80,001 – 100,000 sf)	\$1,355.00
27	Plan Review: Fire Alarm System/Improvement (100,000 + sf)	\$1,679.00
28	Each additional 10 units or fraction thereof	\$167.00
29	Plan Review: Fire Sprinkler Underground Piping	\$828.00
30	Plan Review: Fire Protection System/Improvement (hood systems and piping replacement)	\$898.00
31	Plan Review: Underground/Aboveground Piping Repairs	\$735.00
32	Plan Review: Underground Tank Removal	\$879.00
33	Plan Review: Underground Tank Installation	\$1,506.00
34	Plan Review: Aboveground Tank Installation	\$1,250.00
35	Plan Review: Aboveground Tank, Removal	\$735.00
California Fire Code (CPC): Canopy		
36	0 – 400 sf	\$0.00



SCHEDULE OF FEES

37	401 – 500 sf	\$353.00
38	501 – 600 sf	\$394.00
39	601 – 700 sf	\$515.00
CFC: Tent		
40	0 – 200 sf	\$300.00
41	201+ sf	\$600.00
42	Carnival and Fairs (Single Day)	\$515.00
43	Carnival and Fairs (Multiple Day)	\$1,031.00
44	CFC: Fireworks, Barge Loading*	\$515.00
45	CFC: Fireworks Permit	\$545.00
46	*Fireworks Inspection fee. (Additional hours after the first two hour is billed at \$163.00 per hour).	\$324.00
47	CFC: Hydrant Use	\$150.00
48	CFC: Private Fire Hydrant Installation	\$523.00
CFC: Permit (See Attached List)		
49	Annual Fire Inspection Hazardous Occupancy	\$434.00
50	New CFC Operational Permits	\$191.00
51	Fire Training	\$191.00
52	Special Services	\$191.00
53	Hot Work (Week Daily Permit Building Construction)	\$219.00
54	Marine Fueling Inspection	\$315.00
55	False Alarm Response	\$803.00
56	Complaints – Noncompliance	\$383.00
57	Fire Clearance Inspections	\$176.89
58	Fire Safety Re-inspection/Multiple Inspection Fee	\$275.00
59	Fire Department Standby (Additional hours after the first two hour is billed at \$191.00 per hour).	\$300.00
60	Technical Services/After-Hour Technical Inspection Fee	\$191.00
61	Copies (\$1.00/first page and \$0.15 for each page after)	Actual Cost
62	CFC: Operational Permit (Commodity Report) - Hourly Fee	\$477.00
63	Knox Box Request/Application	\$84.00
64	Health Care Facility Inspection - 0-20 Beds	\$84.00
65	Health Care Facility Inspection - 21-50 Beds	\$126.00
66	Health Care Facility Inspection - 51-100 Beds	\$210.00
67	Health Care Facility Inspection - each additional 25 beds in excess of 100 beds (or fraction thereof)	\$84.00
68	Hospital Inspection- each additional 50 beds in excess of 250 beds (or fraction thereof)	\$126.00
69	Residential License Care/Large Family Day Care Inspection	\$155.00
70	Residential Apartment Complexes Inspection - 4-50 Units	\$155.00
71	Residential Apartment Complexes Inspection - 51-100 Units	\$239.00
72	Residential Apartment Complexes Inspection - 101-150 Units	\$324.00
73	Residential Apartment Complexes Inspection - 151-200 Units	\$408.00



SCHEDULE OF FEES

74	Residential Apartment Complexes Inspection - Each additional 50 units (or fraction thereof)	\$84.00
75	Annual Commercial/New Business License Inspection - 0-6,000 sq. ft.	\$134.00
76	Annual Commercial/New Business License Inspection - 6,001-12,000 sq. ft.	\$218.00
77	Annual Commercial/New Business License Inspection - 12,001-25,000 sq. ft.	\$303.00
78	Annual Commercial/New Business License Inspection - 25,001-50,000 sq. ft.	\$387.00
79	Annual Commercial/New Business License Inspection - 50,001-100,000 sq. ft.	\$471.00
80	Annual Commercial/New Business License Inspection - Each Additional 25,000 sf in excess of 100,000 sf (or fraction thereof)	\$134.00
Educational Occupancies		
81	Educational occupancies less than 50 persons	\$197.00
82	Educational occupancies- Each additional 50 persons (or fraction thereof) in excess of 50 persons	\$42.00
83	Scope of Work Permit/Tenant Improvement	\$286.00



SCHEDULE OF FEES

HOUSING

#	Description	Fee
1	Subordination Fee	\$344.00
2	Monitoring Fee Per Unit	\$201.00



SCHEDULE OF FEES

NEIGHBORHOOD SERVICES

#	Description	Fee
1	Class A Temporary Use Permit	\$272.00
2	Class B Temporary Use Permit	\$109.00
3	Code Release / Demand Statement	\$60.00
4	Class C Temporary Use Permits	\$50.00
5	Graffiti removal	Actual Cost
Code Conformance		
1	Administrative Citation - 1st Violation	\$100.00
2	Administrative Citation - 2nd Violation w/in the same year	\$200.00
3	Administrative Citation - greater than two violations in the same year	\$500.00
4	Notice of Violation Filing Appeal	\$200.00
5	Vacant Building Monitoring Fee	\$60.00
6	Appeal of Abatement Notice	\$200.00
7	Abandoned Building Inspection Fee	\$170.00
Parking Enforcement		
1	Parked In Bicycle Lane	\$35.00
2	Parked Within Intersection	\$25.00
3	Parked In Crosswalk	\$25.00
4	Parked Within 15' of Fire Station Drive Way	\$25.00
5	Blocking A Driveway	\$25.00
6	Parked On Sidewalk	\$25.00
7	Obstructing Traffic	\$25.00
8	Double Parked	\$25.00
9	Bus Zone	\$25.00
10	Disabled Zone/ Curb Cut	\$25.00
11	18" From The Curb/ Wrong Way	\$25.00
12	Must Park Parallel	\$25.00
13	Handicap Parking Only	\$330.00
14	Blocking Access To Handicap Pkg	\$330.00
15	Parked On Handicap Lines	\$330.00
16	Freeway Vending	\$35.00
Equipment Violations		
1	Broken/ Defective Windshield	\$35.00
2	Expired Registration	\$35.00
3	False Tabs	\$50.00
4	License Plates/ 2 Required	\$30.00
5	Plate Position	\$30.00
6	No Cover Allowed Over Plate	\$30.00
7	Missing Current Tabs	\$60.00
City Municipal Parking Violations		
1	Parked On Parkway	\$35.00



SCHEDULE OF FEES

2	Climbing/ Jumping Curbs	\$25.00
3	Parked On Unpaved Surface	\$35.00
4	Blocking Sidewalk	\$25.00
5	72 Hr. Storage On Public Street	\$50.00
6	Washing / Repairing On Street	\$35.00
7	Parking On Hills/ Wheel Crimping	\$35.00
8	Red/Yellow/White/Green Curb	\$35.00
9	Parking In Alley	\$35.00
10	Posted No Parking 1 Hr.	\$25.00
11	2/ 4 Hour Time Limit	\$25.00
12	Posted No Parking	\$35.00
13	Commercial In Residential	\$35.00
14	Fire Lane	\$35.00
15	Tractor/ Trailer Parked In Residential	\$35.00
16	Parking On Boat Ramp	\$35.00
17	Parking Recreational Vehicles on City Street 11.32.366	\$100.00



SCHEDULE OF FEES

PLANNING

Development		
#	Description	Fee
1	Annexation	\$4,500.00
2	Coastal Dev Permit with Public Hearing	\$3,350.00
3	Coastal Dev Permit without Public Hearing	\$750.00
4	Code Amendment	\$5,500.00
5	Conditional Use Permit (CUP)	\$3,700.00
6	Consistency Review	\$3,700.00
7	General Plan Amendment	\$5,500.00
8	Historic Site Designation	\$1,500.00
9	Initial Study	\$1,100.00
10	Local Coastal Program (LCP) Amendment	\$5,500.00
11	Minor Use Permit	\$650.00
12	Planned Development Permit (PD)	\$3,700.00
13	Preliminary Site Plan Review (per review)	\$600.00
14	Request to Initiate General Plan/Specific Plan/Zoning Amendment	\$1,000.00
15	Specific Plan	\$6,650.00
16	Specific Plan Amendment	\$5,500.00
17	Substantial Conformance - Council, Commission	\$750.00
18	Substantial Conformance - Staff Review	\$500.00
19	Time Extension with Public Hrg (CUP, PD, Variance)	\$1,100.00
20	Time Extension without Public Hrg (CUP, PD, Variance)	\$400.00
21	Variance	\$3,700.00
22	Zone Map Change	\$5,500.00
Subdivision		
1	Certificate of Compliance	\$800.00
2	Lot Merger	\$600.00
3	Street Vacation	\$4,000.00
4	Street Vacation Initiation	\$1,000.00
5	Tentative Parcel Map	\$3,000.00
6	Tentative Subdivision Map	\$4,000.00
7	Time Extension, Tentative Parcel Map	\$1,000.00
8	Time Extension, Tentative Subdivision	\$1,000.00
Miscellaneous		
1	Appeal, Project Processing (non- refundable) Project	\$1,000.00
2	Home Occupation Permit	\$100.00
3	Large Family Day Care	\$100.00
4	Mills Act Application	\$2,207.00
5	Research Fee (per hour)	Actual Cost
6	Zoning/Rebuild Letters	\$80.00
7	Interim Use Permit	\$1,500.00



SCHEDULE OF FEES

8	General Update Fee	5% of the Development and Subdivision application fee
9	Scanning Fee (fee to scan file content once approved)	\$2.50
10	Business License Processing Fee	\$25.00
Signs		
1	Banners, Administrative Fee	\$60.00
2	Banners, Processing (reimbursable)	\$500.00
3	Painted Wall Sign	\$60.00
4	Reface Sign	\$60.00



SCHEDULE OF FEES

POLICE

#	Description	Fee
1	Dog License, 1 year unaltered	\$30.00
2	Dog License, 1 year altered	\$15.00
3	Dog License, 2 year unaltered	\$52.00
4	Dog license, 2 year altered	\$26.00
5	Dog License, 3 year unaltered	\$72.00
6	Dog License, 3 year altered	\$36.00
7	Dog License Replacement	\$15.00
8	Jurisdictional Transfer of Dog License	\$13.00
9	Animal Quarantine Release	\$144.00
10	Animal Relinquishment	\$108.00
11	Dead Animal Pickup	\$45.00
12	Tranquilizer	\$144.00
13	Guard Dog Permit	\$144.00
14	Non-Allowed Animal Permit	\$144.00
15	Alarm Permit	\$30.00
16	Second Response Permit (loud music, parties)	\$153.00
17	False Alarm Response (NCMC 10.45.130) - 3rd	\$100.00
18	False Alarm Response (NCMC 10.45.130) - 4th	\$150.00
19	False Alarm Response (NCMC 10.45.130) - 5th	\$200.00
20	False Alarm Response (NCMC 10.45.130) - 6th	\$300.00
21	False Alarm Response (NCMC 10.45.130) - 7th or more	\$400.00
22	Negligent Vehicle Impound/Release	\$124.00
23	Ticket Sign Off	\$15.00
24	Vehicle Repossession	\$15.00
25	Research Hourly Rate	Actual Cost
26	Deposition of Subpoena - Deposit (refundable or recover T/M)	\$275.00
27	Accident Report - Person Involved	\$15.00
28	Accident Report - Insurance & Attorneys	\$20.00
29	Crime Report - Person Involved	\$15.00
30	Crime Report - Insurance & Attorneys	\$20.00
31	Request for Report - Person Involved	\$15.00
32	Request for Report - Insurance & Attorneys	\$20.00
33	Record Check/Clearance Letter/No Record	\$30.00
34	Request for Background Checks (fee to be charged to contractors, no fee for Law Enforcement Agencies)	\$30.00
35	Photographs/Videos/CDs/DVDs	\$89.00
36	Video (DVD) for Body Worn Camera Footage	\$73.00
37	Public Records Request Copies	Subject to City Clerk's Fees
38	Download Accident or Stolen Vehicle Report from Website	\$18.00



SCHEDULE OF FEES

39	Massage Business - Police Dept. Permit	\$725.00
40	Massage Business - Renewed - Police Dept. Permit	\$225.00
41	Fingerprinting	\$40.00
42	Pawnshop Permit Fee	\$90.00
43	Alcoholic Beverage Control (ABC) Permit Fee	\$90.00
44	Firearms Storage Fee	\$5.00

Adopted Budget
Fiscal Year 2021

Schedule of Funds





SCHEDULE OF FUNDS

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

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

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

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

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

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

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.

CALIFORNIA
NATIONAL CITY
1887
INCORPORATED

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Adopted Budget
Fiscal Year 2021

Schedule of Object Accounts





SCHEDULE OF OBJECT ACCOUNTS

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

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.

199 **Personnel Compensation**

All other compensation for personnel services not properly assigned to one of the foregoing designations.



SCHEDULE OF OBJECT ACCOUNTS

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.

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.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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 construction, i.e., painting, patching, etc.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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.



SCHEDULE OF OBJECT ACCOUNTS

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- 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.
- 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.
- 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
- 440 Excess WC Insurance**
Premium payments for Workers' Compensation coverage in excess of the City's self-insured limits.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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 mowers, trimmers, etc., would come under this heading.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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.



SCHEDULE OF OBJECT ACCOUNTS

- 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.
- 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.



SCHEDULE OF OBJECT ACCOUNTS

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.

Adopted Budget
Fiscal Year 2021

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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