



A G E N D A



**CITY OF IMPERIAL BEACH
CITY COUNCIL
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY
HOUSING AUTHORITY**

IMPERIAL BEACH REDEVELOPMENT AGENCY SUCCESSOR AGENCY

MAY 17, 2017

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

CLOSED SESSION AND REGULAR MEETINGS – 6:00 P.M.

**THE CITY COUNCIL ALSO SITS AS THE CITY OF IMPERIAL BEACH PLANNING COMMISSION,
PUBLIC FINANCING AUTHORITY, HOUSING AUTHORITY AND IMPERIAL BEACH
REDEVELOPMENT AGENCY SUCCESSOR AGENCY**

The City of Imperial Beach is endeavoring to be in total compliance with the Americans with Disabilities Act (ADA). If you require assistance or auxiliary aids in order to participate at City Council meetings, please contact the City Clerk's Office at (619) 628-2347, as far in advance of the meeting as possible.

REGULAR MEETING CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA CHANGES

**MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY
ANNOUNCEMENTS/REPORTS ON ASSIGNMENTS AND COMMITTEES**

COMMUNICATIONS FROM CITY STAFF

PUBLIC COMMENT- *Each person wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda.*

PRESENTATIONS (1.1-1.3)

- 1.1 * PRESENTATION OF PROCLAMATION IN RECOGNITION OF NATIONAL PUBLIC WORKS WEEK – MAY 21-27, 2017. (0410-30)**
- 1.2* PRESENTATION OF PROCLAMATION IN RECOGNITION OF OLDER AMERICANS MONTH 2017. (0410-30)**
- 1.3* RECOGNITION OF TOM SANTOS – SAN DIEGO BURN INSTITUTE'S VOLUNTEER OF THE YEAR FOR 2016. (0410-30)**

CONSENT CALENDAR (2.1-2.8)-*All matters listed under Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember or member of the public requests that particular item(s) be removed from the Consent Calendar and considered separately. Those items removed from the Consent Calendar will be discussed at the end of the Agenda.*

2.1 MINUTES.

Recommendation: That the City Council approves the Regular Meeting Minutes of April 5, 2017.

Continued on Next Page

Any writings or documents provided to a majority of the City Council/Planning Commission/Public Financing Authority/Housing Authority/I.B. Redevelopment Agency Successor Agency regarding any item on this agenda will be made available for public inspection in the office of the City Clerk located at 825 Imperial Beach Blvd., Imperial Beach, CA 91932 during normal business hours.

CONSENT CALENDAR (Continued)

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

Recommendation: It is respectfully requested that the City Council ratifies the warrant register.

2.3 RECEIVE MARCH 2017 TREASURER'S REPORT. (0300-90)

Recommendation: That the City Council receives the monthly Treasurer's report.

2.4 RESOLUTION NO. 2017-7804: AUTHORIZATION OF ANOTHER AUTOMATIC THREE YEAR RENEWAL OF COOPERATION AGREEMENT WITH SAN DIEGO COUNTY FOR THEIR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM. (0650-34)

Recommendation: Adopt Resolution No. 2017-7804.

2.5 RESOLUTION 2017-7808 CONTINUING THE PROCLAMATION OF A STATE OF LOCAL EMERGENCY RELATING TO IMPACTS FROM CROSS-BORDER POLLUTION IN THE TIJUANA RIVER. (0150-40 & 0210-26)

Recommendation: Adopt Resolution No. 2017-7808.

2.6 RESOLUTION NO. 2017-7806 DECLARING THE CONTINUATION OF THE EMERGENCY REPAIR TO WIT: 500 BLOCK BONITO AVENUE SEWER MAIN UPSIZE. (0830-10)

Recommendation: Adopt Resolution No. 2017-7806.

2.7 RESOLUTION 2017-7807 AUTHORIZING THE APPROVAL OF THE 2016 SEWER SYSTEM MANAGEMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ. (0830-90)

Recommendation: Adopt Resolution 2017-7807.

2.8 RESOLUTION NO. 2017-7805 AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL, FOR THE 2016 SEWER SYSTEM MASTER PLAN, TO INCLUDE THE GROUNDWATER INFILTRATION REPAIR DESIGN AT THE SEWER MAIN SADDLE FOR 800 SEACOAST DRIVE SEWER LATERAL AND APPROPRIATE \$52,220 FROM THE SEWER ENTERPRISE ACCOUNT TO THIS PROJECT. (0830-70)

Recommendation: Adopt Resolution No. 2017-7805.

ORDINANCES/INTRODUCTION & FIRST READING (3)

None.

PUBLIC HEARINGS (4)

None.

REPORTS (5.1)

5.1 FISCAL YEAR 2018 & FISCAL YEAR 2019 BUDGET WORKSHOP BUDGET. (0330-30)

Recommendation: That the City Council reviews, receives public comment and makes recommendations concerning the proposals made for the FY2018 and FY2019 budgets.

I.B. REDEVELOPMENT AGENCY SUCCESSOR AGENCY REPORTS (6)

None.

ITEMS PULLED FROM THE CONSENT CALENDAR (IF ANY)

ADJOURN REGULAR MEETING

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code section 54957.6:

Agency Designated Representatives: City Manager, City Attorney, Assistant City Manager,
Human Resources Manager, Administrative Services Director

Employee Organization: Service Employees International Union (SEIU), Local 221
Unrepresented Employees
Mid-Management
Management

2. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Initiation of litigation pursuant to Govt. Code section 54956.9(d)(4) (2 cases)

3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code section 54957

Title: City Attorney

RECONVENE AND ANNOUNCE ACTION (IF APPROPRIATE)

ADJOURN CLOSED SESSION

The Imperial Beach City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

FOR YOUR CONVENIENCE, A COPY OF THE AGENDA AND COUNCIL MEETING PACKET MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK AT CITY HALL OR ON OUR WEBSITE AT

www.ImperialBeachCA.gov

/s/
Jacqueline M. Kelly, MMC
City Clerk

MINUTES

**CITY OF IMPERIAL BEACH
CITY COUNCIL
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY
HOUSING AUTHORITY
IMPERIAL BEACH REDEVELOPMENT AGENCY SUCCESSOR AGENCY**

APRIL 5, 2017

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

**CLOSED SESSION MEETING – 5:00 P.M.
REGULAR SESSION MEETING – 6:00 P.M.**

CLOSED SESSION MEETING CALL TO ORDER

Mayor Dedina called the Closed Session meeting to order at 5:02 p.m.

ROLL CALL BY CITY CLERK

Councilmembers present:	West, Patton, Spriggs
Councilmembers absent:	None
Mayor present:	Dedina
Mayor Pro Tem absent:	Bragg
Staff present:	City Manager Hall, City Attorney Lyon, City Clerk Hald

CLOSED SESSION

1. THREAT TO PUBLIC SERVICES OR FACILITIES

Consultation with County of San Diego Sheriff's Lieutenant pursuant to Government Code section 54957(a).

Mayor Dedina reconvened the meeting to Open Session at 6:00 p.m.

Reporting out of Closed Session, City Attorney Lyon announced City Council discussed Closed Session Item No. 1 and no reportable action was taken. Item Nos. 2 and 3 will be continued after the Regular Meeting.

REGULAR MEETING CALL TO ORDER

Mayor Dedina called the Regular Meeting to order at 6:01 p.m.

ROLL CALL

Councilmembers present:	West, Patton, Spriggs
Councilmembers absent:	None
Mayor present:	Dedina
Mayor Pro Tem absent:	Bragg
Staff present:	City Manager Hall, City Attorney Lyon, City Clerk Kelly, Assistant City Manager Dush

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by U.S. Army Private Alejandro Sosa-Lopez.

AGENDA CHANGES

None.

**MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY
ANNOUNCEMENTS/REPORTS ON ASSIGNMENTS AND COMMITTEES**

Councilmember Spriggs reported the Metro Wastewater Joint Powers Authority (JPA) is holding its monthly meeting tomorrow. A key issue that will be considered is the effort by the City of San Diego to accelerate plans and capital expenditures for the Pure Water Program in advance of the JPA considering those cost increases. He reported on his attendance at the League of California Cities Policy Committee meeting in Ontario, California. He announced the International Boundary and Water Commission (IBWC) issued their report on the sewage spill which did not address in detail the remedies needed to prevent future spills. The IBWC Citizens Forum Board will review the report at an upcoming meeting.

Councilmember Patton reported on his attendance at the Elm Avenue Ribbon Cutting Ceremony and he spoke about how the project enhanced the area and made it safer for the students. He announced that on April 8 the South Bay Union School District is holding their Innovation Expo and the San Diego Small Business Forum is hosting IB Derby Daze.

Councilmember West reported he was a panel member at the Water Education for Latino Leaders event, participated in the Third Clean City Initiative, attended the SANDAG Bayshore Bikeway meeting, and met with Kindergarteners at Valencia Park. He announced the Annual Easter Egg Hunt is on April 15, the Clean Water March is on April 29, the Library Grand Opening is on April 15, and a kickoff event at Bikeway Village is on June 4.

Mayor Dedina shared positive comments about the Elm Avenue Project. He gave an update on the sewage issue noting that he and City staff shared concerns with IBWC Commissioner Drusina that the IBWC was not responding sufficiently to the residents on this side of the border and that the IBWC needs to step up their efforts to protect our interests and our community. He also stated that the following needs to happen to address the sewage issue: 1. Investment in a sewage infrastructure plan for Tijuana and 2. A backup sewage diversion system is on the US side of the border to capture sediment, trash, and sewage flows. He thanked City Council and City staff for their unwavering efforts on the issue. He announced Herbert Taft with the County of San Diego Sheriff's Department was promoted to Captain.

COMMUNICATIONS FROM CITY STAFF

None.

PUBLIC COMMENT

June Engel introduced Barbara Walters, Library Technician I.

Jake Torres offered an energy retrofit study.

Linda Heath requested more frequent testing of the water and to begin testing of the sand (additional speaking time donate by Steph Pate).

PRESENTATIONS (1.1)

1.1 PRESENTATION ON NAVY MATTERS BY CAPTAIN MULVEHILL (NAVAL BASE CORONADO COMMANDING OFFICER). (0620-80)

Captain Mulvehill gave a PowerPoint presentation on the Coastal Campus SR-75 Intersection signalization; Navy V-22 Environmental Assessment; Environmental Programs and the need to protect endangered species; and the hot line for sharing community concerns. In response to questions regarding traffic, he stated that he did not expect cars that are entering and exiting the Coastal Campus to impact rush hour traffic, the traffic that accesses the southern entrance to the base will remain at the current level and all of the other units will use the northern entrance, and the staggering of work hours will alleviate some of the traffic impacts. He also stated there are biologists monitoring the Least Terns, construction on the intersection will begin in

September, and installation of the light is not known at this time. With regard to dogs on the beach, the California Department of Fish and Wildlife will patrol and enforce the area. .

Mayor Dedina commented on the Navy's sustainability efforts by using solar panels and repurposing concrete. He also spoke about their commitment to resiliency and their efforts to adapt to sea level rise. He had positive comments about how the Navy evaluates their operations for effectiveness and efficiency.

CONSENT CALENDAR (2.1-2.8)

MOTION BY SPRIGGS, SECOND BY WEST, TO APPROVE CONSENT CALENDAR ITEM NOS. 2.1 THROUGH 2.8. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: SPRIGGS, PATTON, WEST, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG

2.1 MINUTES.

City Council approved the Special Meeting Minutes of February 27, 2017 and March 1, 2017 and the Regular Meeting Minutes of March 1, 2017.

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

City Council ratified the warrant register.

2.3 ADOPTION OF RESOLUTION NO. 2017-7788 AUTHORIZING THE FIRE CHIEF TO EXPEND FUNDS FOR THE PURCHASE AND INSTALLATION OF A REPLACEMENT FIRE STATION ALERTING SYSTEM. (0910-40)

City Council adopted Resolution No. 2017-7788.

2.4 RESOLUTION NO. 2017-7785 CONFIRMING THE PREVIOUSLY APPROVED FISCAL YEAR 2017/2018 INTEGRATED SOLID WASTE RATE ADJUSTMENTS IN ACCORDANCE WITH THE 5-YEAR RATE SCHEDULE ADOPTED BY RESOLUTION 2015-7579. (0270-40)

City Council adopted Resolution No. 2017-7785.

2.5 RESOLUTION NO. 2017-7786 DECLARING APRIL AS "ENVIRONMENTAL AWARENESS MONTH" IN THE CITY OF IMPERIAL BEACH. (0230-40)

City Council adopted Resolution No. 2017-7786.

2.6 RESOLUTION 2017-7787 CONTINUING THE PROCLAMATION OF A STATE OF LOCAL EMERGENCY RELATING TO IMPACTS FROM CROSS-BORDER POLLUTION IN THE TIJUANA RIVER. (0150-40 & 0210-26)

City Council adopted Resolution No. 2017-7787.

2.7 RESOLUTION NO. 2017-7790 APPROVING THE ENGINEER'S REPORT FOR PROCEEDINGS FOR THE ANNUAL LEVY OF ASSESSMENTS WITH SPECIAL ASSESSMENT DISTRICT AD-67M. (0345-10)

City Council adopted Resolution No. 2017-7790.

2.8 RESOLUTION NO. 2017-7791 DECLARING INTENT TO PROVIDE AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS IN A SPECIAL ASSESSMENT DISTRICT (AD 67M) AND SETTING A TIME AND A PLACE FOR THE PUBLIC HEARING THEREON. (0345-10)

City Council adopted Resolution No. 2017-7791.

ORDINANCES/INTRODUCTION & FIRST READING– (3.1)

3.1 AN INTRODUCTION OF ORDINANCE NO. 2017-1163, RENEWING THE PUBLIC, EDUCATIONAL AND GOVERNMENTAL (PEG) FEE IN SECTION 13.10.020(B) OF THE IMPERIAL BEACH MUNICIPAL CODE. (0800-10)

City Manager Hall reported on the item.

City Clerk Kelly read the title of Ordinance No. 2017-1163 “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, RENEWING THE PEG FEE IN SECTION 13.10.020(B) OF THE IMPERIAL BEACH MUNICIPAL CODE.”

MOTION BY SPRIGGS, SECOND BY WEST, TO INTRODUCE ORDINANCE NO. 2017-1163 BY TITLE ONLY AND WAIVE FURTHER READING OF THE ORDINANCE. MOTION CARRIED BY THE FOLLOWING VOTE:

**AYES: COUNCILMEMBERS: SPRIGGS, PATTON, WEST, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG**

PUBLIC HEARINGS (4)

None.

REPORTS (5.1-5.3)

5.1 UNIFIED PORT OF SAN DIEGO – STREET ENDS & COMFORT STATION. MF 1160 & 1209. (0150-70)

Councilmember Spriggs announced that he has a potential conflict of interest because he lives near two of the street ends. In order to avoid any appearance of involvement, he recused himself from participation in the item and left Council Chambers at 7:05 p.m.

City Planner Foltz gave a PowerPoint presentation on the item.

Councilmember Patton commented that if Carnation Ave. is considered, he supported the simple version (Option A). With regard to Ebony Ave., he suggested that the new hotel be responsible for the improvements. For the design of the comfort stations, he supported option 2. He spoke in support for Beach Ave. street end location with a comfort station.

Councilmember West supported completion of a comfort station and street end at the same time but expressed concern about the loss of parking. Although Encanto is his preferred location, he spoke in support for the Beach Ave. location with keeping the comfort station as close to the street as possible.

In response to Mayor Dedina’s preference for the Encanto location, Marine Safety Captain Stabenow expressed concern about coastal flooding and the placement location due to the potential for double parking and for children running across the street to get to the comfort station.

Mayor Dedina expressed concern about the loss of parking spaces; he encouraged the use of colors that complement the blue color scheme of the new library; he was not in support of locating the comfort station towards the beach; he preferred Option 3 and having it closer to the street; he understood the need to choose a priority now (Beach Ave.) but he also supported continuing with improvements of the other Ebony, Elkwood and Carnation street ends in the future. He also spoke about the Beach Ave. location for a comfort station solo project.

Assistant City Manager Dush summarized City Council’s recommendation as follows:

1. Beach Ave., a dual project, design no. 3 (architectural), and having structure closer to the street;
2. He questioned, if the project is only a street end improvement which street end would be the priority between Ebony, Elkwood and Carnation;
3. If the project is only a restroom, the location would be Beach Ave. while making sure that there is no loss of parking;

4. Use of deep blue colors.

Mayor Dedina spoke in support of an aquatic design that is resilient and flood proof. He also stated that the City Council supports Phase 2: Ebony, Elkwood, and Carnation.

Assistant City Manager Dush stated staff can return with a final design with the overriding principle of a good design and minimal loss of parking and questioned which street end is City Council's preference.

Councilmember West spoke in support for Carnation Ave. with a simple design.

Mayor Dedina spoke in support for creating attractive areas to watch the sunset. He suggested a simple design such as the one at the Broadway Pier area in San Diego.

City Manager Hall explained the Port's CIP process and stated they are trying to identify a project that can be elevated quicker in the process.

Councilmember Patton spoke in support for Carnation Ave. His second option is Elkwood Ave.

Assistant City Manager Dush summarized City Council's recommendation as follows: Select Beach Ave. as a dual project (street end improvements and comfort station), Carnation Ave. for a street end only project (with Elkwood as an alternate), and Beach Ave. for a comfort station only project with the comfort station locating street-side rather than beach-side.

MOTION BY PATTON, SECOND BY WEST, TO VOTE ON THE PROPOSAL AS RECOMMENDED BY CITY COUNCIL INCLUDING THE ALTERNATIVES FOR PHASE 2. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: PATTON, WEST, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG
DISQUALIFIED: COUNCILMEMBERS: SPRIGGS

City Manager Hall suggested that City Council take Item No. 5.3 at this time because Councilmember Spriggs has a potential conflict of interest on the item.

5.3 APPROVAL OF RESOLUTION NO. 2017-7792 FOR A BUDGET AMENDMENT, APPROVAL OF REAL PROPERTY ACQUISITION PURSUANT TO A PURCHASE AND SALE AGREEMENT, AND ACCEPTANCE OF THE PROPERTY GENERALLY LOCATED AT 495 PALM AVENUE. (0840-10)

Assistant City Manager Dush gave a presentation on the item.

MOTION BY WEST, SECOND BY PATTON, TO APPROVE THE AGREEMENT FOR PURCHASE OF REAL PROPERTY BETWEEN THE CITY OF IMPERIAL BEACH AND SAWHNEY FAMILY LIMITED PARTNERSHIP (THE "PURCHASE AND SALE AGREEMENT"), AND APPROVE RESOLUTION NO. 2017-7792 TO AUTHORIZE THE BUDGET AMENDMENT OF \$1.1 MILLION, THE PROPERTY ACQUISITION, AND TO ACCEPT THE PROPERTY. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: PATTON, WEST, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG
DISQUALIFIED: COUNCILMEMBERS: SPRIGGS

Councilmember Spriggs returned to Council Chambers at 7:49 p.m.

5.2 RESOLUTION NO. 2017-7789: CONSULTANT SELECTION FOR COASTAL COMMISSION LCP GRANT. MF 1234. (0620-40)

The Purchase and Sale Agreement was submitted as last minute agenda information.

Assistant City Manager Dush reported on the item and recommended AECOM.

Councilmember Spriggs commented on the amount of work it took to review the detailed proposals and spoke in support for selecting AECOM.

MOTION BY WEST, SECOND BY SPRIGGS, TO ADOPT RESOLUTION NO. 2017-7789 AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH AECOM CONSULTANTS AS PRIME CONSULTANT FOR THE COASTAL COMMISSION LOCAL COASTAL PROGRAM (LCP) GRANT THAT SUBSTANTIALLY FUNDS THE 2018 RESILIENT IMPERIAL BEACH (RIB) LCP/ GENERAL PLAN UPDATE PROJECT MF 1234. MOTION CARRIED BY THE FOLLOWING VOTE:

**AYES: COUNCILMEMBERS: SPRIGGS, PATTON, WEST, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: BRAGG**

I.B. REDEVELOPMENT AGENCY SUCCESSOR AGENCY REPORTS (6)

None.

ITEMS PULLED FROM THE CONSENT CALENDAR (IF ANY)

None.

ADJOURN REGULAR MEETING

Mayor Dedina adjourned the Regular Meeting at 7:56 p.m.

CLOSED SESSION

Mayor Dedina reconvened the Closed Session at 7:56 p.m.

2 CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code section 54957.6:

Agency Designated Representatives: City Manager, City Attorney, Assistant City Manager, Human Resources Manager, Administrative Services Director

Employee Organization: Service Employees International Union (SEIU), Local 221

3 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Govt Code section 54956.9(d)(2)- (1 case)

Existing facts and circumstances pursuant to Govt Code section 54956.9(e)(3)

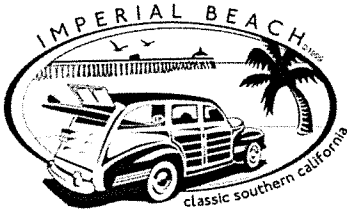
Mayor Dedina reconvened the meeting to Open Session at 8:52 p.m.

Reporting out of Closed Session, City Attorney Lyon announced City Council discussed Closed Session Item Nos. 2 and 3, direction was given and no reportable action was taken.

Mayor Dedina adjourned the Closed Session Meeting at 8:53 p.m.

Serge Dedina,
Mayor

Jacqueline M. Kelly, MMC
City Clerk



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER AH
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT: DOUG BRADLEY, ADMINISTRATIVE SERVICES DEPARTMENT DB
SUBJECT: RATIFICATION OF WARRANT REGISTER

EXECUTIVE SUMMARY:

Approval of the warrant register in the amount of \$ 1,035,547.36.

FISCAL ANALYSIS: Warrants are issued from budgeted funds and there is no additional impact on reserves.

RECOMMENDATION:

It is respectfully requested that the City Council ratify the warrant register.

OPTIONS:

- Receive and file the report from the City Manager
- Provide direction to the City Manager to take a specific action
- Request additional information and an additional report

BACKGROUND/ANALYSIS:

As of April 7, 2004 all large warrants above \$100,000 will be separately highlighted and explained on the staff report.

<u>Vendor:</u>	<u>Check:</u>	<u>Amount:</u>	<u>Description:</u>
San Diego County Sheriff	90330	550,820.55	Mar 2017 Law Enforcement Services

The following registers are submitted for Council ratification:

Accounts Payable

DATE	CHECK #	EFT #	AMOUNT (\$)
04/27/17	90285-90348		686,282.40
04/27/17		366-371	10,542.69
	<i>Sub-Total</i>		696,825.09

Payroll Checks/Direct Deposit

DATE	CHECK #		AMOUNT (\$)
PPE 4/13/17	47460-47472		180,794.32
PPE 4/27/17	47473-47487		157,927.95
	<i>Sub-total</i>		338,722.27

TOTAL \$ 1,035,547.36

Note: check numbers not in sequence have been voided.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

Attachments:

1. Warrant Register
2. Warrant Register as Budgeted FY2017

City of Imperial Beach
Warrant Register by Check/EFT Number

Vendor	Description	Account Number	Invoice	Project Description	Amount	
2017-04-27					\$ 696,825.09	
366	CALIFORNIA STATE DISBURSEMENT UNIT	PAYROLL AP PPE 4/13/17	101-0000-209.01-07	20170420	(blank)	\$ 355.84
367	FORESTERS INVESTOR SERVICES INC	PAYROLL AP PPE 4/13/17	101-0000-209.01-22	20170420	(blank)	\$ 150.00
368	I B FIREFIGHTERS ASSOCIATION	PAYROLL AP PPE 4/13/17	101-0000-209.01-08	20170420	(blank)	\$ 330.00
369	ICMA RETIREMENT TRUST 457	PAYROLL AP PPE 4/13/17	101-0000-209.01-10	20170420	(blank)	\$ 6,606.45
370	SEIU LOCAL 221	PAYROLL AP PPE 4/13/17	101-0000-209.01-08	20170420	(blank)	\$ 1,566.78
371	US BANK	PAYROLL AP PPE 4/13/17	101-0000-209.01-20	20170420	(blank)	\$ 1,533.62
90285	ACME SAFETY AND SUPPLY	SIGN POSTS & ANCHORS	101-5010-431.21-23	110179-00	(blank)	\$ 717.10
90286	AMS AMERICA INC	CITY HALL AC MAINT	101-1910-419.21-04	982845	(blank)	\$ 160.00
		SHERIFF AC MAINT	101-1910-419.21-04	982846	(blank)	\$ 88.00
		FIRE AC MAINT	101-1910-419.21-04	982847	(blank)	\$ 66.00
		PW AC MAINT	101-1910-419.21-04	982848	(blank)	\$ 82.50
		LG STATION AC MAINT	101-1910-419.21-04	982849	(blank)	\$ 88.00
90287	ARAM YASHU	CLS SA MEETING FEE	101-3030-423.28-04	04-06-2017	(blank)	\$ 50.00
90288	AVI SYSTEMS, INC.	REPAIR AUDIO SYSTEM IN CH	101-1020-411.21-04	88483014	(blank)	\$ 141.08
90289	BAY CITY ELECTRIC WORKS	BALDOR MAINT	601-5060-436.21-04	W170409	(blank)	\$ 822.48
		KOHLER MAINT	601-5060-436.21-04	W170416	(blank)	\$ 823.49
90290	CALIF ELECTRIC SUPPLY	BALLAST & GASKET	101-6040-454.30-02	1069-727408	(blank)	\$ 491.24
90291	CALIFORNIA AMERICAN WATER	1015-210019276868 MAR 17	101-1910-419.27-02	04-27-2017	(blank)	\$ 124.04
		1015-210019482014 MAR 17	101-1910-419.27-02	04-27-2017	(blank)	\$ 256.22
		1015-210019278093 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 26.07
		1015-210019278895 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 26.07
		1015-210019357057 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 24.87
		1015-210019359015 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 26.07
		1015-210019360534 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 38.26
		1015-210019481684 MAR 17	101-6020-452.27-02	04-27-2017	(blank)	\$ 26.07
		1015-210019279782 MAR 17	101-6020-452.27-02	04-28-2017	(blank)	\$ 19.97
		1015-210018811916 MAR 17	101-1910-419.27-02	05-01-2017	(blank)	\$ 38.70
		1015-210019600799 MAR 17	101-1910-419.27-02	05-02-2017	(blank)	\$ 263.81
		1015-210020153385 APR 17	101-1910-419.27-02	05-02-2017	(blank)	\$ 29.51
		1015-210019027905 MAR 17	101-1910-419.27-02	05-03-2017	(blank)	\$ 347.66
		1015-210019058534 MAR 17	101-1910-419.27-02	05-03-2017	(blank)	\$ 222.87
		1015-210019176067 MAR 17	101-6020-452.27-02	05-03-2017	(blank)	\$ 597.57
		1015-210019176128 MAR 17	101-6020-452.27-02	05-03-2017	(blank)	\$ 27.02
		1015-210019179080 MAR 17	101-6020-452.27-02	05-03-2017	(blank)	\$ 93.12
		1015-210020154739 MAR 17	101-1910-419.27-02	05-04-2017	(blank)	\$ 19.97
		1015-210021068268 MAR 17	101-6010-451.27-02	05-08-2017	(blank)	\$ 85.55
		1015-210018820255 MAR 17	601-5060-436.27-02	05-03-2017	(blank)	\$ 14.83
		1015-210019512885 MAR 17	601-5060-436.27-02	05-03-2017	(blank)	\$ 195.09
		MAR 2017 CAL AM WATER	101-6010-451.27-02	05-08-2017	(blank)	\$ 2,955.53
		MAR 2017 CAL AM WATER	101-6020-452.27-02	05-04-2017	(blank)	\$ 95.90

City of Imperial Beach
Warrant Register by Check/EFT Number

Vendor	Description	Account Number	Invoice	Project Description	Amount	
90291	CALIFORNIA AMERICAN WATER	MAR 2017 CAL AM WATER	101-6020-452.27-02	05-08-2017	(blank)	\$ 469.58
		MAR 2017 CAL AM WATER	101-6020-452.27-02	05-09-2017	(blank)	\$ 1,151.24
		MAR 2017 CAL AM WATER	101-6020-452.27-02	05-10-2017	(blank)	\$ 17.48
		MAR 2017 CAL AM WATER	101-6020-452.27-02	05-11-2017	(blank)	\$ 10.37
		MAR 2017 CAL AM WATER	601-5060-436.27-02	05-04-2017	(blank)	\$ 19.97
90292	COUNTY OF SAN DIEGO	PARKING PENALTY REMITTANC	101-3010-421.21-04	03-31-2017	(blank)	\$ 618.50
90293	COX COMMUNICATIONS	4/4/17-5/3/17	503-1923-419.21-04	04-04-2017	(blank)	\$ 230.00
90294	D.A.R. CONTRACTORS	MARCH 2017 ANIMAL SVCS	101-3050-425.20-06	04-04-2017	(blank)	\$ 347.00
90295	DANIEL HOLIAN	CPR RECERT TRAINING	101-3030-423.28-04	R526872868	(blank)	\$ 28.50
90296	EAGLE NEWSPAPER	LEGAL NOTICES RTC, TRANSN	101-1020-411.28-07	100993	(blank)	\$ 90.00
		LEGAL NOTICE 1161 & 1162	101-1020-411.28-07	101098	(blank)	\$ 100.00
		FINANCIAL REPORT NOTICE	101-1020-411.28-07	101181	(blank)	\$ 281.00
		LEGAL NOTICES CC	101-1020-411.28-07	102269	(blank)	\$ 50.00
		PW CITY WIDE AD	101-5040-434.30-02	101269	(blank)	\$ 135.00
		CITY WIDE GARAGE AD	101-5040-434.30-02	101363	(blank)	\$ 135.00
		LEGAL AD MF1166	101-1230-413.28-11	100993	(blank)	\$ 110.00
		LEGAL AD MF1166	101-1230-413.28-11	101363	(blank)	\$ 110.00
		PW CIVIC CTR WINDOWS	504-1924-519.20-06	100993	CIVIC CENTER NORTH WINDOW	\$ 105.00
90297	EDWARD SPRIGGS	TAXI TO TRAINING	101-1010-411.28-04	01-19-2017	(blank)	\$ 7.00
		TAXI TO CONVENTION CTR	101-1010-411.28-04	01-22-2016	(blank)	\$ 20.00
		DINNER REIMBURSMENT	101-1010-411.28-04	2102	(blank)	\$ 24.43
		BREAKFAST ON ARRIVAL	101-1010-411.28-04	456	(blank)	\$ 12.20
		HOTEL 1/18/17-1/20/17	101-1010-411.28-04	7235819101250	(blank)	\$ 654.65
90298	ENVIROMENTAL WATER SOLUTIONS, INC.	2WAY 4' PLUGS	601-5060-436.28-01	2544	(blank)	\$ 1,059.18
90299	FASTENAL	NUTS, BOLTS, SCREWS	101-5010-431.21-23	CACHU49147	(blank)	\$ 33.80
		FLEET BOLT SUPPLY	501-1921-419.30-02	CACHU48974	(blank)	\$ 14.71
90300	FEDERAL EXPRESS CORP.	SHIPPING CC	101-1020-411.28-09	5-762-96829	(blank)	\$ 26.66
90301	FERGUSON ENTERPRISES INC.	MUELLER 8' GATE VALVES	601-5060-436.28-01	0589467	(blank)	\$ 2,999.76
90302	FIRST AMERICAN DATA TREE, INC	MAR 2017 PROP SEARCHES	101-1210-413.21-04	20045170317	(blank)	\$ 20.00
		MAR 2017 PROP SEARCHES	101-3040-424.21-04	20045170317	(blank)	\$ 113.00
		MAR 2017 PROP SEARCHES	101-3070-427.21-04	20045170317	(blank)	\$ 108.00
		MAR 2017 PROP SEARCHES	101-5050-435.21-04	20045170317	(blank)	\$ 9.00
90303	FLYERS ENERGY LLC	896 GAL REG FUEL	501-1921-419.28-15	17-444276	(blank)	\$ 2,526.25
90304	GEOCON INC.	SITE LAB CONN & ELM	202-5016-531.20-06	1703032	RTIP FY 13-14 ELM AVE ASP	\$ 685.00
90305	GO-STAFF, INC.	WE 4/9/17 MERINO, J	101-5010-431.21-01	186084	(blank)	\$ 1,128.53
		N. FERGUSON WE 4/9/17	101-1210-413.21-01	186085	(blank)	\$ 680.24
		WEEK 4/16/17 N. FERGUSON	101-1210-413.21-01	186451	(blank)	\$ 544.19
90306	GRAINGER	HANDICAP ACC, NO SMOKING	101-6020-452.28-01	9408576560	(blank)	\$ 90.42
		CITY HALL LIGHTS	101-1910-419.28-01	9408576578	(blank)	\$ 11.49
		3 EXIT LIGHT BATTERIES	101-1910-419.28-01	9410188867	(blank)	\$ 81.28
		ENTRANCE LIGHT	101-1910-419.28-01	9410188883	(blank)	\$ 16.25

City of Imperial Beach
Warrant Register by Check/EFT Number

Vendor	Description	Account Number	Invoice	Project Description	Amount	
90306	GRAINGER	RUST TREATMENT	101-3030-423.30-02	9406781980	(blank)	\$ 95.01
		SPORTS PARK PHOTOCELLS	101-6020-452.30-02	9410188875	(blank)	\$ 215.30
90307	GREEN DE BORTNOWSKY, LLP	ATTORNEY SERVICES	502-1922-419.20-01	44974		\$ 8,772.72
90308	MISCELLANEOUS REFUNDS	REFUND BUSINESS LICENSE	101-0000-203.22-00	04-24-2017	(blank)	\$ 600.00
		REFUND BUSINESS LICENSE	101-0000-321.72-10	04-24-2017	(blank)	\$ 565.00
		REFUND BUSINESS LICENSE	101-0000-323.71-02	04-24-2017	(blank)	\$ 250.00
		REFUND BUSINESS LICENSE	101-0000-371.83-09	04-24-2017	SB1186, DISABILITY ACT	\$ 4.00
90309	KEYSER MARSTON ASSOC INC	MAR 17 SR75 ANALYSIS	101-5010-431.20-06	0030848	(blank)	\$ 5,366.25
90310	KIM A. MIKHAEL	PARKING TICKET HEARING	101-3010-421.20-06	04-08-2017	(blank)	\$ 75.00
		ADMIN HEARING 2/13/17	101-1230-413.20-06	04-08-2017	(blank)	\$ 135.00
90311	KPA LLC.	APRIL EHS SERVICES	101-1130-412.20-06	651697	(blank)	\$ 589.00
90312	MALCOLM W. JONES	REPLACEMENT PART FOR SURF	101-5010-431.21-04	2017-IB-1	(blank)	\$ 950.00
90313	MARTIAN LASER	COMM BRICK REPLACEMENTS	101-1020-411.20-06	16838	MEMORIAL BRICK PROJECT	\$ 120.00
90314	MCDUGAL LOVE ECKIS &	ATTORNEY SERVICES	101-1220-413.20-02	91913		\$ 9,227.00
90315	NACY K BOHL, INC	COUNSELING SVCS	101-3020-422.20-06	33723	(blank)	\$ 165.00
		COUNSELING SVCS	101-3030-423.20-06	33723	(blank)	\$ 165.00
90316	NOLTE ASSOCIATES, INC.	JAN 17 LID SITE	101-5050-435.20-06	62352	(blank)	\$ 145.00
		FEB/MAR 2017 SVCS	202-5016-531.20-06	62339	RTIP FY 13-14 ELM AVE ASP	\$ 8,845.22
		JAN 17 DEMPSEY EVAL & REP	504-1924-519.20-06	61049	(blank)	\$ 5,900.00
		JANUARY 2017 PROFESSIONAL	101-0000-221.01-02	62171	203 RESIDENTIAL UNITS	\$ 280.00
		JANUARY 2017 PROFESSIONAL	101-0000-221.01-02	62173	2 NEW ATTACHED RESIDENTIA	\$ 353.75
		JANUARY 2017 PROFESSIONAL	101-0000-221.01-02	62174	1 NEW SFR	\$ 415.00
90317	O'REILLY AUTOMOTIVE STORES, INC.	#E39 A.C. CHARGE	501-1921-419.28-16	3980-437624	(blank)	\$ 23.69
		#153 SOLENOID	501-1921-419.28-16	3980-437999	(blank)	\$ 78.60
		FUEL LINE TOOL	501-1921-419.30-22	3980-439679	(blank)	\$ 24.77
		LED LAMP VEH #17	501-1921-419.28-16	3980-442320	(blank)	\$ 10.76
90318	MISCELLANEOUS REFUNDS	(blank)	101-0000-221.01-07	17-00000134 BON	(blank)	\$ 1.00
		(blank)	101-0000-322.73-01	17-00000134 BON	(blank)	\$ 383.53
		(blank)	101-0000-322.73-02	17-00000134 BON	(blank)	\$ 106.00
		(blank)	101-0000-322.73-03	17-00000134 BON	(blank)	\$ 20.00
		(blank)	101-0000-344.75-03	17-00000134 BON	(blank)	\$ 4.00
90319	OFFICE DEPOT, INC	BINDER CLIPS	101-1010-411.30-01	918445924001	(blank)	\$ 2.55
		FOLDERS	101-1020-411.30-01	917552236001	(blank)	\$ 45.89
		PENS	101-1010-411.30-01	918445558001	(blank)	\$ 14.61
		POST IT NOTES	101-1230-413.30-01	918119446001	(blank)	\$ 10.23
		TAPE	101-1020-411.30-01	917552234001	(blank)	\$ 11.41
		WATER	101-1020-411.30-01	917552143001	(blank)	\$ 18.78
		HR ENVELOPES	101-1130-412.30-01	915792063001	(blank)	\$ 94.39
		CUTLERY, LABELS, INDEX	101-1230-413.30-01	918119219001	(blank)	\$ 64.69
		CHAIRMAT, CC PAPER	101-1210-413.30-01	918496885001	(blank)	\$ 65.17
		LEGAL PAPER	101-1020-411.30-01	918927391001	(blank)	\$ 18.64

City of Imperial Beach
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Vendor	Description	Account Number	Invoice	Project Description	Amount	
90319	OFFICE DEPOT, INC	LEGAL PAPER	101-1110-412.30-01	918927391001	(blank)	\$ 18.63
		LEGAL PAPER	101-1130-412.30-01	918927391001	(blank)	\$ 18.63
		CREDIT/RETURN	101-3030-423.30-02	913249750001	(blank)	\$ (43.98)
		ERGONOMIC IN LINE	502-1922-419.29-04	918441338001	(blank)	\$ 105.49
		BUS CARDS J.KELLY	101-1020-411.30-01	898331007001	(blank)	\$ 43.98
		DUSTER CLEANER	101-1020-411.30-01	917552235001	(blank)	\$ 10.42
90320	ONE SOURCE DISTRIBUTORS	HAZ CHG TEST BOTTLE	601-5060-436.28-01	55385480.003	(blank)	\$ 32.33
90321	PARTNERSHIP WITH INDUSTRY	WEEK ENDING 3/31/17	101-6040-454.21-04	GS07858	TIDELAND MAINTENANCE 2013	\$ 1,726.84
90322	PRAXAIR DISTRIBUTION INC	FLEET WELDING GAS	501-1921-419.28-15	76788079	(blank)	\$ 102.99
90323	PRISCILLA SUNEM CARBALLO	MILEAGE REIMBURSEMENT	101-1020-411.28-06	03-13-2017	(blank)	\$ 54.57
90324	PROTECTION ONE ALARM MONITORING	BATTERIES FOR ALARM PANEL	601-5060-436.28-01	115618750	(blank)	\$ 193.95
		INSTALL NEW ALARM PANEL P	601-5060-436.21-04	115547237	(blank)	\$ 323.25
90325	PRUDENTIAL OVERALL SUPPLY	WE 04/12/17 UNIFORMS	101-5020-432.25-03	30651965	(blank)	\$ 146.92
90326	RANCHO AUTO & TRUCK PARTS	FLEET SHOP SUPPLIES	501-1921-419.30-02	7693-289783	(blank)	\$ 46.54
		KWIK DRAW SOLDER	501-1921-419.30-02	7693-289218	(blank)	\$ 4.49
		STOCK FUEL FILTER	501-1921-419.30-02	7693-290403	(blank)	\$ 11.08
		STOCK FILTERS	501-1921-419.30-02	7693-290992	(blank)	\$ 27.81
		MOTOR OIL FOR STOCK	501-1921-419.28-15	7693-290804	(blank)	\$ 51.46
		FUEL HOSE VEH #696	501-1921-419.28-16	7693-290322	(blank)	\$ 38.83
90327	RDO-VERMEER, LLC	REPAIR PARTS/LABOR	101-1910-419.21-04	W27803	(blank)	\$ 7,813.17
90328	SAN DIEGO GAS & ELECTRIC	5649 771 4749 MAR 2017	101-1910-419.27-01	05-02-2017	(blank)	\$ 7,658.70
		5649 771 4749 MAR 2017	101-5010-431.27-01	05-02-2017	(blank)	\$ 4,559.49
		5649 771 4749 MAR 2017	101-6020-452.27-01	05-02-2017	(blank)	\$ 934.46
		5649 771 4749 MAR 2017	601-5060-436.27-01	05-02-2017	(blank)	\$ 4,563.25
90329	SAN DIEGO COUNTY - ASSESSOR, PO BOX	MRP EXTRACT MAR 2017	101-1210-413.29-04	04-05-2017	(blank)	\$ 250.00
		APRIL MAPS DOCUMENTS	101-1230-413.29-04	868864	(blank)	\$ 4.00
90330	SAN DIEGO COUNTY SHERIFF	MARCH 2017 LAW ENF SVCS	101-0000-338.60-03	04-17-2017	(blank)	\$ (1,528.59)
		MARCH 2017 LAW ENF SVCS	101-3010-421.20-06	04-17-2017	(blank)	\$ 544,015.81
		MARCH 2017 LAW ENF SVCS	212-3036-421.20-06	04-17-2017	(blank)	\$ 8,333.33
90331	SHARP REES-STEALY MEDICAL CNTR	PRE EMPLOYMENT PHYSICALS	101-3030-423.21-04	04-08-2017	(blank)	\$ 1,315.00
90332	SLOAN ELECTRIC COMPANY	HVAC UNIT	601-5060-436.21-04	0068128	(blank)	\$ 7,487.77
90333	SOUTH COAST EMERGENCY VEHICLE SERVI	SIDE MARKER LAMP #E-239	501-1921-419.28-16	484040	(blank)	\$ 41.60
90334	SOUTHWEST SIGNAL	MARCH 2017 MAINT	101-5010-431.21-04	52502	(blank)	\$ 160.00
		9TH & IB SIGNAL SVCS	101-5010-431.21-23	52492	(blank)	\$ 122.50
90335	SPARKLETTS	FD MARCH WATER	101-3020-422.30-02	12529930 040717	(blank)	\$ 110.99
90336	MISCELLANEOUS REFUNDS	REFUND TEMP ENCROACHMENT	101-0000-221.01-05	2611	1303 IMPERIAL BEACH BLVD	\$ 900.00
90337	TERRA BELLA NURSERY, INC.	MULCH	101-6020-452.28-01	197035	(blank)	\$ 280.15
		VARIOUS PLANTS	101-6020-452.28-01	196730	(blank)	\$ 38.60
		PREMIUM MULCH	101-6020-452.28-01	197688	(blank)	\$ 130.46
90338	TRENTMAN CORPORATION	ADHESIVE FOR ROAD MARKERS	101-5010-431.21-23	5932	(blank)	\$ 287.95
90339	TRISTAR RISK MANAGEMENT	MARCH 2017 WORKMAN COMP	502-0000-106.03-00	100869	(blank)	\$ 12,185.55

City of Imperial Beach
Warrant Register by Check/EFT Number

Vendor	Description	Account Number	Invoice	Project Description	Amount	
90340	VERIZON BUSINESS SERVICES	MAR 2017 VOIP SV202862	503-1923-419.27-04	70401085	(blank)	\$ 154.88
		MAR 2017 VOIP SV202863	503-1923-419.27-04	70401388	(blank)	\$ 514.93
		MAR 2017 VOIP SV202861	503-1923-419.27-04	70402807	(blank)	\$ 863.00
		MAR 2017 VOIP SV202864	503-1923-419.27-04	70403086	(blank)	\$ 232.40
90341	VERIZON WIRELESS	03/09/17-04/08/17	101-3020-422.27-05	9783528131	(blank)	\$ 189.96
		03/09/17-04/08/17	101-3030-423.27-05	9783528131	(blank)	\$ 157.14
		03/09/17-04/08/17	101-3040-424.27-05	9783528131	(blank)	\$ 76.44
		03/09/17-04/08/17	101-3070-427.27-05	9783528131	(blank)	\$ 63.78
		03/09/17-04/08/17	101-5010-431.30-02	9783528131	(blank)	\$ 25.21
		03/09/17-04/08/17	101-5020-432.27-05	9783528131	(blank)	\$ 510.37
		03/09/17-04/08/17	101-6020-452.30-02	9783528131	(blank)	\$ 29.09
		03/09/17-04/08/17	503-1923-419.27-05	9783528131	(blank)	\$ 406.18
90342	VPLS SOLUTIONS, LLC	NETWORK CABLES, NIMBLE	503-1923-419.30-22	2315	(blank)	\$ 117.77
90343	VULCAN MATERIALS, CO	6' ROCK BAYSIDE SKL PJ	101-5010-431.30-02	71410198	(blank)	\$ 95.36
90344	WEST COAST ARBORISTS	TREE PRUNING SVCS	101-6020-452.21-04	124350	(blank)	\$ 9,000.00
90345	WESTFLEX INDUSTRIAL	LEADER HOSES & TAILS	601-5060-436.28-01	340338	(blank)	\$ 1,415.85
90346	WHITE CAP CONSTRUCTION SUPPLY	IMPACT DRIVER	101-5010-431.30-02	10006816155	(blank)	\$ 497.51
90347	ZUMAR INDUSTRIES INC.	PARKING SIGNS	101-5010-431.21-23	0169665	(blank)	\$ 182.81
90348	1903 SOLUTIONS LLC.	FORTINET ANNUAL LICENSE	503-1923-419.21-04	CIB04170215FOR1	(blank)	\$ 980.00
Grand Total						\$ 696,825.09

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	
Expense				
101 GENERAL FUND				
ABC-FACILITIES CHARGES	\$ 101,839	\$ 76,380		\$25,459
ABC-FMP EQUIPMENT CHARGE	\$ 249,120	\$ 186,840		\$62,280
ABC-RISK MGMT SVC CHARGE	\$ 217,760	\$ 163,320		\$54,440
ABC-TECHNOLOGY SVC CHARGE	\$ 358,554	\$ 268,917		\$89,637
ADVERTISING	\$ 7,000	\$ 2,359	\$ 521	\$4,120
ATTORNEY SERVICES	\$ 41,206	\$ 8,400		\$32,806
ATTORNEY SERVICES-OTHER	\$ 110,724	\$ 73,816	\$ 9,227	\$27,681
AUTO ALLOWANCE	\$ 48,120	\$ 38,028		\$10,092
BANKING/FIN SRVCS CHARGES	\$ 46,936	\$ 16,599		\$30,337
CELL PHONE ALLOWANCE	\$ 13,990	\$ 9,675		\$4,315
COMMUNITY PROGRAMS	\$ 132,270	\$ 58,749		\$73,522
CONTINGENCY ACCOUNT	\$ 70,000			\$70,000
CONTRACTS-ELECTIONS	\$ 15,317	\$ 11,107		\$4,210
COPIER LEASES	\$ 33,050	\$ 29,140		\$3,910
COUNCIL/RDA BOARD PAY	\$ 42,000	\$ 32,492		\$9,508
EMPLOYEE RECOGNITION AWRD	\$ 8,700	\$ 7,563		\$1,137
EQUIPMENT	\$ 585,119	\$ 530,094		\$55,025
FEES & LICENSES	\$ 21,695	\$ 18,347		\$3,348
FICA	\$ 352,653	\$ 301,453		\$51,200
FIRE EXTINGUISHER SERVICE	\$ 550			\$550
FLSA WAGES	\$ 21,783	\$ 20,228		\$1,555
GAS & ELECTRIC (SDG&E)	\$ 266,590	\$ 149,454	\$ 13,153	\$103,983
LIFE INSURANCE	\$ 13,735	\$ 17,724		(\$3,989)
MAINTENANCE & REPAIR	\$ 76,912	\$ 41,240	\$ 649	\$35,024
MEMBERSHIP DUES	\$ 44,910	\$ 39,044		\$5,866
MGT MEDICAL REIMBURSEMENT	\$ 3,150	\$ 2,772		\$378
MILEAGE REIMBURSEMENT	\$ 500		\$ 55	\$445
NUISANCE ABATEMENT CHARGE	\$ 800			\$800
OFFICE SUPPLIES	\$ 19,921	\$ 9,898	\$ 438	\$9,585

Remaining Budget

Notes

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	Remaining Budget	Notes
OPERATING SUPPLIES	\$ 276,407	\$ 180,535	\$ 1,786	\$94,086	
OTHER SERVICES & CHARGES	\$ 31,360	\$ 17,701	\$ 254	\$13,405	
OVERTIME	\$ 176,612	\$ 163,595		\$13,017	
PARS CITY CONTRIBUTION	\$ 24,816	\$ 18,555		\$6,261	
PAYMENT IN LIEU OF TAX		\$ -		\$0	
PERS-CITY PORTION	\$ 883,332	\$ 809,085		\$74,247	
PEST CONTROL SERVICE	\$ 4,631	\$ 2,959		\$1,672	
PLAN CHECK SERVCIES	\$ 6,955	\$ 604		\$6,351	
POSTAGE & FREIGHT	\$ 11,745	\$ 10,773	\$ 27	\$946	
PRINTING SERVICES	\$ 8,247	\$ 2,157	\$ 220	\$5,870	
PROFESSIONAL SERVICES	\$ 9,801,405	\$ 5,501,848	\$ 551,123	\$3,748,434	
RCS PROGRAM	\$ 48,930	\$ 32,825		\$16,105	
RENT-EQUIPMENT	\$ 3,400	\$ 1,505		\$1,895	
RENT-UNIFORMS	\$ 31,759	\$ 28,273	\$ 147	\$3,339	
SALARIES FULL-TIME	\$ 4,504,758	\$ 3,812,956		\$691,802	
SALARIES PART-TIME	\$ 707,818	\$ 545,200		\$162,617	
SECTION 125 CAFETERIA	\$ 784,558	\$ 652,082		\$132,476	
SECURITY & ALARM	\$ 5,460	\$ 1,850		\$3,610	
SMALL TOOLS/NON-CAPITAL	\$ 12,650	\$ 10,148		\$2,502	
STAND-BY PAY		\$ 2,295		(\$2,295)	
SUBSCRIBE & PUBLICATIONS	\$ 5,371	\$ 911		\$4,460	
TECHNICAL SERVICES	\$ 455,687	\$ 268,689	\$ 22,459	\$164,540	
TEMPORARY STAFFING	\$ 154,943	\$ 83,511	\$ 2,353	\$69,078	
TRAFFIC CONTROL	\$ 41,066	\$ 25,395	\$ 1,344	\$14,327	
TRAINING & EDUCATION-MOU	\$ 10,743	\$ 5,787		\$4,956	
TRANSFER OUT	\$ 17,000	\$ 17,000		\$0	
TRAVEL, TRAINING, MEETING	\$ 71,248	\$ 63,198	\$ 797	\$7,253	
UNEMPLOYMENT INSURANCE	\$ 40,220	\$ 46,898		(\$6,678)	Seasonal revise budget next FY.
UTILITIES-CELL PHONES	\$ 20,137	\$ 10,342	\$ 998	\$8,798	
UTILITIES-SEWER	\$ 8,600	\$ 14,085		(\$5,485)	City Sewer Charge revise budget next FY.
UTILITIES-TELEPHONE	\$ 200			\$200	

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	Remaining Budget	Notes
UTILITIES-WATER	\$ 121,939	\$ 88,079	\$ 6,994	\$26,866	
WORKER'S COMP INSURANCE	\$ 71,209	\$ 71,209		\$0	
LAND ACQUISITION	\$ 1,100,000	\$ 1,050,000		\$50,000	
201 GAS TAX FUND				\$0	
AUTO ALLOWANCE		\$ 21		(\$21)	
CELL PHONE ALLOWANCE		\$ 5		(\$5)	
FICA		\$ 119		(\$119)	
PERS-CITY PORTION		\$ 215		(\$215)	
PROFESSIONAL SERVICES	\$ 852,674	\$ 86,423		\$766,251	CIP Budget as Prof Services, Salary Accts not Budgeted
SALARIES FULL-TIME		\$ 2,191		(\$2,191)	
SECTION 125 CAFETERIA		\$ 163		(\$163)	
TRANSFER OUT	\$ 768,000	\$ 384,000		\$384,000	
UNEMPLOYMENT INSURANCE		\$ 10		(\$10)	
202 PROP "A" (TRANSNET) FUND				\$0	
AUTO ALLOWANCE		\$ 145		(\$145)	
CELL PHONE ALLOWANCE		\$ 76		(\$76)	
FICA		\$ 1,378		(\$1,378)	
PERS-CITY PORTION		\$ 1,589		(\$1,589)	
PROFESSIONAL SERVICES	\$ 1,032,395	\$ 1,008,990	\$ 9,530	\$13,875	Elm Avenue Final Billing
SALARIES FULL-TIME		\$ 17,548		(\$17,548)	
SECTION 125 CAFETERIA		\$ 2,183		(\$2,183)	
TRANSFER OUT	\$ 218,700	\$ 152,150		\$66,550	
UNEMPLOYMENT INSURANCE		\$ 83		(\$83)	
210 CDBG-FEDERAL ASSISTANCE				\$0	
AUTO ALLOWANCE		\$ 11		(\$11)	
CELL PHONE ALLOWANCE		\$ 2		(\$2)	
FICA		\$ 515		(\$515)	
FLSA WAGES		\$ -		\$0	
PERS-CITY PORTION		\$ 772		(\$772)	
PROFESSIONAL SERVICES	\$ 192,456	\$ 36,242		\$156,214	CIP Budget as Prof Services, Salary Accts not Budgeted
SALARIES FULL-TIME		\$ 6,655		(\$6,655)	

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	
SECTION 125 CAFETERIA		\$ 730		(\$730)
UNEMPLOYMENT INSURANCE		\$ 19		(\$19)
212 SLESF (COPS) FUND				\$0
PROFESSIONAL SERVICES	\$ 100,000	\$ 66,667	\$ 8,333	\$25,000
215 LLMD-ASSMT DIST #67 FUND				\$0
GAS & ELECTRIC (SDG&E)	\$ 27,000	\$ 19,066		\$7,934
PROFESSIONAL SERVICES	\$ 2,000			\$2,000
216 HOUSING AUTHORITY				\$0
ATTORNEY SERVICES	\$ 59,232	\$ 36,018		\$23,214
FICA	\$ -			\$0
PERS-CITY PORTION	\$ -			\$0
PROFESSIONAL SERVICES	\$ 4,100	\$ 4,100		\$0
SALARIES PART-TIME	\$ -			\$0
UNEMPLOYMENT INSURANCE	\$ -			\$0
217 HOUSING AUTHORITY-BOND				\$0
PROFESSIONAL SERVICES		\$ 50,696		(\$50,696) Final Habitat Payment
301 SA DEBT SERVICE FUND				\$0
BOND INTEREST (2010 TAB)	\$ 1,044,407	\$ 427,794		\$616,613
BOND PRINCIPAL (2010 TAB)	\$ 255,000			\$255,000
INTEREST BOND (2013 TAB)	\$ 762,957	\$ 329,359		\$433,598
PRINCIPAL BOND (2013 TAB)	\$ 145,000			\$145,000
303 REDEV OBLIG RETIRE FUND				\$0
ATTORNEY SERVICES	\$ 101,128	\$ 65,068		\$36,060
CELL PHONE ALLOWANCE		\$ 13		(\$13)
FICA		\$ 10,079		(\$10,079) Budgeted in Salary Account
OTHER SERVICES & CHARGES	\$ 9,000	\$ 6,000		\$3,000
PERS-CITY PORTION		\$ 7,915		(\$7,915) Budgeted in Salary Account
PROFESSIONAL SERVICES	\$ 200,000	\$ 27,068		\$172,932
SALARIES FULL-TIME	\$ 250,000	\$ 109,715		\$140,285
SECTION 125 CAFETERIA		\$ 188		(\$188)
TRANSFER OUT	\$ 2,207,364	\$ 884,645		\$1,322,719

Remaining Budget

Notes

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	Remaining Budget	Notes
UNEMPLOYMENT INSURANCE		\$	9		(\$9)
401 CAPITAL IMPROVEMENT FUND					\$0
PROFESSIONAL SERVICES	\$ 1,970,515	\$	1,479,775		\$490,740
402 C.I.P. 2010 BOND					\$0
ATTORNEY SERVICES	\$ -	\$	7,047		(\$7,047)
AUTO ALLOWANCE		\$	25		(\$25)
CELL PHONE ALLOWANCE		\$	48		(\$48)
FICA		\$	1,073		(\$1,073)
PERS-CITY PORTION		\$	1,460		(\$1,460)
PROFESSIONAL SERVICES	\$ 3,199,095	\$	1,544,290		\$1,654,806 CIP Budget as Prof Services, Salary Accts not Budgeted
SALARIES FULL-TIME		\$	15,835		(\$15,835)
SECTION 125 CAFETERIA		\$	1,091		(\$1,091)
UNEMPLOYMENT INSURANCE		\$	113		(\$113)
420 PARKS MAJOR MAINTENAN CIP					\$0
AUTO ALLOWANCE		\$	115		(\$115)
CELL PHONE ALLOWANCE		\$	34		(\$34)
FICA		\$	456		(\$456)
PERS-CITY PORTION		\$	575		(\$575)
PROFESSIONAL SERVICES	\$ 421,941	\$	78,850		\$343,091 CIP Budget as Prof Services, Salary Accts not Budgeted
SALARIES FULL-TIME		\$	5,871		(\$5,871)
SECTION 125 CAFETERIA		\$	621		(\$621)
UNEMPLOYMENT INSURANCE		\$	62		(\$62)
501 VEHICLE REPLACEMENT/MAINT					\$0
DEPRECIATION EXPENSE		\$	-		\$0
EQUIPMENT	\$ 50,000	\$	(0)		\$50,000
FEES & LICENSES	\$ 3,150	\$	1,102		\$2,048
FICA	\$ 9,735	\$	7,606		\$2,129
FIRE EXTINGUISHER SERVICE	\$ 400	\$	75		\$325
LIFE INSURANCE	\$ 265	\$	190		\$75
LOSS ON SALE		\$	2,933		(\$2,933) Accounting Loss not Actual Loss
MAINTENANCE & REPAIR	\$ 11,100	\$	4,535		\$6,565

Warrant Register as Budgeted

	Budget	Previous	2017-04-27		
OPERATING SUPPLIES	\$ 5,100	\$ 4,419	\$ 105		\$577
OTHER SERVICES & CHARGES	\$ 2,400	\$ 1,637			\$763
OVERTIME	\$ 300	\$ 671			(\$371)
PERS-CITY PORTION	\$ 25,246	\$ 21,879			\$3,367
SALARIES FULL-TIME	\$ 132,569	\$ 96,941			\$35,628
SECTION 125 CAFETERIA	\$ 25,760	\$ 19,366			\$6,394
SMALL TOOLS/NON-CAPITAL	\$ 1,500	\$ 814	\$ 25		\$662
UNEMPLOYMENT INSURANCE	\$ 868	\$ 843			\$25
VEHICLE OPERATE-FUEL/OIL	\$ 244,299	\$ 111,734	\$ 2,681		\$129,884
VEHICLE OPERATE-PARTS M&O	\$ 26,000	\$ 23,082	\$ 193		\$2,725
WORKER'S COMP INSURANCE	\$ 3,266	\$ 3,266			\$0
502 RISK MANAGEMENT FUND					\$0
ATTORNEY SERVICES	\$ 81,307	\$ 72,537	\$ 8,773		(\$3)
AUTO ALLOWANCE	\$ 1,980	\$ 1,433			\$547
CELL PHONE ALLOWANCE	\$ 600	\$ 244			\$356
FICA	\$ 6,056	\$ 4,842			\$1,214
INSURANCE PREMIUM/DEPOSIT	\$ 150,559	\$ 151,438			(\$879)
INSURANCE PREMIUM/WK COMP	\$ 80,000	\$ 124,903			(\$44,903) Increased Premium for Lower Deductible
LIFE INSURANCE	\$ 269	\$ 276			(\$7)
MEMBERSHIP DUES		\$ 145			(\$145)
MGT MEDICAL REIMBURSEMENT	\$ 126	\$ 84			\$42
OPERATING SUPPLIES	\$ 1,000				\$1,000
OTHER SERVICES & CHARGES	\$ -	\$ 7,745	\$ 105		(\$7,851) To be reimbursed.
OVERTIME		\$ 44			(\$44)
PAYMENT OF CLAIMS	\$ 50,000	\$ 8,149			\$41,851
PERS-CITY PORTION	\$ 9,643	\$ 5,668			\$3,975
PROFESSIONAL SERVICES	\$ 2,500	\$ 2,250			\$250
PYMT OF WORK COMP CLAIMS	\$ 150,000	\$ 97,206			\$52,794
SALARIES FULL-TIME	\$ 82,325	\$ 67,238			\$15,087
SECTION 125 CAFETERIA	\$ 9,947	\$ 7,368			\$2,579
TECHNICAL SERVICES	\$ 1,000				\$1,000

Remaining Budget

Notes

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	
THIRD PARTY ADMIN (W/C)	\$ 28,500	\$ 26,858		\$1,642
UNEMPLOYMENT INSURANCE	\$ 347	\$ 334		\$13
WORKER'S COMP INSURANCE	\$ 1,025	\$ 1,025		\$0
503 TECHNOLOGY/COMMUNICATIONS				\$0
AUTO ALLOWANCE	\$ 4,800	\$ 6,349		(\$1,549)
CELL PHONE ALLOWANCE	\$ 960	\$ 525		\$435
EQUIPMENT	\$ 65,420	\$ -		\$65,420
FEES & LICENSES	\$ 7,164	\$ 8,395		(\$1,231)
FICA	\$ 13,682	\$ 11,502		\$2,180
H.T.E. MAINTENANCE	\$ 37,500	\$ 38,395		(\$895)
LIFE INSURANCE	\$ 571	\$ 546		\$25
MAINTENANCE & REPAIR	\$ 1,400	\$ 469		\$931
MEMBERSHIP DUES	\$ 640	\$ 267		\$373
MGT MEDICAL REIMBURSEMENT	\$ 84	\$ 84		\$0
OFFICE SUPPLIES	\$ 500	\$ 81		\$419
OPERATING SUPPLIES	\$ 7,500	\$ 2,203		\$5,297
PARS CITY CONTRIBUTION	\$ 883	\$ 535		\$348
PERS-CITY PORTION	\$ 20,021	\$ 19,913		\$108
POSTAGE & FREIGHT	\$ 200	\$ 69		\$131
PROFESSIONAL SERVICES	\$ 12,850	\$ 9,769		\$3,081
QUESYST	\$ 8,000	\$ 6,600		\$1,400
SALARIES FULL-TIME	\$ 159,912	\$ 141,841		\$18,071
SALARIES PART-TIME	\$ 23,559	\$ 14,240		\$9,319
SECTION 125 CAFETERIA	\$ 26,001	\$ 12,365		\$13,636
SMALL TOOLS/NON-CAPITAL	\$ 24,600	\$ 15,703	\$ 118	\$8,779
TECHNICAL SERVICES	\$ 49,535	\$ 36,205	\$ 1,210	\$12,120
TRAVEL, TRAINING, MEETING	\$ 4,950	\$ 726		\$4,224
UNEMPLOYMENT INSURANCE	\$ 1,389	\$ 1,202		\$187
UTILITIES-CELL PHONES	\$ 4,000	\$ 3,262	\$ 406	\$332
UTILITIES-TELEPHONE	\$ 12,000	\$ 22,125	\$ 1,765	(\$11,890) Unexpected charges during switch to lower cost service
504 FACILITY MAINT/REPLACMNT				\$0

Remaining Budget

Notes

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	
AUTO ALLOWANCE		\$ 9		(\$9)
CELL PHONE ALLOWANCE		\$ 11		(\$11)
FICA		\$ 173		(\$173)
PERS-CITY PORTION		\$ 201		(\$201)
PROFESSIONAL SERVICES	\$ 238,123	\$ 15,627	\$ 6,005	\$216,492 CIP Budget as Prof Services, Salary Accts not Budgeted
SALARIES FULL-TIME		\$ 2,382		(\$2,382)
SECTION 125 CAFETERIA		\$ 245		(\$245)
TECHNICAL SERVICES	\$ 60,600	\$ 35,540		\$25,060
UNEMPLOYMENT INSURANCE		\$ 19		(\$19)
601 SEWER ENTERPRISE FUND				\$0
ABC-ADMIN SVC CHARGE	\$ 146,527	\$ 109,896		\$36,631
ABC-FACILITIES CHARGES	\$ 9,083	\$ 6,810		\$2,273
ABC-FMP EQUIPMENT CHARGE	\$ 93,709	\$ 70,281		\$23,428
ABC-RISK MGMT SVC CHARGE	\$ 10,419	\$ 7,815		\$2,604
ABC-TECHNOLOGY SVC CHARGE	\$ 25,590	\$ 19,194		\$6,396
AUTO ALLOWANCE		\$ 596		(\$596)
CELL PHONE ALLOWANCE		\$ 124		(\$124)
EQUIPMENT	\$ -			\$0
FEES & LICENSES	\$ 2,950	\$ 1,463		\$1,487
FICA	\$ 21,399	\$ 21,676		(\$277)
GAS & ELECTRIC (SDG&E)	\$ 70,000	\$ 47,424	\$ 4,563	\$18,013
LIFE INSURANCE	\$ 664	\$ 466		\$198
LOSS ON SALE		\$ 22,707		(\$22,707) Accounting Loss not Actual Loss
MAINTENANCE & REPAIR	\$ 74,800	\$ 51,824	\$ 5,701	\$17,275
MEMBERSHIP DUES	\$ 900	\$ 508		\$392
OPERATING SUPPLIES	\$ 14,110	\$ 9,604		\$4,506
OTHER SERVICES & CHARGES	\$ 8,400			\$8,400
OVERTIME	\$ 12,200	\$ 22,093		(\$9,893) OT during unanticipated storms
PERS-CITY PORTION	\$ 51,092	\$ 52,194		(\$1,102)
PROFESSIONAL SERVICES	\$ 2,609,781	\$ 403,886		\$2,205,895
PUBLIC WORKS ADMIN	\$ 348,882	\$ 261,663		\$87,219

Remaining Budget

Notes

Warrant Register as Budgeted

	Budget	Previous	2017-04-27	Remaining Budget	Notes
RENT-EQUIPMENT	\$ 1,000				\$1,000
SALARIES FULL-TIME	\$ 269,811	\$ 242,584			\$27,227
SECTION 125 CAFETERIA	\$ 57,094	\$ 43,187			\$13,907
SECURITY & ALARM	\$ 4,000	\$ 3,552			\$448
SMALL TOOLS/NON-CAPITAL	\$ 1,400	\$ 335			\$1,065
STAND-BY PAY	\$ 21,000	\$ 16,529			\$4,471
TECHNICAL SERVICES	\$ 3,355,367	\$ 2,023,224	\$ 9,457		\$1,322,686
TEMPORARY STAFFING	\$ 30,000	\$ 27,480			\$2,520
TRAVEL, TRAINING, MEETING	\$ 5,700	\$ 1,429			\$4,271
UNEMPLOYMENT INSURANCE	\$ 2,170	\$ 2,177			(\$7)
UTILITIES-TELEPHONE	\$ 2,500	\$ 336			\$2,164
UTILITIES-WATER	\$ 7,209	\$ 2,438	\$ 230		\$4,541
WORKER'S COMP INSURANCE	\$ 6,532	\$ 6,532			\$0
Asset					
Fund Balance					
Liability					
Revenue					
Grand Total			\$ 696,825		



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER ^{AH}
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT.: DOUG BRADLEY ADMINISTRATIVE SERVICES DEPARTMENT ^{DB}
SUBJECT: RECEIVE MARCH 2017 TREASURER'S REPORT

EXECUTIVE SUMMARY:

The monthly treasurer's report for March 2017 is submitted for review. Contained in this report is a complete listing of assets, monthly transactions, portfolio summary, statement of compliance with investment policy and a statement that the city has adequate funds to meet cash flow needs.

RECOMMENDATION:

Staff recommends that the City Council receive the monthly treasurer's report.

RATIONALE:

In compliance with the Investment Policy, staff is providing a monthly Treasurers Report which details the City's investment portfolio.

OPTIONS:

1. Receive the monthly treasurer's report.

BACKGROUND:

The City staff has been directed to provide a monthly treasurers report. Within this report is a detailed asset listing, monthly transaction history, a portfolio summary, a statement of compliance with the investment policy and a statement that the city has adequate funds to meet cash flow needs.

ANALYSIS:

The City has funds invested by Chandler Asset Management, in the Local Area Investment Fund, our checking account with Union Bank, in an Escrow Account reserved for the 9th and Palm project, and Bond Reserves held at Wells Fargo. The total amount of cash deposits equal **\$30,271,218**. The estimated annual income from this investment is **\$200,000**.

The funds in which this cash belongs to are listed in the table below. Within each of these funds, the cash is categorized as unassigned, assigned, or restricted. The details of these designations can be found in the City's Financial Statements.

City of Imperial Beach
Treasurer Report: Cash by Fund = Deposit Account

CASH BY FUND (cash belongs here)

	Actual
⊕ GENERAL FUND	\$ 14,454,112
⊕ HOUSING AUTHORITY	\$ 739,423
⊕ 2010 BOND FUND	\$ 1,740,919
⊕ OTHER GOVERNMENT FUNDS	\$ 833,335
⊕ SEWER FUND	\$ 2,271,568
⊕ INTERNAL SERVICES	\$ 4,453,327
⊕ AGENCY FUNDS	\$ 396,308
⊕ SUCESSOR AGENCY	\$ 5,382,222
Grand Total	\$ 30,271,213

CASH DEPOSIT ACCOUNTS (cash deposited here)

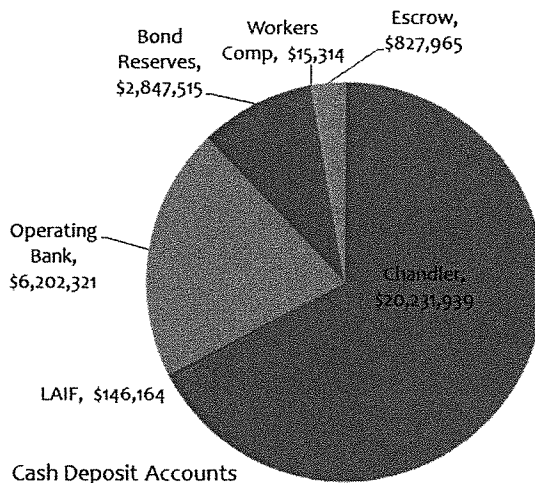
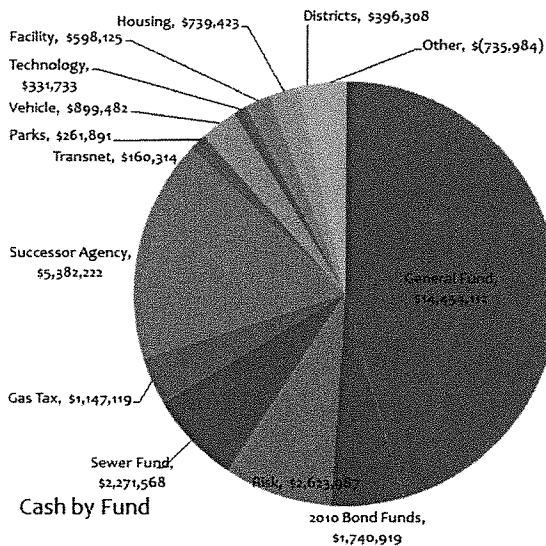
	Actual
CHANDLER ASSET MANAGEMENT	\$ 20,231,939
LOCAL AREA INVESTMENT FUND	\$ 146,164
OPERATING BANK	\$ 6,202,321
2010 BOND RESERVES	\$ 2,847,515
WORKERS COMP ACCOUNT	\$ 15,314
9TH AND PALM ESCROW ACCOUNT	\$ 827,965
Grand Total	\$ 30,271,218

Chadler Asset Management Reconciliation

Book Balance	\$ 20,231,939
Market Value of Investment	\$ (194,473)
Statement Balance	\$ 20,037,466

Operating Bank Reconciliation

Book Balance	\$ 6,202,321
Outstanding Checks & Deposits	\$ 649,059
Statement Balance	\$ 6,851,380



The transactions and holdings as detailed in the monthly statement are in compliance with the City's Investment Policy (see attachment 1). The City has adequate funds to meet its cash flow requirements for the next six months.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

The interest income is included in the fiscal budget.

Attachments:

1. Chandler Asset Management monthly account statement.

Note: Other investment statements available upon request.



Monthly Account Statement

City of Imperial Beach

March 1, 2017 through March 31, 2017

Chandler Team

For questions about your account,

Custodian

US Bank

(

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.



PORTFOLIO CHARACTERISTICS

Average Duration	1.77
Average Coupon	1.36 %
Average Purchase YTM	1.27 %
Average Market YTM	1.42 %
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.93 yrs
Average Life	1.77 yrs

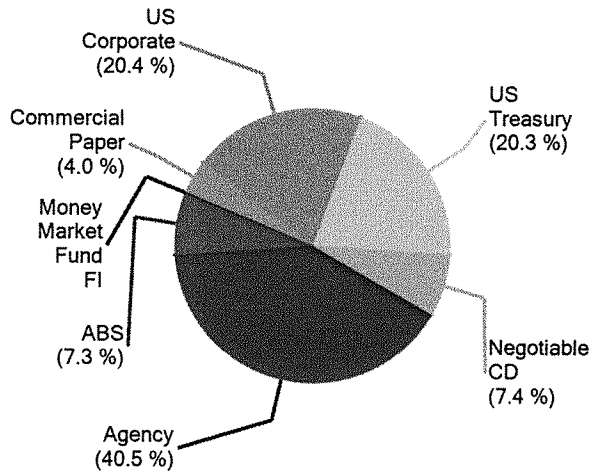
ACCOUNT SUMMARY

	Beg. Values as of 2/28/17	End Values as of 3/31/17
Market Value	19,965,203	19,979,191
Accrued Interest	62,895	58,275
Total Market Value	20,028,098	20,037,466
Income Earned	23,184	21,241
Cont/WD		-1,438
Par	19,992,752	20,017,744
Book Value	20,013,198	20,037,796
Cost Value	20,029,594	20,054,316

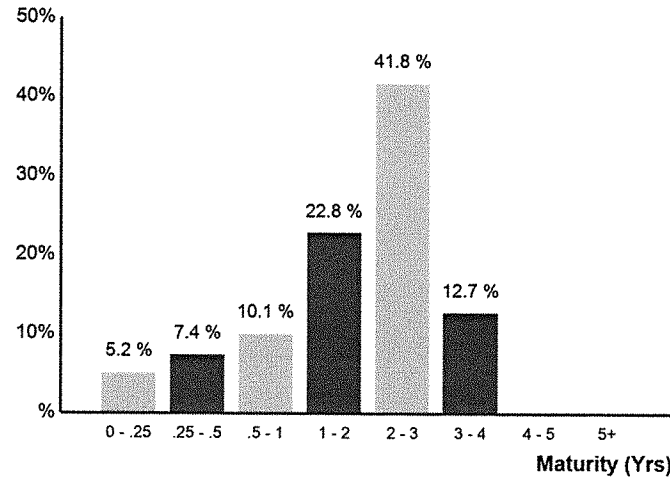
TOP ISSUERS

Issuer	% Portfolio
Government of United States	20.3 %
Federal National Mortgage Assoc	12.8 %
Federal Home Loan Bank	11.9 %
Federal Home Loan Mortgage Corp	9.4 %
Federal Farm Credit Bank	6.5 %
Honda ABS	2.6 %
Bank of Nova Scotia Houston	2.5 %
Svenska Handelsbanken NY	2.5 %
	68.4 %

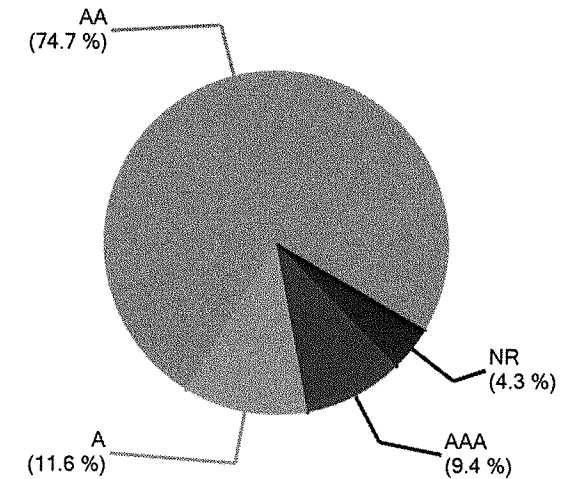
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 3/31/2017	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 7/31/2013
					3 Yrs	5 Yrs	10 Yrs	7/31/2013	
City of Imperial Beach	0.05 %	0.35 %	0.35 %	0.46 %	0.94 %	N/A	N/A	0.93 %	3.45 %
BAML 1-3 Yr US Treasury Index	0.03 %	0.26 %	0.26 %	0.25 %	0.72 %	N/A	N/A	0.68 %	2.52 %



City of Imperial Beach
March 31, 2017

COMPLIANCE WITH INVESTMENT POLICY

Assets managed by Chandler Asset Management are in full compliance with State law and the City's investment policy.

Category	Standard	Comment
Treasury Issues	No limitations	Complies
Federal Agencies	20% max callable notes	Complies
Municipal Securities	"A" rated; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rated; "A"-rated issuer; 40% maximum; 5% max per issuer; <180 days maturity	Complies
Commercial Paper	"A-1" rated; "A"-rated issuer; 25% maximum; 5% max per issuer; <270 days maturity	Complies
Medium Term Notes	"A" rated; 30% maximum; 5% max per issuer; 5 years maximum maturity	Complies
Negotiable Certificates of Deposit	"A" or "A-1" rated issuers; 30% maximum; 5% max per issuer; 5 years max maturity	Complies
Bank/Time Deposits	20% maximum; 5% max per issuer; FDIC Insured or Collateralized	Complies
Mortgage Pass-throughs, CMOs and Asset Backed Securities	"AA"-rated issue; "A"-rated issuer; 20% maximum; 5% max per ABS issuer	Complies
Repurchase Agreements	1 year maximum maturity	Complies
Money Market Mutual Funds	"AAA" rated or SEC adviser; 20% maximum; 10% max per fund	Complies
Local Government Investment Pools	not used by adviser	Complies
Local Agency Investment Fund	\$65 million max permitted in LAIF	Complies
Weighted Average Maturity	3 years	Complies
Maximum Maturity	5 years	Complies



Reconciliation Summary

As of 3/31/2017

BOOK VALUE RECONCILIATION	
Beginning Book Value	\$20,013,197.56
Acquisition	
+ Security Purchases	\$1,270,192.24
+ Money Market Fund Purchases	\$614,277.83
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
Total Acquisitions	\$1,884,470.07
Dispositions	
- Security Sales	\$100,316.07
- Money Market Fund Sales	\$1,273,304.74
- MMF Withdrawals	\$1,438.36
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$375,000.00
- Calls	\$0.00
- Principal Paydowns	\$109,543.04
Total Dispositions	\$1,859,602.21
Amortization/Accretion	
+/- Net Accretion	(\$445.18)
	(\$445.18)
Gain/Loss on Dispositions	
+/- Realized Gain/Loss	\$176.07
	\$176.07
Ending Book Value	\$20,037,796.31

CASH TRANSACTION SUMMARY	
BEGINNING BALANCE	\$691,436.26
Acquisition	
Contributions	\$0.00
Security Sale Proceeds	\$100,316.07
Accrued Interest Received	\$661.06
Interest Received	\$28,658.59
Dividend Received	\$99.07
Principal on Maturities	\$375,000.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$109,543.04
Total Acquisitions	\$614,277.83
Disposition	
Withdrawals	\$1,438.36
Security Purchase	\$1,270,192.24
Accrued Interest Paid	\$3,112.50
Total Dispositions	\$1,274,743.10
Ending Book Value	\$30,970.99



Holdings Report

As of 3/31/17

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89231TAB6	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	5,236.59	08/18/2015 0.67 %	5,236.17 5,236.44	99.99 1.43 %	5,235.92 2.14	0.03 % (0.52)	Aaa / AAA NR	0.88 0.02
43814GAC4	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	27,487.11	05/13/2014 0.29 %	27,483.80 27,486.97	99.93 1.32 %	27,467.54 7.64	0.14 % (19.43)	Aaa / AAA NR	0.97 0.13
47787VAC5	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	30,485.00	04/02/2014 0.85 %	30,480.12 30,484.94	99.96 1.29 %	30,472.01 12.46	0.15 % (12.93)	Aaa / NR AAA	1.04 0.12
43814HAC2	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	46,681.92	08/12/2014 0.72 %	46,672.91 46,681.03	99.92 1.32 %	46,643.59 18.26	0.23 % (37.44)	NR / AAA AAA	1.21 0.19
47788MAB6	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	167,055.40	02/23/2016 0.86 %	167,054.90 167,055.11	99.97 1.25 %	167,012.97 85.38	0.83 % (42.14)	Aaa / NR AAA	1.54 0.27
477877AD6	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	95,579.52	Various 0.86 %	95,589.97 95,583.06	99.95 1.24 %	95,533.93 45.45	0.48 % (49.13)	Aaa / NR AAA	1.63 0.28
89236WAC2	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	141,243.06	02/24/2015 0.67 %	141,221.70 141,236.73	99.90 1.35 %	141,105.77 70.31	0.70 % (130.96)	Aaa / AAA NR	1.88 0.43
43813NAC0	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	193,004.40	05/13/2015 0.45 %	192,974.77 192,989.49	99.85 1.35 %	192,715.47 55.76	0.96 % (274.02)	NR / AAA AAA	1.90 0.48
65478WAB1	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	150,000.00	08/02/2016 0.91 %	149,994.09 149,995.46	99.88 1.30 %	149,817.00 71.33	0.75 % (178.46)	Aaa / NR AAA	2.12 0.54
89231LAB3	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	180,000.00	10/04/2016 0.93 %	179,985.60 179,988.21	99.83 1.32 %	179,688.78 84.80	0.90 % (299.43)	Aaa / AAA NR	2.12 0.66
43814TAB8	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	120,000.00	03/21/2017 1.43 %	119,997.13 119,997.14	100.03 1.39 %	120,033.48 14.20	0.60 % 36.34	Aaa / NR AAA	2.31 0.83
47787XAB3	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	90,000.00	02/22/2017 1.50 %	89,999.64 89,999.65	99.98 1.53 %	89,978.40 108.75	0.45 % (21.25)	Aaa / NR AAA	2.54 1.06
654747AB0	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	85,000.00	03/21/2017 1.47 %	84,999.57 84,999.57	100.00 1.48 %	84,999.58 55.53	0.42 % 0.01	Aaa / NR AAA	2.79 1.04
43814QAC2	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	130,000.00	05/24/2016 1.27 %	129,997.48 129,998.02	99.80 1.54 %	129,742.08 80.31	0.65 % (255.94)	Aaa / NR AAA	3.04 1.34
Total ABS		1,461,773.00	0.94 %	1,461,687.85 1,461,731.82	1.36 %	1,460,446.52 712.32	7.29 % (1,285.30)	Aaa / AAA AAA	2.05 0.61
AGENCY									
3133EDDV1	FFCB Note 1.16% Due 10/23/2017	185,000.00	01/29/2015 0.87 %	186,443.00 185,296.71	100.18 0.84 %	185,327.27 941.86	0.93 % 30.56	Aaa / AA+ AAA	0.56 0.56
3133EEQM5	FFCB Note 1.11% Due 2/20/2018	510,000.00	08/28/2015 0.94 %	512,065.50 510,742.57	100.00 1.11 %	509,981.64 644.73	2.55 % (760.93)	Aaa / AA+ AAA	0.89 0.88
3135G0E33	FNMA Note 1.125% Due 7/20/2018	500,000.00	Various 1.20 %	498,934.27 499,551.18	99.94 1.17 %	499,685.51 1,109.38	2.50 % 134.33	Aaa / AA+ AAA	1.30 1.29
3135G0E58	FNMA Note 1.125% Due 10/19/2018	495,000.00	Various 1.14 %	494,705.15 494,860.57	99.84 1.23 %	494,198.10 2,505.94	2.48 % (662.47)	Aaa / AA+ AAA	1.55 1.52



Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0G72	FNMA Note 1.125% Due 12/14/2018	515,000.00	10/30/2015 1.17 %	514,232.65 514,580.22	99.76 1.27 %	513,757.82 1,722.03	2.57 % (822.40)	Aaa / AA+ AAA	1.71 1.68
3135G0H63	FNMA Note 1.375% Due 1/28/2019	500,000.00	01/06/2016 1.39 %	499,835.00 499,901.38	100.11 1.31 %	500,570.00 1,203.13	2.50 % 668.62	Aaa / AA+ AAA	1.83 1.79
3133782M2	FHLB Note 1.5% Due 3/8/2019	500,000.00	02/09/2016 0.99 %	507,710.00 504,851.39	100.26 1.36 %	501,320.50 479.17	2.50 % (3,530.89)	Aaa / AA+ AAA	1.94 1.90
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	475,000.00	03/18/2016 1.14 %	474,843.25 474,895.87	99.52 1.37 %	472,701.48 2,464.06	2.37 % (2,194.39)	Aaa / AA+ AAA	2.04 2.00
313379EE5	FHLB Note 1.625% Due 6/14/2019	480,000.00	Various 1.10 %	487,262.40 485,493.71	100.44 1.42 %	482,115.84 2,318.34	2.42 % (3,377.87)	Aaa / AA+ AAA	2.21 2.15
3133EFW52	FFCB Note 1.15% Due 7/1/2019	600,000.00	04/25/2016 1.13 %	600,408.00 600,288.52	99.40 1.42 %	596,395.80 1,725.00	2.99 % (3,892.72)	Aaa / AA+ AAA	2.25 2.21
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	500,000.00	04/29/2015 1.40 %	496,880.00 498,288.32	99.63 1.41 %	498,161.00 1,041.67	2.49 % (127.32)	Aaa / AA+ AAA	2.34 2.29
3135G0N33	FNMA Note 0.875% Due 8/2/2019	225,000.00	07/29/2016 0.93 %	224,622.00 224,705.54	98.70 1.44 %	222,079.50 322.66	1.11 % (2,626.04)	Aaa / AA+ AAA	2.34 2.30
313380FB8	FHLB Note 1.375% Due 9/13/2019	400,000.00	06/23/2016 1.05 %	404,080.00 403,105.10	99.68 1.51 %	398,708.40 275.00	1.99 % (4,396.70)	Aaa / AA+ NR	2.45 2.40
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	500,000.00	05/27/2015 1.51 %	494,500.00 496,834.38	99.44 1.48 %	497,211.50 3,107.64	2.50 % 377.12	Aaa / AA+ AAA	2.51 2.44
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	325,000.00	07/31/2015 1.50 %	328,447.28 327,115.53	100.65 1.50 %	327,103.40 1,974.83	1.64 % (12.13)	Aaa / AA+ AAA	2.66 2.57
313381C94	FHLB Note 1.25% Due 12/13/2019	500,000.00	07/15/2016 1.06 %	503,155.00 502,502.68	99.10 1.59 %	495,485.00 1,875.00	2.48 % (7,017.68)	Aaa / AA+ AAA	2.70 2.63
3137EAAE5	FHLMC Note 1.5% Due 1/17/2020	400,000.00	01/12/2017 1.54 %	399,568.00 399,597.19	99.84 1.56 %	399,362.80 1,233.33	2.00 % (234.39)	Aaa / AA+ AAA	2.80 2.72
313378J77	FHLB Note 1.875% Due 3/13/2020	500,000.00	07/12/2016 1.04 %	514,900.00 511,984.54	100.76 1.61 %	503,821.50 468.75	2.52 % (8,163.04)	Aaa / AA+ NR	2.95 2.86
Total Agency		8,110,000.00	1.18 %	8,142,591.50 8,134,595.40	1.38 %	8,097,987.06 25,412.52	40.54 % (36,608.34)	Aaa / AA+ AAA	2.08 2.03
COMMERCIAL PAPER									
06538BT78	Bank of Tokyo Mitsubishi NY Discount CP 1.11% Due 6/7/2017	400,000.00	02/07/2017 1.13 %	398,520.00 399,173.67	99.79 1.13 %	399,173.67 0.00	1.99 % 0.00	P-1 / A-1 NR	0.19 0.19
21687AY31	Rabobank Nederland NV NY Discount CP 1.29% Due 11/3/2017	400,000.00	02/07/2017 1.32 %	396,144.33 396,904.00	99.23 1.32 %	396,904.00 0.00	1.98 % 0.00	P-1 / A-1 NR	0.59 0.59
Total Commercial Paper		800,000.00	1.22 %	794,664.33 796,077.67	1.22 %	796,077.67 0.00	3.97 % 0.00	P-1 / A-1 NR	0.39 0.39



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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND FI									
31846V203	First American Govt Obligation Fund	30,970.99	Various 0.34 %	30,970.99 30,970.99	1.00 0.34 %	30,970.99 0.00	0.15 % 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		30,970.99	0.34 %	30,970.99 30,970.99	0.34 %	30,970.99 0.00	0.15 % 0.00	Aaa / AAA NR	0.00 0.00
NEGOTIABLE CD									
86958JJB6	Svenska Handelsbanken Yankee CD 1.205% Due 9/1/2017	500,000.00	02/07/2017 1.20 %	500,013.53 500,010.05	100.00 1.20 %	500,010.05 987.43	2.50 % 0.00	P-1 / A-1+ F-1+	0.42 0.42
06417GPR3	Bank of Nova Scotia Yankee CD 1.35% Due 9/27/2017	500,000.00	03/10/2017 1.27 %	500,195.90 500,178.00	100.04 1.27 %	500,178.00 3,450.00	2.51 % 0.00	P-1 / A-1 NR	0.49 0.49
89113WZM1	Toronto Dominion NY Yankee CD 1.21% Due 9/27/2017	475,000.00	03/15/2017 1.21 %	475,000.00 475,000.00	100.00 1.21 %	475,000.00 255.44	2.37 % 0.00	P-1 / A-1+ F-1+	0.49 0.49
Total Negotiable CD		1,475,000.00	1.23 %	1,475,209.43 1,475,188.05	1.23 %	1,475,188.05 4,692.87	7.39 % 0.00	P-1 / A-1 F-1+	0.47 0.47
US CORPORATE									
36962G5W0	General Electric Capital Corp Note 2.3% Due 4/27/2017	300,000.00	04/25/2014 1.19 %	309,714.00 300,231.07	100.06 1.40 %	300,190.80 2,951.67	1.51 % (40.27)	A1 / AA- AA-	0.07 0.07
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 5/15/2017	300,000.00	04/29/2014 1.19 %	304,026.00 300,052.14	100.01 1.33 %	300,026.10 1,870.00	1.51 % (26.04)	A1 / A+ AA	0.12 0.04
713448DB1	Pepsico Inc. Note 1% Due 10/13/2017	125,000.00	02/09/2017 1.16 %	124,868.75 124,894.24	99.86 1.27 %	124,823.38 583.33	0.63 % (70.86)	A1 / A A	0.54 0.53
74005PBC7	Praxair Note 1.05% Due 11/7/2017	150,000.00	02/09/2017 1.16 %	149,877.00 149,899.78	99.84 1.31 %	149,766.00 630.00	0.75 % (133.78)	A2 / A NR	0.61 0.59
94974BFG0	Wells Fargo Corp Note 1.5% Due 1/16/2018	300,000.00	09/09/2014 1.64 %	298,596.00 299,667.35	99.82 1.73 %	299,460.00 937.50	1.50 % (207.35)	A2 / A AA-	0.80 0.78
808513AK1	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	315,000.00	Various 1.50 %	314,969.60 314,995.12	99.98 1.52 %	314,937.32 275.63	1.57 % (57.80)	A2 / A A	0.94 0.85
747525AG8	Qualcomm Inc Note 1.4% Due 5/18/2018	370,000.00	Various 1.45 %	369,416.00 369,779.78	100.02 1.38 %	370,059.58 1,884.95	1.86 % 279.80	A1 / A+ NR	1.13 1.12
166764BA7	Chevron Corp Note 1.79% Due 11/16/2018	310,000.00	11/09/2015 1.79 %	310,000.00 310,000.00	100.28 1.61 %	310,868.62 2,080.88	1.56 % 868.62	Aa2 / AA- NR	1.63 1.59
037833BQ2	Apple Inc Note 1.7% Due 2/22/2019	300,000.00	02/16/2016 1.71 %	299,949.00 299,967.77	100.40 1.48 %	301,188.00 538.33	1.51 % 1,220.23	Aa1 / AA+ NR	1.90 1.86
89236TDE2	Toyota Motor Credit Corp Note 1.4% Due 5/20/2019	300,000.00	05/17/2016 1.45 %	299,580.00 299,701.21	99.20 1.78 %	297,605.10 1,528.33	1.49 % (2,096.11)	Aa3 / AA- A	2.14 2.08



Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
594918BN3	Microsoft Note 1.1% Due 8/8/2019	280,000.00	08/01/2016 1.14 %	279,711.60 279,773.76	98.91 1.57 %	276,942.12 453.44	1.38 % (2,831.64)	Aaa / AAA AA+	2.36 2.31
69371RN36	Paccar Financial Corp Note 1.2% Due 8/12/2019	215,000.00	08/04/2016 1.20 %	215,000.00 215,000.00	98.58 1.82 %	211,939.05 351.17	1.06 % (3,060.95)	A1 / A+ NR	2.37 2.31
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	300,000.00	10/26/2016 1.55 %	306,051.00 305,143.95	100.95 1.89 %	302,843.70 383.33	1.51 % (2,300.25)	A1 / A AA-	2.45 2.29
68389XAX3	Oracle Corp Note 2.25% Due 10/8/2019	250,000.00	10/04/2016 1.44 %	255,922.50 254,971.44	101.22 1.75 %	253,060.75 2,703.13	1.28 % (1,910.69)	A1 / AA- A+	2.52 2.42
02665WAZ4	American Honda Finance Note 2.45% Due 9/24/2020	250,000.00	02/07/2017 2.16 %	252,475.00 252,381.39	100.96 2.16 %	252,397.25 119.10	1.26 % 15.86	A1 / A+ NR	3.49 3.32
Total US Corporate		4,065,000.00	1.47 %	4,090,156.45 4,076,459.00	1.61 %	4,066,107.77 17,290.79	20.38 % (10,351.23)	A1 / AA- AA-	1.55 1.49
US TREASURY									
912828RH5	US Treasury Note 1.375% Due 9/30/2018	400,000.00	12/04/2014 1.28 %	401,407.59 400,551.94	100.29 1.18 %	401,172.00 15.03	2.00 % 620.06	Aaa / AA+ AAA	1.50 1.48
912828SX9	US Treasury Note 1.125% Due 5/31/2019	495,000.00	09/29/2015 1.14 %	494,788.96 494,875.49	99.63 1.30 %	493,182.36 1,866.45	2.47 % (1,693.13)	Aaa / AA+ AAA	2.17 2.13
912828UB4	US Treasury Note 1% Due 11/30/2019	500,000.00	10/29/2015 1.37 %	492,736.05 495,262.85	98.91 1.42 %	494,570.50 1,675.82	2.48 % (692.35)	Aaa / AA+ AAA	2.67 2.61
912828UL2	US Treasury Note 1.375% Due 1/31/2020	500,000.00	01/06/2016 1.55 %	496,525.11 497,578.11	99.73 1.47 %	498,672.00 1,139.50	2.49 % 1,093.89	Aaa / AA+ AAA	2.84 2.77
912828UV0	US Treasury Note 1.125% Due 3/31/2020	500,000.00	02/09/2016 1.05 %	501,446.99 501,048.61	98.84 1.52 %	494,219.00 15.37	2.47 % (6,829.61)	Aaa / AA+ AAA	3.00 2.94
912828VA5	US Treasury Note 1.125% Due 4/30/2020	480,000.00	01/28/2016 1.32 %	476,064.11 477,148.82	98.73 1.55 %	473,925.12 2,265.00	2.38 % (3,223.70)	Aaa / AA+ AAA	3.08 3.00
912828XH8	US Treasury Note 1.625% Due 6/30/2020	400,000.00	01/27/2017 1.62 %	400,095.09 400,090.44	100.08 1.60 %	400,328.00 1,633.98	2.01 % 237.56	Aaa / AA+ AAA	3.25 3.14
912828XM7	US Treasury Note 1.625% Due 7/31/2020	400,000.00	01/09/2017 1.63 %	399,891.96 399,898.70	100.01 1.62 %	400,046.80 1,077.35	2.00 % 148.10	Aaa / AA+ AAA	3.34 3.23
912828L32	US Treasury Note 1.375% Due 8/31/2020	400,000.00	01/09/2017 1.65 %	396,079.47 396,318.42	99.07 1.65 %	396,296.80 478.26	1.98 % (21.62)	Aaa / AA+ AAA	3.42 3.32
Total US Treasury		4,075,000.00	1.39 %	4,059,035.33 4,062,773.38	1.47 %	4,052,412.58 10,166.76	20.27 % (10,360.80)	Aaa / AA+ AAA	2.80 2.73
TOTAL PORTFOLIO		20,017,743.99	1.27 %	20,054,315.88 20,037,796.31	1.42 %	19,979,190.64 58,275.26	100.00 % (58,605.67)	Aa1 / AA+ AAA	1.93 1.77
TOTAL MARKET VALUE PLUS ACCRUED						20,037,465.90			



Transaction Ledger

2/28/17 Thru 3/31/17

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	03/01/2017	31846V203	99.07	First American Govt Obligation Fund	1.000	0.18 %	99.07	0.00	99.07	0.00
Purchase	03/02/2017	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	100.000	1.50 %	89,999.64	0.00	89,999.64	0.00
Purchase	03/08/2017	31846V203	5,625.00	First American Govt Obligation Fund	1.000	0.18 %	5,625.00	0.00	5,625.00	0.00
Purchase	03/08/2017	31846V203	375,000.00	First American Govt Obligation Fund	1.000	0.18 %	375,000.00	0.00	375,000.00	0.00
Purchase	03/10/2017	31846V203	2,362.50	First American Govt Obligation Fund	1.000	0.18 %	2,362.50	0.00	2,362.50	0.00
Purchase	03/11/2017	31846V203	3,450.00	First American Govt Obligation Fund	1.000	0.18 %	3,450.00	0.00	3,450.00	0.00
Purchase	03/13/2017	31846V203	7,437.50	First American Govt Obligation Fund	1.000	0.18 %	7,437.50	0.00	7,437.50	0.00
Purchase	03/14/2017	06417GPR3	500,000.00	Bank of Nova Scotia Yankee CD 1.35% Due 9/27/2017	100.039	1.27 %	500,195.90	3,112.50	503,308.40	0.00
Purchase	03/15/2017	31846V203	159.00	First American Govt Obligation Fund	1.000	0.18 %	159.00	0.00	159.00	0.00
Purchase	03/15/2017	31846V203	150.58	First American Govt Obligation Fund	1.000	0.18 %	150.58	0.00	150.58	0.00
Purchase	03/15/2017	31846V203	133.75	First American Govt Obligation Fund	1.000	0.18 %	133.75	0.00	133.75	0.00
Purchase	03/15/2017	31846V203	9,780.33	First American Govt Obligation Fund	1.000	0.18 %	9,780.33	0.00	9,780.33	0.00
Purchase	03/15/2017	31846V203	13,853.86	First American Govt Obligation Fund	1.000	0.18 %	13,853.86	0.00	13,853.86	0.00
Purchase	03/15/2017	31846V203	8,931.15	First American Govt Obligation Fund	1.000	0.18 %	8,931.15	0.00	8,931.15	0.00
Purchase	03/15/2017	31846V203	21,583.98	First American Govt Obligation Fund	1.000	0.18 %	21,583.98	0.00	21,583.98	0.00
Purchase	03/15/2017	31846V203	4,763.69	First American Govt Obligation Fund	1.000	0.18 %	4,763.69	0.00	4,763.69	0.00
Purchase	03/15/2017	31846V203	10,506.92	First American Govt Obligation Fund	1.000	0.18 %	10,506.92	0.00	10,506.92	0.00
Purchase	03/15/2017	31846V203	13,813.39	First American Govt Obligation Fund	1.000	0.18 %	13,813.39	0.00	13,813.39	0.00
Purchase	03/16/2017	89113WZM1	475,000.00	Toronto Dominion NY Yankee CD 1.21% Due 9/27/2017	100.000	1.21 %	475,000.00	0.00	475,000.00	0.00
Purchase	03/20/2017	31846V203	8,375.06	First American Govt Obligation Fund	1.000	0.18 %	8,375.06	0.00	8,375.06	0.00
Purchase	03/21/2017	31846V203	18,649.92	First American Govt Obligation Fund	1.000	0.18 %	18,649.92	0.00	18,649.92	0.00
Purchase	03/24/2017	31846V203	100,977.13	First American Govt Obligation Fund	1.000	0.18 %	100,977.13	0.00	100,977.13	0.00
Purchase	03/24/2017	31846V203	3,062.50	First American Govt Obligation Fund	1.000	0.18 %	3,062.50	0.00	3,062.50	0.00
Purchase	03/28/2017	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	99.998	1.43 %	119,997.13	0.00	119,997.13	0.00
Purchase	03/28/2017	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	99.999	1.47 %	84,999.57	0.00	84,999.57	0.00
Purchase	03/31/2017	31846V203	5,562.50	First American Govt Obligation Fund	1.000	0.34 %	5,562.50	0.00	5,562.50	0.00
Subtotal			1,884,277.83				1,884,470.07	3,112.50	1,887,582.57	0.00



Transaction Ledger

2/28/17 Thru 3/31/17

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Short Sale	03/28/2017	31846V203	-204,996.70	First American Govt Obligation Fund	1.000		-204,996.70	0.00	-204,996.70	0.00
	Subtotal		-204,996.70				-204,996.70	0.00	-204,996.70	0.00
TOTAL ACQUISITIONS			1,679,281.13				1,679,473.37	3,112.50	1,682,585.87	0.00
DISPOSITIONS										
Closing Purchase	03/28/2017	31846V203	-204,996.70	First American Govt Obligation Fund	1.000		-204,996.70	0.00	-204,996.70	0.00
	Subtotal		-204,996.70				-204,996.70	0.00	-204,996.70	0.00
Sale	03/02/2017	31846V203	89,999.64	First American Govt Obligation Fund	1.000	0.18 %	89,999.64	0.00	89,999.64	0.00
Sale	03/14/2017	31846V203	503,308.40	First American Govt Obligation Fund	1.000	0.18 %	503,308.40	0.00	503,308.40	0.00
Sale	03/16/2017	31846V203	475,000.00	First American Govt Obligation Fund	1.000	0.18 %	475,000.00	0.00	475,000.00	0.00
Sale	03/24/2017	912828RH5	100,000.00	US Treasury Note 1.375% Due 9/30/2018	100.316	1.16 %	100,316.07	661.06	100,977.13	176.07
Sale	03/28/2017	31846V203	204,996.70	First American Govt Obligation Fund	1.000	0.18 %	204,996.70	0.00	204,996.70	0.00
	Subtotal		1,373,304.74				1,373,620.81	661.06	1,374,281.87	176.07
Paydown	03/15/2017	43814HAC2	9,738.95	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	100.000		9,738.95	41.38	9,780.33	0.00
Paydown	03/15/2017	43814QAC2	0.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	100.000		0.00	150.58	150.58	0.00
Paydown	03/15/2017	477877AD6	13,756.36	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	100.000		13,756.36	97.50	13,853.86	0.00
Paydown	03/15/2017	47787VAC5	8,900.95	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	100.000		8,900.95	30.20	8,931.15	0.00
Paydown	03/15/2017	47788MAB6	21,403.37	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	100.000		21,403.37	180.61	21,583.98	0.00
Paydown	03/15/2017	65478WAB1	0.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	100.000		0.00	133.75	133.75	0.00
Paydown	03/15/2017	89231LAB3	0.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	100.000		0.00	159.00	159.00	0.00



Transaction Ledger

2/28/17 Thru 3/31/17

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	03/15/2017	89231MAC9	4,761.03	Toyota Auto Receivables Owner 2014-A 0.67% Due 12/15/2017	100.000		4,761.03	2.66	4,763.69	0.00
Paydown	03/15/2017	89231TAB6	10,494.86	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	100.000		10,494.86	12.06	10,506.92	0.00
Paydown	03/15/2017	89236WAC2	13,668.81	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	100.000		13,668.81	144.58	13,813.39	0.00
Paydown	03/20/2017	43814GAC4	8,352.06	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	100.000		8,352.06	23.00	8,375.06	0.00
Paydown	03/21/2017	43813NAC0	18,466.65	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	100.000		18,466.65	183.27	18,649.92	0.00
	Subtotal		109,543.04				109,543.04	1,158.59	110,701.63	0.00
Maturity	03/08/2017	3137EADC0	375,000.00	FHLMC Note 1% Due 3/8/2017	100.000		375,000.00	0.00	375,000.00	0.00
	Subtotal		375,000.00				375,000.00	0.00	375,000.00	0.00
Security Withdrawal	03/03/2017	31846V203	1,334.19	First American Govt Obligation Fund	1.000		1,334.19	0.00	1,334.19	0.00
Security Withdrawal	03/27/2017	31846V203	104.17	First American Govt Obligation Fund	1.000		104.17	0.00	104.17	0.00
	Subtotal		1,438.36				1,438.36	0.00	1,438.36	0.00
TOTAL DISPOSITIONS			1,654,289.44				1,654,605.51	1,819.65	1,656,425.16	176.07

OTHER TRANSACTIONS										
Interest	03/08/2017	3133782M2	500,000.00	FHLB Note 1.5% Due 3/8/2019	0.000		3,750.00	0.00	3,750.00	0.00
Interest	03/08/2017	3137EADC0	375,000.00	FHLMC Note 1% Due 3/8/2017	0.000		1,875.00	0.00	1,875.00	0.00
Interest	03/10/2017	808513AK1	315,000.00	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	0.000		2,362.50	0.00	2,362.50	0.00
Interest	03/11/2017	06406HCW7	300,000.00	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	0.000		3,450.00	0.00	3,450.00	0.00
Interest	03/13/2017	313378J77	500,000.00	FHLB Note 1.875% Due 3/13/2020	0.000		4,687.50	0.00	4,687.50	0.00
Interest	03/13/2017	313380FB8	400,000.00	FHLB Note 1.375% Due 9/13/2019	0.000		2,750.00	0.00	2,750.00	0.00



Transaction Ledger

2/28/17 Thru 3/31/17

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	03/24/2017	02665WAZ4	250,000.00	American Honda Finance Note 2.45% Due 9/24/2020	0.000		3,062.50	0.00	3,062.50	0.00
Interest	03/31/2017	912828RH5	400,000.00	US Treasury Note 1.375% Due 9/30/2018	0.000		2,750.00	0.00	2,750.00	0.00
Interest	03/31/2017	912828UV0	500,000.00	US Treasury Note 1.125% Due 3/31/2020	0.000		2,812.50	0.00	2,812.50	0.00
	Subtotal		3,540,000.00				27,500.00	0.00	27,500.00	0.00
Dividend	03/01/2017	31846V203	601,436.62	First American Govt Obligation Fund	0.000		99.07	0.00	99.07	0.00
	Subtotal		601,436.62				99.07	0.00	99.07	0.00
TOTAL OTHER TRANSACTIONS			4,141,436.62				27,599.07	0.00	27,599.07	0.00



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
Fixed Income						
02665WAZ4	American Honda Finance Note 2.45% Due 09/24/2020	02/07/2017 02/10/2017 250,000.00	252,439.43 0.00 0.00 252,381.39	2,671.18 3,062.50 119.10 510.42	0.00 58.04 (58.04) 452.38	0.00 452.38
037833BQ2	Apple Inc Note 1.7% Due 02/22/2019	02/16/2016 02/23/2016 300,000.00	299,966.33 0.00 0.00 299,967.77	113.33 0.00 538.33 425.00	1.44 0.00 1.44 426.44	0.00 426.44
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 09/11/2019	10/26/2016 10/31/2016 300,000.00	305,328.94 0.00 0.00 305,143.95	3,258.33 3,450.00 383.33 575.00	0.00 184.99 (184.99) 390.01	0.00 390.01
166764BA7	Chevron Corp Note 1.79% Due 11/16/2018	11/09/2015 11/17/2015 310,000.00	310,000.00 0.00 0.00 310,000.00	1,618.46 0.00 2,080.88 462.42	0.00 0.00 0.00 462.42	0.00 462.42
3133782M2	FHLB Note 1.5% Due 03/08/2019	02/09/2016 02/10/2016 500,000.00	505,064.41 0.00 0.00 504,851.39	3,604.17 3,750.00 479.17 625.00	0.00 213.02 (213.02) 411.98	0.00 411.98
313378J77	FHLB Note 1.875% Due 03/13/2020	07/12/2016 07/13/2016 500,000.00	512,329.50 0.00 0.00 511,984.54	4,375.00 4,687.50 468.75 781.25	0.00 344.96 (344.96) 436.29	0.00 436.29
313379EE5	FHLB Note 1.625% Due 06/14/2019	Various Various 480,000.00	485,705.54 0.00 0.00 485,493.71	1,668.34 0.00 2,318.34 650.00	0.00 211.83 (211.83) 438.17	0.00 438.17
313380FB8	FHLB Note 1.375% Due 09/13/2019	06/23/2016 06/24/2016 400,000.00	403,212.65 0.00 0.00 403,105.10	2,566.67 2,750.00 275.00 458.33	0.00 107.55 (107.55) 350.78	0.00 350.78
313381C94	FHLB Note 1.25% Due 12/13/2019	07/15/2016 07/18/2016 500,000.00	502,581.36 0.00 0.00 502,502.68	1,354.17 0.00 1,875.00 520.83	0.00 78.68 (78.68) 442.15	0.00 442.15
3133EDDV1	FFCB Note 1.16% Due 10/23/2017	01/29/2015 01/30/2015 185,000.00	185,341.57 0.00 0.00 185,296.71	763.02 0.00 941.86 178.84	0.00 44.86 (44.86) 133.98	0.00 133.98



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
3133EEQM5	FFCB Note 1.11% Due 02/20/2018	08/28/2015 08/31/2015 510,000.00	510,813.40 0.00 0.00 510,742.57	172.98 0.00 644.73 471.75	0.00 70.83 (70.83) 400.92	0.00 400.92
3133EFW52	FFCB Note 1.15% Due 07/01/2019	04/25/2016 04/26/2016 600,000.00	600,299.41 0.00 0.00 600,288.52	1,150.00 0.00 1,725.00 575.00	0.00 10.89 (10.89) 564.11	0.00 564.11
3135G0E33	FNMA Note 1.125% Due 07/20/2018	Various Various 500,000.00	499,521.89 0.00 0.00 499,551.18	640.62 0.00 1,109.38 468.76	29.29 0.00 29.29 498.05	0.00 498.05
3135G0E58	FNMA Note 1.125% Due 10/19/2018	Various Various 495,000.00	494,852.94 0.00 0.00 494,860.57	2,041.88 0.00 2,505.94 464.06	14.48 6.85 7.63 471.69	0.00 471.69
3135G0G72	FNMA Note 1.125% Due 12/14/2018	10/30/2015 11/03/2015 515,000.00	514,559.30 0.00 0.00 514,580.22	1,239.22 0.00 1,722.03 482.81	20.92 0.00 20.92 503.73	0.00 503.73
3135G0H63	FNMA Note 1.375% Due 01/28/2019	01/06/2016 01/08/2016 500,000.00	499,896.80 0.00 0.00 499,901.38	630.21 0.00 1,203.13 572.92	4.58 0.00 4.58 577.50	0.00 577.50
3135G0N33	FNMA Note 0.875% Due 08/02/2019	07/29/2016 08/02/2016 225,000.00	224,694.84 0.00 0.00 224,705.54	158.59 0.00 322.66 164.07	10.70 0.00 10.70 174.77	0.00 174.77
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	07/31/2015 07/31/2015 325,000.00	327,183.20 0.00 0.00 327,115.53	1,500.87 0.00 1,974.83 473.96	0.00 67.67 (67.67) 406.29	0.00 406.29
3137EADC0	FHLMC Note Due 03/08/2017	07/26/2013 07/29/2013 0.00	375,000.64 0.00 375,000.00 0.00	1,802.08 1,875.00 0.00 72.92	0.00 0.64 (0.64) 72.28	0.00 72.28
3137EADK2	FHLMC Note 1.25% Due 08/01/2019	04/29/2015 05/01/2015 500,000.00	498,226.04 0.00 0.00 498,288.32	520.83 0.00 1,041.67 520.84	62.28 0.00 62.28 583.12	0.00 583.12
3137EADM8	FHLMC Note 1.25% Due 10/02/2019	05/27/2015 05/28/2015 500,000.00	496,727.02 0.00 0.00 496,834.38	2,586.81 0.00 3,107.64 520.83	107.36 0.00 107.36 628.19	0.00 628.19



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
3137EADZ9	FHLMC Note 1.125% Due 04/15/2019	03/18/2016 03/21/2016 475,000.00	474,891.53 0.00 0.00 474,895.87	2,018.75 0.00 2,464.06 445.31	4.34 0.00 4.34 449.65	0.00 449.65
3137EAAE5	FHLMC Note 1.5% Due 01/17/2020	01/12/2017 01/17/2017 400,000.00	399,584.96 0.00 0.00 399,597.19	733.33 0.00 1,233.33 500.00	12.23 0.00 12.23 512.23	0.00 512.23
36962G5W0	General Electric Capital Corp Note 2.3% Due 04/27/2017	04/25/2014 04/30/2014 300,000.00	300,506.59 0.00 0.00 300,231.07	2,376.67 0.00 2,951.67 575.00	0.00 275.52 (275.52) 299.48	0.00 299.48
43813NAC0	Honda Auto Receivables 2015-2 A3 1.04% Due 02/21/2019	05/13/2015 05/20/2015 193,004.40	211,453.98 0.00 18,466.65 192,989.49	61.09 183.27 55.76 177.94	2.16 0.00 2.16 180.10	0.00 180.10
43814GAC4	Honda Auto Receivables 2014-2 A3 0.77% Due 03/19/2018	05/13/2014 05/21/2014 27,487.11	35,838.86 0.00 8,352.06 27,486.97	9.97 23.00 7.64 20.67	0.17 0.00 0.17 20.84	0.00 20.84
43814HAC2	Honda Auto Receivables 2014-3 A3 0.88% Due 06/15/2018	08/12/2014 08/20/2014 46,681.92	56,419.47 0.00 9,738.95 46,681.03	22.07 41.38 18.26 37.57	0.51 0.00 0.51 38.08	0.00 38.08
43814QAC2	Honda Auto Receivables 2016-2 A3 1.39% Due 04/15/2020	05/24/2016 05/31/2016 130,000.00	129,997.97 0.00 0.00 129,998.02	80.31 150.58 80.31 150.58	0.05 0.00 0.05 150.63	0.00 150.63
43814TAB8	Honda Auto Receivables 2017-1 A2 1.42% Due 07/22/2019	03/21/2017 03/28/2017 120,000.00	0.00 119,997.13 0.00 119,997.14	0.00 0.00 14.20 14.20	0.01 0.00 0.01 14.21	0.00 14.21
477877AD6	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	Various Various 95,579.52	109,340.49 0.00 13,756.36 95,583.06	52.00 97.50 45.45 90.95	1.03 2.10 (1.07) 89.88	0.00 89.88
47787VAC5	John Deere Owner Trust 2014-A A3 0.92% Due 04/16/2018	04/02/2014 04/09/2014 30,485.00	39,385.69 0.00 8,900.95 30,484.94	16.10 30.20 12.46 26.56	0.20 0.00 0.20 26.76	0.00 26.76
47787XAB3	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	02/22/2017 03/02/2017 90,000.00	0.00 89,999.64 0.00 89,999.65	0.00 0.00 108.75 108.75	0.01 0.00 0.01 108.76	0.00 108.76



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
47788MAB6	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	02/23/2016 03/02/2016 167,055.40	188,458.42 0.00 21,403.37 167,055.11	96.32 180.61 85.38 169.67	0.06 0.00 0.06 169.73	0.00 169.73
594918BN3	Microsoft Note 1.1% Due 08/08/2019	08/01/2016 08/08/2016 280,000.00	279,765.59 0.00 0.00 279,773.76	196.78 0.00 453.44 256.66	8.17 0.00 8.17 264.83	0.00 264.83
654747AB0	Nissan Auto Receivables 2017-A A2A 1.47% Due 01/15/2020	03/21/2017 03/28/2017 85,000.00	0.00 84,999.57 0.00 84,999.57	0.00 0.00 55.53 55.53	0.00 0.00 0.00 55.53	0.00 55.53
65478WAB1	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 05/15/2019	08/02/2016 08/10/2016 150,000.00	149,995.28 0.00 0.00 149,995.46	71.33 133.75 71.33 133.75	0.18 0.00 0.18 133.93	0.00 133.93
68389XAX3	Oracle Corp Note 2.25% Due 10/08/2019	10/04/2016 10/07/2016 250,000.00	255,138.96 0.00 0.00 254,971.44	2,234.38 0.00 2,703.13 468.75	0.00 167.52 (167.52) 301.23	0.00 301.23
69371RN36	Paccar Financial Corp Note 1.2% Due 08/12/2019	08/04/2016 08/11/2016 215,000.00	215,000.00 0.00 0.00 215,000.00	136.17 0.00 351.17 215.00	0.00 0.00 0.00 215.00	0.00 215.00
713448DB1	Pepsico Inc. Note 1% Due 10/13/2017	02/09/2017 02/13/2017 125,000.00	124,877.43 0.00 0.00 124,894.24	479.17 0.00 583.33 104.16	16.81 0.00 16.81 120.97	0.00 120.97
74005PBC7	Praxair Note 1.05% Due 11/07/2017	02/09/2017 02/10/2017 150,000.00	149,885.66 0.00 0.00 149,899.78	498.75 0.00 630.00 131.25	14.12 0.00 14.12 145.37	0.00 145.37
747525AG8	Qualcomm Inc Note 1.4% Due 05/18/2018	Various Various 370,000.00	369,763.21 0.00 0.00 369,779.78	1,453.28 0.00 1,884.95 431.67	16.57 0.00 16.57 448.24	0.00 448.24
808513AK1	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 03/10/2018	Various Various 315,000.00	314,994.68 0.00 0.00 314,995.12	2,244.38 2,362.50 275.63 393.75	9.44 9.00 0.44 394.19	0.00 394.19
89231LAB3	Toyota Auto Receivables Owner 2016-D 1.06% Due 05/15/2019	10/04/2016 10/12/2016 180,000.00	179,987.73 0.00 0.00 179,988.21	84.80 159.00 84.80 159.00	0.48 0.00 0.48 159.48	0.00 159.48



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
89231MAC9	Toyota Auto Receivables Owner 2014-A Due 12/15/2017	03/11/2014 03/19/2014 0.00	4,761.03 0.00 4,761.03 0.00	1.42 2.66 0.00 1.24	0.00 0.00 0.00 1.24	0.00 1.24
89231TAB6	Toyota Auto Receivables Owner 2015-C 0.92% Due 02/15/2018	08/18/2015 08/26/2015 5,236.59	15,730.96 0.00 10,494.86 5,236.44	6.43 12.06 2.14 7.77	0.34 0.00 0.34 8.11	0.00 8.11
89236TDE2	Toyota Motor Credit Corp Note 1.4% Due 05/20/2019	05/17/2016 05/20/2016 300,000.00	299,689.32 0.00 0.00 299,701.21	1,178.33 0.00 1,528.33 350.00	11.89 0.00 11.89 361.89	0.00 361.89
89236WAC2	Toyota Auto Receivables Owner 2015-A 1.12% Due 02/15/2019	02/24/2015 03/04/2015 141,243.06	154,904.25 0.00 13,668.81 141,236.73	77.11 144.58 70.31 137.78	1.29 0.00 1.29 139.07	0.00 139.07
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 05/15/2017	04/29/2014 04/30/2014 300,000.00	300,167.59 0.00 0.00 300,052.14	1,457.50 0.00 1,870.00 412.50	0.00 115.45 (115.45) 297.05	0.00 297.05
912828L32	US Treasury Note 1.375% Due 08/31/2020	01/09/2017 01/10/2017 400,000.00	396,226.97 0.00 0.00 396,318.42	14.95 0.00 478.26 463.31	91.45 0.00 91.45 554.76	0.00 554.76
912828RH5	US Treasury Note 1.375% Due 09/30/2018	12/04/2014 12/05/2014 400,000.00	500,729.02 0.00 100,140.00 400,551.94	2,870.88 3,411.06 15.03 555.21	0.00 37.08 (37.08) 518.13	0.00 518.13
912828SX9	US Treasury Note 1.125% Due 05/31/2019	09/29/2015 09/30/2015 495,000.00	494,870.60 0.00 0.00 494,875.49	1,392.19 0.00 1,866.45 474.26	4.89 0.00 4.89 479.15	0.00 479.15
912828UB4	US Treasury Note 1% Due 11/30/2019	10/29/2015 10/30/2015 500,000.00	495,111.93 0.00 0.00 495,262.85	1,250.00 0.00 1,675.82 425.82	150.92 0.00 150.92 576.74	0.00 576.74
912828UL2	US Treasury Note 1.375% Due 01/31/2020	01/06/2016 01/07/2016 500,000.00	497,505.57 0.00 0.00 497,578.11	550.76 0.00 1,139.50 588.74	72.54 0.00 72.54 661.28	0.00 661.28
912828UV0	US Treasury Note 1.125% Due 03/31/2020	02/09/2016 02/10/2016 500,000.00	501,078.30 0.00 0.00 501,048.61	2,348.90 2,812.50 15.37 478.97	0.00 29.69 (29.69) 449.28	0.00 449.28



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
912828VA5	US Treasury Note 1.125% Due 04/30/2020	01/28/2016 01/29/2016 480,000.00	477,070.26 0.00 0.00 477,148.82	1,815.00 0.00 2,265.00 450.00	78.56 0.00 78.56 528.56	0.00 528.56
912828XH8	US Treasury Note 1.625% Due 06/30/2020	01/27/2017 01/30/2017 400,000.00	400,092.80 0.00 0.00 400,090.44	1,077.35 0.00 1,633.98 556.63	0.00 2.36 (2.36) 554.27	0.00 554.27
912828XM7	US Treasury Note 1.625% Due 07/31/2020	01/09/2017 01/10/2017 400,000.00	399,896.12 0.00 0.00 399,898.70	520.72 0.00 1,077.35 556.63	2.58 0.00 2.58 559.21	0.00 559.21
94974BFG0	Wells Fargo Corp Note 1.5% Due 01/16/2018	09/09/2014 09/10/2014 300,000.00	299,631.79 0.00 0.00 299,667.35	562.50 0.00 937.50 375.00	35.56 0.00 35.56 410.56	0.00 410.56
			18,026,498.22	62,426.45	787.61	
			294,996.34	29,319.65	2,039.53	
			584,683.04	53,582.39	(1,251.92)	0.00
TOTAL Fixed Income		17,711,773.00	17,735,559.60	20,475.59	19,223.67	19,223.67

Cash & Equivalent

06417GPR3	Bank of Nova Scotia Yankee CD 1.35% Due 09/27/2017	03/10/2017 03/14/2017 500,000.00	0.00 500,195.90 0.00 500,178.00	0.00 (3,112.50) 3,450.00 337.50	0.00 17.90 (17.90) 319.60	0.00 319.60
06538BT78	Bank of Tokyo Mitsubishi NY Discount CP 1.11% Due 06/07/2017	02/07/2017 02/07/2017 400,000.00	398,791.33 0.00 0.00 399,173.67	0.00 0.00 0.00 0.00	382.34 0.00 382.34 382.34	0.00 382.34
21687AY31	Rabobank Nederland NV NY Discount CP 1.29% Due 11/03/2017	02/07/2017 02/07/2017 400,000.00	396,459.66 0.00 0.00 396,904.00	0.00 0.00 0.00 0.00	444.34 0.00 444.34 444.34	0.00 444.34
31846V203	First American Govt Obligation Fund	Various Various 30,970.99	691,436.26 409,281.13 1,069,746.40 30,970.99	0.00 99.07 0.00 99.07	0.00 0.00 0.00 99.07	0.00 99.07
86958JJB6	Svenska Handelsbanken Yankee CD 1.205% Due 09/01/2017	02/07/2017 02/07/2017 500,000.00	500,012.09 0.00 0.00 500,010.05	468.61 0.00 987.43 518.82	0.00 2.04 (2.04) 516.78	0.00 516.78



Income Earned

2/28/17 Thru 3/31/17

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
89113WZM1	Toronto Dominion NY Yankee CD 1.21% Due 09/27/2017	03/15/2017 03/16/2017 475,000.00	0.00 475,000.00 0.00 475,000.00	0.00 0.00 255.44 255.44	0.00 0.00 0.00 255.44	0.00 0.00 0.00 255.44
			1,986,699.34	468.61	826.68	
			1,384,477.03	(3,013.43)	19.94	
			1,069,746.40	4,692.87	806.74	0.00
TOTAL Cash & Equivalent		2,305,970.99	2,302,236.71	1,210.83	2,017.57	2,017.57
			20,013,197.56	62,895.06	1,614.29	
			1,679,473.37	26,306.22	2,059.47	
			1,654,429.44	58,275.26	(445.18)	0.00
TOTAL PORTFOLIO		20,017,743.99	20,037,796.31	21,686.42	21,241.24	21,241.24



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/02/2017	Interest	3137EADM8	500,000.00	FHLMC Note 1.25% Due 10/2/2019	0.00	3,125.00	3,125.00
04/08/2017	Interest	68389XAX3	250,000.00	Oracle Corp Note 2.25% Due 10/8/2019	0.00	2,812.50	2,812.50
04/13/2017	Interest	713448DB1	125,000.00	Pepsico Inc. Note 1% Due 10/13/2017	0.00	625.00	625.00
04/15/2017	Call	91159HHD5	300,000.00	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 5/15/2017	0.00	2,062.50	2,062.50
04/15/2017	Interest	3137EADZ9	475,000.00	FHLMC Note 1.125% Due 4/15/2019	0.00	2,671.88	2,671.88
04/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,440.80	150.58	3,591.38
04/15/2017	Paydown	47787VAC5	30,485.00	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	30,485.00	23.37	30,508.37
04/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	13,247.02	160.09	13,407.11
04/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	0.00	104.13	104.13
04/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,705.19	133.75	5,838.94
04/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	9,207.91	159.00	9,366.91
04/15/2017	Paydown	43814HAC2	46,681.92	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	12,109.88	34.23	12,144.11
04/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	13,545.08	85.22	13,630.30
04/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	0.00	161.25	161.25
04/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	588.28	4.01	592.29
04/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	14,739.64	131.83	14,871.47
04/18/2017	Paydown	43814GAC4	27,487.11	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	14,059.40	17.64	14,077.04
04/19/2017	Interest	3135G0E58	495,000.00	FNMA Note 1.125% Due 10/19/2018	0.00	2,784.38	2,784.38
04/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	10,743.65	167.27	10,910.92
04/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,067.16	108.87	4,176.03



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/23/2017	Interest	3133EDDV1	185,000.00	FFCB Note 1.16% Due 10/23/2017	0.00	1,073.00	1,073.00
04/27/2017	Maturity	36962G5W0	300,000.00	General Electric Capital Corp Note 2.3% Due 4/27/2017	300,000.00	3,450.00	303,450.00
04/30/2017	Interest	912828VA5	480,000.00	US Treasury Note 1.125% Due 4/30/2020	0.00	2,700.00	2,700.00
Apr 2017					431,939.01	22,745.50	454,684.51
05/07/2017	Interest	74005PBC7	150,000.00	Praxair Note 1.05% Due 11/7/2017	0.00	787.50	787.50
05/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,975.06	112.50	4,087.56
05/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	12,763.53	147.40	12,910.93
05/15/2017	Paydown	43814HAC2	46,681.92	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	11,823.05	25.35	11,848.40
05/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,444.78	146.60	3,591.38
05/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	13,090.12	73.15	13,163.27
05/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,525.45	104.13	2,629.58
05/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,710.28	128.66	5,838.94
05/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	9,027.07	150.87	9,177.94
05/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	565.89	3.56	569.45
05/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	14,361.09	118.07	14,479.16
05/16/2017	Interest	166764BA7	310,000.00	Chevron Corp Note 1.79% Due 11/16/2018	0.00	2,774.50	2,774.50
05/18/2017	Paydown	43814GAC4	27,487.11	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	13,427.71	8.62	13,436.33
05/20/2017	Interest	747525AG8	370,000.00	Qualcomm Inc Note 1.4% Due 5/18/2018	0.00	2,590.00	2,590.00
05/20/2017	Interest	89236TDE2	300,000.00	Toyota Motor Credit Corp Note 1.4% Due 5/20/2019	0.00	2,100.00	2,100.00
05/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	10,531.80	157.96	10,689.76
05/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,072.16	137.19	4,209.35



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/26/2017	Interest	3135G0ZY2	325,000.00	FNMA Note 1.75% Due 11/26/2019	0.00	2,843.75	2,843.75
05/31/2017	Interest	912828SX9	495,000.00	US Treasury Note 1.125% Due 5/31/2019	0.00	2,784.38	2,784.38
05/31/2017	Interest	912828UB4	500,000.00	US Treasury Note 1% Due 11/30/2019	0.00	2,500.00	2,500.00
May 2017					105,317.99	17,694.19	123,012.18
06/07/2017	Maturity	06538BT78	400,000.00	Bank of Tokyo Mitsubishi NY Discount CP 1.11% Due 6/7/2017	400,000.00	0.00	400,000.00
06/13/2017	Interest	313381C94	500,000.00	FHLB Note 1.25% Due 12/13/2019	0.00	3,125.00	3,125.00
06/14/2017	Interest	313379EE5	480,000.00	FHLB Note 1.625% Due 6/14/2019	0.00	3,900.00	3,900.00
06/14/2017	Interest	3135G0G72	515,000.00	FNMA Note 1.125% Due 12/14/2018	0.00	2,896.88	2,896.88
06/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,448.77	142.61	3,591.38
06/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	12,278.05	135.17	12,413.22
06/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,528.56	101.03	2,629.59
06/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,715.37	123.57	5,838.94
06/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	8,846.00	142.89	8,988.89
06/15/2017	Paydown	43814HAC2	46,681.92	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	11,527.13	16.68	11,543.81
06/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	12,634.40	61.48	12,695.88
06/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,908.98	107.53	4,016.51
06/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	543.48	3.13	546.61
06/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	13,982.10	104.67	14,086.77
06/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	10,319.67	148.83	10,468.50
06/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,077.16	132.37	4,209.53



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/30/2017	Interest	912828XH8	400,000.00	US Treasury Note 1.625% Due 6/30/2020	0.00	3,250.00	3,250.00
Jun 2017					489,809.67	14,391.84	504,201.51
07/01/2017	Interest	3133EFW52	600,000.00	FFCB Note 1.15% Due 7/1/2019	0.00	3,450.00	3,450.00
07/15/2017	Paydown	43814HAC2	46,681.92	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	11,221.87	8.23	11,230.10
07/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,452.77	138.61	3,591.38
07/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	12,177.94	50.21	12,228.15
07/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,531.67	97.93	2,629.60
07/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,720.46	118.48	5,838.94
07/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	8,664.68	135.08	8,799.76
07/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	521.06	2.71	523.77
07/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,842.79	102.64	3,945.43
07/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	11,790.57	123.40	11,913.97
07/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	13,602.66	91.62	13,694.28
07/16/2017	Interest	94974BFG0	300,000.00	Wells Fargo Corp Note 1.5% Due 1/16/2018	0.00	2,250.00	2,250.00
07/17/2017	Interest	3137EAE55	400,000.00	FHLMC Note 1.5% Due 1/17/2020	0.00	3,000.00	3,000.00
07/20/2017	Interest	3135G0E33	500,000.00	FNMA Note 1.125% Due 7/20/2018	0.00	2,812.51	2,812.51
07/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	10,107.25	139.89	10,247.14
07/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,082.18	127.54	4,209.72
07/28/2017	Interest	3135G0H63	500,000.00	FNMA Note 1.375% Due 1/28/2019	0.00	3,437.50	3,437.50
07/31/2017	Interest	912828UL2	500,000.00	US Treasury Note 1.375% Due 1/31/2020	0.00	3,437.50	3,437.50



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/31/2017	Interest	912828XM7	400,000.00	US Treasury Note 1.625% Due 7/31/2020	0.00	3,250.00	3,250.00
Jul 2017					87,715.90	22,773.85	110,489.75
08/01/2017	Interest	3137EADK2	500,000.00	FHLMC Note 1.25% Due 8/1/2019	0.00	3,125.00	3,125.00
08/02/2017	Interest	3135G0N33	225,000.00	FNMA Note 0.875% Due 8/2/2019	0.00	984.38	984.38
08/08/2017	Interest	594918BN3	280,000.00	Microsoft Note 1.1% Due 8/8/2019	0.00	1,540.00	1,540.00
08/12/2017	Interest	69371RN36	215,000.00	Paccar Financial Corp Note 1.2% Due 8/12/2019	0.00	1,290.00	1,290.00
08/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,456.77	134.61	3,591.38
08/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	11,301.08	112.10	11,413.18
08/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,725.57	113.37	5,838.94
08/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	8,483.12	127.42	8,610.54
08/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	11,720.71	39.35	11,760.06
08/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,776.46	97.84	3,874.30
08/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,534.78	94.83	2,629.61
08/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	498.62	2.31	500.93
08/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	13,222.80	78.92	13,301.72
08/20/2017	Interest	3133EEQM5	510,000.00	FFCB Note 1.11% Due 2/20/2018	0.00	2,830.50	2,830.50
08/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	9,894.55	131.13	10,025.68
08/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,087.20	122.71	4,209.91
08/23/2017	Interest	037833BQ2	300,000.00	Apple Inc Note 1.7% Due 2/22/2019	0.00	2,550.00	2,550.00
08/31/2017	Interest	912828L32	400,000.00	US Treasury Note 1.375% Due 8/31/2020	0.00	2,750.00	2,750.00
Aug 2017					74,701.66	16,124.47	90,826.13



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/01/2017	Maturity	86958JJB6	500,000.00	Svenska Handelsbanken Yankee CD 1.205% Due 9/1/2017	500,000.00	3,548.06	503,548.06
09/08/2017	Interest	3133782M2	500,000.00	FHLB Note 1.5% Due 3/8/2019	0.00	3,750.00	3,750.00
09/10/2017	Interest	808513AK1	315,000.00	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	0.00	2,362.50	2,362.50
09/11/2017	Interest	06406HCW7	300,000.00	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	0.00	3,450.00	3,450.00
09/13/2017	Interest	313380FB8	400,000.00	FHLB Note 1.375% Due 9/13/2019	0.00	2,750.00	2,750.00
09/13/2017	Interest	313378J77	500,000.00	FHLB Note 1.875% Due 3/13/2020	0.00	4,687.50	4,687.50
09/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,710.01	93.12	3,803.13
09/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	10,809.57	101.27	10,910.84
09/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	12,842.48	66.58	12,909.06
09/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,460.77	130.61	3,591.38
09/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	11,262.74	28.90	11,291.64
09/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,537.89	91.73	2,629.62
09/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,730.67	108.27	5,838.94
09/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	8,301.31	119.93	8,421.24
09/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	476.15	1.93	478.08
09/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	9,681.58	122.55	9,804.13
09/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,092.22	117.88	4,210.10
09/24/2017	Interest	02665WAZ4	250,000.00	American Honda Finance Note 2.45% Due 9/24/2020	0.00	3,062.50	3,062.50
09/27/2017	Maturity	06417GPR3	500,000.00	Bank of Nova Scotia Yankee CD 1.35% Due 9/27/2017	500,000.00	6,806.25	506,806.25
09/27/2017	Maturity	89113WZM1	475,000.00	Toronto Dominion NY Yankee CD 1.21% Due 9/27/2017	475,000.00	3,113.23	478,113.23



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2017	Interest	912828UV0	500,000.00	US Treasury Note 1.125% Due 3/31/2020	0.00	2,812.50	2,812.50
09/30/2017	Interest	912828RH5	400,000.00	US Treasury Note 1.375% Due 9/30/2018	0.00	2,750.00	2,750.00
Sep 2017					1,547,905.39	40,075.31	1,587,980.70
10/02/2017	Interest	3137EADM8	500,000.00	FHLMC Note 1.25% Due 10/2/2019	0.00	3,125.00	3,125.00
10/08/2017	Interest	68389XAX3	250,000.00	Oracle Corp Note 2.25% Due 10/8/2019	0.00	2,812.50	2,812.50
10/13/2017	Maturity	713448DB1	125,000.00	Pepsico Inc. Note 1% Due 10/13/2017	125,000.00	625.00	125,625.00
10/15/2017	Interest	3137EADZ9	475,000.00	FHLMC Note 1.125% Due 4/15/2019	0.00	2,671.88	2,671.88
10/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,464.78	126.60	3,591.38
10/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	10,316.04	90.91	10,406.95
10/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,735.78	103.16	5,838.94
10/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	8,119.26	112.60	8,231.86
10/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	10,804.00	18.86	10,822.86
10/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,643.45	88.48	3,731.93
10/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,541.01	88.62	2,629.63
10/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	453.66	1.57	455.23
10/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	12,461.73	54.59	12,516.32
10/19/2017	Interest	3135G0E58	495,000.00	FNMA Note 1.125% Due 10/19/2018	0.00	2,784.38	2,784.38
10/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	9,468.31	114.16	9,582.47
10/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,097.25	113.03	4,210.28
10/23/2017	Maturity	3133EDDV1	185,000.00	FFCB Note 1.16% Due 10/23/2017	185,000.00	1,073.00	186,073.00
10/31/2017	Interest	912828VA5	480,000.00	US Treasury Note 1.125% Due 4/30/2020	0.00	2,700.00	2,700.00



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
Oct 2017					381,105.27	16,704.34	397,809.61
11/03/2017	Maturity	21687AY31	400,000.00	Rabobank Nederland NV NY Discount CP 1.29% Due 11/3/2017	400,000.00	0.00	400,000.00
11/07/2017	Maturity	74005PBC7	150,000.00	Praxair Note 1.05% Due 11/7/2017	150,000.00	787.50	150,787.50
11/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,468.79	122.59	3,591.38
11/15/2017	Paydown	477877AD6	95,579.52	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	10,344.52	9.22	10,353.74
11/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,544.13	85.51	2,629.64
11/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,740.90	98.04	5,838.94
11/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	7,936.96	105.43	8,042.39
11/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	431.16	1.22	432.38
11/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,576.74	83.93	3,660.67
11/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	9,820.46	81.03	9,901.49
11/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	12,080.54	42.96	12,123.50
11/16/2017	Interest	166764BA7	310,000.00	Chevron Corp Note 1.79% Due 11/16/2018	0.00	2,774.50	2,774.50
11/20/2017	Interest	747525AG8	370,000.00	Qualcomm Inc Note 1.4% Due 5/18/2018	0.00	2,590.00	2,590.00
11/20/2017	Interest	89236TDE2	300,000.00	Toyota Motor Credit Corp Note 1.4% Due 5/20/2019	0.00	2,100.00	2,100.00
11/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	9,254.76	105.96	9,360.72
11/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,102.28	108.19	4,210.47
11/26/2017	Interest	3135G0ZY2	325,000.00	FNMA Note 1.75% Due 11/26/2019	0.00	2,843.75	2,843.75
11/30/2017	Interest	912828SX9	495,000.00	US Treasury Note 1.125% Due 5/31/2019	0.00	2,784.38	2,784.38
11/30/2017	Interest	912828UB4	500,000.00	US Treasury Note 1% Due 11/30/2019	0.00	2,500.00	2,500.00
Nov 2017					619,301.24	17,224.21	636,525.45



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/13/2017	Interest	313381C94	500,000.00	FHLB Note 1.25% Due 12/13/2019	0.00	3,125.00	3,125.00
12/14/2017	Interest	313379EE5	480,000.00	FHLB Note 1.625% Due 6/14/2019	0.00	3,900.00	3,900.00
12/14/2017	Interest	3135G0G72	515,000.00	FNMA Note 1.125% Due 12/14/2018	0.00	2,896.88	2,896.88
12/15/2017	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,472.81	118.57	3,591.38
12/15/2017	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	9,322.86	71.62	9,394.48
12/15/2017	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,746.01	92.93	5,838.94
12/15/2017	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	7,754.43	98.42	7,852.85
12/15/2017	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,509.92	79.46	3,589.38
12/15/2017	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,547.26	82.39	2,629.65
12/15/2017	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	408.64	0.89	409.53
12/15/2017	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	11,698.89	31.69	11,730.58
12/21/2017	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	9,040.94	97.94	9,138.88
12/21/2017	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,107.33	103.33	4,210.66
12/31/2017	Interest	912828XH8	400,000.00	US Treasury Note 1.625% Due 6/30/2020	0.00	3,250.00	3,250.00
Dec 2017					57,609.09	13,949.12	71,558.21
01/01/2018	Interest	3133EFW52	600,000.00	FFCB Note 1.15% Due 7/1/2019	0.00	3,450.00	3,450.00
01/15/2018	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,476.83	114.55	3,591.38
01/15/2018	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,550.39	79.27	2,629.66
01/15/2018	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	7,571.64	91.57	7,663.21
01/15/2018	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	386.11	0.57	386.68
01/15/2018	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,442.98	75.07	3,518.05



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2018	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	8,823.21	62.68	8,885.89
01/15/2018	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,751.14	87.80	5,838.94
01/15/2018	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	11,316.82	20.77	11,337.59
01/16/2018	Maturity	94974BFG0	300,000.00	Wells Fargo Corp Note 1.5% Due 1/16/2018	300,000.00	2,250.00	302,250.00
01/17/2018	Interest	3137EAAE5	400,000.00	FHLMC Note 1.5% Due 1/17/2020	0.00	3,000.00	3,000.00
01/20/2018	Interest	3135G0E33	500,000.00	FNMA Note 1.125% Due 7/20/2018	0.00	2,812.51	2,812.51
01/21/2018	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,112.38	98.47	4,210.85
01/21/2018	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	8,826.83	90.10	8,916.93
01/28/2018	Interest	3135G0H63	500,000.00	FNMA Note 1.375% Due 1/28/2019	0.00	3,437.50	3,437.50
01/31/2018	Interest	912828XM7	400,000.00	US Treasury Note 1.625% Due 7/31/2020	0.00	3,250.00	3,250.00
01/31/2018	Interest	912828UL2	500,000.00	US Treasury Note 1.375% Due 1/31/2020	0.00	3,437.50	3,437.50
Jan 2018					356,258.33	22,358.36	378,616.69
02/01/2018	Interest	3137EADK2	500,000.00	FHLMC Note 1.25% Due 8/1/2019	0.00	3,125.00	3,125.00
02/02/2018	Interest	3135G0N33	225,000.00	FNMA Note 0.875% Due 8/2/2019	0.00	984.38	984.38
02/08/2018	Interest	594918BN3	280,000.00	Microsoft Note 1.1% Due 8/8/2019	0.00	1,540.00	1,540.00
02/12/2018	Interest	69371RN36	215,000.00	Paccar Financial Corp Note 1.2% Due 8/12/2019	0.00	1,290.00	1,290.00
02/15/2018	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,375.90	70.77	3,446.67
02/15/2018	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,553.53	76.14	2,629.67
02/15/2018	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,756.27	82.67	5,838.94
02/15/2018	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	7,388.62	84.88	7,473.50
02/15/2018	Paydown	89231TAB6	5,236.59	Toyota Auto Receivables Owner 2015-C 0.92% Due 2/15/2018	363.54	0.28	363.82



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2018	Paydown	89236WAC2	141,243.06	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	10,934.29	10.21	10,944.50
02/15/2018	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,480.86	110.52	3,591.38
02/15/2018	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	8,321.50	54.23	8,375.73
02/20/2018	Maturity	3133EEQM5	510,000.00	FFCB Note 1.11% Due 2/20/2018	510,000.00	2,830.50	512,830.50
02/21/2018	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	8,612.44	82.45	8,694.89
02/21/2018	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,117.44	93.60	4,211.04
02/23/2018	Interest	037833BQ2	300,000.00	Apple Inc Note 1.7% Due 2/22/2019	0.00	2,550.00	2,550.00
02/28/2018	Interest	912828L32	400,000.00	US Treasury Note 1.375% Due 8/31/2020	0.00	2,750.00	2,750.00
Feb 2018					564,904.39	15,735.63	580,640.02
03/08/2018	Interest	3133782M2	500,000.00	FHLB Note 1.5% Due 3/8/2019	0.00	3,750.00	3,750.00
03/10/2018	Maturity	808513AK1	315,000.00	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	315,000.00	2,362.50	317,362.50
03/11/2018	Interest	06406HCW7	300,000.00	Bank of New York Callable Note Cont 8/11/2019 2.3% Due 9/11/2019	0.00	3,450.00	3,450.00
03/13/2018	Interest	313378J77	500,000.00	FHLB Note 1.875% Due 3/13/2020	0.00	4,687.50	4,687.50
03/13/2018	Interest	313380FB8	400,000.00	FHLB Note 1.375% Due 9/13/2019	0.00	2,750.00	2,750.00
03/15/2018	Paydown	47787XAB3	90,000.00	John Deere Owner Trust 2017-A A2 1.5% Due 10/15/2019	3,308.70	66.55	3,375.25
03/15/2018	Paydown	47788MAB6	167,055.40	John Deere Owner Trust 2016-A A2 1.15% Due 10/15/2018	7,817.73	46.25	7,863.98
03/15/2018	Paydown	65478WAB1	150,000.00	Nissan Auto Receivables Owner 2016-C A2A 1.07% Due 5/15/2019	5,761.40	77.54	5,838.94
03/15/2018	Paydown	43814QAC2	130,000.00	Honda Auto Receivables 2016-2 A3 1.39% Due 4/15/2020	3,484.89	106.49	3,591.38
03/15/2018	Paydown	654747AB0	85,000.00	Nissan Auto Receivables 2017-A A2A 1.47% Due 1/15/2020	2,556.66	73.02	2,629.68
03/15/2018	Paydown	89231LAB3	180,000.00	Toyota Auto Receivables Owner 2016-D 1.06% Due 5/15/2019	7,205.35	78.35	7,283.70



Cash Flow Report

From 03/31/2017

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/21/2018	Paydown	43814TAB8	120,000.00	Honda Auto Receivables 2017-1 A2 1.42% Due 7/22/2019	4,122.49	88.73	4,211.22
03/21/2018	Paydown	43813NAC0	193,004.40	Honda Auto Receivables 2015-2 A3 1.04% Due 2/21/2019	8,397.75	74.99	8,472.74
03/24/2018	Interest	02665WAZ4	250,000.00	American Honda Finance Note 2.45% Due 9/24/2020	0.00	3,062.50	3,062.50
03/31/2018	Interest	912828RH5	400,000.00	US Treasury Note 1.375% Due 9/30/2018	0.00	2,750.00	2,750.00
03/31/2018	Interest	912828UV0	500,000.00	US Treasury Note 1.125% Due 3/31/2020	0.00	2,812.50	2,812.50
Mar 2018					357,654.97	26,236.92	383,891.89
Total					5,074,222.91	246,013.74	5,320,236.65



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ANDY HALL, CITY MANAGER ^{AH}

MEETING DATE: MAY 17, 2017

ORIGINATING DEPT.: COMMUNITY DEVELOPMENT DEPARTMENT ^{SI}

SUBJECT: CONSENT; RESOLUTION NO. 2017-7804: AUTHORIZATION OF ANOTHER AUTOMATIC THREE YEAR RENEWAL OF COOPERATION AGREEMENT WITH SAN DIEGO COUNTY FOR THEIR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

EXECUTIVE SUMMARY:

Consider the adoption of Resolution No. 2017-7804 that would authorize another three year automatic renewal of the cooperation agreement with San Diego County allowing the City to participate in their Urban County Qualification Process for CDBG funds.

FISCAL ANALYSIS:

The City has been receiving about \$100,000 to \$130,000 per fiscal year from the County's CDBG program and passage of the resolution would enable the City to continue to compete for these funds for three more years.

DEPARTMENT RECOMMENDATION:

Adopt Resolution No. 2017-7804 that would authorize another three year automatic renewal of the cooperation agreement with San Diego County allowing the City to participate in their Urban County Qualification Process for CDBG funds.

OPTIONS

- Adopt Resolution No. 2017-7804; or
- Do not adopt Resolution No. 2017-7804 and provide further direction to city staff.

PROJECT DESCRIPTION/ BACKGROUND:

On February 16, 2011, the City Council adopted Resolution No. 2011-6994 that authorized the Mayor to enter into a cooperation agreement with the County that would allow the City to participate in the County's Urban County CDBG program for a 3-year period. This agreement

was executed on May 16, 2011 and it provides for automatic 3-year renewals if authorized by the City Council.

On May 7, 2014, the City Council adopted Resolution No. 2014-7479 that authorized another three year automatic renewal of this CDBG Cooperation Agreement that covered the periods from July 1, 2015 through June 30, 2018.

The renewed three-year Cooperative Agreements are anticipated to be due to the U.S. Department of Housing and Urban Development (HUD) by July 14, 2017, one year in advance of the agreement expiration date of June 30, 2018. The County is requesting that the City transmit its resolution no later than June 2, 2017.

On September 25, 2016, AB 723 went into effect that deleted a CA Housing and Community Development (HCD) requirement that small non-entitlement cities spend at least 50 percent of previously awarded funds before receiving another grant. HCD consequently has about \$100 million in unspent CDBG funds that may now be released.

ENVIRONMENTAL DETERMINATION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):

The automatic renewal of this cooperation agreement is not a project as defined per CEQA Guidelines § 15378.

Attachments:

1. Resolution No. 2017-7804

c: file MF 1234 IB

Miriam R. Parson, Administrative Analyst II, Housing and Community Development Services, County of San Diego Health & Human Services Agency, 3989 Ruffin Road, San Diego, CA 92123 (858-694-8764) Miriam.Parson@sdcounty.ca.gov

Todd Henderson, Director, Housing and Community Development Services, County of San Diego Health & Human Services Agency, 3989 Ruffin Road, San Diego, CA 92123 (858 694-8750) Todd.Henderson@sdcounty.ca.gov

ATTACHMENT 1

RESOLUTION NO. 2017-7804

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AUTHORIZING THE AUTOMATIC RENEWAL OF THE COOPERATION AGREEMENT BETWEEN THE COUNTY OF SAN DIEGO AND CITY OF IMPERIAL BEACH FOR PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR AN ADDITIONAL THREE CONSECUTIVE PERIODS COVERING JULY 1, 2018 THROUGH JUNE 30, 2021

WHEREAS, the County of San Diego (the "County"), has provided funds to the City of Imperial Beach (the "City"), through Title I of the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the Housing and Community Development Block Grant (CDBG) Regulations allow small communities within a metropolitan area to join with the County's application to the Federal Department of Housing and Urban Development (HUD) for funds; and

WHEREAS, Housing and Community Development (HCD) funds have assisted the City to improve and develop its quality of life and prevent or eliminate detrimental urban conditions; and

WHEREAS, on May 16, 2011, the City and County entered into a Cooperation Agreement for the City's participation in the San Diego Urban County Community Development Block Grant Program (the "CDBG Program"), effective July 1, 2012 through June 30, 2015, which allows the City to be included the County's applications to HUD to improve the metropolitan San Diego Area; and

WHEREAS, the Cooperation Agreement includes an automatic renewal provision which allows for the City's continued participation for additional three consecutive periods, upon City Council approval; and

WHEREAS, the City Council on May 7, 2014, adopted Resolution No. 2014-7479 that authorized another three-year automatic renewal of this CDBG Cooperation Agreement; and

WHEREAS, the City wishes to continue its participation with the County in the CDBG Program and Cooperation Agreement and receive Title I funds through the County; and

WHEREAS, the City Council finds that the automatic renewal of this agreement is not a project as defined by the CEQA Guidelines Section 15378.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach that the City Council hereby authorizes the automatic renewal of the Cooperation Agreement between the City of Imperial Beach and the County of San Diego for participation in the CDBG Program for an additional three consecutive periods covering July 1, 2018 through June 30, 2021, and authorizes the City Manager to execute the necessary documents to do so.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 17th day of May, 2017, by the following vote:

AYES: COUNCILMEMBERS: SPRIGGS, PATTON, WEST, BRAGG, DEDINA
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: NONE

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. KELLY, MMC
CITY CLERK



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT.: PUBLIC WORKS *AH*
SUBJECT: RESOLUTION 2017-7808 CONTINUING THE PROCLAMATION OF A STATE OF LOCAL EMERGENCY RELATING TO IMPACTS FROM CROSS-BORDER POLLUTION IN THE TIJUANA RIVER

EXECUTIVE SUMMARY:

Resolution No. 2017-7808 continues the City's proclamation for a state of local emergency related to the cross-border pollution impacts from the Tijuana River including the persistent impacts of treated and untreated wastewater. The Imperial Beach shoreline from the south end of Seacoast Drive to the border has been closed for recreational water contact since November 21, 2016 due to contaminated flows in the Tijuana River.

It is necessary to have a local state of emergency in order for the City to respond to unpredictable conditions in the Tijuana River that impact the health, safety, and welfare of Imperial Beach residents, visitors, and environment. Proclamations that set in place a state of local emergency will expire in 30 days unless the City passes a continuing resolution to continue the local state of emergency.

FISCAL ANALYSIS:

None

RECOMMENDATION:

Adopt Resolution 2017-7808 to maintain a state of local emergency related to the cross-border pollution impacts from the Tijuana River and authorize the City Manager, Mayor, and Council members to work with local, State, Federal, and Mexican authorities to advance binational projects to improve conditions in the Tijuana River.

OPTIONS:

- Adopt Resolution to maintain a state of local emergency related to the cross-border pollution impacts from the Tijuana River;
- Reject Resolution; or
- Request additional information and an additional report

BACKGROUND/ANALYSIS:

The health and safety risks from cross border pollution levels in the Tijuana River and lack of action to implement known solutions by Federal and State agencies provides sufficient evidence to declare a state of local emergency within the City.

The City of Imperial Beach is severely impacted by the persistent flow of pollutants in the Tijuana River that impacts the health, safety, and welfare of citizens and wildlife. Pollution in the River is most acute following rain events or illegal discharge events when the watershed transforms into a severely impacted, polluted, and hazardous waterbody with bacterial concentrations so elevated it is often difficult to quantify effectively. The associated impact on the surrounding ecosystem is severe with poor water quality lasting several days to months after each discharge event. The recreational impact on the Imperial Beach shoreline is equally severe with beach closures impacting the beneficial ocean use for residents and visitors in the City.

Although significant progress has been made during the last 20 year, there still remains significant work to control pollution in the Tijuana River. The Imperial Beach City Council and Mayor have an important role in the policy making process that influence the state, federal, and bi-national solutions to these issues. The City has a long history of binational collaboration to improve conditions in the Tijuana River from uncontrolled flows of sewage, trash, and sediment across the international border. Numerous agencies, government programs, and NGOs already collaborate on programs to address pollution in the Tijuana River. Some of the successful programs in the Tijuana River include:

- Tijuana River Recovery Team
- IBWC Treaty Minute 283
- IBWC Treaty Minute 320
- EPA Border 2020
- North American Development Bank – Border Environment Cooperation Commission
- IBWC Citizen's Forum
- Tijuana River Action Month
- Surfrider No Border Sewage

The City Council has the authority to issue a local state of emergency that will expire in 30 days unless renewed by a continuing resolution.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

Attachments:

1. Resolution No. 2017-7808

RESOLUTION NO. 2017-7808**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, CONTINUING THE PROCLAMATION OF A STATE OF LOCAL EMERGENCY RELATING TO IMPACTS FROM CROSS-BORDER POLLUTION IN THE TIJUANA RIVER**

WHEREAS, Government Code Section 8630 and Imperial Beach Municipal Code (IBMC) Section 2.52.060 empower the City Manager, acting as the Director of Emergency Services, to request that the City Council proclaim the existence of a local emergency when the City is affected by a public calamity; and

WHEREAS, the City Manager, as Director of Emergency Services of the City of Imperial Beach, does hereby find that continued conditions of extreme peril to safety of persons, property, and environment have arisen within said City, caused by persistent impacts from cross-border pollution in the Tijuana River; and

WHEREAS, the persistent impact of cross-border flows of treated and untreated wastewater in the Tijuana River, excessive discharge of sediment into the Tijuana Estuary during storm events, and the continued impact of trash and waste tires in the Tijuana River Valley maintains a condition of extreme peril in the City; and

WHEREAS, on February 24, 2017, the International Boundary and Water Commission notified the City of a sewage spill into the Tijuana River in the amount of 143,000,000 gallons that occurred between February 6th and February 23rd; and

WHEREAS, the Imperial Beach shoreline from the south end of Seacoast Drive to the border remains closed for recreational water contact since November 21, 2016 due to contaminated flows in the Tijuana River; and

WHEREAS, in 2016 the International Boundary and Water Commission reported 28 transboundary flow events that resulted in over 35,000,000 gallons of unauthorized cross border discharges into the receiving waters of the Tijuana River; and

WHEREAS, in 2016 transboundary flows in the Tijuana River resulted in 162 beach closures for Border Field State Park and 34 beach closures at Imperial Beach Pier, and

WHEREAS, in 2015 transboundary flows in the Tijuana River resulted in 240 beach closures for Border Field State Park and 93 beach closures at Imperial Beach Pier, and

WHEREAS, pursuant to Section 8558(c) of the California Government Code, the pollution in the Tijuana River is beyond the control of the services, personnel, equipment and facilities of the City of Imperial Beach; and

WHEREAS, pollutants in the Tijuana River are causing contamination of the Tijuana River Valley, Tijuana Estuary, and the water and beaches of the City of Imperial Beach threatening the health, safety, and welfare of the citizens of Imperial Beach as well as visitors to our beaches; and

WHEREAS, the flow of the contaminants and untreated wastewater continues to escalate due to inadequate wastewater infrastructure in the city of Tijuana and lack of sufficient operation and maintenance of existing infrastructure; and

WHEREAS, this flow is the acknowledged responsibility of the federal governments of the United States and Mexico; and

WHEREAS, this condition constitutes an economic and public health threat which warrants and necessitates the proclamation and existence of a local emergency.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. A local emergency exists throughout the City of Imperial Beach.
3. The City Manager, Mayor, and Council members are authorized to work with local, State, Federal, and Mexican authorities to advance binational projects to improve conditions in the Tijuana River.
4. This proclamation of a local emergency shall expire within 30 days unless renewed by the City Council.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 17th day of May 2017, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. KELLY, MMC
CITY CLERK



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT.: PUBLIC WORKS *AH*
SUBJECT: RESOLUTION NO. 2017-7806 DECLARING THE CONTINUATION OF THE EMERGENCY REPAIR TO WIT: 500 BLOCK BONITO AVENUE SEWER MAIN UPSIZE

EXECUTIVE SUMMARY:

Adopt Resolution No. 2017-7806 continuing the declaration of the emergency repair on the "500 Block Bonito Avenue Sewer Main Upsize." On May 3, 2017, City Council adopted Resolution No. 2017-7798 authorizing the award of sewer emergency repair to upsize the sewer main in the 500 block of Bonito Avenue. Per Public Contract Code Section 22050(c)(1) and (3), City Council must declare the emergency continues at each successive regular City Council meeting until the emergency no longer exists and Council terminates the emergency by a minimum four-fifths vote. The emergency repair work will not have been completed as of the May 17, 2017 City Council meeting date.

FISCAL ANALYSIS: Budget adopted by City Council was \$130,791. Contractor, Charles King Company contract award was \$92,070.40.

RECOMMENDATION:

Adopt Resolution No. 2017-7806 declaring the continuation of the emergency repair "500 Block Bonito Avenue Sewer Main Upsize."

OPTIONS:

- Council adopt Resolution No. 2017-7806 declaring the emergency to "500 Block Bonito Avenue Sewer Main Upsize" continues;
- City Council reject Resolution No. 2017-7806 thus terminating the emergency repair to "500 Block Bonito Avenue Sewer Main Upsize;"
- Provide direction to the City Manager to provide the report in a different manner in the future; or
- Request additional information and an additional report.

BACKGROUND/ANALYSIS:

In case of the necessity of emergency repair work, Public Contract Code Section 22050(a) states that a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required by that

emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.

In addition Public Contract Code Section 22050(c)(1) and (3) states:

(c) (1) If the governing body orders any action specified in subdivision (a), the governing body shall review the emergency action at its next regularly scheduled meeting and, except as specified below, at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action. If the governing body meets weekly, it may review the emergency action in accordance with this paragraph every 14 days.

* * *

(3) When the governing body reviews the emergency action pursuant to paragraph (1) or (2), it shall terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts.

The work constituting this emergency has not been completed, thus the condition of emergency continues as of the drafting of this staff report and resolution.

ENVIRONMENTAL DETERMINATION:

Project is exempt from CEQA pursuant to CEQA Guidelines Section 15302(c): Replace or Reconstruction of Existing Utility Systems and Facilities.

Attachments:

1. Resolution No. 2017-7806

RESOLUTION NO. 2017-7806

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, DECLARING THE CONTINUATION OF THE EMERGENCY REPAIR TO WIT: 500 BLOCK BONITO AVENUE SEWER MAIN UPSIZE

WHEREAS, on May 3, 2017, City Council adopted Resolution No. 2017-7798 authorizing the award of sewer emergency repair contract to upsize the sewer main in the 500 block of Bonito Avenue; and

WHEREAS, per Public Contract Code Section 22050(c)(1) and (3), City Council must declare the emergency continues at each successive regular City Council meeting until the emergency no longer exists and Council terminates the emergency by a minimum four-fifths vote; and

WHEREAS, the work constituting this emergency has not been completed, thus the condition of emergency continues.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. This legislative body declares the continuation of the emergency repair to "500 Block Bonito Avenue Sewer Main Upsize" project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 17th day of May 2017, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. KELLY, MMC
CITY CLERK

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STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER *AH*
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT.: PUBLIC WORKS *AH*
SUBJECT: RESOLUTION 2017-7807 AUTHORIZING THE APPROVAL OF THE 2016 SEWER SYSTEM MANAGEMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ

EXECUTIVE SUMMARY:

The City is required per Order 2006-0003-DWQ by the State Water Resources Control Board to conduct a self-audit on the City's Sewer System Management Plan, which documents the procedures to properly manage, operate, and maintain all parts of the sanitary sewer system to reduce and prevent SSOs, as well as mitigate any SSOs that do occur. The Public Works Director is required to perform a self-audit of the program every two years and make any necessary program updates to the Sewer System Management Plan. The City reviews the implementation of the SSMP continuously and makes necessary adjustments in CIPs and operation and maintenance practices as necessary. The attached report completes the formal requirement in the City's wastewater permit for a 2-year audit to be recorded and kept on file.

FISCAL ANALYSIS:

None

RECOMMENDATION:

Adopt Resolution 2017-7807.

OPTIONS:

- Receive and file the report from the City Manager;
- Provide direction to the City Manager to take a specific action; or
- Request additional information and an additional report.

BACKGROUND/ANALYSIS:

On May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented statewide general Waste Discharge Requirements (WDR) for Sanitary Sewer Systems Order No. 2006-0003-DWQ. The WDR provides a regulatory mechanism for a consistent statewide approach to reduce sanitary sewer overflows (SSOs) and requires the preparation of a Sewer System Management Plan (SSMP) that documents the procedures to properly manage, operate, and maintain all parts of the sanitary sewer system to reduce and prevent SSOs, as well as mitigate any SSOs that do occur. The WDR stipulates the SSMP must

contain 11 elements, each of which must be approved by the agency's governing board (City Council) at a public meeting. The City developed and approved the required 11 elements in the SSMP through Resolution 2007-6541, Resolution 2008-6683, and Resolution 2009-6731. One of the requirements of the City's SSMP is to conduct program audits every 2 years and make any necessary program updates.

The Sewer System Management Plan (SSMP) is a guiding document designed to ensure that safe operation and maintenance practices are in place to protect the public and the environment from spills in wastewater collection systems. The City operates and maintains 45.9 miles of sewer lines and 11 sewer pump stations, which serves 5,446 sewer lateral connections for the residents and businesses in Imperial Beach.

The purpose of the SSMP Audit is to self-evaluate the effectiveness of the current SSMP and to update and revise it as necessary to reflect changes in practices, procedures, technology, regulations, and upgrades made to the collection system. The City reviews the implementation of the SSMP continuously and also performs a formal audit as required by the WDR permit every 2 years. The 2016 SSMP Audit was performed under the direction of the Public Works Director and is presented as Attachment 2 to this staff report.

The SSMP Audit Report is organized by each SSMP element as listed in the Statewide Order 2006-0003-DWQ. The report identifies key areas of performance measures within the SSMP, identifies areas where actual operations differs from documented procedures, provides criteria for measuring system performance and plan compliance, and documents the effectiveness of the program. Each section of the SSMP Audit presents a series of prompted questions that guide the auditor through the review process. Supporting information is then presented in a discussion for each section with any additional information provided as Attachments to the report.

The result of the Audit concluded that the existing SSMP remains current and relevant for the continued operation and maintenance of the City's sewer collection system. Minor updates were made to reflect proper documentation of maintenance practices, inventories, changes in regulations, and contact information. The City continues to implement a proactive CIP program and implements an effect sewer management program that fully meets the requirements in order 2006-0003-DWQ. The 2016 Audit and updated SSMP document will be made available on the City's website.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

Attachments:

1. Resolution No. 2017-7807
2. 2016 SSMP Audit Report (Available with the City Clerk)

RESOLUTION NO. 2017-7807

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE 2016 SEWER SYSTEM MANAGEMENT PLAN AUDIT AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) ORDER 2006-0003-DWQ

WHEREAS, on May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented Order No. 2006-0003 Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems; and

WHEREAS, the purpose of the WDR is to develop a regulatory mechanism to provide a consistent statewide approach for reducing sanitary sewer overflows in the form of a Sewer System Management Plan (SSMP) consisting of 11 program elements; and

WHEREAS, the City developed and adopted the 11 program elements of the SSMP through Resolutions 2007-6541, 2008-6683, and 2009-6731; and

WHEREAS, program element 10.0 of the SSMP requires the Public Works Director to oversee an audit of the Sewer System Management Plan every two years and to make any necessary updates to the City's Sewer System Management Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. The 2016 SSMP Audit Report is approved.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 17th day of May 2017, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. KELLY, MMC
CITY CLERK



City of Imperial Beach Sewer System Management Plan (SSMP)

2016 Audit Report

April 7, 2017

Auditors: Chris Helmer- Assistant Public Works Director
A.J. Moeller- Sewer Division Supervisor
Wbaldo Arellano- Environmental Programs Specialist
Hank Levien- Public Works Director
Russell Mercer- GIS Administrator

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Sewer System Overview	
Miles of gravity sewer mains	41.2 miles
Miles of force mains	4.7 miles
Total miles of all sewer lines	45.9 miles
Number of pump stations	11 sewer and 1 storm drain
Number of private sewer lateral connections	5,446 billing units
Population served	27,408 (As of July 1, 2015)

Summary

The California State Water Resources Board's (SWRCB) Waste Water Discharge Requirements (WDR) adopted in May 2, 2006 requires that owners of wastewater collection systems with more than a mile of pipeline have in place a Sewer System Management Program (SSMP) to reduce the number and severity of Sanitary Sewer Overflows (SSOs) and the program to be audited every two years. This biennial audit of the City of Imperial Beach SSMP covers the 11 sections of the SSMP requirements. All 11 elements are in compliance. The finding of this audit will be used to gauge the performance of the next biennial SSMP.

Introduction

The Sewer System Management Plan (SSMP) is a guiding document developed by the City of Imperial Beach and RBF Consulting to meet the requirements in Statewide Order 2006-0003-DWQ. The SSMP is a living document that is updated and revised to reflect changes in practices, procedures, technology, and the collection system. The SSMP was last updated in October 27th, 2014 during the previous program audit. The SSMP is designed to protect the public and the environment, to provide best management practices for the operation and maintenance of the collection system, and to conform to the Orders set forth by California's State Water Resources Control Board and the San Diego Region of California's Regional Water Quality Control Board. The purpose of the SSMP Audit is to evaluate the effectiveness of the City's SSMP so that a process is in place to promote continual improvement of the operation and management of the City's sewer collection system.

Element 10.0 in the SSMP requires a biennial audit of the program that provides the necessary assessment and program updates to ensure that the City's sewer collection system is being operated and maintained in an efficient and effective manner. The following sections of this Audit Report are organized by each SSMP element as listed in the Statewide Order 2006-0003-DWQ. The following report identifies key areas of performance measures within the SSMP, identifies areas where actual operations differs from documented procedures, provides criteria for measuring system performance and plan compliance, and documents the effectiveness of the program.

Each section of the SSMP Audit presents a series of prompted questions that guide the auditor through the review process. Supporting information is then presented in a discussion for each section with any additional information provided as Attachments to the report. The complete SSMP document will be

City of Imperial Beach
Sewer System Management Plan 2016 Audit

updated based on the results of the Audit and maintained on file at the Public Works Department and made available to the public online.

Element 1.0 Goals:

The City of Imperial Beach has developed a list of goals in accordance with the requirements of the GWDR. The City expects to meet these goals through the development and implementation of the SSMP.

Audit Questions:

Are the goals stated in the SSMP still appropriate and accurate?

Yes

No

Discussion:

The goals in the SSMP as updated in October 2014 with the previous Audit report are still appropriate and relevant for the operation and maintenance of the City's collection system. However, an 8th goal is being added to the goal list during this Audit that reflects the importance of reducing groundwater infiltration into the collection system. The SSMP goals comply with the goals established in the State Order and are as follows:

1. Annually evaluate the funding needs to operate and maintain the sanitary sewer system using the most up-to-date *Sewer Utility Cost-of-Service Independent Rate Study*.
2. Implement the sewer system capital improvement program (CIP) projects as scheduled in the adopted 5-year CIP budget.
3. Annually review the priority of projects in the adopted 5-year CIP budget to address the most critical maintenance needs.
4. Annually evaluate the sewer system problem areas with an objective of designing maintenance and repair tasks that result in reduced jetting frequencies and minimize the frequency of Sanitary Sewer Overflows (SSO).
5. Maintain operation and maintenance records of the sanitary sewer system.
6. Update planned maintenance system checklists with each major equipment change.
7. Provide annual training on the elements of the SSMP and a minimum of 12 classroom hours per 24-month period for each sewer maintenance division employee.
8. Reduce the infiltration of groundwater into the collection system.
9. Efficient use of sewer enterprise funds for sewer operations, maintenance and capital improvement programs.
10. Ensure adequate capacity and Operation and Maintenance is provided to the system given the impacts of sea level rise.

Element 2.0 Organization:

The Organization element includes the following subsections: *a) Authorized Representative, b) Contact Information, and c) Chain of communication* and provides the organizational structure for implementation of the SSMP.

Audit Questions:

- Are the Authorized Representative, management, administration, and maintenance personnel up-to-date? Yes No
- Is the chain of communication within the City for reporting sanitary sewer overflow events current and up-to-date? Yes No

Discussion:

Updates have been made to positions and employees to reflect changes since the last SSMP update.

The City brought on a new contract City Engineer in October 2014 with NV5 Engineering and Consultant Services. No major updates were required in this section.

Element 3.0 Legal Authority:

The intent of the Legal Authority element is to provide authority for the City to administer its collection system and to provide measures to enforce codes and regulations.

Audit Questions:

- | | | |
|--|---|-----------------------------|
| Does the SSMP contain current information about the City's legal authority? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the SSMP Legal Authority matrix up-to-date? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Are supporting legal documents provided in Appendix A of the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has the City implemented the RBF recommended code updates in the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City have complete legal authority to implement all the elements of the SSMP? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Discussion:

The City added IBMC 13.14 Regulation of Fats, Oils, and Grease Disposal in the Sewer Collection System and amended IBCM Section 13.04.040 to more effectively manage fats, oils, and grease (FOG). The remainder of the Legal Authority Matrix in the SSMP is current and up-to-date with the legal authority to manage the sewer collection system.

Element 4.0 Operation and Maintenance:

The Operation and Maintenance element includes the following subsections: *a) Collection System Map, b) Preventative Operation and Maintenance, c) Rehabilitation and Replacement Plan, d) Training, and e) Contingency Equipment and Replacement Inventories.* This element also includes the following relevant appendixes in the SSMP: Appendix B- System Maps, Appendix C- O&M Schedule, Appendix D- Rehabilitation and Replacement Plan, Appendix E- Training Program, and Appendix F- Contingency Equipment and Replacement Inventory.

Audit Questions:

Are the City's sewer collection system maps/GIS complete?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the Operation and Maintenance schedule in Appendix C up-to-date for planned cleaning, inspection, and maintenance of the waste collection system?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are current maintenance activities sufficient and effective in reducing and preventing sewer system overflows?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are the City's resources and budget sufficient to support effective sewer system management?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do the City's planning efforts support long-term goals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the City on track to complete the CCTV inspection for the entire sewer system?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the Rehabilitation and Replacement Plan in Appendix D provide up-to-date short and long term rehabilitation actions?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are all Sewer Division employees certified for their job title and have they received the necessary annual training as outlined in the Training Program Appendix E?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do supervisors believe that their staff is sufficiently trained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is staff satisfied with training opportunities and support?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the inventory in Appendix F for Contingency Equipment and Replacement Part Inventories current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conducted maintenance activities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Discussion:

The following subsections of the SSMP have incorporated changes as a result of the 2014 audit:

- a) Collection System Map:* The City maintains up-to-date maps of the wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water pumping and piping facilities. Sewer Division capital projects are also updated into the Sewer GIS and Public Works CIP database. Revisions to the collection system maps are maintained on the City's GIS where both the Sewer Division Supervisor and City Management have access to print and download maps. The GIS Manager position within the Public Works Department maintains the City's GIS database. The GIS Manager is beta testing Cleerio, which is a web based GIS for mobile applications, to allow the sewer staff to work more efficiently and have accurate information for the facilities.

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- b) *Preventative Operation and Maintenance*: No changes made. The operation and maintenance activities include the routine preventative maintenance and cleaning for each individual pump station and sewer main lines as identified in the SSMP Appendix C. The City's sewer collection system main lines are separated into 16 different subareas that are maintained through annual jetting, with targeted problem areas receiving higher frequency cleaning. The City also operates 12 pump stations, generators, and backup pumps that receive routine maintenance according to the manufacturer's specifications.
- c) *Rehabilitation and Replacement Plan*: The Rehabilitation and Replacement Plan in the SSMP Appendix D identify and prioritize system deficiencies and presents short and long-term rehabilitation actions that address each deficiency. The Capital Improvement Project Division in Public Works maintains the most recent 5-year CIP revisions and adjusts the priorities based on the results of additional CCTV inspections. The City implements a rolling 5-year CIP program with annual adjustments made to the 2-year implementation budget for council approved project. The following summarizes recently completed projects and pending projects.

a. Completed Projects:

Project Name	CIP No	NOC	Pipes and Manholes
Date Ave Diverter	D03-101	10/6/2004	Install new storm drain diverter on Seacoast & Date Ave South-West corner
Palm Ave Diverter	D03-102	1/1/2008	Palm Ave west street end north side
Pump Station No. 8 & 9	W03-102	4/21/2006	Complete rebuild of PS 9 and some rehabilitation to PS 8
Pump Station 1B Upgrade	W05-103	8/15/2006	Replace 2 existing pumps with Gorman Rupp Super T Series Pumps and GRT-6 A3SB with Tungsten titanium seals.
Pump Station No. 6 Force Main and PS No. 4	W05-102	9/18/2006	Work included in the St Improvements Phase 2 project. PS6 construct a new force main clean out. Installed PVC conduit in PS6 & PS4
Sewer System Capacity Study/Sewer Master Plan	W05-902	7/22/2008	Evaluation of the City's Sewer System with complete report and 5- year CIP projects
Pump Station 3 Upgrade	W05-104	7/24/2008	This project was part of W05-401
09/10 Televisive Pipe Sections/Sewer Mains 53 pipes, 13,668.66 LF of pipes CCTV (see Downstream report May 2011)	W10-202	4/12/2011	4, 5, 10, 12, 19, 24, 27, 31, 60, 97, 119, 123, 127, 137, 147, 148, 192, 193, 197, 204, 205, 231, 552, 238, 239, 250, 251, 292, 293, 297, 727, 740, 316, 317, 338, 355, 366, 463, 498, 595, 596, 620, 624, 650, 669, 678, 681, 700, 756, 796, 895, 896, 2046
Sealing & Repair Wet Wells & Manholes 54 MH, 7 wet wells, 2 drywells, 1 new manhole and new connection pipe from MH 457 to WW at PS 7	W05-401	8/13/2011	Repair MH#'s 6, 32, 44, 50, 59,81,82,83,122,126,130,177, 181, 182, 190, 221, 222, 238, 239, 241, 243, 244, 248, 262, 263, 278, 279, 280, 281, 323, 326, 341, 400, 409, 456, 457, 457A, 469, 470, 512, 523, 524, 556, 657, 681, 682, 683, 684, 685, 696, 759, 760, 761, 762, 763 323. Wet/Dry Wells # 1A, 2, 3, 4, 5, 6, 7
PS 7 Wet Well Replacement	W06-101	9/21/2011	This work done with Sealing & Repair Wet Wells & Manholes W05-401 project.
No. 1 Annual Main Line Repairs FY 9-10 (pipe replacement) RBF-1	W10-101	10/14/2011	Imperial Beach Blvd install a new pipe between MH 358 and 689, cut vertical pipe on MH 358 and abandon
No. 1 Annual Main Line Repairs RBF-1	W10-201	10/14/2011	Grouting & Lining pipes 353, 365, 343, 429, 578, 579
Tran CCTV Inspection (Task Area 1) & Conditions Assessment Report	W10-202	12/1/2011	CCTV 13,632 feet of 6" & 8" Sewer lines and provide report
PS1B Odor Control (part of St Imp 3B)	S04-108	1/13/2014	Redesign of odor control for PS1B relocated vent on south east corner of Imperial Beach Blvd
No.2 Annual Main Line Repairs FY 10-11 RBF-2	W11-201	3/11/2014	Patch lines 286, 410, 547, 548 MH repairs 194, 195, 196, 50, 228 CIPP Lines 108, 109, 55, 401
Tran CCTV Inspection (Task Area 2) FY 12/13 Conditions Assessment Report	W14-201	4/1/2014	CCTV of 5,330 LF Pipe 5, 10, 19, 55, 60,98, 99, 127, 147, 197, 231, 238, 251, 401, 463, 756, 796 verify conditions

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Annual Mainline (Alleys)	W15-201	7/19/2016	Annual Main Line Repairs (identified by previous CCTV) FY14-15
Annual Mainline Repairs	W12-201	7/2014	Open trench replacement of two sections of a mainline pipe 151, 231, 251, 463, 650, 669, 700, 2046, 740, 896
Annual Mainline Repairs (Micro tunneling)	W12-202	4/18/2014	Annual Mainline repair by Micro tunneling at the intersection of Rainbow Dr and HWY 75. New MH 750 and new pipe 192A.
Pump Station #10 Rehabilitation	W13-101		Replace existing barrel switches in the control panel.
Sewer-storm water Interface Hardening	S14-101	10/30/2015	MH 408- MH 454 checking for a break pipe connecting to storm drain.
Televise Sewer Mainlines	W15-202	4/2015	CCTV Inspection of 100% of sewer main to identify repairs and full pipeline segment repairs.
Hydraulic Sewer Model Update	SEWER	3/2016	Michael Baker International pointed out the different development projects within the City. They model the impacts of each development separately on the Sewer System.

b. CIP 2-Year Implementation Budgeted Projects:

CIP No	Project Name	Project Status
W15-201	Annual Main Line Repairs (identified Prev CCTV) FY 14/15	Active Design
W16-201	Annual Main Line Repairs	Under construction
W15-103	Pump station #4 and #6 Rehabilitation	Bid process closed
F15-101	Vehicle wash Pit Public Works Yard	Under construction
SEWER	Sewer Herbicide	Pending
W16-102	PS10 EM Generator Replacement	ON HOLD
W16-101	PS5 Repairs	Assigned to Staff
SP1-201	Sewer Master Plan	In progress
Emergency Repair	Bonito Manhole (387 Bonito Avenue)	In progress
Emergency Repair	(500 block Bonito Avenue, sewer main upsize) Replace 6" mainline with a 10" mainline. Downstream of the force main of PS 6. Resolution- 2017-7798	In progress

- d) *Training*: Regular training for sanitary sewer operations and maintenance staff ensures that employees are safe and adequately prepared on the job. All sewer division staff receives the necessary training for the duties and responsibilities of their assigned job. A few updates were made to the requirements descriptions of the different personnel.
- e) *Contingency Equipment and Replacement Inventories*: The list of sewer system operation equipment and replacement parts is provided in the SSMP Appendix F. Minor updates were made to the inventory during this audit. The City also maintains a fixed asset lists for audit purposes. The fixed asset list and an updated Contingency Equipment and Replacement inventory for the Sewer Division is provided in Attachment 3.

Element 5.0 Design and Performance Design Standards:

This element provides the standards for the design and performance for installation and repair as well as the inspection and testing of sewer facilities.

Audit Questions:

Are the design and performance standards in the SSMP current and up-to-date for installation, rehabilitation, testing and repair of equipment and facilities? Yes No

Is Appendix G for design and performance standards current with the most recent council resolution for the standards stated above? Yes No

Discussion:

The most recent supplemental to the Greenbook was made available in 2014 and adopted through Resolution 2014-7499. The updates to the Greenbook by reference are included as part of this SSMP Audit. Appendix G in the SSMP was also updated to support the most recent Greenbook standard adopted by City Resolution No. 2014-7499. A new edition of the Greenbok Standard Specifications for Public Works Construction (GREENBOOK) was written and promulgated in 2015 and subsequently adopted by the City in Resolution No. 2015-7628. The adopted Greenbook resolution is provided as Attachment 2.

Element 6.0 Overflow Emergency Response Plan:

The overflow emergency response plan identifies measures to protect public health and the environment. The Sewer Overflow Emergency Response Plan is provided in Appendix H.

Audit Questions:

- Does Appendix H contain up-to-date information on the emergency response plan? Yes No
- Is the current Sewer Overflow Emergency Response Plan effective in handling SSOs? Yes No

Discussion:

The Sewer Overflow Response Plan (SORP) in Appendix H of the SSMP is a living document that provides City staff with the direction and guidance for a quick and effective response to a sewer system overflow event. The City regularly evaluates and makes minor modifications to the Overflow Emergency Response Plan based on upgrades to the collection system, changes in staff, and lessons learned through implementation. Through regular business operations the City get opportunities to implement different elements of the Overflow Emergency Response Plan from planned and unexpected power loss, during planned construction activities, and in response to private lateral or mainline spills. The updated Emergency Response Plan is provided in Attachment 4.

Updates: The SORP was updated to reflect changes incorporated in Order No. WQ 2013-0058- EXEC adopting amended monitoring and reporting requirements for statewide general waste discharge requirements for Sewer Systems.

Element 7.0 Fats Oil and Grease Control Program:

The fats, oil, and grease (FOG) control program identifies source control measures to reduce the amount of grease blockages in the sewer system.

Audit Questions:

- Does the City’s FOG Control Program in Appendix I adequately protect the sewer system from SSOs caused by grease? Yes No
- Has the City adopted a FOG Control Ordinance? Yes No

Discussion:

Fats, oils, and grease from food service establishments can contribute to the buildup of grease in the City’s sewer collection system and have contributed to private lateral spills in the City. The existing FOG Control Program in Appendix I of the SSMP requires the Environmental Division to inspect and evaluate all food service establishments and to make modifications to the FOG Control Program as necessary.

The City continues to enforce the FOG ordinance in its storm water inspections. The City’s Fats, Oils, and Grease Control Ordinance 13.14 (Regulation of Fats, Oils, and Grease Disposal in the Sewer Collection System) is provided as Attachment 5 to this SSMP Audit and incorporated into the SSMP Appendix I.

Element 8.0 System Evaluation and Capacity Assurance Plan:

This element provides an evaluation of the sewer system in regards to current and future dry and wet weather peak flow events. The hydraulic model also evaluates the wet wells at the pump stations to determine additional capacity needs. The results from the hydraulic model should be used in conjunction with the CCTV inspections in the development and prioritization of sewer capital improvement projects. The hydraulic model should also be used when assessing the impact of new development projects on the City's collection system.

Audit Questions:

- | | | |
|---|---|-----------------------------|
| Does the hydraulic model contain up to date information on the capacity assessment of the sewer system and adequately prepare the City for future growth? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the hydraulic model that is part of the Capacity Assurance Plan in Appendix J considered in the Sewer Division CIPs? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City use the hydraulic model when constructing new development projects? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the City adequately evaluate the long term capacity assurance needs when developing future capital improvement projects? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Discussion:

Imperial Beach is almost completely developed out. The City evaluates the long term capacity assurance of the sewer system through the general planning process and the short term 5-year capital improvement program and plans to update the City's sewer capacity model every 10-years. The City also requires new developments or significant redevelopment projects to verify sewer system hydraulic capacity as a condition of construction. Major development planning projects in the City that required hydraulic capacity model verification through Michael Baker International include the following:

- Sea180, Sudberry Redevelopment of 9th and Palm, American Legion Redevelopment, Navy Coastal Campus, Bernardo Shores.

Updates: The City of Imperial Beach is developing a City Wide Sewer Master Plan to guide capital improvements to the City's sewer collection system in order to accommodate current flows and future development. The Sewer Master Plan is anticipated to be completed in June 2017 and the results integrated into the SSMP.

Element 9.0 Monitoring Measurement and Program Modifications:

Each of the elements of the SSMP has methodology for updating the processes and maintaining records. Each element of the SSMP shall be modified as needed to represent the lessons learned through implementation.

Audit Questions:

- Does the City maintain relevant documentation that can establish and prioritize activities? Yes No
- Did the Sewer Division Supervisor and Public Works Director monitor the implementation and, where appropriate, measure the effectiveness of each SSMP element? Yes No
- Did the City make efforts to identify and illustrate SSO trends, including frequency, location, and volume? Yes No

Discussion:

The City properly maintains the documentation for each SSMP element and continuously reviews the effectiveness of the SSMP to ensure the highest level of service. One measure of effectiveness used by the City is a review of historic sewer system overflow to identify trends in sewer system overflows including cause, frequency, location, and volume. By understanding the history of sewer system overflows the City can more effectively implement or modify existing management programs to prevent future overflows from occurring. The analysis presented in Attachment 6 assesses sewer overflow trends dating from 2007 through 2016.

Year	Mainline SSO	Private Lateral SSO
2007	3	6
2008	0	4
2009	2	6
2010	3	3
2011	1	7
2012	2	7
2013	1	5
2014	1	2
2015	7	1
2016	4	6

Updates: The GIS manager is currently working on a GIS map to include the locations of the spills and the main lines that connect to those different SSOs.

Element 10.0 SSMP Audits:

Every even year (every 2-years), the Public Works Director shall oversee an audit of the SSMP program that will culminate in a report documenting the effectiveness of the program in regards to reducing sewer spills, maintaining the level of service of the sewer system, and providing sewer capacity for development. The report shall identify areas where actual operations differ from the documented procedures and provide recommendations for updating either the operations or documented procedures. The report shall identify deficiencies in the SSMP and provide steps to correct them. This report shall be kept on file.

Audit Questions:

Is an update to the City’s SSMP warranted based on the results of the audit? Yes No

Discussion:

The following updates were made to the City’s SSMP:

Section	Updates Made
1.0 Goals	Updated SSMP goals. Added goal #9, and 10.
2.0 Organization	Updated City staff, contacts, Chain of Communication, and organization chart
3.0 Legal Authority	The legal authority matrix updated IBMC 13.14 FOG ordinance
4.0 Operation & Maintenance	Collection System Map: Maintain and up-to-date waste collection system map that is maintained on the City’s GIS. Maintained by GIS Manager. Rehabilitation and Replacement: Updated 5-year CIP and 2-year CIP implementation plan Resolution 2014-7451 is provided in Attachment 1. Contingency Equipment and Parts Inventories: Minor updates made to inventory.
5.0 Design & Performance Standards	Updated Greenbook through Resolution No. 2015-7628.
6.0 Overflow Emergency Response Plan	Updated the Sewer Overflow Emergency Response Plan Appendix H to incorporate changes to the Monitoring and Reporting Program as amended by Order WQ 2013-0058- Exec.
7.0 Fats, Oil, and Grease	No updates made to this section.
8.0 System Evaluation & Capacity Assurance Plan	Development of a Sewer Master Plan that will bring in different tasks like the Zoning and Land Use review, flow monitoring, future flow projections, Hydraulic Model update, etc.
9.0 Monitoring Measurement and Program Modifications	Since 2007 the City has experienced 24 sewer main spills and 47 private lateral spills.

Element 11.0 Communication Program:

The SSMP process will be discussed and open for public input at the City Council meetings. The 2016 SSMP Audit report will be presented at a City council meeting on May 17, 2017. In addition, the SSMP will be posted on the City's website along with contact information where interested parties can comment on the plan and the implementation.

Audit Questions:

None

Discussion:

None

Attachment 1

Rehabilitation and Replacement Plan (Sewer Division CIP)

Project Name	CIP No	NOC	Pipes and Manholes
Date Ave Diverter	D03-101	10/6/2004	Install new storm drain diverter on Seacoast & Date Ave South-West corner
Palm Ave Diverter	D03-102	1/1/2008	Palm Ave west street end north side
Pump Station No. 8 & 9	W03-102	4/21/2006	Complete rebuild of PS 9 and some rehabilitation to PS 8
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Pump Station No. 6 Force Main and PS No. 4	W05-102	9/18/2006	Work included in the St Improvements Phase 2 project. PS6 construct a new force main, clean outs. Installed PVC conduit in PS6 &PS4
Sewer System Capacity Study/Sewer Master Plan	W05-902	7/22/2008	Evaluation of the City's Sewer System with complete report and 5- year CIP projects
Pump Station 3 Upgrade	W05-104	7/24/2008	This project was part of W05-401
09/10 Televisive Pipe Sections/Sewer Mains 53 pipes, 13,668.66 LF of pipes CCTV (see Downstream report	W10-202	4/12/2011	4, 5, 10, 12, 19, 24, 27, 31, 60, 97, 119, 123, 127, 137, 147, 148, 192, 193, 197, 204, 205, 231, 552, 238, 239, 250, 251, 292, 293, 297, 727, 740, 316, 317, 338, 355, 366, 463, 498, 595, 596, 620, 624, 650, 669,
Sealing & Repair Wet Wells & Manholes 54 MH, 7 wet wells, 2 drywells, 1 new manhole and new	W05-401	8/13/2011	Repair MH#'s 6, 32, 44, 50, 59,81,82,83,122,126,130,177, 181, 182, 190, 221, 222, 238, 239, 241, 243, 244, 248, 262, 263, 278, 279, 280, 281, 323, 326, 341, 400, 409, 456 ,457, 457A, 469, 470, 512, 523, 524,
PS 7 Wet Well Replacement	W06-101	9/21/2011	This work done with Sealing & Repair Wet Wells & Manholes W05-401 project.
No. 1 Annual Main Line Repairs FY 9-10 (pipe replacement) RBF-1	W10-101	10/14/2011	Imperial Beach Blvd install a new pipe between MH 358 and 689, cut vertical pipe on MH 358 and abandon
No. 1 Annual Main Line Repairs RBF-1	W10-201	10/14/2011	Grouting & Lining pipes 353, 365, 343, 429, 578, 579
Tran CCTV Inspection (Task Area 1) & Conditions Assessment Report	W10-202	12/1/2011	CCTV 13,632 feet of 6" & 8" Sewer lines and provide report
PS1B Odor Control (part of St Imp 3B)	S04-108	1/13/2014	Redesign of odor control for PS1B relocated vent on south east corner of Imperial Beach Blvd
No.2 Annual Main Line Repairs FY 10-11 RBF-2	W11-201	3/11/2014	Patch lines 286, 410, 547, 548 MH repairs 194, 195, 196, 50, 228 CIPP Lines 108, 109, 55, 401
Annual Main Line Repairs FY 11/12 (Tran Red Flag Rpt 2011)	W12-201	7/1/2014	Open Trench pipe repair 151, 231, 669, 740, 896, 2046 CIPP Patch 251, 463, 650, 700
Annual Main Line Repairs by Microtunneling FY 11/12	W12-202	4/18/2014	Replace all of the following Pipe 192-8", MH 145, 750, 751, pipe 204 6" & MH 154 with new
Tran CCTV Inspection (Task Area 2) FY 12/13 Conditions Assessment Report	W14-201	4/1/2014	CCTV of 5,330 LF Pipe 5, 10, 19, 55, 60,98, 99, 127, 147, 197, 231, 238, 251, 401, 463, 756, 796 verify conditions

Attachment 2

Greenbook Resolution 2015-7628

RESOLUTION NO. 2015-7628

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING 2015 "GREENBOOK STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREENBOOK)" TO REPLACE 2012 GREENBOOK

WHEREAS, the 2015 Edition of the Greenbook Standard Specifications for Public works Construction (GREENBOOK) was recently written and promulgated by Public Works Standards, Inc. to replace the 2012 GREENBOOK; and

WHEREAS, the Greenbook is designed to aid in uniformity of plans and specifications used for Public Works construction and to promote competitive bidding by private contractors; and

WHEREAS, The GREENBOOK provides specifications that have general applicability to public works projects; and

WHEREAS, City of Imperial Beach Public Works Construction standards are generally governed by three reference documents:

1. The GREENBOOK which is updated every three years. Minor updates are published annually in pamphlet form as amendments to the current editions.
2. The Greenbook Standard Plans for Public Work's Construction (companion to the GREENBOOK). Resolution No. 2014-7499 still applies to this standard.
3. The San Diego Regional Standard Drawings with three exceptions:
 - a. Trench Repairs Design
 - b. Regional Standard Drawing G-4 Curb and Gutters-Rolled
 - c. Regional Standard Drawing G-14D Concrete Driveway (confined Right of-Way). Resolution No. 2014-7499 still applies to this standard.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. This legislative body adopts the 2015 GREENBOOK as the new construction standard for all new projects replacing the 2012 GREEBOOK edition.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 16th day of September 2015, by the following vote:

AYES:	COUNCILMEMBERS:	PATTON, BRAGG, SPRIGGS, BILBRAY, DEDINA
NOES:	COUNCILMEMBERS:	NONE
ABSENT:	COUNCILMEMBERS:	NONE

Signature on file

SERGE DEDINA, MAYOR

ATTEST:

Signature on file

**JACQUELINE M. HALD, MMC
CITY CLERK**

Attachment 3

**Contingency Equipment and Replacement Inventory and
Sewer Division Fixed Asset List**

PUMPS & PARTS INVENTORY

Pump Stations

Updated 2/17

Pump Station	Address	Pump Manufacturer	Model Number	Serial Number	Impeller Size	Start	Stop	FM Size
1A	862 Seacoast	Wemco	4X11 EVS		9"	1.6	0.04	12"
1B	1098 Seacoast	Gorman Rupp	Super T-6			2.5	1.4	12"
2	1306 Seacoast	Gorman Rupp	T4A3-B	88-2765-A		3.5	2	12"
3	501 Elm	Wemco	4X11 EVS	07DW06782-01&02	9" SS	3.4	2	10"
4	755 Delaware	Fairbanks Morse	5432	760092		3	1.5	8"
5	133 Dahlia	Paco Pump	495-31 NCF	(Obsolete Pump)	9.5	5	2	12"
6	498 Rainbow	Fairbanks Morse	5432K		9.75	1.8	0.09	12"
7	504 Oneonta	Paco Pump	495-31 NCF	(Obsolete Pump)	6 7/8	4	2	8"
8	895 Imperial Beach Bl.	Krogh/Peerless	NCV	U04T3610495R-2	16.5"	VFD	VFD	12"
9	1025 9 th St.	Krogh/Peerless	NCV		16.5"	VFD	VFD	12"
10	814 Cypress	Gorman Rupp	Super T-6			6.5	5.5	12"

Item No.	Gorman Rupp		T-4A3-B		88-2765-A	
	Pump Part Name	Part Number	Material Code	Quantity		
2	Repair Potating assy	10537C	--	1		
5	Suction Flange Gasket	11389G	19370	1		
10	Disch Flange Gasket	25113-034	--	1		
13	Rotation Assy O-ring	S1674	--	2		
17	Rot Assy Shim Set	13130	17040	2		
18	Seal Plate O-Ring	25154-273	--	2		
19	Wear Plate Assy	10532A	15990	2		
21	Back Cover O-Ring	S1674	--	1		
35	Suct Check Valve Assy	46411-062	--	1		

SSMP Audit Report Attachment 3

	Parts List	10537C Repair Rotating Assembly		
Item No.	Pump Part Name	Part Number	Material Code	Quantity
1	Impeller	10928	11010	1
2	Seal Plate Gasket	10959G	20000	1
3	Seal Assembly	46513-150	--	1
4	Inboard Ball Bearing	23276-009	--	1
9	Outboard Ball Bearing	S1040	--	1
11	Impeller Shaft	10529	16040	1
12	Shaft Key	N0608	15990	1
13	Bearing Cap Oil Seal	S1352	--	1
18	Inboard Oil Seal	S1352	--	1
22	Seal Plate O-Ring	25154-273	--	1
29	Impeller Adj Shim Set	25154-022	17090	2
30	Seal Sleeve O-Ring	25154-022	--	2
33	Rotating Assy Adj Shim Set	13130	17000	4
34	Rotating Assy O-Ring	S1674	--	1

	Gorman Rupp	T-6A3-B	1010691std	
Item No.	Pump Part Name	Part Number	Material Code	Quantity
2	Repair Potating assy	10956F	--	1
5	Suction Flange Gasket	11402G	19370	17
10	Disch Flange Gasket	25113-036	--	1
13	Rotation Assy O-ring	S1676	--	2
17	Rot Assy Shim Set	13131	17040	2
18	Wear Plate Assy	10532A	15990	1
20	Back Cover O-Ring	S1676	--	1
34	Suct Check Valve Assy	46411-064	--	1
38	Fill Cover Gasket	50G	19210	1

SSMP Audit Report Attachment 3

	Parts List	10537C Repair Rotating Assembly		
Item No.	Pump Part Name	Part Number	Material Code	Quantity
1	Impeller	10928	11010	1
2	Seal Plate Gasket	10959G	20000	1
3	Seal Assembly	46513-150	--	1
4	Inboard Ball Bearing	23276-009	--	1
9	Outboard Ball Bearing	S1040	--	1
11	Impeller Shaft	10529	16040	1
12	Shaft Key	N0612	15990	1
13	Bearing Cap Oil Seal	S1352	--	1
18	Inboard Oil Seal	S1352	--	1
28	Impeller Adj Shim Set	37J	17090	2
29	Seal Sleeve O-Ring	25154-022	--	2
32	Rotating Assy Adj Shim Set	25154-022	17000	4
33	Rotating Assy O-Ring	S1676	--	1
	Seal Plate O-Ring	25154-273		

	Krogh	Model NCV	
Item No.	Pump Part Name	Part Number	Quantity
1	Oil Seal		1
7	Gasket		1
11	Gland Clamp		1
15	Gasket, Spacing		1
16	Seal Gasket		1
23	Shaft		1
25	Gasket		1
28	Gasket Fitting		1
33	Oil Seal		1
35	Deflector Ring		1
38	Key, Sleeve		1
41	Gasket		1
42	Key, Impeller		1
43	Impeller	26002299	1
45	Gasket		1
48	Gasket		1

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Dakota			
Item No.	Pump Part Name	Part Number	Quantity
	Impeller		1
	Shaft		1
	Double Mechanical Seal		1
	Key, Impeller		1
	Seal Head Compressed Length		1
	Seal O.D.		1
	Ball Bearings		

Wemco		4x11 EVMS	52443	
Item No.	Pump Part Name	Part Number	Material Code	Quantity
3	Impeller		CI	1
7	Shaft		SAE 1141	1
10	Impeller Key		STL	1
11	Case Gasket		Asbestos	1
12	Lantern Ring		Tiflon / Bronze	1
13	Packing Rings		Graph Impr Asbestos	Ref
18	Shaft Sleeve Gasket		Teflon	1
56	Inpection Hole Gasket		NEOP	1
58	Gasket, Suction Piece		Asbestos	1

Fairbanks Morse		SVNC	
Item No.	Pump Part Name	Part Number	Quantity
1	Impeller		1
4	Shaft, Dry Pit		1
14	Sleeve		1
98	Bushing, Upper Bearing		1
98A	Bushing, Lower Bearing		1
102	Key, Impeller		1
111	Bushing, Floorplate		1
115	Bushing, Column Bearing		1
156	Gasket, Suction Elbow or Bell		1
157	Gasket, Casing		1
162	Washer, Impeller Nut		1
163	Bearing, Lower		1
166	Shim, Impeller Hub		Ref
168	Bearing, Upper		1
186	Shim, Lower Bearing		Ref
186A	Shim, Upper Bearing - Expandable		Ref
186B	Shim, Upper Bearing Cover		Ref
206A	Closure Seal, Bearing Bushing		1
272	Key, Coupling		1
291	Gasket, Suction Elbow Plug		1
433	Gasket, Stuffing Box		1

SSMP Audit Report Attachment 3

	Fairbanks Morse	Model 5430	
Item No.	Pump Part Name	Part Number	Quantity
1	Impeller		1
9A	Washer, Impeller		1
14	Sleeve, Shaft		1
31A	Screw, Gland		1
154	Gasket, Suction		1
156	Gasket, Volute		1
156A	O-Ring Adapter		Ref
203	Gasket, Volute Handhole		1
291	Gasket, Suction Handhole		1
433	Gasket, Seal Housing		1
431	Housing, Seal		1
456	Mechanical Seal		1
B	Rotary Bellows		1
E	Stationary Seal		1
G	Filter		1

Collection System Spot Repairs

Fernco Coupling		
Size	Part#	Quantity
6" Clay to Plastic	1002-66	4
8" Clay to Plastic	1002-88	4
8" Plastic to Plastic	1056-88	2
10" Clay to Plastic	1002-1010	2
12" Clay to Plastic	1002-1212	2
10" x 4" Clay to Plastic	136-0104	11
8" x 4" Clay to Plastic	136-0104	11
12" x 4" Clay to Plastic	136-0104	4

Fernco Clamps		
Size	Part#	Quantity
6" Plastic	116-300	4
6" Clay	128-300	4
8" Plastic	152-300	4
8" Clay	164-300	4
10" Plastic	184-300	2

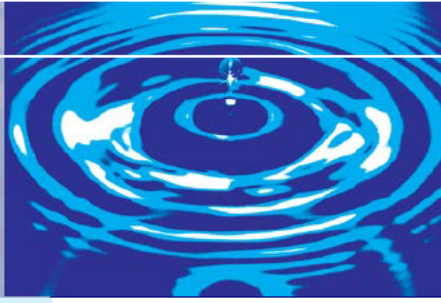
SSMP Audit Report Attachment 3

10" Clay / 12" Plastic	212-300	4
12" Clay	248-300	2

Bedding & Trench Cap		
Material	Unit	Quantity
1/2" Crushed Rock	CY	3
3/4" Crushed Rock	CY	2
Clean Fill	CY	3
Warning Tape	Roll	2
Filter Fabric		
Cold Mix		
Concrete		

Attachment 4

Overflow Emergency Response Plan Update



Sewer Overflow Response Plan

City of Imperial Beach

June 2008,
Updated April 2010 Chris Helmer
Updated September 2011 Chris Helmer
Updated October 2014 Chris Helmer
Updated 2017 Wbaldo Arellano

Prepared by:



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ABBREVIATIONS

CIWQS	California Integrated Water Quality System
NPDES	National Pollutant Discharge Elimination System
OES	Office of Emergency Services
SDCDEH	San Diego County Department of Environmental Health
SDRWQCB	San Diego Regional Water Quality Control Board
SORP	Sewer Overflow Response Plan
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow

1. PURPOSE

The City of Imperial Beach has developed this Sewer Overflow Response Plan (SORP) in order to protect the public and the environment, and to conform to the Orders set forth by California's State Water Resources Control Board and the San Diego Region of California's Regional Water Quality Control Board. The following specific Orders have been addressed in this document:

-STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003

Statewide General Waste Discharge Requirements for Sewer Systems

-CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD REGION 9, SAN DIEGO REGION ORDER NO. R9-2007-0005

Waste Discharge Requirements for Sewage Collection Agencies in the San Diego Region

-STATE OF CALIFORNIA STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2013-0058-EXEC ADOPTING AMENDED MONITORING AND REPORTING REQUIREMENTS FOR STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SEWER SYSTEMS.

In the event of an overflow of the sewage system, this document will provide direction and guidance to the City in order to respond promptly and effectively. The City of Imperial Beach shall keep this report current as regulations change.

2. SPILL RESPONSE ORGANIZATION

a. Sewer Division Supervisor/On-Call Duty Personnel

The primary role of the Sewer Division Supervisor/On-Call Duty Personnel is to take responsibility for effectively coordinating the overall response to the sewer overflow event once it has occurred. His/her responsibilities include:

- 1) Assume primary management and coordination of all overflow response actions
- 2) Assist in evacuations if necessary
- 3) Mobilize staff and equipment for spill abatement activities
- 4) Request assistance or resources from other agencies within the greater Imperial Beach area, as necessary
- 5) Direct immediate spill control and containment measures
- 6) Delegate assignments to staff members in order to achieve spill containment and control
- 7) Assess the sewer overflow situation and establish the spill abatement priorities
- 8) Maintain security control at the spill site
- 9) Provide input regarding the appropriate technical specifications for

- emergency repairs and materials
- 10) Set up emergency power sources if needed and / or bypass pumps as needed
 - 11) Oversee contractor work and cleanup activities, as needed
 - 12) Document all spill response and abatement activities, as necessary
 - 13) Perform an initial assessment of the extent of the onsite and off-site impacts
 - 14) Provide assistance in assessing possible damage to facilities
 - 15) Conduct the initial notification to the SDRWQCB, OES and SDCDEH (see Chain of Communication for working or after hour instructions)
 - 16) Ensure that the details of the spill event are accurately entered into the Imperial Beach Spill Overflow Report Log.
 - 17) Update the Sewer Overflow Response Plan and provide staff training

b. Public Works Superintendent (Operations and Construction Manager)

The duties of the Public Works Superintendent consist of organizing the activity of the public works crew in order to mitigate the sewer overflow event. His/her responsibilities include:

1. Provide overall supervision and coordination in support of the Division Supervisor.
2. Act on behalf of the Division Supervisor if the Division Supervisor is not on scene.
3. Assist the Public Works Director in completing online reports.

c. Public Works Director

The duties of the Public Works Director consist of providing oversight of response personnel and equipment in order to mitigate the sewer overflow event. His/her responsibilities include:

1. Ensure that all online and written reports are finished and certified within the allotted time requirements
2. Review and certify reports to CIWQS
3. Review the preliminary and final spill reports to SDRWQCB, OES, SDCDEH, and the other local notification recipients for accuracy
4. Provide media and public information

d. Environmental Programs Manager

The Environmental Programs Manager supports the response activities, reporting, and assessment of spill events. His/her responsibilities include:

- 1) Provide coordination in support of the Division Supervisor
- 2) Mobilize the laboratory staff for the monitoring of receiving waters
- 3) Communicate and coordinate with regulatory agencies
- 4) Verify all laboratory reports. Provide laboratory results to the Public Works

Director

- 5) Assist the Public Works Director in completing online reports
- 6) Coordinate code enforcement response and cost recovery effort for private lateral spills

3. OVERFLOW RESPONSE PROCEDURES

All procedures listed in this section may be performed by any of the members of the spill response team, unless otherwise noted.

a. Call Routing

See Chain of Communication

b. “First Responder” – Response and Initial Assessment (Sewer Division Supervisor/On-Call Duty Personnel)

It is the responsibility of the first City of Imperial Beach employee arriving at the scene of the sewer overflow to take the following steps to protect the health and safety of the public:

- 1) Re-assess the situation upon arrival.
- 2) Evacuate anyone in the flow or in the path of the flow
- 3) Determine the immediate destination of the overflow, for example, the street curb gutter, storm drain, body of water, streambed, etc.
- 4) Determine if spill is Public or Private
- 5) Determine if hazardous substances are present as stated in Paragraph C of this section.
- 6) Identify and request any additional City personnel and equipment or private contractors necessary to contain the flow, mitigate the cause, and secure the site.
- 7) Take immediate steps to contain the overflow as detailed in Paragraph D of this section.

c. Coordination with Hazardous Material Response, If Needed

- 1) Upon arrival at the scene of an SSO, should a suspicious substance (e.g. oil sheen, foamy residue) be found on the ground surface, or should a suspicious odor (e.g. the strong smell of gasoline) not common to the sewer system be detected, the Sewer Division Supervisor/On-Call Duty Personnel should contact the local fire department. See Communication Plan for contact information.
 - 2) If containment can be done without harmful exposure or contact, then containment shall be performed immediately. The response crew shall then wait for the arrival of the local fire department.
 - 3) After arrival of the local fire department, sewer response crewmembers will take direction from the fire department's on scene commander. Only when the on scene commander determines it is safe and appropriate for the sewer response crew to proceed, can they then carry on with containment and cleanup activities in accordance with the SSMP and SORP.
- * **CAUTION: Vehicle engines, portable pumps, or open flames (e.g. cigarette lighters) can provide the ignition for an explosion or fire should flammable vapors or fluids be present at the site. Maintain a safe distance and observe caution until and after assistance arrives.**

d. Spill Containment and Site Isolation

The primary objective of the responders to a sewer overflow incident is to protect the public's health. This can be achieved by working to achieve both containment of the overflow and the isolation of the spill site in an effort to avoid any human contact. Although these two tasks can be done simultaneously, the initial effort should be focused on the containment of the spill. Expedient attempts must be made to prevent sewage from contaminating storm drains, drainage channels and surface waters by performing the following:

- 1) Determine the immediate destination of the overflow, e.g. storm drain, street curb gutter, body of water, culvert, landscaped area, et cetera.
- 2) Take immediate steps to contain the overflow, e.g.:
 - a. Place sand bags and rubber mats around the storm drain inlet.
 - b. Direct overflow to a natural low point, if possible, or construct a containment pond.
 - c. Recover the ponded material utilizing a combination truck.
- 3) In the event of a prolonged line blockage, breakage or collapse, a

determination must be made to set up a portable bypass pumping operation around the problem area. If this becomes the case, personnel should continuously monitor the bypass pumping operation.

- 4) Control perimeter of overflow site with barricades, cones, vehicles, or other barrier to restrict access.
- 5) Establish required traffic control, per Regional Standard Drawings, to divert traffic around the spill area and work zone.

e. Determine the Cause and Responsible Party of the Overflow

Primary causes of a sewage overflow may include:

Public Causes:

- 1) Sewer main pipe blockage
- 2) Sewer main pipe failure
- 3) Pump station failure

Private Causes:

- 1) Private lateral pipe blockage
- 2) Private lateral failure
- 3) Grease trap overflow.

If the cause is found to be at a pump station or in a sewer main, the responsibility lies with the City of Imperial Beach to mitigate the sewer overflow and make the appropriate notifications. The service lateral that stems from the sewer main line, with the exception of the saddle connection to the main line, is owned by the associated private property owner(s). The City of Imperial Beach is required to respond to a private sewer spill and notify the proper authorities, but it is the responsibility of the property owner to mitigate and repair any damages resulting from that spill. If the property owner is not present, the City shall contain the spill and contact a plumbing contractor to make the necessary repairs. The property owner will then be accountable for the plumber's work and for the

time and materials expended by City Crews.

f. *Devise and Initiate a Remedy Plan of Action to Mitigate a Public Sewer Overflow (Sewer Division Supervisor/On-Call Duty Personnel)*

- 1) Gather any additional staff and/or equipment needed to put the plan of action into effect
- 2) Determine the flow path, width, length and depth in order to document the volume of the spill
- 3) If possible, take pictures to document the spill and your efforts to contain the flow and restore the area
- 4) Utilize the SSO Response Flow Chart to aid in decision making

g. *Correct Cause of the Overflow*

- 1) If overflow out of a manhole lid occurs, the spill response staff should work to remove the obstruction in the length of pipe downstream of that overflowing manhole.
- 2) If an attempt at cleaning the downstream pipe does not remedy the problem, the pipe flow shall be diverted around the overflowing manhole to allow the inspection of the suspected length(s) of pipe with a Closed Circuit Television unit.
- 3) In the event of a pipe breakage, that portion of the sewer conveyance system shall be bypassed in order to facilitate necessary repairs.
- 4) If there is an overflow out of a private cleanout, or a breakage in a private lateral, the City of Imperial Beach shall respond. If the property owner is unavailable to correct the cause of the spill, the City of Imperial Beach shall contain the spill and hire a private plumbing contractor to perform the necessary cleaning or repairs.

h. *Spill Cleanup*

Sewer overflow sites are to be thoroughly cleaned as soon as possible after the overflow incident is mitigated. No residue is to be left for future rains to carry away or for public contact to occur. The following steps should be taken to ensure that the overflow sites are returned to their former conditions:

- 1) Wash down and clean up all areas of the spill. Recover the wash down water and return it back into the system.
- 2) Solids and debris are to be flushed, swept, raked or picked up by combination truck, brought to the City's Public Works yard and contained in order to dry. The City's waste management contractor will then transport the dried solids from the Public Works yard to a landfill.
- 3) On impervious areas, the overflow site is to be disinfected with bleach with a 6:1 water to bleach concentration ratio. **Never** flush any disinfectant into a storm drain or body of water.
- 4) In the event of a grease trap spill, apply simple green with push broom. The simple green will break up the grease if left to soak. Then pressure wash and collect.
- 5) If sewage has resulted in ponding, the pond should be vacuumed dry with the combination truck and the residue and site cleanup managed as previously mentioned

i. Spill Classification and Quantification (Sewer Division Supervisor/On-Call Duty Personnel)

Order 2006-0003 has identified three general classifications of spills based on volume, spill location, and flow path.

Category 1:

- Spills that reach surface waters, drainage channels or storm drain systems.
- Spills that are \geq 1,000 gallons in volume.

Category 2:

- Spills which are $<$ 1,000 gallons in volume.

Category 3:

- Private spills.

Spill quantification requires careful documentation and close observation of discharges. Staff should make every effort to maintain a careful chronology of the events during a spill and make every attempt to conduct linear measurements of the discharge streams and flow velocities in order to effectively quantify the spill volumes. Photo documentation of the spill event should become a routine procedure in the spill documentation process. Official estimates of the spill volume will be the responsibility of the Sewer Division Supervisor/On-Call Duty Personnel.

j. *Spill Documentation*

Aside from the “Sewer Overflow Report”, which is the official report sent to the regulatory agencies and the local recipients, City of Imperial Beach employees shall also compile and document the SSO in the Quarterly Report spreadsheet.

Records shall be maintained by the City of Imperial Beach for a minimum of five years. The Regional Water Board Executive Officer may request for the five-year period to be extended.

k. *Posting*

Order 2006-0003 requires the posting of the spill location and quarantine area with contaminated water signs. The SDCDEH is the responsible authority for directing the closure of areas and the posting of signs, but the City of Imperial Beach will provide assistance if the request is made. The City of Imperial Beach does have the final authority though, and will conduct the posting under the following guidelines:

1. If posting at the beach is required, the signs shall be placed at 50-foot intervals for a minimum of 600 feet on each side of the point of ocean entry.
2. If posting at lagoons, wetlands, or creek beds is required, the signs shall be placed at 50-foot intervals for high use areas and 600-foot intervals for low use areas. Both sides of creek beds must be posted.

Whenever posting of any areas is conducted by the SDCDEH, it should be the responsibility of the Sewer Division Supervisor/On-Call Duty Personnel to remain in contact with the SDCDEH until such time as the signs are removed, so that answers about the impacts to the receiving waters can be provided to the Regional Board, the public and the Board of Supervisors, if appropriate.

l. *Spill Sampling and Monitoring*

The SDCDEH shall perform sampling of water impacted by the spill. Conducting sampling at the appropriate locations will allow staff to establish and

monitor the levels of contamination as well as to establish or compare with the natural background levels of bacteria in the receiving waters. The Environmental Program Manager will review the sampling reports.

The sampling regimen is to be continued until a determination is made that contamination resulting from the spill event no longer exists and no longer poses danger to the public. All final summary sampling and monitoring reports will be shared with the California Department of Fish and Game.

m. Complete Loss of Power Plan

This plan is for a complete loss of power that is expected to last for a period of time lasting more than eight hours but less than one month. At the initial loss of power, all Public Works personnel will report to the Public Works yard for assigned tasks and to gather needed equipment. Modifications to this manning schedule may be made with the Director’s concurrence as the situation dictates.

The emergency response will consist of two seven-person teams that rotate on three eight-hour shifts with one half hour provided for turnover. (Turnover may be extended for sewer personnel but not to exceed two hours). The first team on assignment may require additional sewer personnel to set up the response plan. Any additional sewer personnel on the first response team will depart after three hours once the response plan is established and then return five hours later with Team Two. The management personnel on assignment is expected oversee multiple emergency response tasks for Public Works and dedicate time where need is the greatest.

Emergency Response Teams

Team 1	Team 2
Two sewer personnel	Two sewer personnel
Four non-sewer personnel	Four non-sewer personnel
One management personnel	One management personnel

Emergency Response Equipment

- One-Generator (130 kw)
- One-Generator (150 kw)
- Two-Bypass Pumps (4’')
- Two-Bypass Pumps (3’')
- One-Vactor Truck
- Spoilvac by Vacmasters

Sewer Pump Stations

Pump Station ID	Location
1A	Seacoast Drive and Elm Avenue
1B	Seacoast Drive and I.B. Avenue
2	1300 block of Seacoast Drive
3	Fifth Street and Elm Avenue
4	Staples Alley
5	100 block of Dahlia Avenue
6	Calla Avenue and Rainbow Drive
7	Oneonta Avenue and California Street
8	Main Station, 800 block of I.B. Blvd
9	Ninth Street and Ebony Avenue
10	Cypress Avenue and Ninth Street
11 (Storm Water)	100 ½ Palm Ave

Emergency Response Team Responsibilities

Pump Station	Staff Assignment	Equipment
1B	1 Non-Sewer	Generator
3	1 Non-Sewer	Bypass Pump
5	1 Non-Sewer	Bypass Pump
8	1 Non-Sewer	Generator
2, 4, 6, and 7	2 Sewer	Bypass Pump
All	1 Management	Various
10	1 Sewer	Auxiliary Natural Gas

Notes:

- This plan assumes that no outside resources are used.
- Pump station 1A will bypass to pump station 5 and therefore does not need to be monitored.
- Pump station 8 and 9 bypass with each other and therefore only pump station 8 will need to have a generator.
- Pump station 10 has a natural gas generator and operates independently and only needs to be verified in operation.
- Pump station 11 wet well collects storm water runoff and has an ample amount of capacity and does not need to be manned under non-storm conditions. It will be pumped during low flow times on an as needed basis.
- If pump station 11 loses power during a storm then a generator will be needed or a bypass pump will be used at pump station 1B.

4. NOTIFICATION AND REPORTING OF A SPILL

The City of Imperial Beach has a responsibility to report and monitor all spills according to the requirements of Orders 2006-0003, R9-2007-0005, WQ 2008-0002-EXEC and its NPDES permits. Individual NPDES permit holders and enrollees under the statewide general sewer overflow (SSO) order are able to submit information to the Water Boards via the CIWQS online database. In order to prevent re-registration, the “Collection System Questionnaire” must be up-dated at least every 12 months. The Sewer Division Supervisor/On-Call Duty Personnel or a delegated staff member shall submit the draft report of the spill to the CIWQS digital database. The draft report also needs to be certified by the Public Works Director in accordance with the timelines listed below and in the Response Flow Chart. All notification deadlines listed are to be met only if there is no substantial impact on mitigation, containment, cleanup or other emergency services. For specific contact information, see Section 2.0 of the City of Imperial Beach Sewer Maintenance Plan, by RBF Consulting. Refer to **Attachment D** for a notification report form that can be faxed to the Regional Board in case the CIWQS is not working. A spill notification matrix is located in **Attachment B**.

a. Category 1 Spills That Reach Surface Waters, Drainage Channels or Storm Drain Systems

- 1) The SDRWQCB, OES and SDCDEH shall all be notified via telephone, voice mail, written report or facsimile **within 2 hours** of contamination, if practicable.
- 2) Enter the notification data into CIWQS **within 24 hours** (no need to certify or enter all info).
- 3) Enter the draft report into CIWQS **within 3 days** and certify **within 15 days**.

b. Category 1 Spills That Are \geq 1,000 Gallons in Volume

- 1) Notify the SDRWQCB by phone via telephone, voice mail, written report or facsimile **within 24 hours** of knowledge of the event.
- 2) Enter the draft report into CIWQS **within 3 days** and certify **within 15 days**.

c. Category 2 Spills Which Are < 1,000 Gallons in Volume

- Enter a certified report into CIWQS **within 30 days** after the month that the spill occurred

d. Category 3 Spills

e. Non-Event Reporting Information

- If there are no SSOs during the calendar month, a statement through the online CIWQS database is required to be submitted within 30 days of the end of that calendar month.

5. REVISIONS AND EMPLOYEE TRAINING

a. SORP Revisions & Record Updating

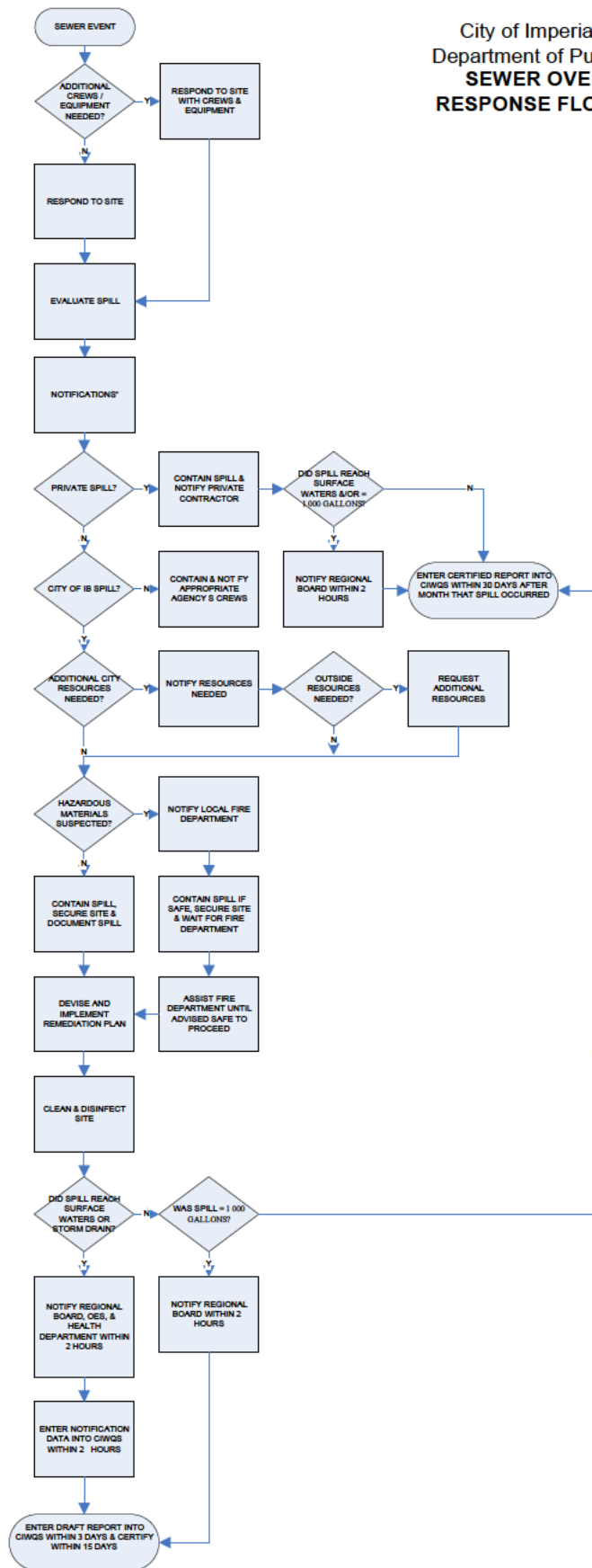
The City of Imperial Beach Sewer Overflow Response Plan shall be reviewed and revised, as necessary, specifically after events that do fall into the standard operating procedures that will allow the expansion of these instructions to include new circumstances or more efficient procedures. The Sewer Division Supervisor/On-Call Duty Personnel will conduct an annual review of the SORP in order to maintain a document that remains up-to-date. All relevant in-house records of spreadsheets and shape files shall be updated.

b. Annual Training

The Sewer Division Supervisor/On-Call Duty Personnel, or his/her designee, shall schedule annual training designed to identify resource shortcomings, clarify roles and responsibilities, improve response performance and reveal any response weaknesses. The training may consist of:

- **Response training-** An annual awareness training meeting will be conducted with respect to the details of the SORP and the responsibilities of each employee. All employees will attend this meeting. Additional training sessions may also be conducted at the discretion of the Public Works Director or Public Works Superintendent, to further familiarize their employees with the response procedures.
- **Tabletop exercise-** A simulated spill event may be scheduled, according to need, to allow the exercise participants to discuss and understand the necessary response actions, test equipment and gauge the response ability of the employees. Scheduling a simulate Tabletop exercise will be at the discretion of the Public Works Director.
- **Spill Review Committee-** After each spill event, the City of Imperial Beach Spill Review Committee will meet in order to review the event's cause, the procedural response of the employees, the regulatory and compliance documentation and whether additional issues and/or resources have to be addressed. The Spill Review Committee is comprised of the Sewer Division Supervisor/On-Call Duty Personnel, the Public Works Director, and the Public Works Superintendent.

City of Imperial Beach
 Department of Public Works
**SEWER OVERFLOW
 RESPONSE FLOW CHART**



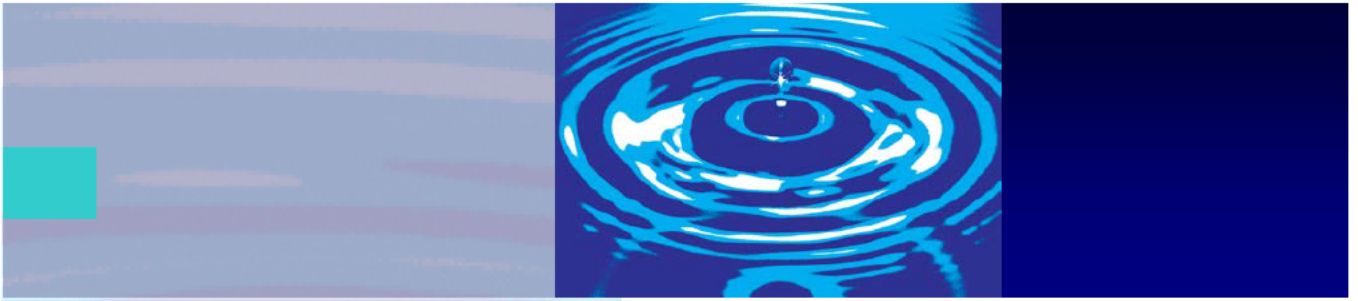
NOTIFICATIONS

NOTIFY LIFEGUARDS FOR ALL SPILLS THAT REACH STORM DRAINS OR SURFACE WATERS OR ARE AT THE BEACH

NOTIFY TIJUANA ESTUARY FOR SPILLS TRIBUTARY TO THE ESTUARY INCLUDING STORM DRAINS

NOTIFY THE PORT OF SAN DIEGO FOR SPILLS ON THE PIER

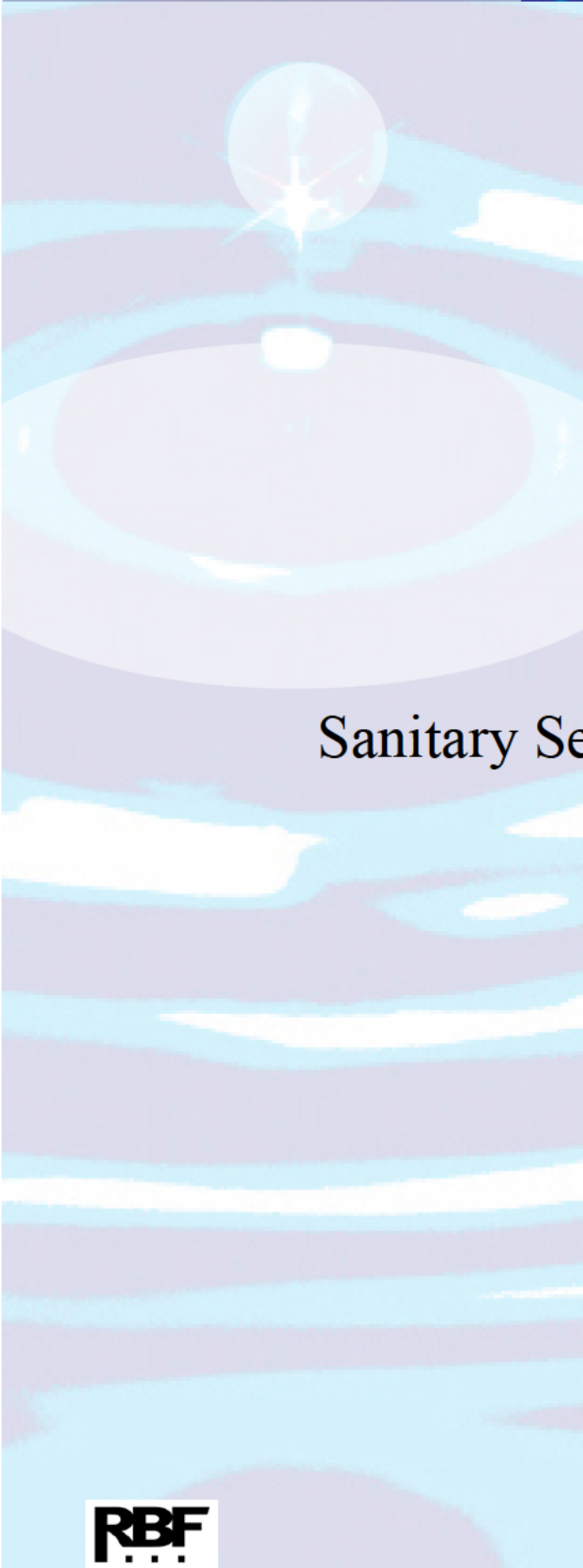
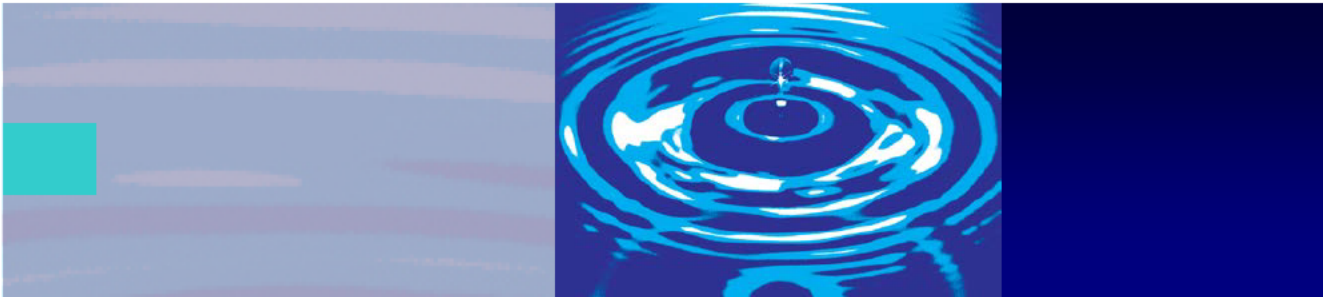
NOTIFY FIRE DEPARTMENT & COUNTY DEPARTMENT OF ENVIRONMENTAL HEALTH FOR SUSPECTED HAZARDOUS MATERIALS



ATTACHMENT B – Spill Notification Matrix

Spill Notification Matrix

Situation	RWQCB Notification by Phone, Voice Mail or Facsimile within 24 Hours	RWQCB Sanitary Overflow Reporting for within 5 days	SDCDEH notification	Office of Emergency Services (OES) Notification	Notification to Other Recipients and Spill Entry Into the City of Imperial Beach Overflow Log
Untreated or secondary treated spills resulting in a discharge of greater than 1000 gallons to surface waters	YES	YES	YES	YES	YES
Untreated or secondary treated spills that do not result in a discharge to surface waters or are less than 1000 gallons	NO	NO	YES	NO	YES
Untreated or secondary treated spills that impact surface waters regardless of volume	YES	YES	YES	YES	YES



Attachment C
Sanitary Sewer Overflow Report

Preliminary report

Final report

Revised final report

Sanitary Sewer Overflow Report

(Revised January 2003)

Sanitary Sewer Overflow Tracking Number: _____

Reported to: Sent Regional Board a fax Left Regional Board a voice mail message
 Spoke with RB staffer: _____

Date & Time reported: _____

Reported by: _____
(include a phonenumber where individual can be reached)

Reporting sewer agency: _____

Responsible sewer agency: _____

Overflow Start Date/Time _____	(AM/PM)
Overflow End Date/Time _____	(AM/PM)
Estimated overflow volume (gpm) _____	
Total overflow volume recovered (gallons) _____	
Estimated overflow volume recovered (gallons) _____	
Volume released to the environment (gallons) _____	

Overflow location _____ <small>(Name of structure, e.g. pumpstation, etc. if applicable)</small>
Street address: _____
City & Zip: _____
County: _____ State: _____

Number of overflows within 1000 feet of this location in last 12 months: _____

Dates of overflows within 1000 feet of this location in last 12 months: _____

Overflow cause: (check appropriate box)

- | | | |
|------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Roots | <input type="checkbox"/> Blockage | <input type="checkbox"/> Construction |
| <input type="checkbox"/> Rocks | <input type="checkbox"/> Flood damage | <input type="checkbox"/> Manhole failure |
| <input type="checkbox"/> Debris | <input type="checkbox"/> Line Break | <input type="checkbox"/> Pump Station failure |
| <input type="checkbox"/> Grease | <input type="checkbox"/> Infiltration | <input type="checkbox"/> Power Failure |
| <input type="checkbox"/> Vandalism | <input type="checkbox"/> Other _____ | |

Overflow type: (check appropriate box)

- | | |
|---|--|
| <input type="checkbox"/> Untreated Sewage | <input type="checkbox"/> Secondary treated |
| <input type="checkbox"/> Recalimed water | <input type="checkbox"/> Other |

NOTES:

- 1. For descriptions and clarifications of all items on this form, refer to the San Diego Regional Water Quality Control Board Order 96-04 as amended, including the document entitled, "Required Fields for Order 96-04 Quarterly Summary Report".**
- 2. If the sanitary overflow event results in a discharge of 1,000 gallons or more, or in a discharge to surface waters, this form must be received by the San Diego Regional Water Quality Control Board no later than 5 days after the overflow start date.**

The following certification must be completed with the 5-day notice:

Certification statement:

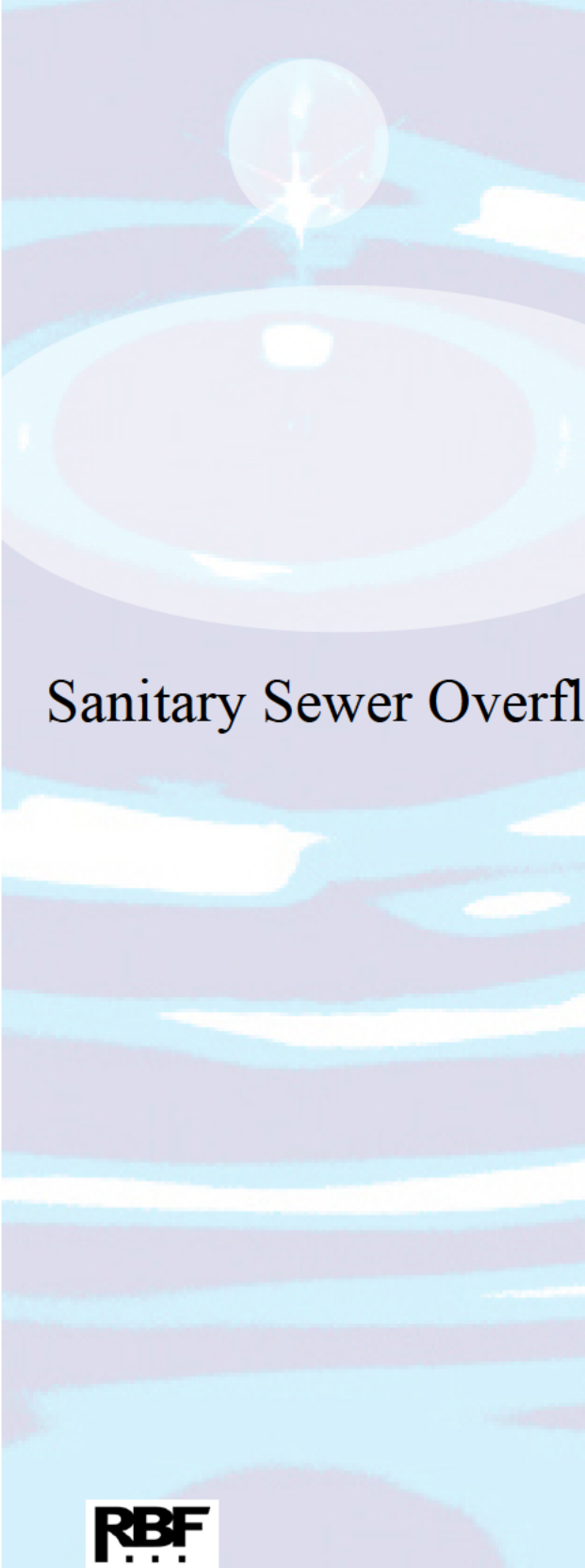
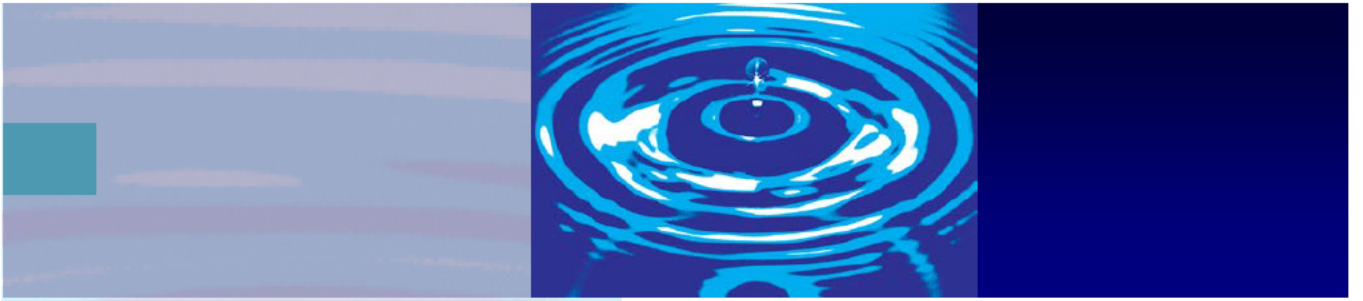
I swear under penalty of perjury that the information submitted in this document is true and correct. I certify under penalty of perjury that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Signature

Name

Title

Date



**Attachment D –
Sanitary Sewer Overflow Notification Form**

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD –
SANITARY SEWER OVERFLOW 24-HOUR NOTIFICATION REPORT FORM
FOR CATEGORY 1 SPILLS IN THE SAN DIEGO REGION
ORDER No. R9-2007-0005

If CIWQS is not working, the 3-day draft report may be faxed in using this form. Please provide the following information, if available.

RWQCB STAFF CONTACT _____

DATE OF NOTIFICATION ___ / ___ / ___

TIME OF NOTIFICATION ___ : ___ AM / PM

REPORTED BY _____ PHONE: (____) _____

REPORTING AGENCY: _____

AGENCY ADDRESS: _____

RESPONSIBLE PARTY (if not the Reporting Agency): _____

PUBLIC SPILL PRIVATE SPILL

ESTIMATED TOTAL SSO VOLUME (GALLONS): _____

ESTIMATED RECOVERED VOLUME (GALLONS): _____

LOCATION OF SSO: _____ START DAY/TIME: _____

CONTAINED ON-GOING

CITY: _____ END DAY/TIME: _____

ZIP: _____

WATERS OF STATE IMPACTED? YES NO

STORM DRAIN: _____

PRIMARY SURFACE WATER: _____

SECONDARY SURFACE WATER: _____

OTHER IMPACTED WATER: _____

BEACH CLOSURE? YES NO LOCATION: _____

LOCAL HEALTH AGENCY NOTIFIED IMMEDIATELY? YES NO DATE/TIME _____

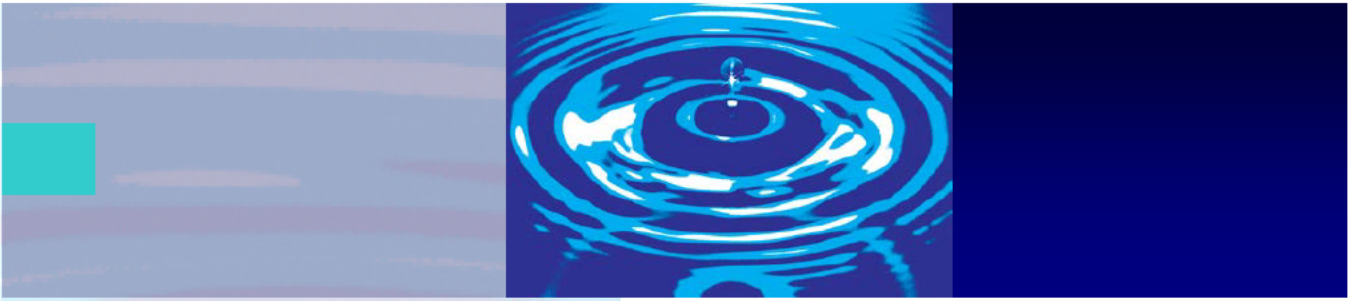
OFFICE OF EMERGENCY SERVICES NOTIFIED? YES NO DATE/TIME _____

OES CONTROL # _____

CAUSE / COMMENTS / OTHER DETAILS:

SSO 24-HOUR NOTICE





**Attachment E –
Sewer Spill Estimating**

Spill Volume Estimating

A variety of approaches exist for the estimation of the volume of a sanitary sewer overflow. This appendix documents the three methods that are most often employed by the City of San Diego. The person preparing the estimate should use the method most appropriate to the sewer overflow in question using the best information available. Every effort should be made to make the best possible estimate of the volume. Assistance from the WWC Engineering Section should be sought for larger sewer overflows.

Method 1 Eyeball Estimate

The volume of very small spills can be estimated using an “eyeball estimate.” To use this method imagine the amount of water that would spill from a bucket or a barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the spill is larger than 50 gallons, try to break the standing water into barrels and then multiply by 50 gallons. This method is useful for contained spills up to 100 gallons.

Method 2 Measured Volume

The volume of most small spills can be estimated using this method. The shape, dimensions, and the depth of the spilled wastewater are needed. The shape and dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Step 1 Sketch the shape of the contained sewage

Step 2 Measure or pace off the dimensions.

Step 3 Measure the depth at several locations

Step 4 Convert the dimensions, including depth to feet.

Step 5 Calculate the area using the following formulas:

Rectangle Area = length x width

Circle Area = $0.785 \times D^2$ (where D is diameter of pipe)

Triangle Area = base x height x 0.5

Step 6 Multiply the area times the depth

Step 7 Multiply the volume by 7.5 to convert it to gallons

Method 3 Duration and Flow Rate

Calculating the volume of spills where it is difficult or impossible to measure the area and depth requires a different approach. In this method a separate estimate is made of the duration of the spill and the flow rate. The methods of estimating duration and flow rate are:

Duration: The duration is the elapsed time from the start time to the time the spill stopped.

Start time is sometimes difficult to establish. Here are some approaches:

Local residents can be used to establish start time. Inquire as to their observations. Spills that occur in rights-of-way are usually observed and reported in short order. Spills that occur out of the public view can go on longer. Sometimes observations like odors or sounds (e.g. water running in a normally dry creek bed) can be used to estimate the start time.

Changes in flow on a downstream flowmeter can be used to establish the start time. Typically the daily flow peaks are “cut off” or flattened by the loss of flow. This can be identified by comparing hourly flow data, when available.

Conditions at the spill site change with time. Initially there will be limited deposits of grease and toilet paper. After a few days to a week, the grease forms a light colored residue. After a few weeks to a month the grease turns dark. In both cases the quantity of toilet paper and other materials of sewage origin increase in amount. These changes with time can be used to estimate the start time in the absence of other information.

End time is usually much easier to establish. Field crews on-site observe the “blow down” that occurs when the blockage has been removed. The “blow down” can also be observed in downstream flowmeters.

Flow Rate: The flow rate is the average flow that left the sewer system during the time of the spill. There are three ways to estimate the flow rate:

San Diego Manhole Flow Rate Chart: This chart shows the sewage flowing from a manhole cover for a variety of flow rates. The observations of the field crew are used to select the approximate flow rate from the chart.

Flowmeter: Changes in flows in the downstream flowmeters can be used to estimate the flow rate during the spill.

Estimate based on up-stream connections: Once the location of the spill is known, the number of upstream connections can be determined from the field books. Multiply the number of connection by 200 to 250 gallons per day per connection or 8-10 gallons per hour per connection.

Once duration and flow rate have been estimated, the volume of the spill is the product of the duration in hours or days times the flow rate in gallons per hour or gallons per day.



City of San Diego
Metropolitan Wastewater Department

**Reference Sheet for Estimating Sewer Spills
from Overflowing Sewer Manholes**
All estimates are calculated in gallons per minute (gpm)



Wastewater Collection Division
(619) 654-4160



All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department.

rev. 4/99

Attachment 5

Fats, Oils, and Grease (FOG) Control Ordinance 13.14

ORDINANCE NO. 2012-1131

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA ADDING CHAPTER 13.14 OF THE IMPERIAL BEACH MUNICIPAL CODE RELATED TO THE REGULATION OF FATS, OILS AND GREASE DISPOSAL IN THE SEWER COLLECTION SYSTEM AND AMENDING SECTION 13.04.040 OF THE IMPERIAL BEACH MUNICIPAL CODE

WHEREAS, on May 2, 2006, the State Water Resources Control Board (SWRCB) adopted and implemented Order No. 2006-0003 Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems; and

WHEREAS, the WDR requires the City to control the impacts of fats, oils, and grease (FOG) on the collection system and to establish the legal authority to implement and enforce a FOG control program; and

WHEREAS, the City Council finds that an ordinance for regulating the disposal of FOG from commercial kitchens is necessary to protect public health, safety, and environment; to reduce the required maintenance effort by City staff to prevent sewer system overflows; to establish best management practices for commercial kitchens operating in the City; and to provide for the legal authority for the City to enforce its FOG control program; and

WHEREAS, Chapter 13.14 of the Imperial Beach Municipal Code will provide the necessary direction and authority to manage the discharge of grease from commercial kitchens and help prevent sanitary sewer overflows from the accumulation of grease in the municipal sewer system; and

WHEREAS, an update to Section 13.04.040 E. of the Imperial Beach Municipal Code is also necessary to reference the most recently adopted edition of the California Plumbing Code.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH AS FOLLOWS:

Section 1: Section 13.04.040 of Chapter 13.04 of the Imperial Beach Municipal Code is hereby amended to read as follows:

13.04.040. Connection to public sewer required—Design specifications.

A. No person whose premises are so located that a public sewer is within two hundred feet of the place of origin of sewage on the premises shall install any septic tank or use any means of disposing of such sewage other than through a connection with the City sewer facility. Each such person shall be required to connect such premises with the sewer system and to pay all costs and charges provided for under this chapter.

B. All persons whose premises are connected to the public sewer shall be responsible for the installation, maintenance and upkeep of the building sewer and the sewer lateral to the point where the lateral attaches to the saddle connection on the public sewer or sewer main.

C. New sewers and connections to the sewer system will meet all requirements of the Uniform Plumbing Code, copies of which are on file with the Department of Public Works and the Building Department; the standard plans and specifications of the City for construction in the public right-of-way; and shall also meet the design requirements as established from time to time by the City Engineer.

D. Except as expressly provided in this code, all work performed and all plans and specifications required under the provisions of this chapter shall conform to the requirements prescribed by the the editions of "The San Diego Area—Regional Standard Drawings" and "The Standard Specifications for Public Works Construction" and associated supplements, and "Standard Plans for Public Works Construction" in effect as of November 2, 2008, unless exempted or modified by the City Council of the City of Imperial Beach. To the extent possible, all designs and plans shall provide for vehicular access to all manholes and cleanouts in the sewer main system.

E. All building permit plans or designs shall comply with the currently adopted edition of the California Plumbing Code as set forth in chapter 15.32 of the Municipal Code. This compliance includes the duty to eliminate or minimize the sewer system impacts due to fats, oils, and grease discharge.

Section 2: A new Chapter 13.14 – Regulation of Fats, Oils and Grease Disposal in the Sewer Collection System - is hereby added to the Imperial Beach Municipal Code to read as shown in Exhibit "A" that is attached hereto and incorporated herein by reference.

Section 3: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

Section 4: The City Clerk is directed to prepare and have published a summary of this ordinance no less than five days prior to the consideration of its adoption and again within fifteen (15) days following adoption indicating votes cast.

EFFECTIVE DATE: This Ordinance shall be effective thirty (30) days after its adoption.

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of Imperial Beach, California, on the 7th day of November 2012;

THEREAFTER ADOPTED at a regular meeting of the City Council of the City of Imperial Beach, California, on the 21st day of November 2012, by the following vote:

AYES: COUNCILMEMBERS: BILBRAY, BRAGG, SPRIGGS, JANNEY
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: KING

Signature on file

JAMES C. JANNEY, MAYOR

ATTEST:

Signature on file

JACQUELINE M. HALD, MMC
CITY CLERK

APPROVED AS TO FORM:

Signature on file

JENNIFER M. LYON, ESQ.
CITY ATTORNEY

SEE EXHIBIT "A"

CHAPTER 13.14- REGULATION OF FATS, OILS AND GREASE DISPOSAL IN THE SEWER COLLECTION SYSTEM

13.14.010 – Purpose and Intent

It is the intent of this article to establish regulations for the disposal of grease and other insoluble waste discharges from commercial kitchens within the City. The City council, in enacting the ordinance codified in this article, intends to provide for the protection and maximum beneficial public use of the City's sewer system, to prevent sewer system overflows from the buildup of grease in sewer lines, to ensure the cost of maintaining the public sewer system is equitably distributed amongst users, to clarify grease disposal requirements for existing commercial kitchens, and to promote public health and safety.

13.14.020 – Definitions

“Best management practices (BMPs)” means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the introduction of FOG to the sewer facilities.

“Change in operations” means any change in the ownership, food types, or operational procedures that have the potential to increase the amount of FOG generated and/or discharged by FSEs in an amount that alone or collectively causes or creates a potential for SSOs to occur.

“City Manager” means the City Manager of the City of Imperial Beach or his or her designee.

“Discharger” means any person who discharges or causes a discharge of wastewater directly or indirectly to a public sewer. Discharger shall mean the same as user.

“Effluent” means any liquid outflow from the FSE that is discharged to the sewer.

“Existing Food Service Establishment” means a FSE which legally exists and operates at the time of the effective date of this Chapter.

“Fats, oils and grease (FOG)” means any substance such as a vegetable or animal product that is used in, or is a byproduct of, the cooking or food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions.

“FOG control program” means the FOG control program required by and developed pursuant to State Water Resources Control Board (SWRCB) ORDER NO. 2006-0003-DWQ.

“Food Grinder” means any device installed in the plumbing or sewage system for the purpose of grinding food waste or food preparation by products for the purpose of disposing it in the sewer system.

"Food Service Establishment (FSE)" means any food preparation establishment, restaurant, cafeteria, or any other establishment preparing food for consumption. Domestic homes are not considered food service establishments under this definition.

"Grease control device" means any grease interceptor, grease trap or other mechanism, device or process, which attaches to, or is applied to, wastewater plumbing fixtures and lines, the purpose of which is to trap or collect or treat FOG prior to it being discharged into the sewer system. "Grease control device" may also include any other proven method to reduce FOG subject to the approval of the City.

"Grease interceptor" means a multi-compartment device that is constructed in different sizes and is generally required to be located, according to the California Plumbing Code, underground between a FSE and the connection to the sewer system. These devices primarily use gravity to separate FOG from the wastewater as it moves from one compartment to the next. These devices must be cleaned, maintained, and have the FOG removed and disposed of in a proper manner on regular intervals to be effective.

"Grease trap" means a grease control device that is used to serve individual fixtures and have limited effect and should only be used in those cases where the use of a grease interceptor or other grease control device is determined to be impossible or impracticable.

"Hot spots" means areas in sewer lines that have experienced sanitary sewer overflows or that must be cleaned or maintained frequently to avoid blockages of sewer system.

"Interceptor" means a grease interceptor.

"Program Manager" means the individual designated by the City Manager to administer the FOG control program. A consultant retained under contract by the City may be designated as the FOG control program manager. The FOG control program manager is responsible for all determinations of compliance with the program, including approval of discretionary waivers, inspections and development and implementation of the best management practices and the rules and regulations for the City's FOG control program.

13.14.030 – FOG Discharge Prohibited

No FSE shall discharge or cause to be discharged FOG into the sewer system.

13.14.040 – Conditions for grease disposal at Food Service Establishments

FSEs shall comply with the following conditions:

- A. If requested, the FSE shall submit pertinent information on business operations to the City in order to assess the overall impact on the sewer collection system. The FSE may be required to submit, in units and terms appropriate for evaluation, the following information:

1. Name, address and Standard Industrial Classification number of FSE;
 2. Volume of wastewater to be discharged;
 3. Proposed wastewater constituents;
 4. Time of daily food preparation operations;
 5. Average and 30-minute peak wastewater flow rates, including daily, monthly and seasonal variation if any;
 6. Description of activities, facilities and plant processes on the premises including all materials which are or could be discharged;
 7. Plans or diagrams depicting location of on-site sewer lines pumping stations and any reclamation or pretreatment facilities;
 8. Description of food preparation, type, number of meals served, cleanup procedures, dining room capacity, number of employees and size of kitchen;
 9. Any other information required by the Program Manager to evaluate the FOG disposal of the FSE. The Program Manager will evaluate the data submitted and may require additional information.
- B. The Program Manager will evaluate the data furnished by the applicant and may require additional information. Prior to or after evaluation and acceptance of the data furnished, an on -site inspection of the waste discharge system, treatment systems or other systems relating to the waste discharge may be required. The Program Manager may then permit FOG discharge subject to terms and conditions provided herein.
- C. FSE grease disposal shall be allowed only for specific use for a specific operation. Re-evaluation may be required for any sale, lease, transfer or assignment of the premises or business or any change in operations.

3.14.050 – Prohibitions. The following prohibitions shall apply to all Food Service Establishments

- A. Installation of food grinders in new constructions of Food Service Establishments shall be prohibited. Furthermore, all food grinders shall be removed from existing Food Service Establishments within 180 days of the effective date of these regulations.
- B. Introduction of any additives into a Food Service Establishment's wastewater system for the purpose of emulsifying FOG is prohibited, unless a specific written authorization from the Program Manager is obtained based upon evidence showing that such additives will not cause or contribute to interference and/or a sewer system overflow.
- C. Discharge of wastewater with temperatures in excess of 140°F to any grease control device, including interceptors is prohibited.
- D. The use of biological additives to treat or reduce FOG or as a supplement to interceptor maintenance, without prior authorization from the Program Manager, is prohibited. Such authorization shall be based upon evidence showing that such biological additives will not cause or contribute to interference and/or a sewer system overflow.
- E. No waste removed from a grease control device may be discharged to the sewer system.

13.14.060 – Grease control for new and existing food service establishments

All building permit plans or designs shall comply with applicable sections of the Plumbing Code of the City of Imperial Beach to eliminate or minimize the sewer system impacts due to fats, oils, and grease discharge.

- A. Food Service Establishments are required to install, operate and maintain an approved type and adequately sized grease control device necessary to maintain compliance with the objectives of this Chapter.
 - 1. New Food Service Establishments.
 - a. Food Service Establishments which are newly constructed shall install, operate, and maintain a grease control device prior to and following commencement of wastewater discharges to the sewer system.
 - b. Newly constructed Food Service Establishments shall size grease control devices according to the Plumbing Code of the City of Imperial Beach.
 - c. New Food Service Establishments opening a new business in the location of a previous FSE without remodeling the facility shall be required to install a grease control device.

2. Existing Food Service Establishments.

- a. Existing Food Service Establishments shall be required to install and commence proper operation of a grease control device upon notification by the City if in the determination of the Program Manager any of the following apply:
 - (1) The Existing Food Service Establishment has caused or contributed to a grease-related blockage in the sewer system including private laterals, or which have sewer laterals connected to hot spots deemed to have significant potential to adversely impact the sewer system.
 - (2) The Existing Food Service Establishment has contributed to the buildup of FOG in the sewer collection system, which may be determined through observation of kitchen equipment or operations, observation of grease in the sewer lateral, or testing of effluent shall be deemed to have a reasonable potential to adversely impact the sewer system.
 - (3) The Existing Food Service Establishment has (a) made any change in food preparation or business operations that is different than the original business application and (b) those changes will lead to an increase in grease disposal which have been deemed to have reasonable potential to adversely impact the sewer system.
- b. Existing Food Service Establishments without a current California Plumbing Code compliant grease control device that remodels the facility or expands kitchen area shall be required to install a grease control device.
- c. Existing Food Service Establishments which have already installed a grease control device at the time of adoption of this Chapter will be allowed to continue using said device provided it is in proper working order and meets the standards of the Plumbing Code of the City of Imperial Beach.

B. The grease control device shall be connected to all grease bearing fixtures and adequate to separate and remove FOG contained in wastewater discharges from any establishment prior to discharge to the sewer system.

C. Property owners of commercial developments or their official designee shall be responsible for the installation and maintenance of the grease control device serving multiple establishments that are located on a single parcel.

D. Conditional Waiver

1. Any FSE may obtain a conditional waiver from the Program Manager, in order to avoid compliance with the grease removal device installation requirement. The FSE bears the burden of demonstrating, to the Program Manager's reasonable satisfaction, that the installation of a grease removal device is not necessary and that acceptable alternatives such as, but not limited to, installation of alternative technologies or implementation of BMPs will be sufficient to prevent significant FOG discharges from

the applicant. Upon determination by the Program Manager that a conditional waiver may be granted, the FSE will be given notice in writing that a waiver has been approved and that the FSE is relieved of the requirement to install a grease removal device. So long as the waiver remains effective the Program Manager may impose terms and conditions on the issuance of a waiver and may impose conditions on the FSE's business license in accordance with any approved waiver.

2. A conditional waiver may be suspended or revoked at any time when any of the terms and conditions for its issuance is not satisfied or if the conditions upon which the conditional waiver was based change so that the justification for the exception no longer exists. Appeal of any suspension or revocation may be made, as provided in this Chapter.
3. Period of Validity. The conditional *waiver* shall be valid only so long as the FSE remains in compliance with all requirements of this Chapter, including, but not limited to, the requirements to apply for a new or renewed business license and to implement BMPs. The conditional *waiver* may be suspended or revoked if any of the terms and conditions for its issuance are not satisfied. Appeal of any suspension or revocation may be made as provided in this Chapter.
4. Appeals. The applicant or any interested person may appeal the decision of the Program Manager in accordance with the provisions of this Chapter.

13.14.070 – Grease control device maintenance requirements

- A. Each commercial kitchen with a grease control device shall be required to employ an appropriate service or procedures for periodic collection of accumulated grease from any grease control device. The collection schedule shall be determined by the following criteria:
 1. Twenty Five Percent Rule. Grease control devices shall be fully pumped out and cleaned at a frequency such that the combined FOG and solids accumulation does not exceed 25% of the total designed hydraulic depth of the grease control device. This is to ensure that the minimum hydraulic retention time and required available hydraulic volume is maintained to effectively intercept and retain FOG discharged to the sewer system.
 2. Each Food Service Establishment with a grease control device shall fully pump out and clean its grease control device not less than every 6 months, unless required sooner by the 25% Rule in section 13.14.070(A)(1).
- B. Maintenance Records. Each commercial kitchen with a grease control device shall be required to keep records of cleaning, maintenance and grease removal. All such records must be retained on site by the permitted facility for a minimum of three (3) years. A separate maintenance log shall be maintained for each grease control device and posted in the immediate vicinity of each device. Maintenance logs shall include the following information: Grease control device location and volume; maintenance dates; volume removed (gallons); disposal methods; and name of person performing maintenance and, if the person is not employed by the commercial kitchen, the name, address and phone number of the person or company performing the maintenance activities.

- C. Inspection. Each commercial kitchen with a grease control device shall allow City representatives access to the premises during normal business hours and at reasonable times, for purposes of sampling, inspections and review of records relating to commercial kitchen grease disposal.

13.14.080 – Best management practices

All Food Service Establishments must install, implement and maintain the following minimum best management practices:

- A. Drain screens. Drain screens shall be installed on all drainage pipes in food preparation areas.
- B. Waste cooking oil.
1. All waste cooking oil shall be collected and stored properly in recycling barrels or drums.
 2. Such recycling barrels or drums shall be maintained appropriately to ensure they do not leak.
 3. Licensed haulers or an approved recycling facility must be used to dispose of waste cooking oil.
- C. Food waste. All food waste shall be properly disposed of as organic waste or placed in enclosed plastic bags and disposed directly into the trash or garbage, and not in sinks.
- D. Employee training.
1. Employees of the food service establishment shall be trained at the beginning of their term of employment, and once each calendar year thereafter, on the following subjects:
 - a. How to "dry wipe" pots, pans, dishware and work areas before washing, to remove grease.
 - b. How to properly dispose of food waste and solids.
 - c. The location and use of absorption products to clean under fryer baskets and other locations where grease may be spilled or dripped.
 - d. How to properly dispose of grease or oils from cooking equipment into a grease barrel or drum without spilling.
 2. Kitchen exhaust filters and hoods shall be cleaned at least annually to be maintained in good operating condition

3.14.090 – Enforcement

Any violation of this Chapter is hereby deemed a public nuisance and may be abated under Chapter 1.16 of this Imperial Beach Municipal Code or as otherwise provided therein. Authorized enforcement officials and authorized enforcement staff may also enforce violations of this Chapter as follows:

- A. **Administrative Penalties.** Administrative penalties may include, but not be limited to, the recovery of fines assessed against the City of Imperial Beach by the RWQCB.
- B. **Cease and Desist Orders.** Written and/or verbal orders may be issued to stop illegal discharges and/or remove illegal connections.
- C. **Notice and Order to Clean, Test, or Abate.** Written and/or verbal orders may be issued to perform any act required by this Chapter where conditions warrant.
- D. **Public Nuisance Abatement.** Violations of this Chapter are deemed a threat to public health, safety, and welfare, and are identified as a public nuisance. If actions ordered pursuant to this Chapter are not performed, the authorized enforcement official may abate any public nuisance. City costs for pollution detection and abatement, if not paid in full by the discharger in addition to any other penalties, may be made a lien against the property in accordance with this procedure.
- E. **Stop Work Orders.** Whenever any work is being done contrary to the provisions of this Chapter, an authorized enforcement official may order the work stopped by notice in writing served on any person engaged in the doing or causing such work to be done, and any such person shall immediately stop such work until authorized by the authorized enforcement official to proceed with the work.
- F. **Permit Suspension or Revocation.** Violations of this Chapter may be grounds for permit and/or other City license suspension or revocation in accordance with applicable sections of the Imperial Beach Municipal Code.
- G. **Legal action.** The City may pursue any other legal remedies available, including but not limited, filing civil, criminal and/or injunctive relief actions in Superior Court. Any violation of this Chapter shall constitute a misdemeanor, unless otherwise charged as an infraction, at the discretion of the City Attorney.
- H. **Penalties and Remedies Not Exclusive.** Penalties and remedies under this article may be cumulative and in addition to other administrative, civil or criminal remedies.

I. Appeals of fines, penalties or requirements to install grease control devices.

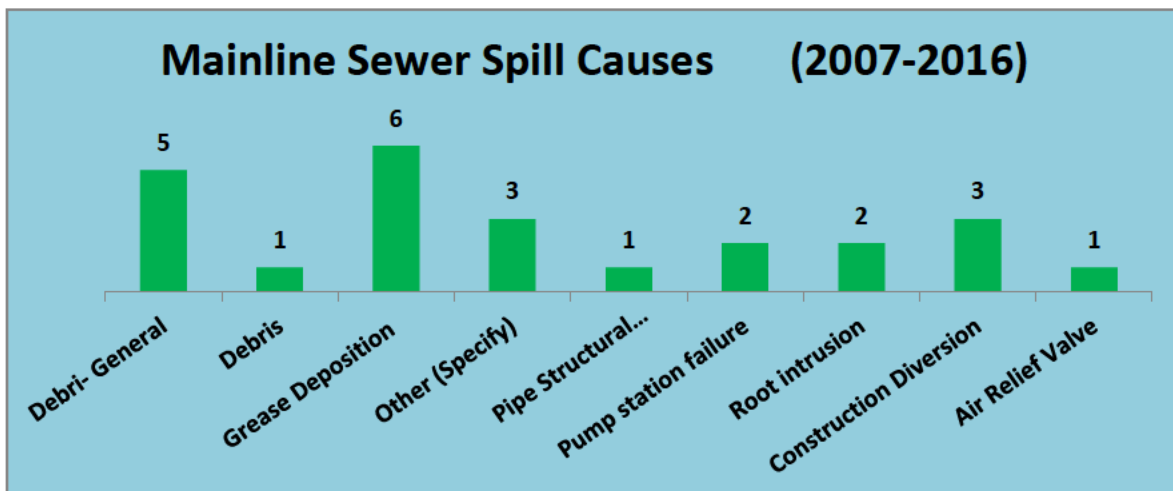
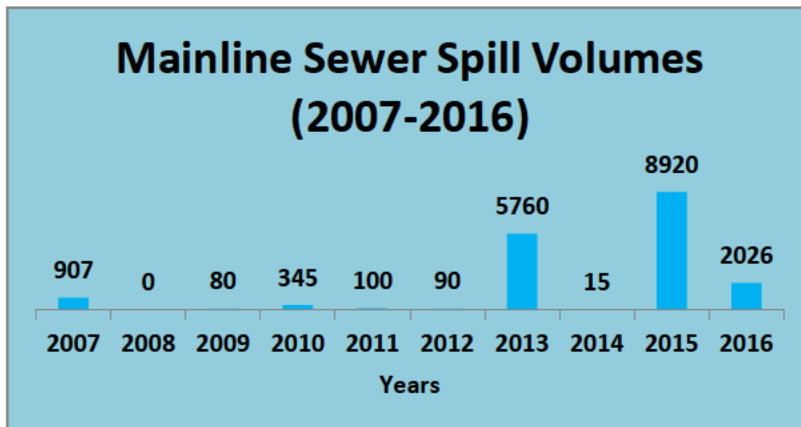
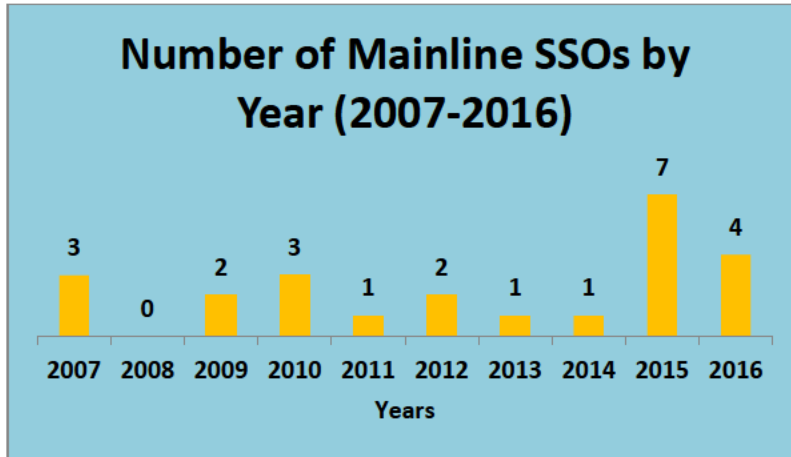
1. Appeals of fines, penalties, or requirements to install grease control devices shall be submitted to the city manager within thirty days after the FSE has been notified of the penalty and/or corrective actions. The decision of the city manager shall be in writing.
2. The decision of the city manager can be appealed to the city council by submitting a written request to the city clerk within fifteen days of the issuance of the city manager's decision, and payment of the appropriate fee, if any, as set by resolution of the city council.
3. Upon appeal, the appellant shall, upon written request to the city manager, be provided within fifteen days of said request, at reasonable cost to the appellant, copies of all reports, data or other documentary evidence upon which the citation is based.

Attachment 6

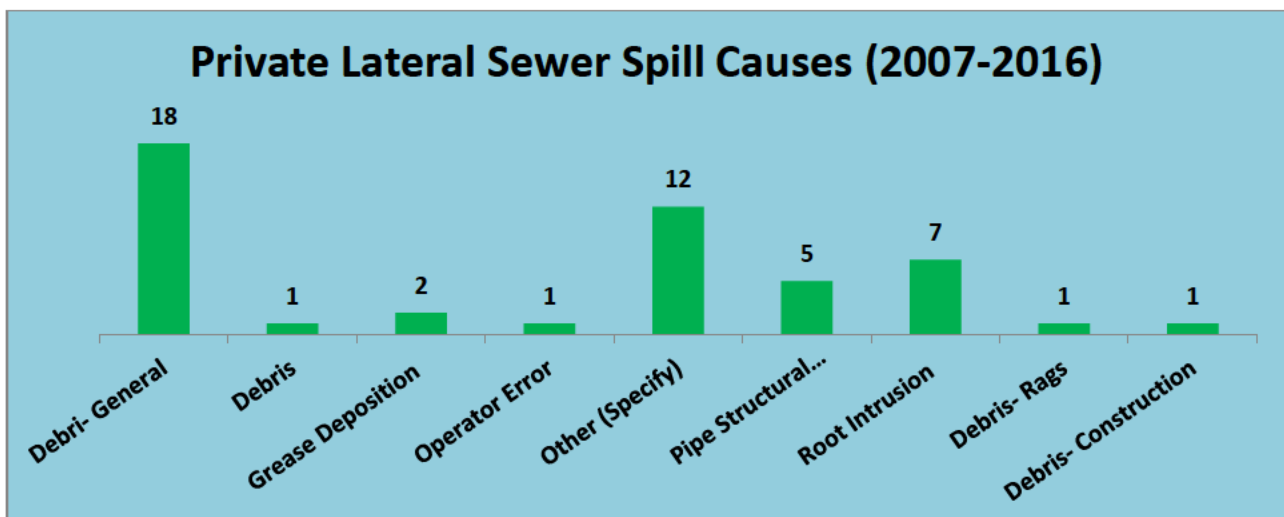
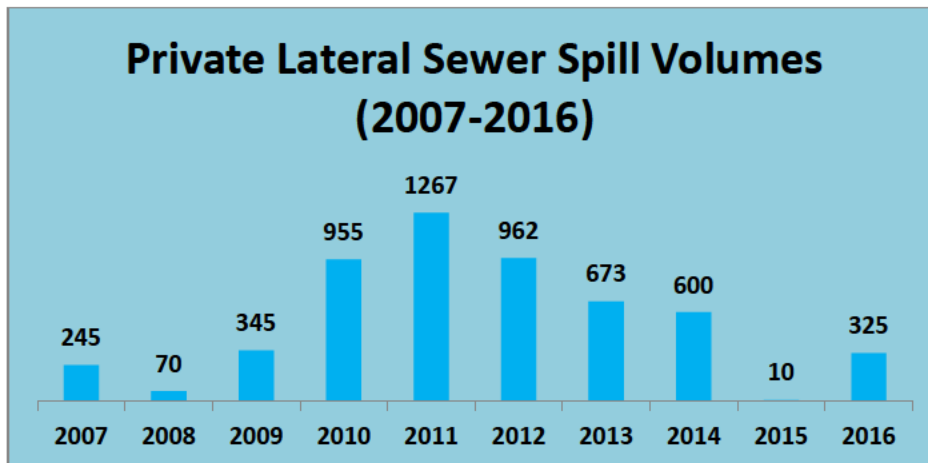
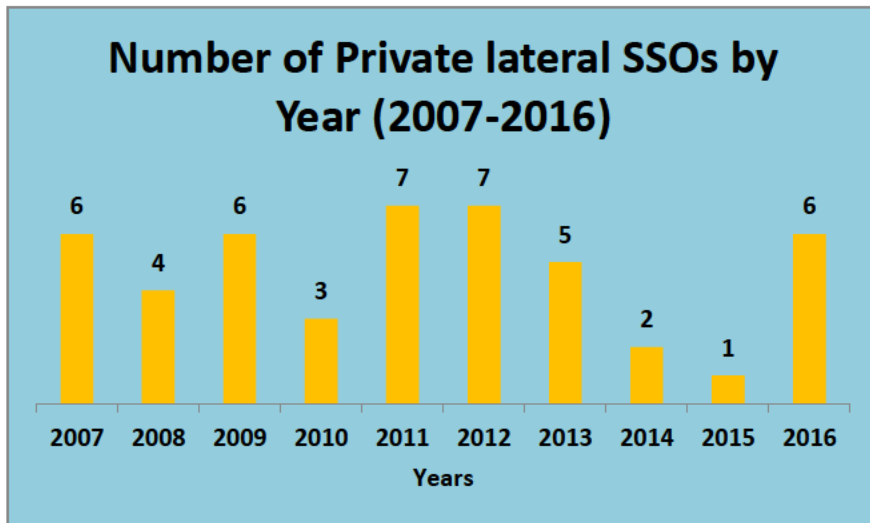
Sewer Overflow Trend Analysis

Sewer Overflow Trend Analysis 2007 through 2016
January, 2017

The following presents a summary of the sewer system overflows in the City of Imperial Beach from jurisdictionally maintained sewer main lines from 2007 through 2016 as reported on the CIWQS reporting system.



The following presents a summary of the sewer system overflows in the City of Imperial Beach from private lateral lines from 2007 through 2016 as reported on the CIWQS reporting system.





STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ANDY HALL, CITY MANAGER *AH*

MEETING DATE: MAY 17, 2017

ORIGINATING DEPT.: PUBLIC WORKS *Hal*

SUBJECT: RESOLUTION NO. 2017-7805 AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL, FOR THE 2016 SEWER SYSTEM MASTER PLAN, TO INCLUDE THE GROUNDWATER INFILTRATION REPAIR DESIGN AT THE SEWER MAIN SADDLE FOR 800 SEACOAST DRIVE SEWER LATERAL AND APPROPRIATE \$52,220 FROM THE SEWER ENTERPRISE ACCOUNT TO THIS PROJECT

EXECUTIVE SUMMARY:

Adoption of Resolution No. 2017-7805 would authorize the City Manager to amend the Professional Services Agreement with Michael Baker International for the 2016 Sewer System Master Plan, to include the design of a sewer lateral repair at 800 Seacoast Drive for the additional cost of \$52,220.00. Resolution No. 2017-7805 will also appropriate an additional \$52,220 from the Sewer Enterprise Undesignated Reserve to this project for a total contract award cost of \$145,395. See Fiscal Analysis paragraph below.

The purpose of this amendment is to design and monitor the repair of the sewer main groundwater infiltration at the saddle for the sewer lateral from Pier South Hotel – 800 Seacoast Drive. There is significant infiltration occurring at or from this connection into the sewer main thus increasing Metro San Diego treatment costs due to this increased flow and strength and possibly undermining the above street surface. This amendment includes the investigation for a groundwater disposal permit, environmental site assessment, development of plans and technical specifications, and design services during bidding and construction.

FISCAL ANALYSIS: The cost of the Sewer Lateral Repair Design services is \$52,220 to be funded from the Sewer Enterprise Undesignated Reserve Fund. The original Michael Baker International agreement for the 2016 Sewer Master Plan was \$93,175. With the approval of this amendment to the Michael Baker International Agreement the total appropriated Sewer Enterprise Undesignated Reserve funds for the Sewer Master Plan will be \$145,395.

RECOMMENDATION:

1. Receive this report;
2. Adopt Resolution No. 2017-7805 amending the professional services agreement to Michael Baker International for the 2016 Sewer System Master Plan to include a design for the repair of the groundwater infiltration at the sewer lateral at 800 Seacoast Drive; and

3. Appropriate an additional \$52,220.00 from the Sewer Enterprise Undesignated Reserve Fund to the Michael Baker International 2016 Sewer Master Plan Agreement project.

OPTIONS:

- Receive and adopt Resolution No. 2017-7805 amending the Professional Services Agreement to Michael Baker International, for the 2016 Sewer System Master Plan to include a repair design for groundwater infiltration at 800 Seacoast Drive and appropriate an additional \$52,220 from the Sewer Enterprise Undesignated Reserve Fund to the Michael Baker International 2016 Sewer System Master Plan project;
- Request additional information and an additional report; or
- Reject the recommended amendment to the Sewer System Master Plan project.

BACKGROUND/ANALYSIS:

In July 2011, a sewer lateral was installed for the Pier South hotel at 800 Seacoast Dr. After the installation was completed, CCTV video revealed that there was substantial groundwater infiltration entering the sewer line around the lateral connection point.

A number of measures have been taken to stop this infiltration including most recently injecting 100 gallons of grout the vicinity of the 800 Seacoast Drive Lateral saddle. All methods of repair attempted to date have failed to affect the ground water infiltration at or from this saddle.

The continued infiltration along with lack of knowledge of the conditions below the street, make addressing the situation most critical. It is suspected that the infiltration is creating a cavity below the street. If this is occurring, and it is left unresolved, it could eventually result in the collapse of Seacoast Dr.

On October 19, 2016, City Council adopted Resolution No. 2016-7745, awarding a professional services agreement to Michael Baker International, for a 2016 Sewer System Master Plan. They are in the process of completing this project, and are identifying areas where upgrades are required to handle future increases in sewer flows.

At this time, a solution needs to be designed to repair the lateral connection of the Pier South hotel to the sewer main in Seacoast Dr. Since this project will likely involve excavating a significant area of the street, City Staff determined that it would be prudent to address future sewer upgrades in this area concurrent with the lateral repair. This would hopefully remove any need to disturb this section of street again in the near future.

Michael Baker International is a full service engineering firm. In addition to the master plan and hydraulic modeling services they currently provide for us, they also do sewer pipeline design and project management. For this reason, City Staff solicited a proposal from Michael Baker International for the design of the sewer lateral repair for the Pier South hotel.

Michael Baker International submitted a proposal to design the groundwater infiltration repair at the saddle to the Pier South hotel. Their proposal includes geotechnical and water quality investigations, environmental site assessment, development of plans and technical specifications, and design services during bidding and construction. The fee for this proposal is \$52,220.

ENVIRONMENTAL DETERMINATION:

Project is exempt from CEQA pursuant to CEQA Guidelines Section 15302(c): Replace or Reconstruction of Existing Utility Systems and Facilities.

Attachments:

1. Resolution No. 2017-7805

RESOLUTION NO. 2017-7805

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL, FOR THE 2016 SEWER SYSTEM MASTER PLAN, TO INCLUDE THE GROUNDWATER INFILTRATION REPAIR DESIGN AT THE SEWER MAIN SADDLE FOR 800 SEACOAST DRIVE SEWER LATERAL AND APPROPRIATE \$52,220 FROM THE SEWER ENTERPRISE ACCOUNT TO THIS PROJECT

WHEREAS, Resolution No. 2016-7745, awarded a professional services agreement to Michael Baker International, for a 2016 Sewer System Master Plan; and

WHEREAS, in July 2011, a sewer lateral was installed for the Pier South Hotel at 800 Seacoast Drive which was subsequently found using CCTV video to have substantial groundwater infiltration entering the sewer main around the lateral connection point; and

WHEREAS, a number of measures have been taken to stop this infiltration however all methods of repair attempted to date have failed to affect the ground water infiltration at or from this saddle; and

WHEREAS, Michael Baker International has submitted a proposal to design the sewer infiltration repair at the sewer lateral connection for the Pier South hotel to include geotechnical and water quality investigations , environmental site assessment, development of plans and technical specifications, and design services during bidding and construction at a fee of \$52,220; and

WHEREAS, the cost to design the infiltration repair and manage the repair during bidding and construction can be funded from the Sewer Enterprise Undesignated Reserve Fund; and

WHEREAS, staff is proposing to amend the Michael Baker International professional services agreement for the 2016 Sewer System Master Plan to include the Groundwater Infiltration Repair design at the sewer main saddle for 800 Seacoast Drive Sewer Lateral at cost of \$52,220.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. The City Manager is authorized to amend the professional services agreement with Michael Baker International for the 2016 Sewer System Master Plan to include the groundwater infiltration repair at the saddle to the main at 800 Seacoast Drive sewer lateral at a cost of \$52,220.
3. This legislative body appropriates \$52,220 from the Sewer Enterprise Undesignated Reserve Fund to the Michael Baker International Agreement for the 2016 Sewer System Master Plan project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 17th day of May 2017, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

**JACQUELINE M. KELLY, MMC
CITY CLERK**

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STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER ^{AH}
MEETING DATE: MAY 17, 2017
ORIGINATING DEPT.: DOUG BRADLEY ADMINISTRATIVE SERVICES DEPARTMENT ^{DB}
SUBJECT: FISCAL YEAR 2018 & FISCAL YEAR 2019 BUDGET WORKSHOP

EXECUTIVE SUMMARY:

As part of the City's budgeting process, the City Council and Staff are conducting a workshop to collect input from the community and City Council in preparation of the Fiscal Year 2018 and Fiscal Year 2019 budgets. The budget process has been underway since November 2016. The City department heads and staff have collectively submitted estimates for operating and capital expenditures as well as revenues. The City held an "open air" open house on May 11th inviting the residents to meet with City Staff and Council to discuss the City's financial and project needs. Staff will recommend to the City Council that it ratify an approved budget, by resolution, in June.

FISCAL ANALYSIS:

Upon approval by the City Council in June, this will establish the FY2018 and FY2019 Citywide Budget.

RECOMMENDATION:

Staff recommends that the City Council review, receive public comment and make recommendations concerning the proposals made for the FY2018 and FY2019 budgets.

OPTIONS:

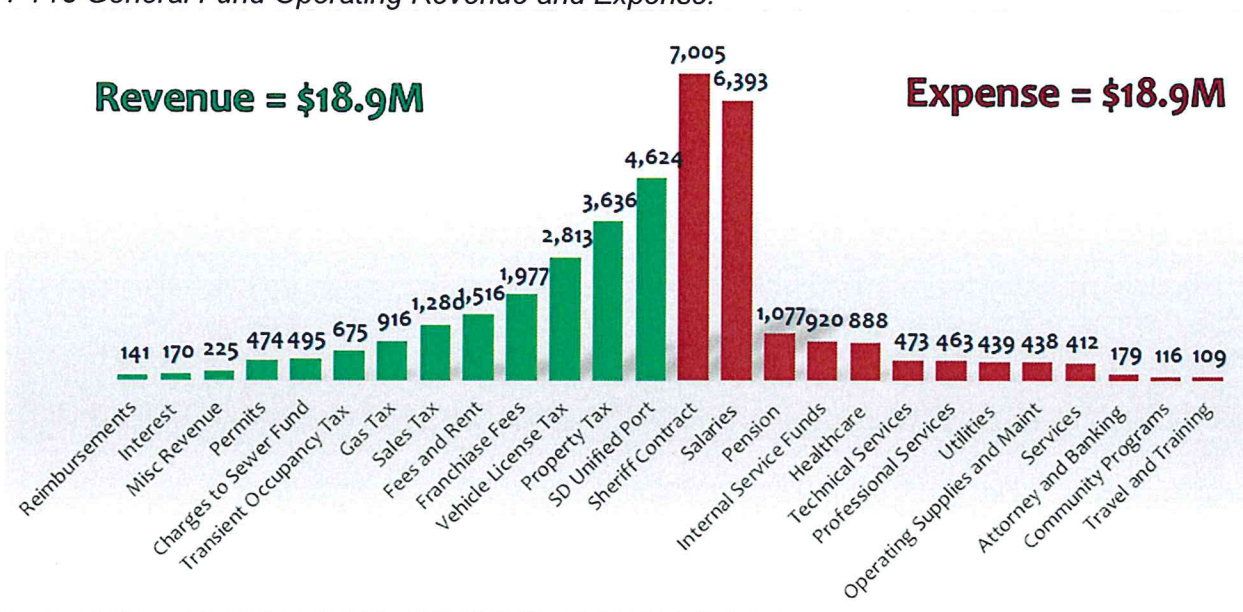
- The City Council may provide direction to the City Manager to modify any portion of the proposed budget.

BACKGROUND/ANALYSIS:

The City Staff has prepared a preliminary budget proposal which includes an analysis of the City needs based on historical spending and projections. The Department Heads, along with nearly all of their respective staff, have identified a recommended spending plan. Input from the community has also been incorporated. The City Staff seeks further input and guidance from the City Council.

The chart below illustrates the Revenue (green) and Expense (red) for the General Fund Operating Budget. The Operating Budget is balanced (Revenue = Expense). The largest source of Revenue to the General Fund is from the San Diego Unified Port as part of the agreements to operate our Lifeguard, Tideland, and Public Safety Services. As a result of City property values growing at a county high rate of 8%, the Property Tax revenue is estimated to reach near \$4M by FY19. The Vehicle License Tax revenue, which is allocated based on Property Values, is also growing at this same rate. Franchise Fees and Sales Tax are a large Revenue source to the General Fund. The total General Fund Operating Revenue is estimated to be \$18.9M in FY18 and \$19.6 in FY19.

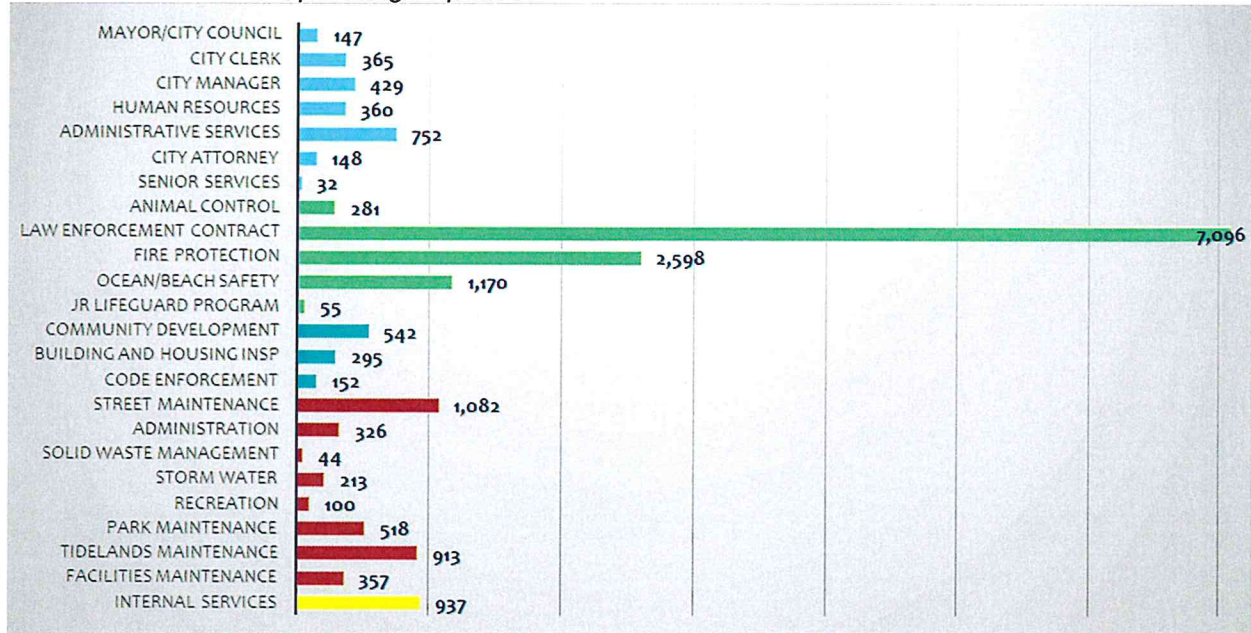
FY18 General Fund Operating Revenue and Expense:



The top Expenditures for the General Fund are the Sheriff Contract and employee Salaries. The Sheriff Contract constitutes the single largest expenditure for the General Fund. Increasing at a rate of 6% per year this expense will total \$7.0M in FY18 and \$7.4M in FY19. The City staff includes 143 FT and PT employees for an expense of \$6.4M. Retirement and healthcare are also main cost contributor to the General Fund. The General Fund Operating Expense is estimated to be \$18.9M in FY18 and \$19.6 in FY19. The General Fund is balanced; Revenues equal Expense.

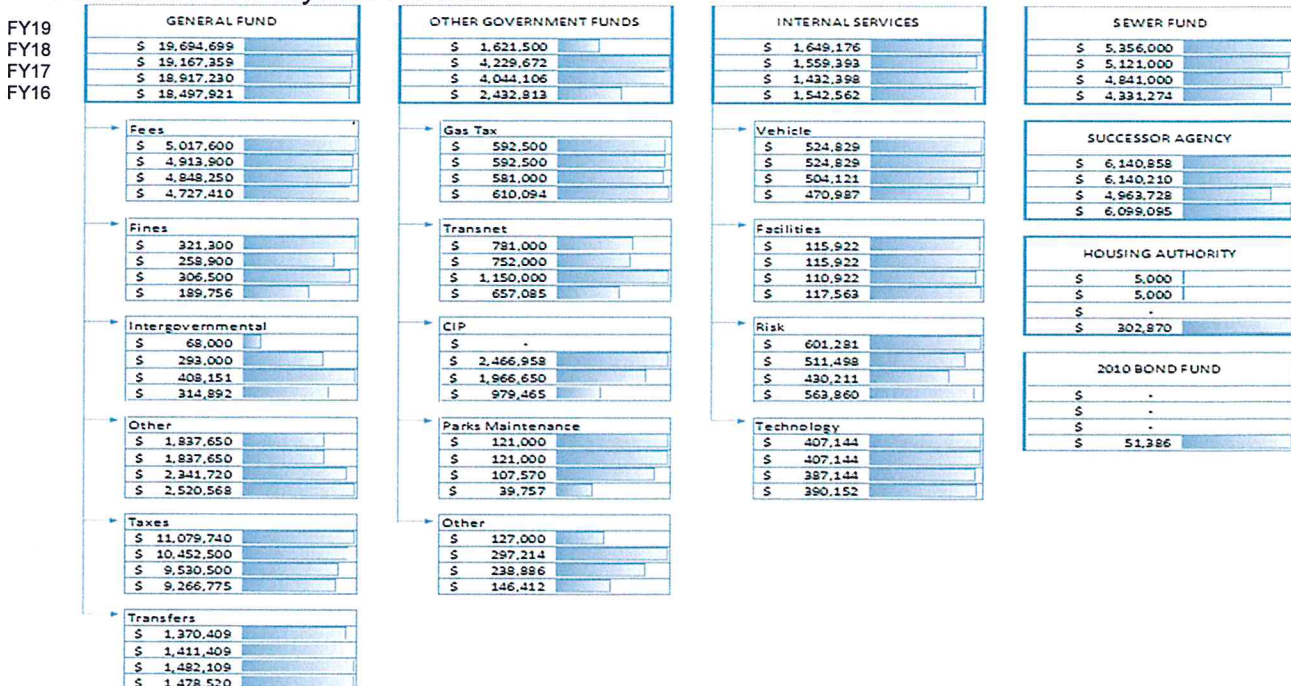
The City provides critical services to the community. The chart below better quantifies the Services the City provides and the amount spent on those services.

FY18 General Fund Operating Expense:



The Citywide revenue is illustrated below. As mentioned earlier, the Operating Revenue for the General Fund is \$18.9 in FY18 and \$19.6 in FY19. The figures below also include Grant Revenue for Capital Projects and reimbursements. The tax revenue from Gas is mostly flat and doesn't include any assumption concerning coming legislation. The Vehicle and Risk Fund revenue has increased slightly strengthening the fund balance. The Sewer Revenue is consistent with the recent Sewer Study. The Successor Agency revenue is based on the Recognized Obligations which is mostly Agency Debt Service.

FY18 and FY19 Citywide Revenue



The Citywide expense is illustrated below. The primary General Fund expenditures are related to the Sheriff Contract and Salaries as mentioned earlier. The Gas Tax funds are used to fund routine street maintenance. The Transnet funds are split 30% for maintenance and 70% for new construction. The CIP are grant funds for Capital projects. The Park Maintenance funds are also supporting capital projects. The capital projects are listed later in the report. The Internal Service Funds are available for Vehicle, Facilities and Technology repair and replacement as well as Risk Management. The Sewer Fund expenditures are tracking with the recent Sewer Study. The Successor Agency expenditures are for Agency Debt Service (this is NOT City debt). The Housing Authority budget is for miscellaneous legal expenses. With the completion of the 8 Alley Project, the 2010 Bond Funds will be completely spent.

FY18 and FY19 Citywide Expense

	GENERAL FUND	OTHER GOVERNMENT FUNDS	INTERNAL SERVICES	SEWER FUND
FY19	\$ 20,068,936	\$ 1,578,300	\$ 1,740,708	\$ 5,222,669
FY18	\$ 21,109,412	\$ 5,160,794	\$ 2,323,342	\$ 6,595,204
FY17	\$ 21,321,650	\$ 5,550,594	\$ 1,928,561	\$ 4,451,427
FY16	\$ 18,400,898	\$ 3,098,821	\$ 1,730,716	\$ 3,686,138

Gas Tax	SUCCESSOR AGENCY
\$ 650,000	\$ 6,128,438
\$ 1,213,320	\$ 6,129,924
\$ 859,818	\$ 4,963,728
\$ 1,183,665	\$ 17,110,424

Transnet	HOUSING AUTHORITY
\$ 749,300	\$ 85,972
\$ 720,000	\$ 85,434
\$ 1,223,067	\$ 63,192
\$ 736,558	\$ 48,666

CIP	2010 BOND FUND
\$ -	\$ -
\$ 2,466,958	\$ 917,702
\$ 1,966,650	\$ 2,227,128
\$ 999,218	\$ 2,254,910

Parks Maintenance
\$ 50,000
\$ 461,302
\$ 67,240
\$ 42,779

Other
\$ 129,000
\$ 299,214
\$ 1,433,819
\$ 136,600

Vehicle
\$ 530,468
\$ 953,488
\$ 486,678
\$ 564,785

Facilities
\$ 43,700
\$ 103,700
\$ 298,723
\$ 36,670

Risk
\$ 732,761
\$ 714,113
\$ 657,554
\$ 745,188

Technology
\$ 433,779
\$ 552,041
\$ 485,606
\$ 384,073

The Citywide Fund Reserves are displayed below. The General Fund Reserves are assigned in the following accounts; Unassigned which is to be used for operations and at the Council discretion is estimated at \$8.2M in FY18 and \$7.8M in FY19. This represents nearly 40% of the General Fund annual Operating Expenditures. The slight decline in FY19 is due to Capital Projects which will be discussed later during the CIP presentation. The Economic Uncertainty Reserve, which is the City's rainy day fund, is 10% of annual expenditures. The decline in the Strategic Capital Reserve from \$2.0M in FY17 to \$460K in FY18 is also due to Capital Projects and the acquisition of real property. The Public Works Reserve ending balance is estimated at just over \$1.0M in both FY18 and FY19. The Public Safety Reserve is the left over funds after the purchase of the new Regional Communication System. The Council may wish to assign this to another account or leave it for future replacement of the RCS.

The other fund balance accounts are also listed below.

FY18 and FY19 Citywide Fund Balance

	GENERAL FUND	OTHER GOVERNMENT FUNDS	INTERNAL SERVICES	SEWER FUND	SUCCESSOR AGENCY	HOUSING AUTHORITY	2010 BOND FUND
FY19	\$ 11,332,952	\$ 546,398	\$ 1,766,558	\$ 1,377,267		\$ 548,391	\$ -
FY18	\$ 11,707,189	\$ 501,198	\$ 1,858,090	\$ 1,243,936		\$ 629,363	\$ -
FY17	\$ 13,649,242	\$ 1,430,320	\$ 2,622,039	\$ 2,718,140		\$ 709,797	\$ 917,702
FY16	\$ 15,588,354	\$ 1,741,876	\$ 3,118,202	\$ 2,328,567		\$ 772,989	\$ 3,144,820
	Unassigned	Gas Tax	Vehicle				
	\$ 7,826,533 39%	\$ 275,687	\$ 474,048				
	\$ 8,200,770 39%	\$ 333,187	\$ 479,687				
	\$ 8,176,889 38%	\$ 954,007	\$ 908,346				
	\$ 8,035,893 44%	\$ 1,232,825	\$ 890,903				
	Economic Uncertainty	Transnet	Facilities				
	\$ 1,800,000	\$ 235,037	\$ 461,146				
	\$ 1,800,000	\$ 203,337	\$ 388,924				
	\$ 1,800,000	\$ 171,337	\$ 376,702				
	\$ 1,800,000	\$ 244,404	\$ 564,503				
	Strategic Capital	CIP	Risk				
	\$ 460,079		\$ 661,738				
	\$ 460,079		\$ 793,218				
	\$ 1,996,013		\$ 995,833				
	\$ 3,125,477		\$ 1,223,176				
	Public Works	Parks Maintenance	Technology				
	\$ 970,640	\$ 35,675	\$ 169,626				
	\$ 970,640	\$ (35,325)	\$ 196,261				
	\$ 1,400,640	\$ 304,977	\$ 341,158				
	\$ 1,836,984	\$ 264,647	\$ 439,620				
	Public Safety Communications	Other					
	\$ 275,700						
	\$ 275,700						
	\$ 275,700						
	\$ 800,000						

The Capital projects budgeted for FY18 and FY19 are listed below. The left column lists the projects that were started in FY17 but not completed. These projects will be rolled into the FY18 budget. The right column are new projects. These projects, though in the budget, will still need final council approval before moving forward. The source of funding is also listed.

FY18 and FY19 Capital Projects

FY17 Carryover Projects				FY18 and FY19 Projects			
F16501	SENIOR CENTER DESIGN	\$ 170,214	Grant	F16301	COUNCIL CHAMBER UPGRADE	\$ 60,000	
P15401	PARK RESTROOMS	\$ 527,549	Public Works \$300K	P18701	SPORTS PARK REPAIRS	\$ 50,000	
P15402	SPORTS PARK TOT-LOT	\$ 133,753		S14107	COMMUNITY ENHANCEMENTS PR	\$ 1,300,000	Strategic Capital
P18801	VETERANS DOG PARK	\$ 100,000		S18101	RTIP FY17-18 STREET IMPRO	\$ 504,000	
S15104	PAL AV MP (WEST END) DRAW	\$ 452,892	Grant/Strategic Capital	S19101	BIANNUAL SLURRY SEAL	\$ 250,000	Unassigned
S15202	SIDEWALK INFILL CITRUS AV	\$ 493,320		S19102	RTIP FY18-19 STREET IMPRO	\$ 524,300	
S16901	EIGHT ALLEY PAVING PROJEC	\$ 917,702		SP1802	REVOLVING FUND	\$ 100,000	Unassigned
SP1616	LOCAL COASTAL PROGRAM	\$ 375,000	Grant \$225K /Strategic	SP1803	CIVIC CENTER RENOVATION	\$ 100,000	Public Works
				SP1804	EOC UPGRADES	\$ 30,000	Public Works
				SP1807	STORM WATER PROP 1 GRANT	\$ 2,100,000	Grant
				T15102	TECHNOLOGY UPGRADES	\$ 125,000	

Sewer Enterprise Fund

W13101	PS#10 REHABILITATION	\$ 40,389	
W15103	PUMP STATION 4&6 REHABILI	\$ 517,894	
W17102	500 BLOCK BONITO AVE SEWER	\$ 130,791	
W16103	EMERGENCY REPAIRS PS10	\$ 157,617	
W16201	FY 15-16 ANNUAL MAIN LINE	\$ 742,483	
W18201	ANNUAL MAINLINE REPAIR	\$ 450,204	

Sewer Enterprise Fund

W19201	ANNUAL MAINLINE REPAIR	\$ 463,710	
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Attached to the staff report is the Draft Budget Book containing details of citywide revenue, expenditures, fund balance, CIP and department spending. The workshop will allow for a detailed discussion of the entire City finances.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

Attachments:

1. FY2018 and FY2019 Draft Budget. (dated 05/17/17)



IMPERIAL BEACH
California

Draft Budget (05/17/17)

Fiscal Year 2018 & 2019

825 Imperial Beach Blvd – Imperial Beach, CA 91932

City of Imperial Beach

Located in San Diego County, Imperial Beach is the southwest most city in the continental United States, bordering Mexico to the south and the Pacific Ocean to the west. The mission is to maintain and enhance Imperial Beach as “Classic Southern California”; a beach-oriented community with a safe, small town, family atmosphere, rich in natural cultural resources.



The population of the City is 27,063 (2013) and is 4.5 square miles including 4 miles of beach-front. There are 6 elementary/ middle schools and 1 high school with nearly 3,000 students enrolled.

Imperial Beach is home to the Tijuana River National Estuarine Research Reserve, a National Estuarine Research Reserve, and Border Field State Park. The estuary, located off Seacoast Drive and Imperial Beach Boulevard, is home to many endangered birds and wildlife. This estuary marks the place where the fresh water Tijuana River

enters the salt water Pacific Ocean. It is the largest salt water marsh in Southern California.

Imperial Beach has undergone a significant makeover in the last ten years to become more visitor-friendly and commercially viable. In 2004, the City of Imperial Beach began implementing a community redevelopment plan to improve the commercial corridor along Palm Avenue and Seacoast Drive.

Imperial Beach boasts a high military population and is home to the US Navy's Naval Outlying Landing Field Imperial Beach also known as NOLF Imperial Beach. It is bordered on its northern extreme by Silver Strand Training Complex and is home to several Unified Port of San Diego properties.

Inquiries concerning the budget, please contact: Administrative Services Department
825 Imperial Beach Blvd
Imperial Beach, CA 91932
(619) 628-1361
dbradley@imperialbeachca.gov

Honorable Mayor and Members of Council:

On behalf of the Imperial Beach management team, I am pleased to present the FY 2018 and FY 2019 Imperial Beach municipal budget for your consideration. The preparation of the budget was a collaborative effort and each Department Head was instrumental in arriving at a balanced budget that contains the anticipated revenues and expenditures to provide effective and efficient municipal services.

The economic environment in Imperial Beach is more stable than in the past, and the primary sources of revenue are relatively consistent. However, the potential for revenue growth is limited and it is critical that the community continue to exercise prudent and conservative financial practices. The two year municipal budget incorporates these ideals, and yet maintains the high level of professional City services with one of the lowest per capita expense ratios in San Diego County. I am confident that the residents of Imperial Beach receive more benefit from each taxpayer dollar than any municipality in the County. Some of the key components and objectives of the budget include:

- Identification of base or ongoing revenues for all long term expenditures
- Implementation of City Council capital and maintenance priorities
- Provision of fair and appropriate employee compensation and benefits
- Presentation of a clear, transparent and user friendly budget
- Limited new tax or fee revenue generation to minimize impact on residents
- Focus on community outreach, service and quality of life

The budget reflects a modest increase in the revenue stream, mostly driven by the recent development activity. However, some of the projects that are currently being processed will not be completed and become contributors to the base revenue of the City in the next two year period.

One significant increase in expense is a significant increase in the payment to the CalPERS retirement system. In the past couple of years, CalPERS has lowered their anticipated rate of return due to diminishing investment proceeds. This has resulted in Imperial Beach, like most California municipalities, being underfunded in the State retirement system. This increase will expand the payment by more than \$500,000, increasing to over \$1 million in the next few years. Staff is exploring several strategies to address the issue, but it is an item that needs constant and careful attention.

Transparency continues to be an important factor in budget preparation. Beyond the required hearings and public meetings, the management staff has met with employee representatives, community groups, and residents, including a community open house, to obtain input and

suggestions. The budget, along with other pertinent financial documents, can be found on the City website and is easy to navigate.

Finally, it would very challenging to prepare a balanced budget without our partnerships with the Unified Port of San Diego, the San Diego County Sheriff's Department, the San Diego Association of Governments, San Diego County and the State of California. These partners provide funding and services that greatly improve the lives of our residents.

It is a pleasure to present the City Council with a balanced budget that ensures efficient and effective service provision without any anticipated increase in taxes or fees, with the exception of the previously approved increase in sewer rates. Thank you for your guidance and support in establishing a financial roadway map for the near future in Imperial Beach.

Sincerely,

Andy Hall, AICP
Imperial Beach City Manager

Executive Summary

The General Fund budget is balanced and has remained mostly flat and consistent with historical revenue and expenditures. However, several changes have occurred requiring budget estimate modifications versus the prior year. The Revenue changes include; Sales Tax increase from new business activity, Transient Occupancy Tax increase, and Ambulance revenue decline to reflect actual levels of service. The Expense changes include; increase in retirement, increase in Sheriff’s contract, and programmed employee cost increases including healthcare. To balance the budget, there has been a modest reduction in non-employee related expense items.

City of Imperial Beach..... Page A2

City Manager Letter to Mayor and Members of Council..... Page A3

Executive Summary..... Page A5

Organization Chart..... Page A8

City of Imperial Beach Employees..... Page 1

Staffing is flat at **143.5** employees in FY18 and FY19. The staffing figures include **61 part time** employees for Lifeguard and Tidelands Maintenance.

Budget Summary..... Page 2

Citywide Operating Budget increases slightly from **\$32.9M in FY18** to **\$33.4 in FY19**. The increase in the General Fund is due primarily to the Sheriff Contract and Employee Costs while the increase in the Sewer Fund is due to Metro Sewer Service Fees. The **\$10.8M 2-Year Capital Budget** is programmed mostly in FY18. Projects not completed in FY18 will be carried over to FY19. The General Fund Operating Budget is balanced at **\$18.9M in FY18** and **\$19.7M in FY19**.

Revenue Budget..... Page 3

Citywide Revenue Budget increases to **\$36.2M in FY18** and settles down to **\$34.5 in FY19**. The primary difference between FY18 and FY19 is due solely to **Grant Revenue funding CIP** projects.

General Fund Revenue Detail..... Page 4

General Fund Revenue Budget increases slightly from **\$19.2M in FY18** to **\$19.7 in FY19**. The source of the increased revenue is from the **SD Unified Port, Property Tax and Vehicle License Tax**.

Expense Budget..... Page 6

Citywide Expense Budget increases to **\$42.4M in FY18** and settles at **\$34.8 in FY19**. The difference between FY18 and FY19 is due to the majority of the 2 year CIP projects are budgeted in FY18. This is done for administrative purposes in that nearly all will begin sometime in FY18 and require a budget. The amount that is not completed will be rolled into FY19 by council approval at the end of FY18.

General Fund Expense Budget Page 7

General Fund Expense Budget declines slightly from **\$21.1M in FY18** to **\$20.1 in FY19**. The decline is due to CIP budgeted in FY18. Excluding the CIP, the General Fund expense budget increases slightly due to the Sheriff Contract and Employee Costs. As stated above, the General Fund Operating Budget is balanced at **\$18.9M in FY18** and **\$19.7M in FY19**. The difference between total expense and operating expense are Grant funded projects and CIP.

Capital Improvement Plan Budget..... Page 8

The 2 Year CIP Budget is **\$10.8M** and consists of 26 **projects**. Over **\$2.9M** of these projects are funded through various **Grants**. The remainder is funded through revenue and/or reserves from the Gas Tax, Transnet, Sewer and the General Fund.

Fund Balance Budget..... Page 11

The Fund Balance Schedule illustrates Citywide Reserves by Fund. The General Fund Unassigned Fund Balance remains within **30-40% of expenditures** per council policy. The reduction in Strategic Capital, Public Works, Gas Tax, Park Maintenance, Sewer and Information Technology reserves are due to **CIP expenditures**. The fund balance in Vehicle Replacement declines due to the purchase of a new Vactor Truck and 2 vehicles. The Facility Maintenance remain flat.

Indirect Cost Allocation Budget.....Page 12

The Indirect Cost Allocations are charges to the General Fund and Sewer Enterprise Fund for the services which include; **Vehicle Repair/Replacement, Risk Management, Technology and Facilities**. The funding for these services (charges to the General and Sewer Funds) was increased in FY18 and FY19. This increase is designed to add financial security to the funds and provide for the replacement of valuable assets.

Budget Transfers..... Page 13

The **\$916K FY18 budget transfer (\$875K FY19)** into the General Fund is for Street Maintenance funded by **\$700K of Gas Tax Funds (\$650 FY19) and \$216K of Transnet Funds (\$225K FY19)**. The **Street Maintenance** expense is nearly **\$446K** more than the transferred amount, which represents the amount spent by the General Fund to meet the City's **Maintenance of Effort** as required by SANDAG (the MOE for FY18 and FY19 is \$220K). The **\$2.8M** transfer between the 301 and 303 funds are for **Successor Agency Debt Service**.

Key Department Budget Detail..... Page 14

The Department Detail schedules provide more detail and historical cost of key City departments. Also provided are the **Goals, Objectives and Key Metrics** of Accomplishment by Department.

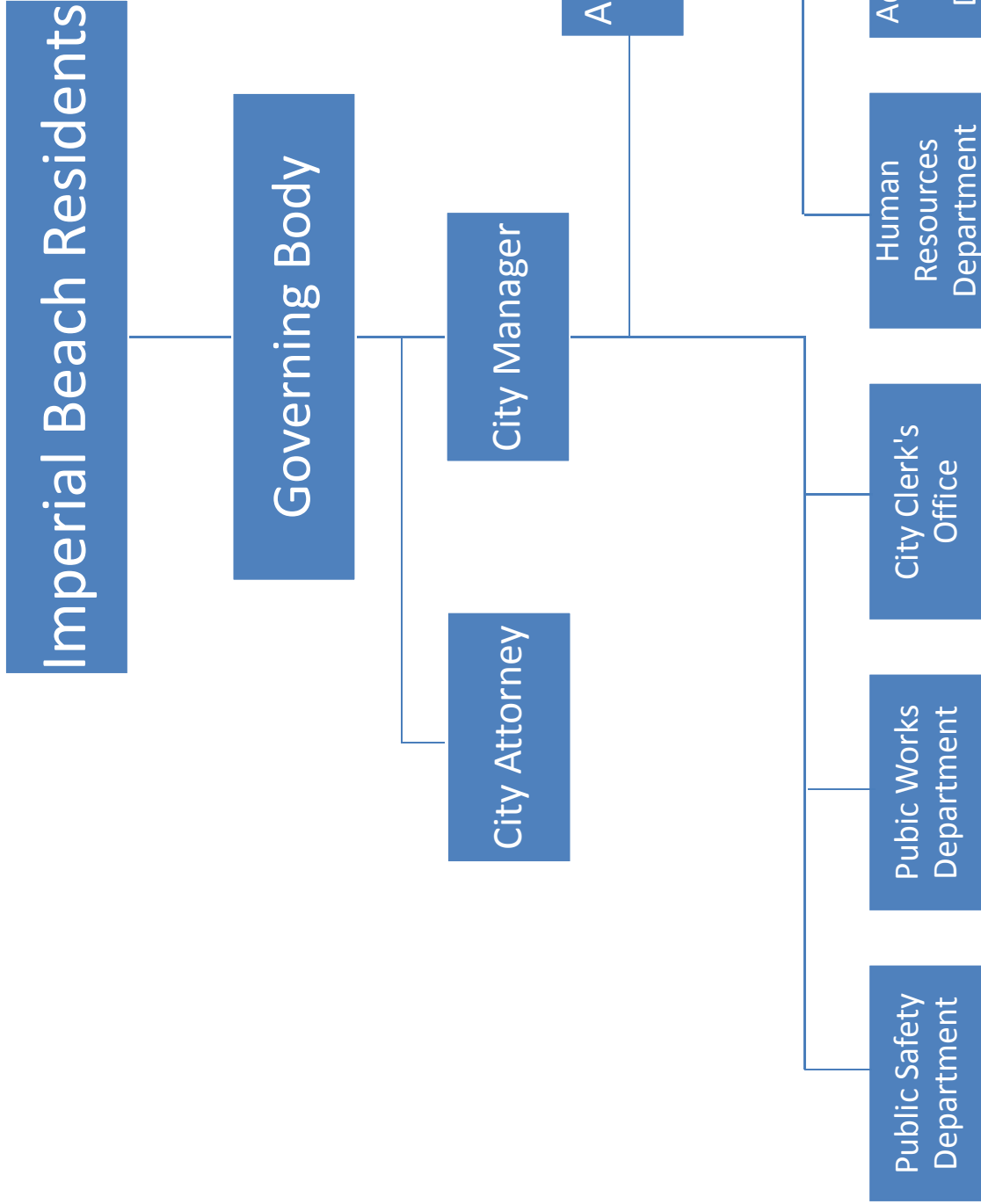
Total Budget by General Ledger Account..... Page 44

The actual budget by general ledger account number is listed which will be transferred into the City's accounting system.

GANN limit Calculation..... Page 71

The GANN appropriations limit calculation sets the limit to governmental expenditures based on legislation. The City is at **55%** of the GANN limit.

City of Imperial Beach Organization Chart



City of Imperial Beach
Employees (FY2018 and FY2019)

CITYWIDE STAFF FY16 FY17
143.5 143.5

ADMINISTRATION	FY16	FY17
MAYOR/CITY COUNCIL		
Mayor	1.0	1.0
Councilmember	4.0	4.0
CITY MANAGER		
City Manager	1.0	1.0
Management Analyst	1.0	1.0
Admin Assistant	0.5	0.5
CITY CLERK		
City Clerk	1.0	1.0
Deputy City Clerk	1.0	1.0
Office Specialist	0.5	0.5
HUMAN RESOURCES		
HR Manager	1.0	1.0
HR Technician	1.0	1.0
ADMINISTRATIVE SERVICES		
Director	1.0	1.0
Senior Accountant	2.0	2.0
Accounting Clerk	3.0	3.0
SENIOR SERVICES		
Program Coordinator	0.5	0.5
INFORMATION TECHNOLOGY		
Network Systems Technician	1.0	1.0
GIS Administrator	1.0	1.0
Network Tech	0.5	0.5

COMMUNITY DEVELOPMENT	FY16	FY17
COMMUNITY DEVELOPMENT		
Director/Asst City Manager	1.0	1.0
City Planner	2.0	2.0
Building/Planning Tech	1.0	1.0
Admin Assistant	1.0	1.0
BUILDING AND HOUSING INSP		
Building Official	1.0	1.0
Building Inspector	1.0	1.0
CODE ENFORCEMENT		
Compliance Officer	1.5	1.5

PUBLIC SAFETY	FY16	FY17
FIRE PROTECTION		
Director	1.0	1.0
Emergency Services Cord	1.0	1.0
Fire Captain	3.0	3.0
Fire Engineer	3.0	3.0
Fire Inspector	1.0	1.0
Firefighter	5.0	5.0
Administrative Assistant	1.0	1.0
OCEAN/BEACH SAFETY		
Lifeguard Captain	1.0	1.0
Lifeguard Sergeant	2.0	2.0
Lifeguard II	6.0	6.0
Part Time Lifeguard II	2.0	2.0
Part Time Lifeguard I	24.0	24.0
TIDELANDS MAINTENANCE		
Grounds/Facilities Super	1.0	1.0
Lead Maintenance Worker	2.0	2.0
Maintenance Worker II	2.0	2.0
Part Time Maint Worker	35.0	35.0

PUBLIC WORKS	FY16	FY17
ADMINISTRATION		
Director	1.0	1.0
Asst Director	1.0	1.0
Civil Engineer	1.0	1.0
CIP Manager	1.0	1.0
Customer Service Specialist	1.0	1.0
Administrative Assistant	1.0	1.0
STREET MAINTENANCE		
Lead Maintenance Worker	1.0	1.0
Maintenance Worker II	3.0	3.0
Street Supervisor	1.0	1.0
STORM WATER		
Environmental Specialist	1.0	1.0
PARK MAINTENANCE		
Lead Maintenance Worker	1.0	1.0
Maintenance Worker I	1.0	1.0
FACILITIES MAINTENANCE		
Facilities Supervisor	1.0	1.0
Maintenance Worker II	1.0	1.0
Custodian	1.0	1.0
VEHICLE MAINTENANCE		
Fleet Supervisor	1.0	1.0
Mechanic II	1.0	1.0
SEWER DEPARTMENT		
Sewer Supervisor	1.0	1.0
Lead Maintenance Worker	1.0	1.0
Maintenance Worker II	1.0	1.0
Maintenance Worker I	1.0	1.0
Maintenance Worker	1.0	1.0

Budget Notes:

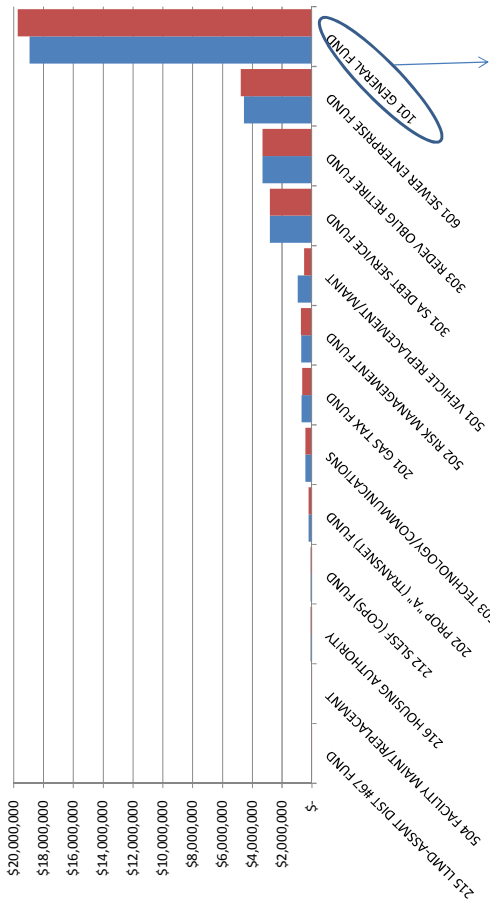
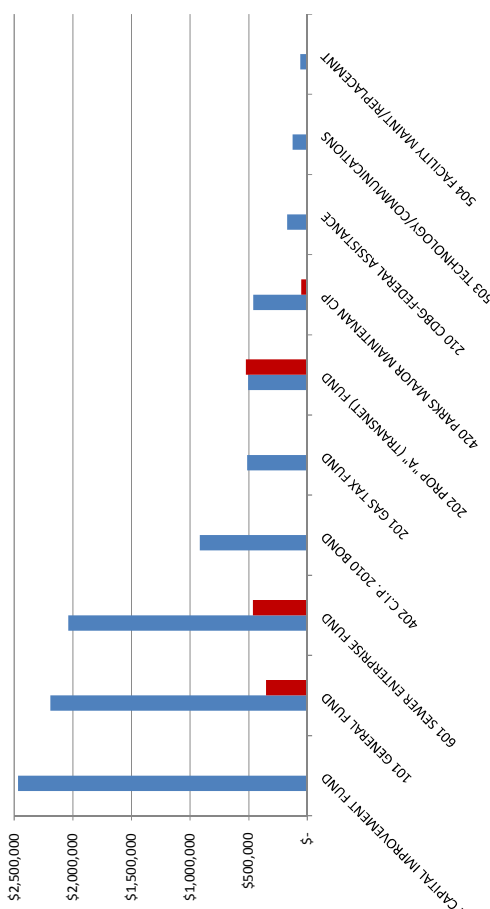
City of Imperial Beach Budget (FY2018 and FY2019)

**CITYWIDE
OPERATING EXPENSE BUDGET**

**CITYWIDE
CAPITAL BUDGET**

\$33,437,013 FY2019
\$32,873,004 FY2018

\$1,388,010 FY2019
\$9,448,808 FY2018



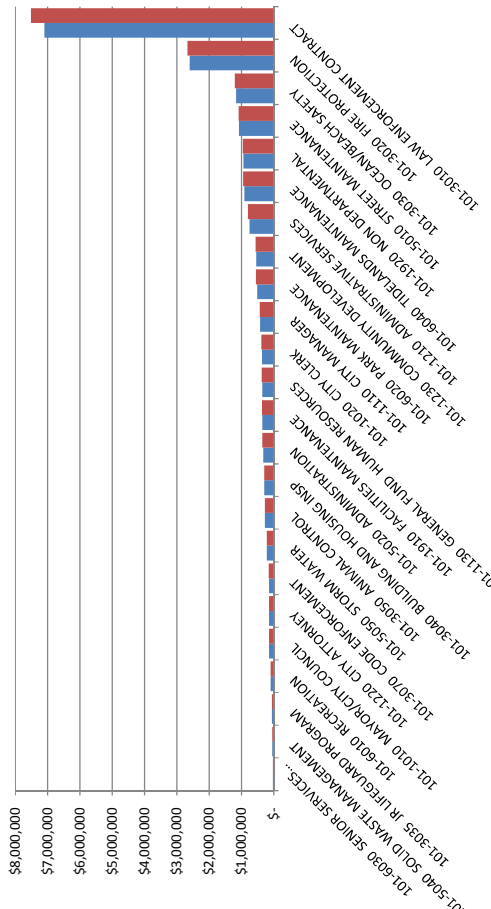
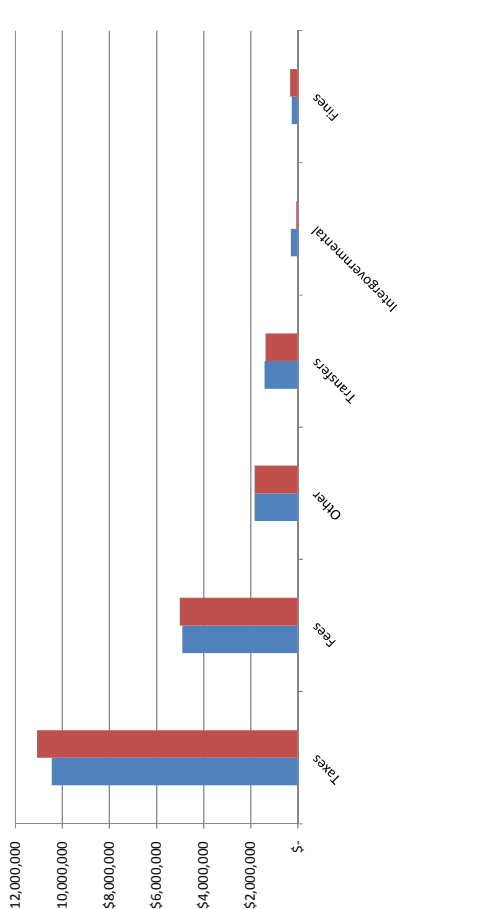
Balanced Budget

**GENERAL FUND
OPERATING EXPENSE BUDGET**

\$19,718,936 FY2019
\$18,918,478 FY2018

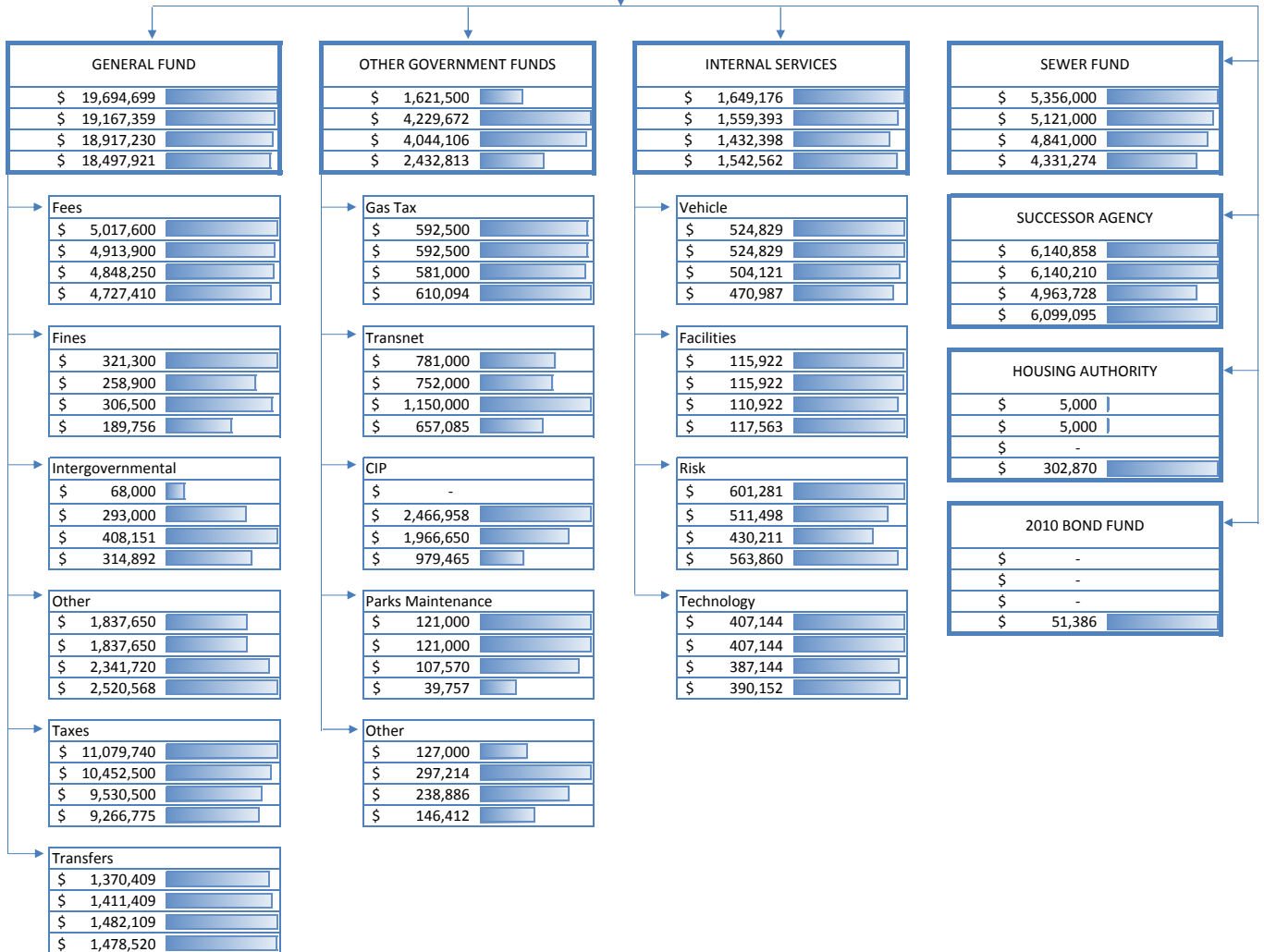
**GENERAL FUND
OPERATING REVENUE BUDGET**

\$19,694,699 FY2019
\$18,942,359 FY2018



City of Imperial Beach Revenue Budget (FY2018 and FY2019)

City of Imperial Beach	
FY19 Budget	\$ 34,467,233
FY18 Budget	\$ 36,222,634
FY17 Estimate	\$ 34,198,462
FY16 Actual	\$ 33,257,921



City of Imperial Beach
General Fund Revenue (FY2018 and FY2019)

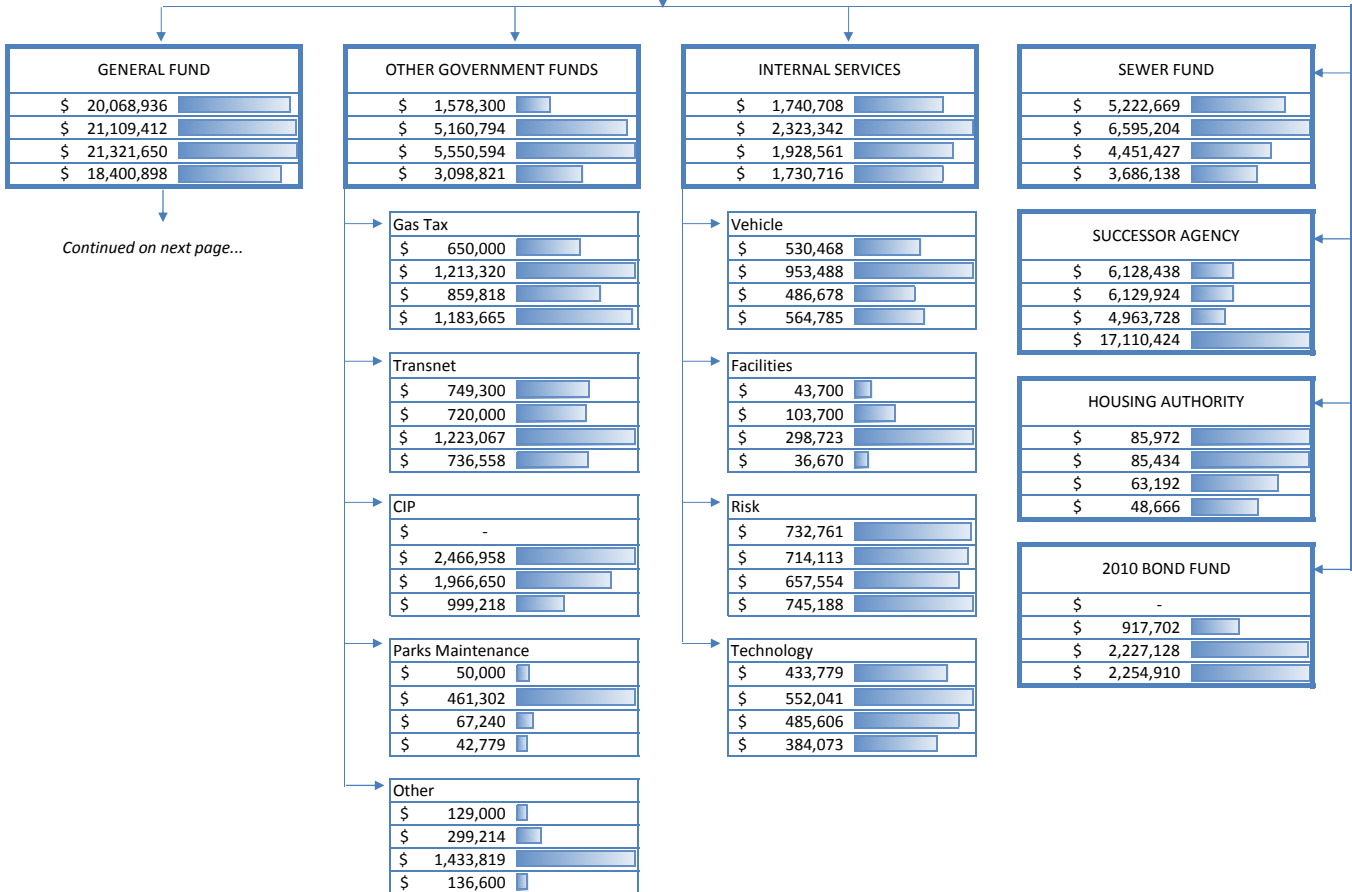
	FY16 Actual	FY17 Estimate	FY18 Budget	FY19 Budget
Fees	\$ 4,727,410	\$ 4,848,250	\$ 4,913,900	\$ 5,017,600
341.74-01 BUILDING PLAN CHECK	\$ 71,655	\$ 80,000	\$ 75,000	\$ 75,000
341.74-03 PLANNING & ZONING	\$ 41,592	\$ 90,000	\$ 45,000	\$ 45,000
342.20-01 OTHER PORT REIMBURSE	\$ 3,479	\$ -	\$ -	\$ -
342.20-02 LAW ENFORCEMENT (PORT)	\$ 1,831,276	\$ 1,859,000	\$ 1,913,000	\$ 1,951,000
342.20-03 FIRE SERVICES (PORT)	\$ 232,044	\$ 235,000	\$ 243,000	\$ 248,000
342.20-04 OCEAN BEACH (PORT)	\$ 1,434,645	\$ 1,455,000	\$ 1,498,000	\$ 1,528,000
342.20-05 TIDELANDS (PORT)	\$ 909,183	\$ 955,000	\$ 936,000	\$ 966,000
342.20-06 ANIMAL CONTROL (PORT)	\$ 32,404	\$ 32,500	\$ 33,800	\$ 34,500
343.30-01 SO BAY UNION (SBUSD)	\$ 17,612	\$ 16,250	\$ 17,600	\$ 17,600
343.30-02 SWEEWATER (SUHSD)	\$ 79,252	\$ 65,000	\$ 79,250	\$ 79,250
344.75-02 CITY CLERK MAPS/PUB.	\$ 758	\$ 1,000	\$ 750	\$ 750
344.75-03 BUILDING MAPS/PUBLICATION	\$ 1,638	\$ 1,000	\$ 1,500	\$ 1,500
344.76-01 COMM DEV ADMIN FEES	\$ 75	\$ -	\$ -	\$ -
344.76-03 FINANCE ADMIN FEES	\$ 16,409	\$ 17,500	\$ 16,500	\$ 16,500
344.76-04 BUILDING ADMIN FEES	\$ 9,499	\$ 5,000	\$ 9,500	\$ 9,500
344.76-05 PUBLIC WORKS ADMIN FEES	\$ 100	\$ -	\$ -	\$ -
344.77-03 AIR JUMP FEES	\$ 2,094	\$ 1,000	\$ 2,000	\$ 2,000
345.77-01 SENIOR CENTER PROGRAMS	\$ 473	\$ -	\$ -	\$ -
347.77-02 JR.LIFEGUARD PROGRAM FEES	\$ 43,223	\$ 35,000	\$ 43,000	\$ 43,000
Fines	\$ 189,756	\$ 306,500	\$ 258,900	\$ 321,300
351.78-01 PARKING CITATIONS	\$ 135,174	\$ 150,000	\$ 187,400	\$ 249,800
351.78-02 ORDINANCE CIVIL PENALTY	\$ 542	\$ 100,000	\$ 15,000	\$ 15,000
352.78-01 TRAFFIC FINES	\$ 52,090	\$ 55,000	\$ 55,000	\$ 55,000
353.78-01 FALSE ALARMS	\$ 1,950	\$ 1,500	\$ 1,500	\$ 1,500
Intergovernmental	\$ 314,892	\$ 408,151	\$ 293,000	\$ 68,000
332.40-01 VLF REVENUE	\$ -	\$ -	\$ -	\$ -
332.40-02 VLF "EXCESS"	\$ 10,798	\$ 12,000	\$ 12,000	\$ 12,000
334.40-01 STATE OF CALIFORNIA GRANT	\$ 6,667	\$ 286,122	\$ 225,000	\$ -
334.40-08 RECREATIONAL TRAILS PROGR	\$ 8,844	\$ -	\$ -	\$ -
335.40-01 STATE MANDATED COST REIMB	\$ 76,011	\$ 55,000	\$ 40,000	\$ 40,000
337.50-01 FEDERAL GRANTS	\$ 196,391	\$ 40,029	\$ -	\$ -
338.60-03 VEHICLE IMPOUND FEE	\$ 16,182	\$ 15,000	\$ 16,000	\$ 16,000
Other	\$ 2,520,568	\$ 2,341,720	\$ 1,837,650	\$ 1,837,650
321.72-10 BUSINESS LICENSE	\$ 405,198	\$ 375,000	\$ 405,000	\$ 405,000
322.73-01 BUILDING PERMITS	\$ 163,365	\$ 200,000	\$ 250,000	\$ 250,000
322.73-02 PLUMBING PERMITS	\$ 27,541	\$ 20,000	\$ 35,000	\$ 35,000
322.73-03 ELECTRICAL PERMITS	\$ 35,621	\$ 30,000	\$ 40,000	\$ 40,000
322.73-04 MECHANICAL PERMITS	\$ 9,302	\$ 10,000	\$ 15,000	\$ 15,000
323.71-01 INSPECTION FEE	\$ -	\$ 1,000	\$ -	\$ -
323.71-02 COM/FIRE INSPECTION FEES	\$ 18,120	\$ 18,000	\$ 18,000	\$ 18,000
323.71-03 RES/FIRE INSPECTION FEES	\$ 242,601	\$ 250,000	\$ 250,000	\$ 250,000
324.72-20 ANIMAL LICENSES	\$ 9,070	\$ 13,000	\$ 9,000	\$ 9,000
324.72-30 BICYCLE LICENSES	\$ 55	\$ 100	\$ 50	\$ 50
324.73-01 MISCELLANEOUS PERMITS	\$ 13,918	\$ 14,000	\$ 14,000	\$ 14,000

City of Imperial Beach
General Fund Revenue (FY2018 and FY2019)

	FY16 Actual	FY17 Estimate	FY18 Budget	FY19 Budget
325.73-06 SPECIAL EVENT PERMIT FEES	\$ 2,100	\$ 3,000	\$ 2,200	\$ 2,200
361.80-01 ALLOCATED INTEREST	\$ 136,448	\$ 65,000	\$ 170,000	\$ 170,000
361.80-02 NON-ALLOCATED INTEREST	\$ 613	\$ -	\$ -	\$ -
361.80-03 MRKT VALUE OF INVESTMNTS	\$ 51,701	\$ -	\$ -	\$ -
362.82-01 RENT LAND	\$ 300,216	\$ 270,000	\$ 300,000	\$ 300,000
362.82-02 RENT BUILDINGS	\$ 60,288	\$ 62,000	\$ 62,000	\$ 62,000
363.84-01 GAIN ON SALE OF ASSETS	\$ 1,292	\$ -	\$ -	\$ -
371.83-01 CASH OVER/SHORT	\$ 418	\$ -	\$ -	\$ -
371.83-02 CONTRIBUTIONS	\$ 4,800	\$ 20,000	\$ 10,000	\$ 10,000
371.83-03 MISCELLANEOUS REVENUE	\$ 16,701	\$ 10,000	\$ 20,000	\$ 20,000
371.83-09 SB 1186 DISABILITY ACCESS	\$ -	\$ 3,500	\$ -	\$ -
374.85-01 OTHER COST REIMBURSEMENT	\$ 919,906	\$ 885,620	\$ 140,900	\$ 140,900
374.85-02 DUI COST REIMBURSEMENT	\$ 11,147	\$ 4,500	\$ 4,500	\$ 4,500
374.85-04 AMR PARAMEDIC BILLING	\$ 88,460	\$ 85,000	\$ 90,000	\$ 90,000
375.88-01 SALES OF I.B. T-SHIRTS	\$ 1,686	\$ 2,000	\$ 2,000	\$ 2,000
Taxes	\$ 9,266,775	\$ 9,530,500	\$ 10,452,500	\$ 11,079,740
311.60-01 1% GENERAL PURPOSE TAX	\$ 1,716,842	\$ 1,735,000	\$ 1,715,000	\$ 1,715,000
311.60-02 RPTTF RDA PASS-THRU	\$ 415,910	\$ 433,000	\$ 545,000	\$ 623,000
311.60-03 TIJUANA SLOUGH	\$ 3,612	\$ 3,500	\$ 3,500	\$ 3,500
311.60-04 VLF ADJ- R & T CODE 97.70	\$ 2,435,056	\$ 2,435,000	\$ 2,801,000	\$ 3,011,000
311.60-05 SALES TAX ADJ-PROP 57	\$ 204,949	\$ 145,000	\$ -	\$ -
311.60-06 RPTTF RESIDUAL	\$ 765,688	\$ 1,050,000	\$ 1,376,000	\$ 1,639,000
313.40-01 7.75% SALES TAX (1% CITY)	\$ 817,173	\$ 953,000	\$ 1,130,000	\$ 1,180,000
313.60-02 PROP 172: .5% SALES TAX	\$ 149,975	\$ 140,000	\$ 150,000	\$ 150,000
315.60-03 DOCUMENTARY TRANSFER TX	\$ 107,992	\$ 60,000	\$ 80,000	\$ 80,000
316.70-49 TRANSIENT OCCUPANCY TAX	\$ 667,768	\$ 676,000	\$ 675,000	\$ 675,000
318.10-05 SOLID WASTE (EDCO)	\$ 1,317,420	\$ 1,271,000	\$ 1,312,000	\$ 1,338,240
318.10-10 GAS & ELECTRIC (SDG&E)	\$ 163,905	\$ 145,000	\$ 165,000	\$ 165,000
318.10-15 CABLE (COX CABLE)	\$ 299,240	\$ 325,000	\$ 300,000	\$ 300,000
318.10-20 WATER (CAL AMERICAN)	\$ 105,768	\$ 92,000	\$ 105,000	\$ 105,000
318.10-30 AT&T	\$ 95,478	\$ 67,000	\$ 95,000	\$ 95,000
Transfers	\$ 1,478,520	\$ 1,482,109	\$ 1,411,409	\$ 1,370,409
381.90-01 ABC / ADMIN CHARGES	\$ 146,532	\$ 146,527	\$ 146,527	\$ 146,527
381.90-02 ABC / PW ADMIN CHARGES	\$ 348,888	\$ 348,882	\$ 348,882	\$ 348,882
391.90-02 TRANSFER IN-GAS TAX FUND	\$ 774,000	\$ 768,000	\$ 700,000	\$ 650,000
391.90-03 TRANSFER IN-PROP "A" FUND	\$ 209,100	\$ 218,700	\$ 216,000	\$ 225,000
Grand Total	\$ 18,497,921	\$ 18,917,230	\$ 19,167,359	\$ 19,694,699

City of Imperial Beach Expense Budget (FY2018 and FY2019)

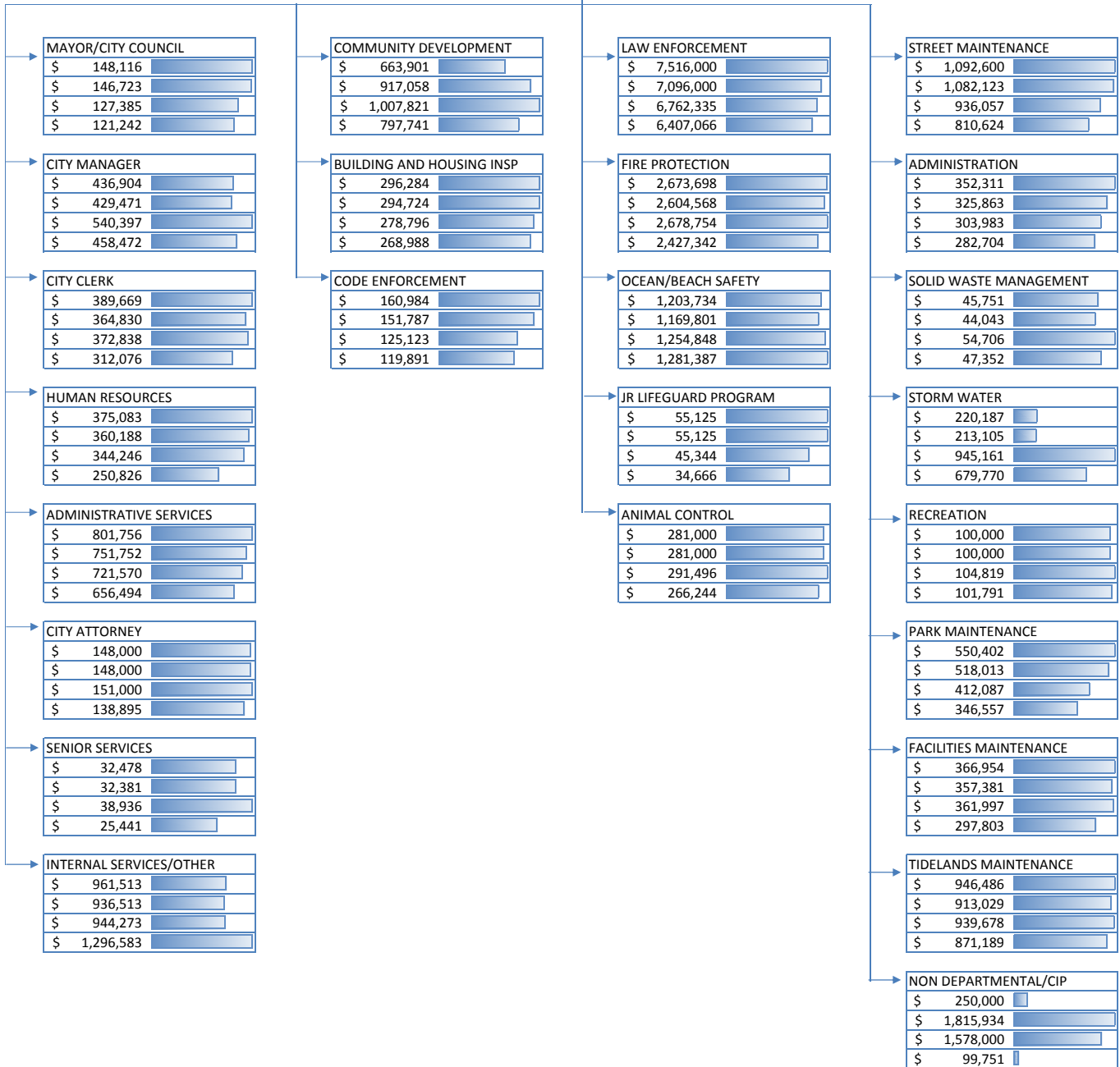
City of Imperial Beach	
FY19 Budget	\$ 34,825,023
FY18 Budget	\$ 42,321,812
FY17 Estimate	\$ 40,506,280
FY16 Actual	\$ 46,330,573



City of Imperial Beach

General Fund Expense Budget (FY2018 and FY2019)

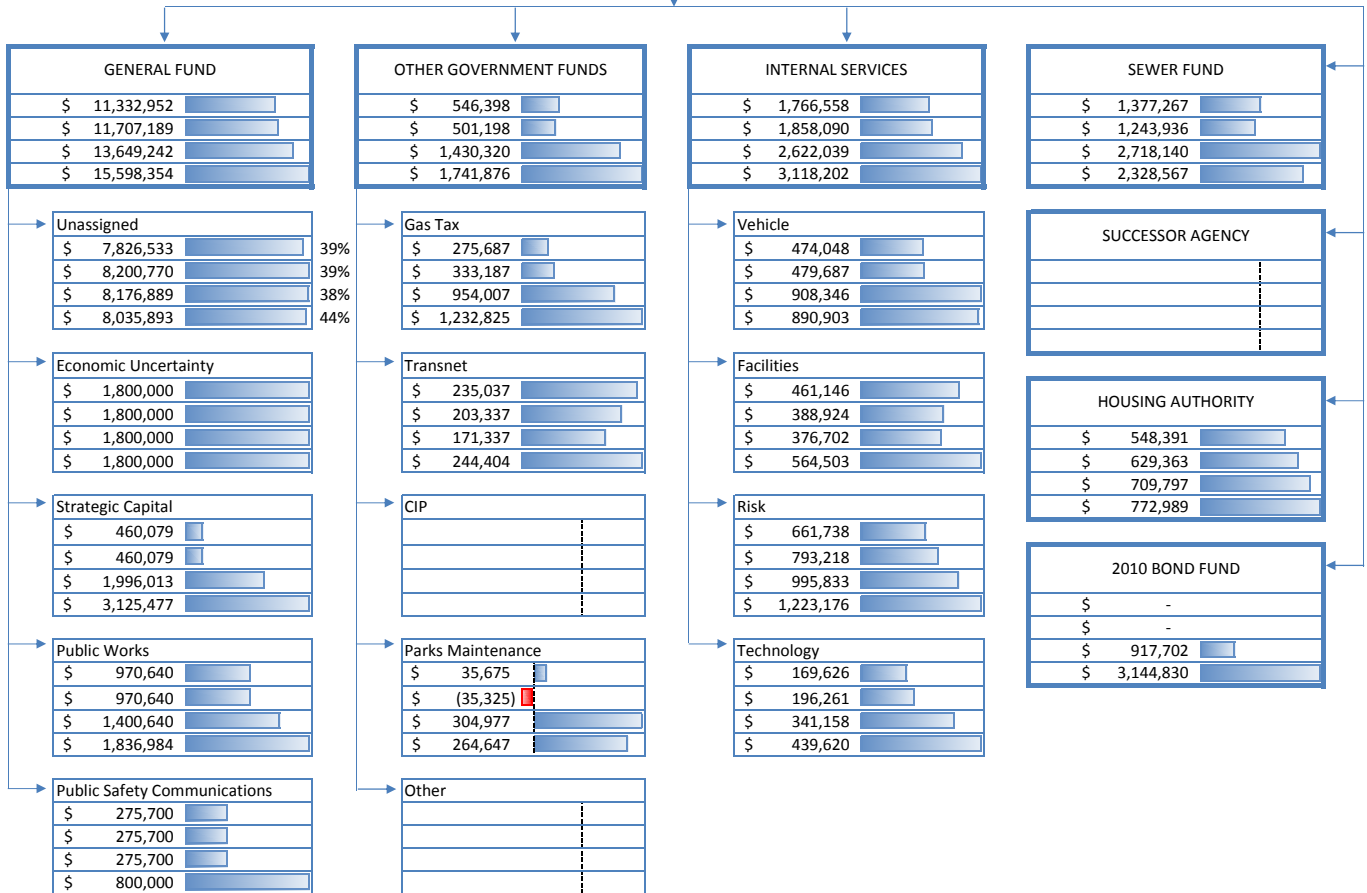
GENERAL FUND	
<i>FY19 Budget</i>	\$ 20,068,936
<i>FY18 Budget</i>	\$ 21,109,412
<i>FY17 Estimate</i>	\$ 21,321,650
<i>FY16 Actual</i>	\$ 18,400,898



Budget Notes:

City of Imperial Beach Fund Balance (FY2018 and FY2019)

City of Imperial Beach	
FY19 Budget	\$ 15,571,566
FY18 Budget	\$ 15,939,776
FY17 Estimate	\$ 22,047,240
FY16 Actual	\$ 26,704,818



City of Imperial Beach
CIP by Funding Source Budget (FY2018 and FY2019)

Budget	Revenue		Expense		Total
	2018		2018		
F16301 COUNCIL CHAMBER UPGRADE					
F16501 SENIOR CENTER DESIGN					
P15401 PARK RESTROOMS					
P15402 SPORTS PARK TOT LOT					
P18801 VETERANS DOG PARK					
S14107 COMMUNITY ENHANCEMENTS PR					
S15104 PAL AV MP (WEST END) DRAW					
S15202 SIDEWALK INFILL CITRUS AV					
S16901 EIGHT ALLEY PAVING PROJEC					
S18101 RTP FY17-18 STREET IMPRO					
SP1616 LOCAL COASTAL PROGRAM					
SP1803 CIVIC CENTER RENOVATION					
SP1804 EOC UPGRADES					
SP1807 STORM WATER PROP 1 GRANT					
T15102 TECHNOLOGY UPGRADES					
W13101 PS&D REHABILITATION					
W15103 PUMP STATION 4&6 REHABILI					
W16103 EMERGENCY REPAIRS PS10					
W16201 FY 15-16 ANNUAL MAIN LINE					
W17102 500 BLOCK BONITO AVE SEWE					
W18201 ANNUAL MAINLINE REPAIR					
2019					
P18701 SPORTS PARK REPAIRS					
S19101 BIENNIAL SLURRY SEAL					
S19102 RTP FY18-19 STREET IMPRO					
SP1802 REVOLVING FUND					
W19201 ANNUAL MAINLINE REPAIR					
Total					

General Fund Projects: Green are funded by Strategic Capital Reserve.
 General Fund Projects: Red are funded by Public Works Reserve.
 General Fund Projects: Blue are funded by Unassigned Reserve.

City of Imperial Beach
CIP by Area (FY2018 and FY2019)

City of Imperial Beach
CIP by Area, continued (FY2018 and FY2019)

City of Imperial Beach
Indirect Cost Allocation Budget (FY2018 and FY2019)

Budget	ADMIN	PUBLIC WKS	VEHICLE	TECHNOLOGY	FACILITIES	RISK	WORK COMP
2018							
Revenue Received	\$ (146,527) \$	(348,882) \$	(417,829) \$	(404,144) \$	(110,922) \$	(170,000) \$	(316,498) \$
101-0000 GENERAL FUND	\$ (146,527) \$	(348,882)					
501-0000 VEHICLE REPLACEMENT/MAINT		\$ (417,829)				\$ (170,000) \$	(316,498)
502-0000 RISK MANAGEMENT FUND				\$ (404,144)			
503-0000 TECHNOLOGY/COMMUNICATIONS							
504-0000 FACILITY MAINT/REPLACEMENT				\$ (110,922)			
Expense Incurred	\$ 146,527 \$	348,882 \$	417,829 \$	439,144 \$	110,922 \$	170,000 \$	319,700 \$
101-1010 GENERAL FUND MAYOR/CITY COUNCIL							\$ 2,499
101-1020 GENERAL FUND CITY CLERK							\$ 11,770
101-1110 GENERAL FUND CITY MANAGER							\$ 14,821
101-1130 GENERAL FUND HUMAN RESOURCES							\$ 10,373
101-1210 GENERAL FUND ADMINISTRATIVE SERVICES							\$ 22,871
101-1230 GENERAL FUND COMMUNITY DEVELOPMENT							\$ 21,508
101-1910 GENERAL FUND FACILITIES MAINTENANCE							\$ 5,698
101-1920 GENERAL FUND NON DEPARTMENTAL		\$	304,120 \$	378,554 \$	101,839 \$	135,000	
101-3020 GENERAL FUND FIRE PROTECTION							\$ 74,069
101-3030 GENERAL FUND OCEAN/BEACH SAFETY							\$ 27,056
101-3040 GENERAL FUND BUILDING AND HOUSING INSP							\$ 11,324
101-3070 GENERAL FUND CODE ENFORCEMENT							\$ 5,110
101-5010 GENERAL FUND STREET MAINTENANCE							\$ 28,943
101-5020 GENERAL FUND ADMINISTRATION							\$ 14,319
101-5040 GENERAL FUND SOLID WASTE MANAGEMENT							\$ 751
101-5050 GENERAL FUND STORM WATER							\$ 3,868
101-6020 GENERAL FUND PARK MAINTENANCE							\$ 7,653
101-6030 GENERAL FUND SENIOR SERVICES							\$ 1,899
101-6040 GENERAL FUND TIDELANDS MAINTENANCE							\$ 17,412
501-1921 VEHICLE REPLACEMENT/MAINT VEHICLE REPLACEMENT							\$ 7,580
502-1922 RISK MANAGEMENT FUND RISK MANAGEMENT							\$ 3,547
503-1923 TECHNOLOGY/COMMUNICATIONS INFORMATION TECHNOLOGY							\$ 9,202
601-5060 SEWER ENTERPRISE FUND FACILITIES - SEWER/STORM	\$ 146,527 \$	348,882 \$	113,709 \$	60,590 \$	9,083 \$	35,000 \$	16,584 \$
216-1240 HOUSING AUTHORITY LOW/MOD HOUSING							\$ 843

City of Imperial Beach
Indirect Cost Allocation Budget (FY2018 and FY2019)

Budget	ADMIN	PUBLIC WKS	VEHICLE	TECHNOLOGY	FACILITIES	RISK	WORK COMP
2019							
Revenue Received	\$ (146,527) \$	(348,882) \$	(417,829) \$	(404,144) \$	(110,922) \$	(220,000) \$	(356,281) \$
101-0000 GENERAL FUND	\$ (146,527) \$	(348,882)					
501-0000 VEHICLE REPLACEMENT/MAINT		\$ (417,829)				\$ (220,000) \$	(356,281)
502-0000 RISK MANAGEMENT FUND				\$ (404,144)			
503-0000 TECHNOLOGY/COMMUNICATIONS					\$ (110,922)		
504-0000 FACILITY MAINT/REPLACEMENT							
Expense Incurred	\$ 146,527 \$	348,882 \$	417,829 \$	439,144 \$	110,922 \$	220,000 \$	358,658 \$
101-1010 GENERAL FUND MAYOR/CITY COUNCIL							\$ 2,775
101-1020 GENERAL FUND CITY CLERK							\$ 13,095
101-1110 GENERAL FUND CITY MANAGER							\$ 16,280
101-1130 GENERAL FUND HUMAN RESOURCES							\$ 11,730
101-1210 GENERAL FUND ADMINISTRATIVE SERVICES							\$ 26,491
101-1230 GENERAL FUND COMMUNITY DEVELOPMENT							\$ 24,074
101-1910 GENERAL FUND FACILITIES MAINTENANCE							\$ 6,462
101-1920 GENERAL FUND NON DEPARTMENTAL		\$ 304,120 \$	378,554 \$	101,839 \$	160,000		
101-3020 GENERAL FUND FIRE PROTECTION							\$ 82,727
101-3030 GENERAL FUND OCEAN/BEACH SAFETY							\$ 29,815
101-3040 GENERAL FUND BUILDING AND HOUSING INSP							\$ 12,355
101-3070 GENERAL FUND CODE ENFORCEMENT							\$ 5,906
101-5010 GENERAL FUND STREET MAINTENANCE							\$ 32,220
101-5020 GENERAL FUND ADMINISTRATION							\$ 16,241
101-5040 GENERAL FUND SOLID WASTE MANAGEMENT							\$ 900
101-5050 GENERAL FUND STORM WATER							\$ 4,547
101-6020 GENERAL FUND PARK MAINTENANCE							\$ 8,656
101-6030 GENERAL FUND SENIOR SERVICES							\$ 1,996
101-6040 GENERAL FUND TIDELANDS MAINTENANCE							\$ 19,826
501-1921 VEHICLE REPLACEMENT/MAINT VEHICLE REPLACEMENT							\$ 8,797
502-1922 RISK MANAGEMENT FUND RISK MANAGEMENT							\$ 4,062
503-1923 TECHNOLOGY/COMMUNICATIONS INFORMATION TECHNOLOGY							\$ 10,447
601-5060 SEWER ENTERPRISE FUND FACILITIES - SEWER/STORM	\$ 146,527 \$	348,882 \$	113,709 \$	60,590 \$	9,083 \$	60,000 \$	18,315 \$
216-1240 HOUSING AUTHORITY LOW/MOD HOUSING							\$ 941

City of Imperial Beach

Budget Transfers (FY2018 and FY2019)

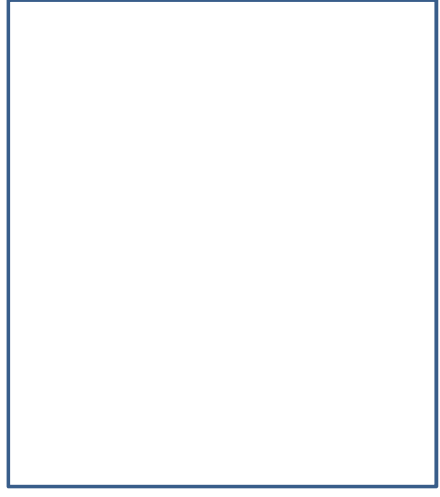
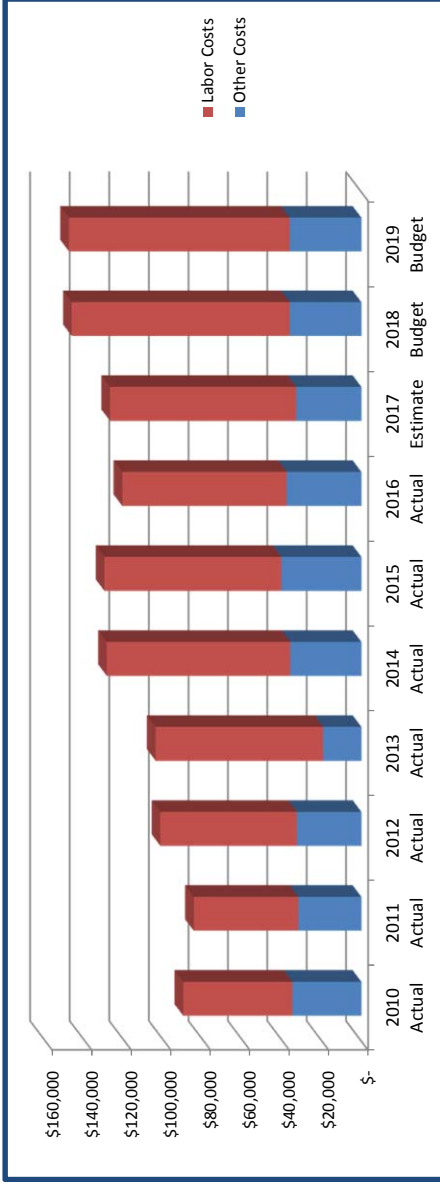
Budget	2018	2019
Revenue Received	\$ (3,761,080)	\$ (3,720,404)
101-0000 GENERAL FUND	\$ (916,000)	\$ (875,000)
215-0000 LLMD-ASSMT DIST #67 FUND	\$ (17,000)	\$ (17,000)
301-0000 SA DEBT SERVICE FUND	\$ (2,828,080)	\$ (2,828,404)
Expense Incurred	\$ 3,761,080	\$ 3,720,404
101-1920 GENERAL FUND NON DEPARTMENTAL	\$ 17,000	\$ 17,000
201-5015 GAS TAX FUND STREET/GAS TAX FUNDING	\$ 700,000	\$ 650,000
202-5016 PROP "A" (TRANSNET) FUND STREET/PROP A FUNDING	\$ 216,000	\$ 225,000
303-1250 REDEV OBLIG RETIRE FUND RDA	\$ 2,828,080	\$ 2,828,404
Grand Total	\$ -	\$ -

City of Imperial Beach

FY2018 FY2019 Budget

101-1010 GENERAL FUND MAYOR/CITY COUNCIL

FY19 Budget \$148,116
 FY18 Budget \$146,723
 FY17 Estimate \$127,385
 FY16 Actual \$121,242



Purpose

The City of Imperial Beach Mayor and City Council maintain and enhance Imperial Beach as "Classic Southern California"; a beach-oriented community with a safe, small town, family atmosphere, rich in natural and cultural resources.

Objectives

1. Maintain and improve existing character of the City
2. Improve and strengthen neighborhoods
3. Continue commercial investment
4. Improve the streetscape
5. Continue infrastructure maintenance
6. Provide high quality and effective public safety

Significant Changes in the Budget

Slight reduction in Other Costs

Budget	2018	2019
Labor Costs	\$ 110,273	\$ 111,666
COUNCIL/RDA BOARD PAY	\$ 35,107	\$ 35,107
SECTION 125 CAFETERIA	\$ 27,635	\$ 27,635
AUTO ALLOWANCE	\$ 18,450	\$ 18,450
SALARIES FULL-TIME	\$ 17,033	\$ 17,885
FICA	\$ 6,195	\$ 6,268
WORKER'S COMP INSURANCE	\$ 2,499	\$ 2,775
PERS-CITY PORTION	\$ 2,346	\$ 2,538
LIFE INSURANCE	\$ 599	\$ 599
CELL PHONE ALLOWANCE	\$ 300	\$ 300
UNEMPLOYMENT INSURANCE	\$ 109	\$ 109

Budget	2018	2019
Other Costs	\$ 36,450	\$ 36,450
TRAVEL, TRAINING, MEETING	\$ 16,000	\$ 16,000
MEMBERSHIP DUES	\$ 15,250	\$ 15,250
OTHER SERVICES & CHARGES	\$ 2,000	\$ 2,000
OPERATING SUPPLIES	\$ 1,300	\$ 1,300
ADVERTISING	\$ 1,000	\$ 1,000
OFFICE SUPPLIES	\$ 900	\$ 900

Budget	2018	2019
Headcount	5	5
Mayor	1	1
Councilmember	4	4

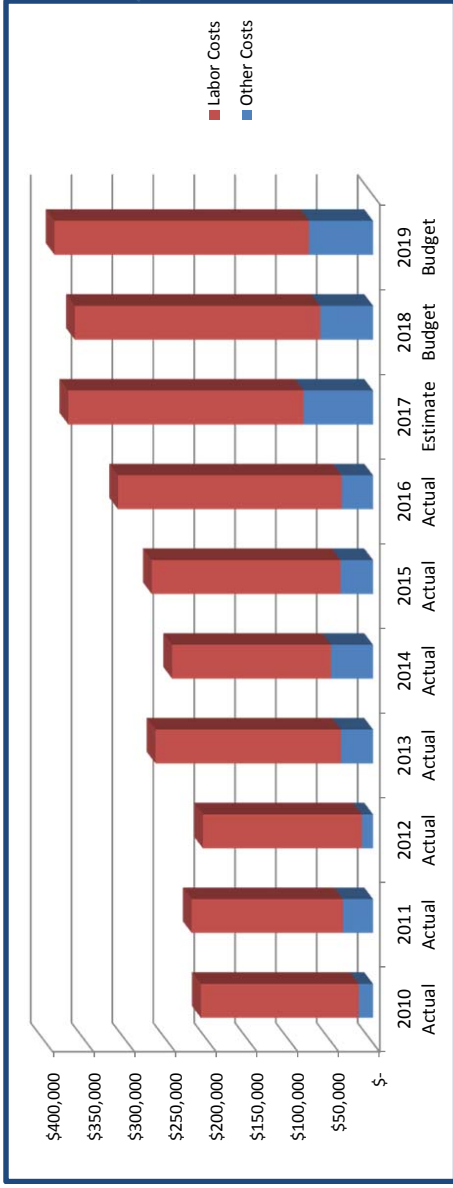
City of Imperial Beach

FY2018 FY2019 Budget

101-1020 GENERAL FUND CITY CLERK

FY19 Budget
FY18 Budget
FY17 Estimate
FY16 Actual

\$389,669
\$364,830
\$372,838
\$312,076



- Items Processed in 2016:
- Public Records Act Requests : **351**
- Contracts: **124**
- Statement of Economic Interest: **77**
- Meetings Staffed: **52**
- Ordinances : **5**
- Resolutions : **96**
- Recorded Documents: **210**
- Campaign Disclosure Filings: **8**
- Manage Annual Symphony by the Sea
- Conducted 2016 General Municipal Elections

Purpose

The City Clerk assures that the City adheres to California Statutes, City Ordinances, Resolutions and City Council Policies.

Objectives

1. Maintains the Imperial Beach Municipal Code
2. Provide legal notification of meetings and hearings
3. Administers municipal elections
4. Maintains City's records including ordinances, resolutions, minutes agreements, campaign disclosure filings, and others
5. Administers recruitment and selection process for members of city boards and commissions

Significant Changes in the Budget

Budget	2018	2019
Labor Costs	\$ 300,186	\$ 311,398
SALARIES FULL-TIME	\$ 188,608	\$ 191,601
PERS-CITY PORTION	\$ 36,378	\$ 41,457
SECTION 125 CAFETERIA	\$ 21,600	\$ 21,600
FICA	\$ 15,803	\$ 16,064
SALARIES PART-TIME	\$ 14,579	\$ 16,077
WORKER'S COMP INSURANCE	\$ 7,080	\$ 7,080
AUTO ALLOWANCE	\$ 1,302	\$ 1,302
UNEMPLOYMENT INSURANCE	\$ 1,200	\$ 1,200
CELL PHONE ALLOWANCE	\$ 899	\$ 899
LIFE INSURANCE	\$ 547	\$ 603
PARS CITY CONTRIBUTION	\$ 420	\$ 420
MGT MEDICAL REIMBURSEMENT	\$	\$

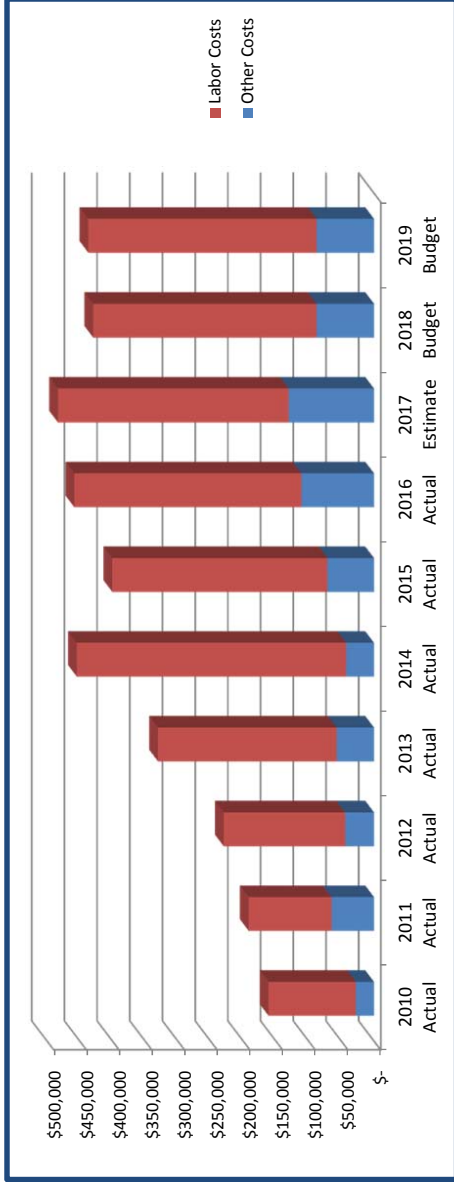
Budget	2018	2019
Other Costs	\$ 64,644	\$ 78,271
COMMUNITY PROGRAMS	\$ 32,000	\$ 32,000
TECHNICAL SERVICES	\$ 10,950	\$ 9,920
PROFESSIONAL SERVICES	\$ 7,300	\$ 7,300
TRAVEL, TRAINING, MEETING	\$ 4,550	\$ 4,550
ADVERTISING	\$ 4,500	\$ 4,500
FEES & LICENSES	\$ 1,544	\$ 1,601
CONTRACTS-ELECTIONS	\$ 1,500	\$ 15,000
OFFICE SUPPLIES	\$ 900	\$ 900
SUBSCRIBE & PUBLICATIONS	\$ 500	\$ 500
PRINTING SERVICES	\$ 300	\$ 300
MILEAGE REIMBURSEMENT	\$ 200	\$ 200
EMPLOYEE RECOGNITION AWRD	\$ 200	\$ 200
POSTAGE & FREIGHT	\$ 100	\$ 100
OTHER SERVICES & CHARGES	\$ 100	\$ 100

Budget	2018	2019
Headcount	1.5	1.5
City Clerk	1	1
Office Specialist	0.5	0.5

City of Imperial Beach FY2018 FY2019 Budget

101-1110 GENERAL FUND CITY MANAGER

FY19 Budget \$436,904
 FY18 Budget \$429,471
 FY17 Estimate \$483,397
 FY16 Actual \$458,472



- Creation of an Imperial Beach Facebook with several hundred friends and followers.
- Focus on community outreach through several community meetings.
- Technology upgrades to improve transparency such as live streaming of City Council meetings.
- Business recruiting and participation at the International Conference of Shopping Centers.
- Completion of City Hall Updates and Renovations.
- Reintroduction of community events such as 4th of July fireworks.

Purpose

Serving as Chief Administrative Officer of the City implements all policies and actions approved by the City Council. Manages all City departments, liaison to citizens, business, government and private agencies.

Objectives

1. Manage City departments
2. City Liaison
3. Support City Council
4. Strategic planning for the City

Significant Changes in the Budget

Other cost's reduced and allocated to general fund departments as needed.

Budget	2018	2019
Labor Costs	\$ 341,546	\$ 348,979
SALARIES FULL-TIME	\$ 205,173	\$ 207,287
SECTION 125 CAFETERIA	\$ 33,161	\$ 33,161
PERS-CITY PORTION	\$ 30,210	\$ 33,865
SALARIES PART-TIME	\$ 25,776	\$ 25,776
FICA	\$ 19,570	\$ 19,775
WORKER'S COMP INSURANCE	\$ 14,821	\$ 16,280
AUTO ALLOWANCE	\$ 7,170	\$ 7,170
CELL PHONE ALLOWANCE	\$ 2,580	\$ 2,580
LIFE INSURANCE	\$ 1,515	\$ 1,515
UNEMPLOYMENT INSURANCE	\$ 1,150	\$ 1,150
MGT MEDICAL REIMBURSEMENT	\$ 420	\$ 420

Budget	2018	2019
Other Costs	\$ 87,925	\$ 87,925
COMMUNITY PROGRAMS	\$ 70,000	\$ 70,000
TRAVEL, TRAINING, MEETING	\$ 7,500	\$ 7,500
MEMBERSHIP DUES	\$ 5,650	\$ 5,650
OPERATING SUPPLIES	\$ 1,200	\$ 1,200
OFFICE SUPPLIES	\$ 1,200	\$ 1,200
OTHER SERVICES & CHARGES	\$ 1,000	\$ 1,000
EMPLOYEE RECOGNITION AWRD	\$ 1,000	\$ 1,000
SUBSCRIBE & PUBLICATIONS	\$ 375	\$ 375

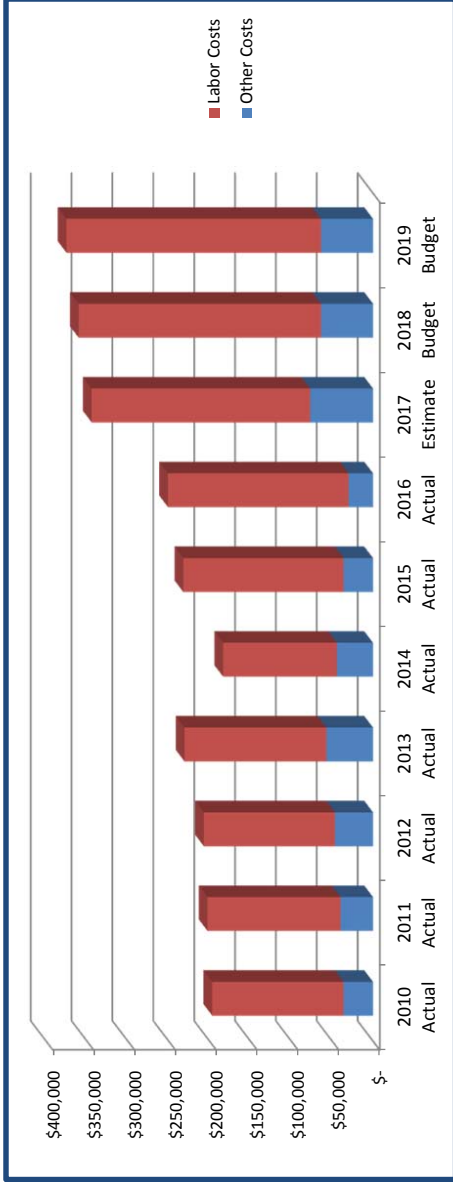
Budget	2018	2019
Headcount	2.5	2.5
City Manager	1	1
Management Analyst	1	1
Admin Assistant	0.5	0.5

City of Imperial Beach

FY2018 FY2019 Budget

101-1130 GENERAL FUND HUMAN RESOURCES

FY19 Budget \$375,083
 FY18 Budget \$360,188
 FY17 Estimate \$344,246
 FY16 Actual \$250,826



- Negotiate with Unions for employee benefits
- Conduct several salary surveys each year.
- Advertise and recruited for 17 vacancies in FY16.
- Reviewed City's Injury Illness Prevention Program, and established a new safety committee.
- Ongoing employee training and development.

Purpose

The activities include recruitment, retention, termination, testing, reporting to the Federal and State Government, administering employee benefit package, employee compensation planning and assisted department management.

Objectives

1. Recruit and examinations.
2. Develop and administer employee benefits
3. Labor relations
4. Training
5. Administer City's classification and compensation system.

Significant Changes in the Budget

Employee transitioned from PT to FT. Slight increase in professional services that are inherited from the Non Departmental budget.

Budget	2018	2019
Labor Costs	\$ 296,588	\$ 311,483
SALARIES FULL-TIME	\$ 196,393	\$ 203,455
PERS-CITY PORTION	\$ 33,386	\$ 39,154
SECTION 125 CAFETERIA	\$ 32,345	\$ 32,345
FICA	\$ 13,880	\$ 14,588
WORKER'S COMP INSURANCE	\$ 10,373	\$ 11,730
AUTO ALLOWANCE	\$ 6,252	\$ 6,252
CELL PHONE ALLOWANCE	\$ 1,590	\$ 1,590
LIFE INSURANCE	\$ 953	\$ 953
UNEMPLOYMENT INSURANCE	\$ 933	\$ 933
MGT MEDICAL REIMBURSEMENT	\$ 483	\$ 483

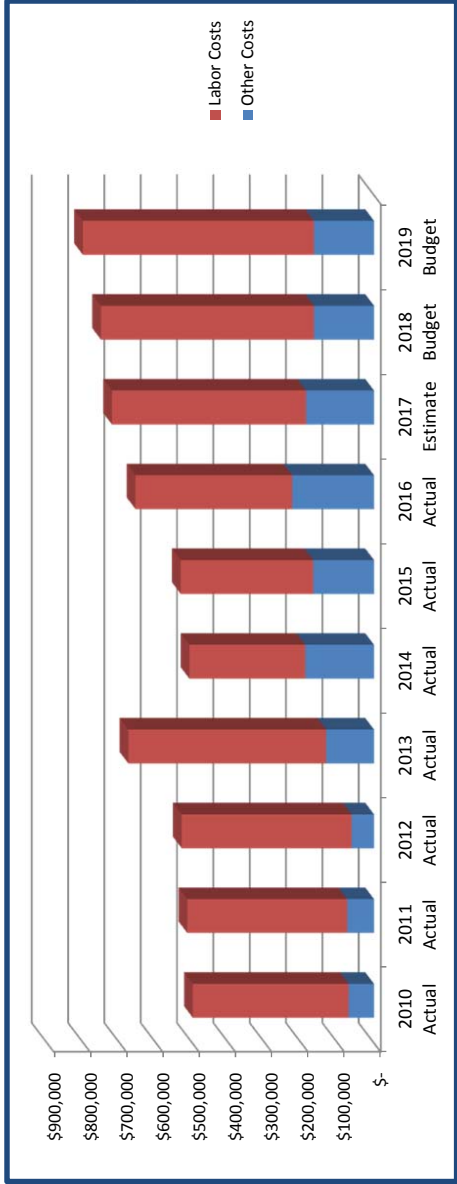
Budget	2018	2019
Other Costs	\$ 63,600	\$ 63,600
PROFESSIONAL SERVICES	\$ 29,400	\$ 29,400
TECHNICAL SERVICES	\$ 9,000	\$ 9,000
TRAVEL, TRAINING, MEETING	\$ 8,000	\$ 8,000
TRAINING & EDUCATION-MOU	\$ 5,200	\$ 5,200
EMPLOYEE RECOGNITION AWRD	\$ 3,700	\$ 3,700
MEMBERSHIP DUES	\$ 3,100	\$ 3,100
ADVERTISING	\$ 1,500	\$ 1,500
OPERATING SUPPLIES	\$ 1,500	\$ 1,500
SUBSCRIBE & PUBLICATIONS	\$ 1,000	\$ 1,000
OFFICE SUPPLIES	\$ 600	\$ 600
PRINTING SERVICES	\$ 200	\$ 200
MILEAGE REIMBURSEMENT	\$ 200	\$ 200
POSTAGE & FREIGHT	\$ 200	\$ 200

Budget	2018	2019
Headcount	2	2
HR Manager	1	1
HR Technician	1	1

City of Imperial Beach FY2018 FY2019 Budget

101-1210 GENERAL FUND ADMINISTRATIVE SERVICES

FY19 Budget	\$801,756
FY18 Budget	\$751,752
FY17 Estimate	\$721,570
FY16 Actual	\$656,494



- Implement Citywide **\$32.5M** Budget
- Facilitate **5** Citywide Audits per year
- Process **600** payable items valued at over **\$2M** per month
- Process payroll for **73** Full-time, **8** Part-time and **47** Temp Staff
- Monitor over **10** Reimbursements Grants of more than **\$3.4M** per year
- Engage over **3,700** Local Businesses generating **\$1.1M/yr** in Revenue
- Service **\$38M** in Successor Agency Debt
- Service **550** Receivable Accounts

Purpose
The Administrative Services Department manages all aspects of fiscal governance for the City. This includes General Accounting, budgeting, treasury as well as customer service. The Financial staff must identify risk and manage assets, as well as oversee the audit process.

Significant Changes in the Budget
Merged Treasury Department with Admin Services, causing a slight increase in salary distribution.

Objectives

1. Provide financial transparency.
2. Assure a clean audit for the City financials.
3. Maintain fund balance levels per Council policy.

Budget	2018	2019
Labor Costs	\$ 586,402	\$ 636,406
SALARIES FULL-TIME	\$ 318,221	\$ 342,964
PERS-CITY PORTION	\$ 99,427	\$ 118,073
SECTION 125 CAFETERIA	\$ 85,426	\$ 85,426
FICA	\$ 29,139	\$ 30,953
WORKER'S COMP INSURANCE	\$ 22,871	\$ 26,491
SALARIES PART-TIME	\$ 22,782	\$ 23,920
AUTO ALLOWANCE	\$ 3,168	\$ 3,168
UNEMPLOYMENT INSURANCE	\$ 2,691	\$ 2,691
LIFE INSURANCE	\$ 1,211	\$ 1,211
PARS CITY CONTRIBUTION	\$ 854	\$ 897
CELL PHONE ALLOWANCE	\$ 360	\$ 360
MGT MEDICAL REIMBURSEMENT	\$ 252	\$ 252

Budget	2018	2019
Other Costs	\$ 165,350	\$ 165,350
PROFESSIONAL SERVICES	\$ 53,850	\$ 53,850
COPIER LEASES	\$ 32,000	\$ 32,000
BANKING/FIN SRVCS CHARGES	\$ 31,000	\$ 31,000
MEMBERSHIP DUES	\$ 19,000	\$ 19,000
POSTAGE & FREIGHT	\$ 10,750	\$ 10,750
OFFICE SUPPLIES	\$ 6,500	\$ 6,500
TRAVEL, TRAINING, MEETING	\$ 4,500	\$ 4,500
PRINTING SERVICES	\$ 3,000	\$ 3,000
OTHER SERVICES & CHARGES	\$ 2,250	\$ 2,250
OPERATING SUPPLIES	\$ 1,500	\$ 1,500
EMPLOYEE RECOGNITION AWRD	\$ 500	\$ 500
TECHNICAL SERVICES	\$ 500	\$ 500

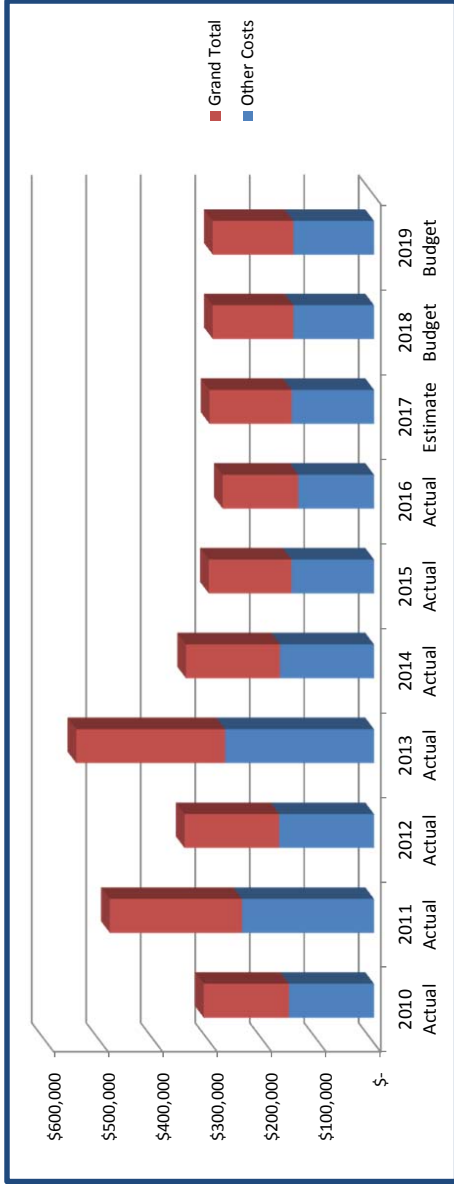
Budget	2018	2019
Headcount	6	6
Director	1	1
Senior Accountant	2	2
Accounting Clerk	3	3

City of Imperial Beach

FY2018 FY2019 Budget

101-1220 GENERAL FUND CITY ATTORNEY

FY19 Budget	\$148,000
FY18 Budget	\$148,000
FY17 Estimate	\$151,000
FY16 Actual	\$138,895



- Reviewed and summarized **13** ordinances during FY13/14.
- Reviewed and advised on approximately **42** claims during FY13/14.
- Reviewed and advised on approximately **100** City contracts during FY13/14.
- Assisted with Union Negotiations.
- Attended and provided legal advice at 24 City Council meetings
- Attended and provided legal advice at over 100 executive team staff meetings.

Purpose

Provides the City Council and City staff with high quality, prompt legal services.

Objectives

1. Review all legal inquiries
2. Review and draft legal documents
3. Legal support to human resources
4. Litigation review on liability claims
5. Advise City Council

Significant Changes in the Budget

Slight budget reduction caused by expensing claims related issues to the Risk Fund.

Budget	
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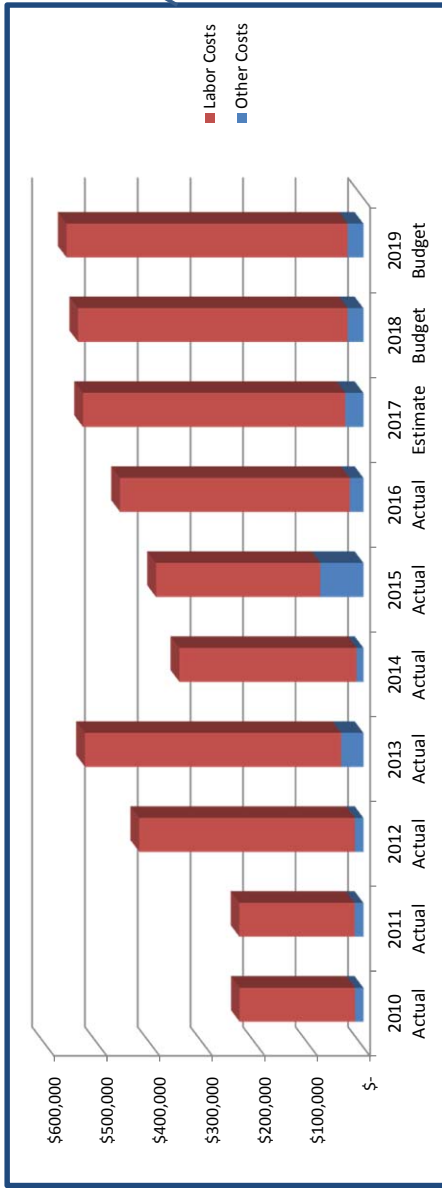
Budget	2018	2019
Other Costs	\$ 148,000	\$ 148,000
ATTORNEY SERVICES-OTHER	\$ 123,000	\$ 123,000
ATTORNEY SERVICES	\$ 25,000	\$ 25,000

Budget	2018	2019
Headcount	0	0
Contract		

City of Imperial Beach FY2018 FY2019 Budget

101-1230 GENERAL FUND COMMUNITY DEVELOPMENT

FY19 Budget	\$563,901
FY18 Budget	\$542,058
FY17 Estimate	\$532,821
FY16 Actual	\$462,535



- Received grant from California Coastal Commission to update our Local Coastal Plan/General Plan and Strategic Plan – RFP is out
- Bernardo Shores under construction
- Bikeway Village completed – “Coronado Brewing in West Building goes to CCC on 2-9-17” – Tenant improvements for a coffee shop and bike shop underway
- 9th and Palm under construction
- City Mark Project nearly completed with anticipated TI’s for a restaurant
- 10th and Iris/Lissoy Lot – vacant lot improvements
- Palm Avenue Master Plan Continues with West Sector 100% Construction Drawings
- Relinquishment of SR75 being evaluated
- Seacoast aesthetics – lighting being evaluated
- Received a \$101K grant from State for Senior Center
- Senior Center Design thru successful grant of CDBG funds underway
- CEQA analysis for Dog Park

Purpose

Manages future development of the City to promote order, assure high quality lifestyle, and safety. Administers City Ordinances in context with the General Plan. Conducts long range planning studies and carries out projects necessary to ensure coordinated development of the City and to promote a high quality of life for the City’s residents.

Objectives

Guide development in the City in compliance with the adopted Zoning Code and General Plan; Provide excellent customer service in assisting the public with their projects and zoning inquiries; Carry out long range planning projects that best meet the needs of the community; Administer policies and practices related to development, housing and Successor Agency activities.

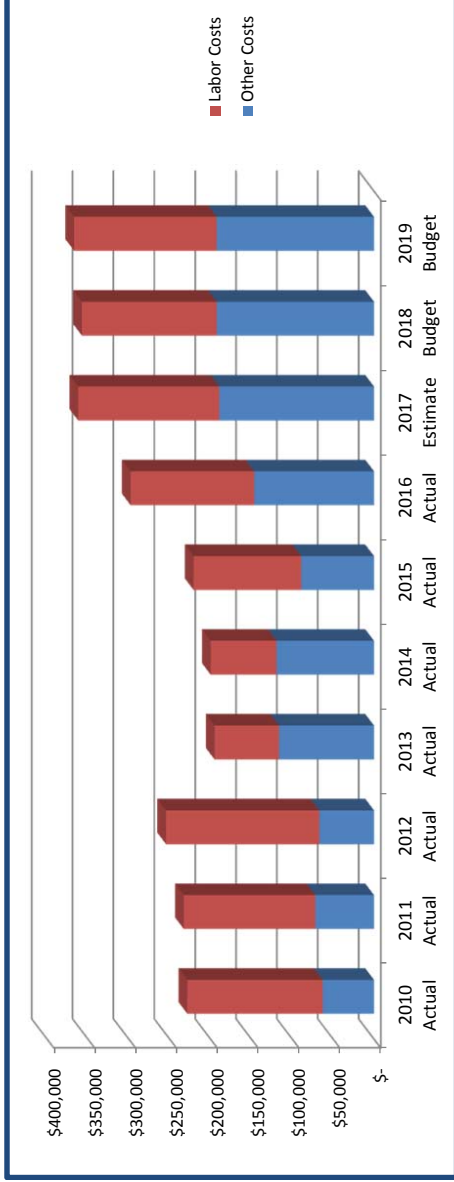
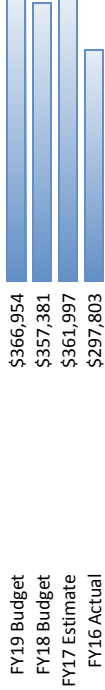
Budget	2018	2019
CIP Other Costs	\$ 375,000	\$ 100,000
PROFESSIONAL SERVICES	\$ 375,000	\$ 100,000
Labor Costs	\$ 512,108	\$ 533,951
SALARIES FULL-TIME	\$ 327,330	\$ 337,913
SECTION 125 CAFETERIA	\$ 61,479	\$ 61,479
PERS-CITY PORTION	\$ 55,965	\$ 63,893
FICA	\$ 30,467	\$ 31,233
WORKER’S COMP INSURANCE	\$ 21,508	\$ 24,074
AUTO ALLOWANCE	\$ 9,960	\$ 9,960
CELL PHONE ALLOWANCE	\$ 2,100	\$ 2,100
UNEMPLOYMENT INSURANCE	\$ 1,910	\$ 1,910
LIFE INSURANCE	\$ 1,158	\$ 1,158
MGT MEDICAL REIMBURSEMENT	\$ 231	\$ 231

Budget	2018	2019
Other Costs	\$ 29,950	\$ 29,950
PROFESSIONAL SERVICES	\$ 7,500	\$ 7,500
TRAVEL, TRAINING, MEETING	\$ 5,500	\$ 5,500
MEMBERSHIP DUES	\$ 5,150	\$ 5,150
OPERATING SUPPLIES	\$ 3,500	\$ 3,500
PLAN CHECK SERVICES	\$ 2,500	\$ 2,500
OFFICE SUPPLIES	\$ 1,500	\$ 1,500
OTHER SERVICES & CHARGES	\$ 1,200	\$ 1,200
PRINTING SERVICES	\$ 1,000	\$ 1,000
TRAINING & EDUCATION-MOU	\$ 500	\$ 500
EMPLOYEE RECOGNITION AWRD	\$ 150	\$ 150
MILEAGE REIMBURSEMENT	\$ 150	\$ 150
SUBSCRIBE & PUBLICATIONS	\$ 100	\$ 100
POSTAGE & FREIGHT	\$ 100	\$ 100

Budget	2018	2019
Headcount	5	5
Director/Asst City Manager	1	1
City Planner	2	2
Building/Planning Tech	1	1
Admin Assistant	1	1

City of Imperial Beach FY2018 FY2019 Budget

101-1910 GENERAL FUND FACILITIES MAINTENANCE



Significant Changes in the Budget
Slight increase in employee costs due to salary adjustments in late FY15.

Purpose

Ensures that all City buildings are safe, functional and clean by performing regular maintenance, cleaning and inspections utilizing a combination of in-house staff and contract services.

Objectives

1. Oversee eight (8) City facilities.
2. Manage all maintenance and repair
3. Housekeeping and cleaning
4. Implement facilities capital improvements

Budget	2018	2019
Labor Costs	\$ 164,881	\$ 174,454
SALARIES FULL-TIME	\$ 101,753	\$ 105,936
SECTION 125 CAFETERIA	\$ 24,840	\$ 24,840
PERS-CITY PORTION	\$ 22,377	\$ 26,639
FICA	\$ 8,446	\$ 8,810
WORKER'S COMP INSURANCE	\$ 5,698	\$ 6,462
UNEMPLOYMENT INSURANCE	\$ 998	\$ 998
OVERTIME	\$ 500	\$ 500
LIFE INSURANCE	\$ 269	\$ 269

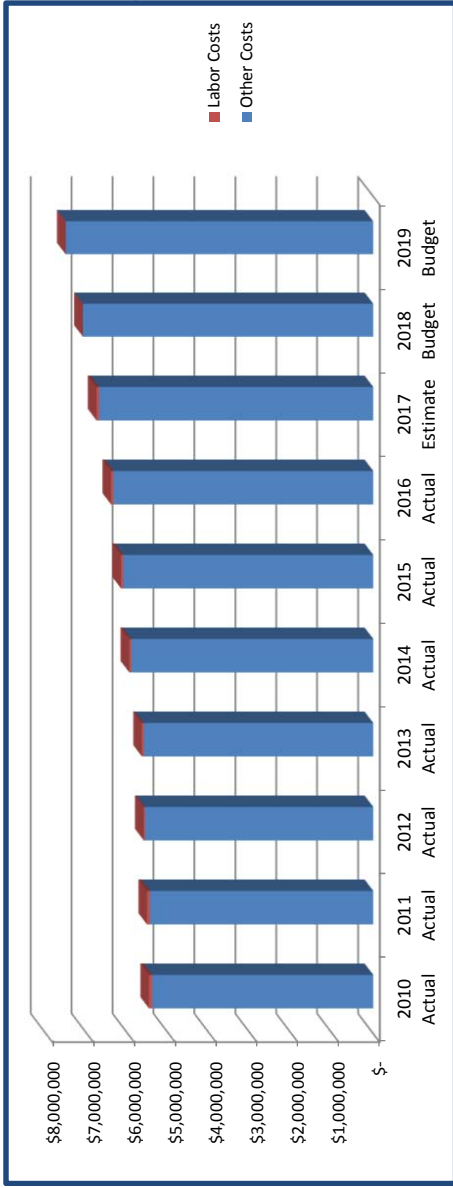
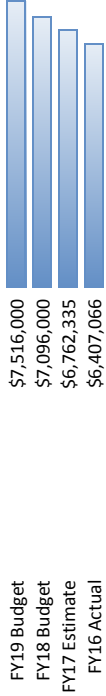
Budget	2018	2019
Other Costs	\$ 192,500	\$ 192,500
GAS & ELECTRIC (SDG&E)	\$ 70,350	\$ 70,350
MAINTENANCE & REPAIR	\$ 28,000	\$ 28,000
UTILITIES-WATER	\$ 25,680	\$ 25,680
OPERATING SUPPLIES	\$ 23,620	\$ 23,620
TECHNICAL SERVICES	\$ 20,000	\$ 20,000
PEST CONTROL SERVICE	\$ 4,300	\$ 4,300
SECURITY & ALARM	\$ 2,500	\$ 2,500
FEES & LICENSES	\$ 1,500	\$ 1,500
SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
FIRE EXTINGUISHER SERVICE	\$ 550	\$ 550
RENT-EQUIPMENT	\$ 500	\$ 500

Budget	2018	2019
Headcount	3	3
Facilities Supervisor	1	1
Maintenance Worker II	1	1
Custodian	1	1

City of Imperial Beach

FY2018 FY2019 Budget

101-3010 GENERAL FUND LAW ENFORCEMENT CONTRACT



- Contracts with San Diego Sheriff's Department:
 - 2 Full Time Deputies, 1 Sergeant, 1 Lieutenant.
 - Other Special Deputies, Community Services Officers.
- IB Sheriff's Station Annually handles over:
 - 12,000 Calls
 - 1,150 Arrests
 - 1,250 Traffic Citations
 - 2,250 Crime Investigation Cases

Purpose

Manage City contract with the San Diego Sheriff's department for law enforcement services.
Liaise with Station Command on local priorities and issues.

Objectives

- Respond to emergencies
- Community outreach
- Investigate criminal activity
- Traffic enforcement
- Monitor special events

Significant Changes in the Budget

Sheriff's contract increase 3.0% in FY16 and 3.25% in FY17.

Budget	2018	2019
Other Costs	\$ 7,096,000	\$ 7,516,000
PROFESSIONAL SERVICES	\$ 7,005,000	\$ 7,425,000
TECHNICAL SERVICES	\$ 61,000	\$ 61,000
RCS PROGRAM	\$ 30,000	\$ 30,000

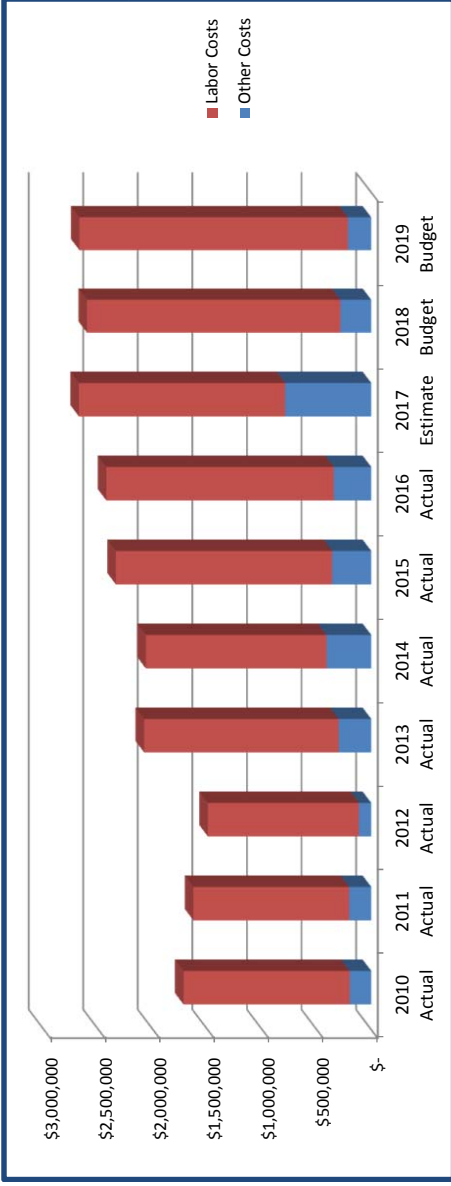
Budget	2018	2019
Headcount Contract	0	0

City of Imperial Beach

FY2018 FY2019 Budget

101-3020 GENERAL FUND FIRE PROTECTION

FY19 Budget \$2,673,698
 FY18 Budget \$2,604,568
 FY17 Estimate \$2,678,754
 FY16 Actual \$2,427,342



- Imperial Beach Fire-Rescue Department Consists of 1 Fire Station, 1 Fire Engine in Service, 1 backup Engine, staffed 24/7/365 with 1 crew using 3 Shifts.
 - Over 2,750 Calls per year
 - Over 1,800 Medical Emergency Responses
 - Over 900 Other Emergency Calls
- Fire Inspection Services
 - 1,991 Residential Rentals
 - 6,155 Units
 - 325 Commercial Inspections

Purpose

Main operations include Fire suppression, emergency medical response and disaster preparedness. Coordinate contract with ambulance transport with American Medical Response. Provide commercial and residential inspections and construction design review. Special event coordination.

Objectives

- Respond to fire, medical and rescue emergencies
- Participate in County/State Automatic Mutual Aid
- Public education of threats and dangers
- Ambulance transport services
- Fire inspections, plan checks and weed abatement.

Significant Changes in the Budget

Addition of one firefighter to the 2019 budget.

Budget	2018	2019
Labor Costs	\$ 2,322,238	\$ 2,459,246
SALARIES FULL-TIME	\$ 1,387,170	\$ 1,420,787
PERS-CITY PORTION	\$ 419,135	\$ 493,789
SECTION 125 CAFETERIA OVERTIME	\$ 186,040	\$ 189,340
FICA	\$ 110,000	\$ 123,300
WORKER'S COMP INSURANCE	\$ 106,490	\$ 109,713
FLSA WAGES	\$ 74,069	\$ 82,727
UNEMPLOYMENT INSURANCE	\$ 25,460	\$ 25,716
AUTO ALLOWANCE	\$ 6,510	\$ 6,510
LIFE INSURANCE	\$ 3,600	\$ 3,600
CELL PHONE ALLOWANCE	\$ 2,564	\$ 2,564
	\$ 1,200	\$ 1,200

Budget	2018	2019
Other Costs	\$ 282,330	\$ 214,452
TECHNICAL SERVICES EQUIPMENT	\$ 82,300	\$ 80,000
OPERATING SUPPLIES	\$ 58,802	\$ 50,000
PROFESSIONAL SERVICES	\$ 50,000	\$ 50,000
SMALL TOOLS/NON-CAPITAL	\$ 41,750	\$ 41,750
RCS PROGRAM	\$ 11,776	\$ 5,000
OFFICE SUPPLIES	\$ 7,252	\$ 7,252
TRAINING & EDUCATION-MOU	\$ 6,500	\$ 6,500
MAINTENANCE & REPAIR	\$ 5,000	\$ 5,000
UTILITIES-CELL PHONES	\$ 4,500	\$ 4,500
TRAVEL, TRAINING, MEETING	\$ 3,500	\$ 3,500
COPIER LEASES	\$ 3,500	\$ 3,500
SUBSCRIBE & PUBLICATIONS	\$ 1,500	\$ 1,500
MEMBERSHIP DUES	\$ 700	\$ 700

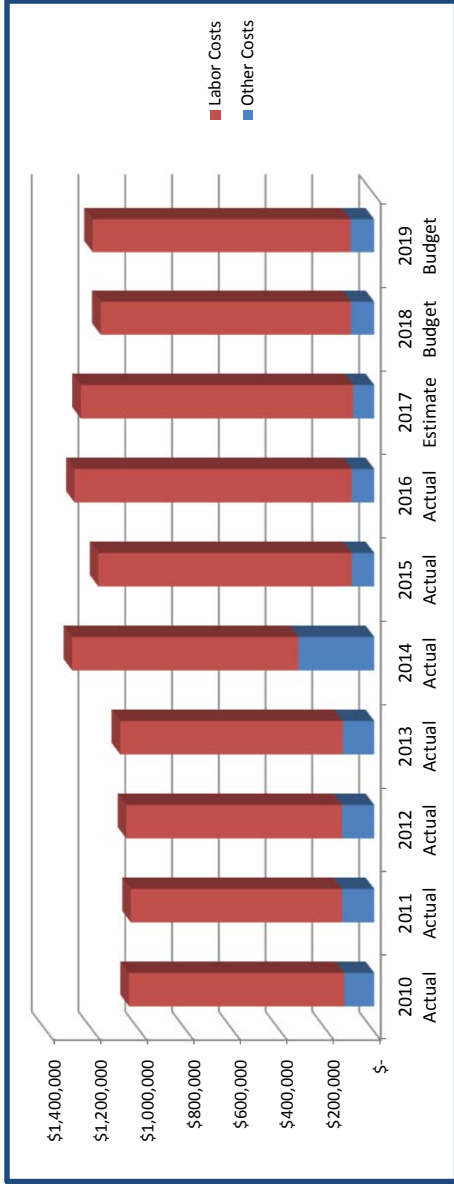
Budget	2018	2019
Headcount	15	15
Director	1	1
Emergency Services Cord	1	1
Fire Captain	3	3
Fire Engineer	3	3
Fire Inspector	1	1
Firefighter	5	5
Administrative Assistant	1	1

City of Imperial Beach

FY2018 FY2019 Budget

101-3030 GENERAL FUND OCEAN/BEACH SAFETY

FY19 Budget	\$1,203,734
FY18 Budget	\$1,169,801
FY17 Estimate	\$1,254,848
FY16 Actual	\$1,281,387



- 10 Full-time positions
- 26 Part-time/Seasonal Guards
- 2.6 Million Beach Visitors Annually
- 15,500 Preventative Actions
- 1,000 Ocean Rescues
- 6,000 Enforcement Warnings

Purpose

Conduct ocean and beach area observation and lifesaving efforts. Enforce laws and codes in beach area and provide emergency services. Oversee tsunami preparedness.

Objectives

1. Provide beach patrol and water rescues
2. Enforce municipal codes
3. Water safety education
4. Manage junior lifeguard program
5. Tsunami preparedness.

Significant Changes in the Budget

No significant changes

Budget	2018	2019
Labor Costs	\$ 1,070,301	\$ 1,102,234
SALARIES FULL-TIME	\$ 485,187	\$ 490,833
SALARIES PART-TIME	\$ 260,000	\$ 275,000
SECTION 125 CAFETERIA	\$ 108,914	\$ 108,914
PERS-CITY PORTION	\$ 81,232	\$ 86,699
FICA	\$ 45,212	\$ 46,273
OVERTIME	\$ 30,000	\$ 30,000
WORKER'S COMP INSURANCE	\$ 27,056	\$ 29,815
UNEMPLOYMENT INSURANCE	\$ 14,732	\$ 14,732
PARS CITY CONTRIBUTION	\$ 9,800	\$ 9,800
LIFE INSURANCE	\$ 7,556	\$ 7,556
CELL PHONE ALLOWANCE	\$ 360	\$ 360
MGT MEDICAL REIMBURSEMENT	\$ 252	\$ 252
STAND-BY PAY	\$	\$ 2,000

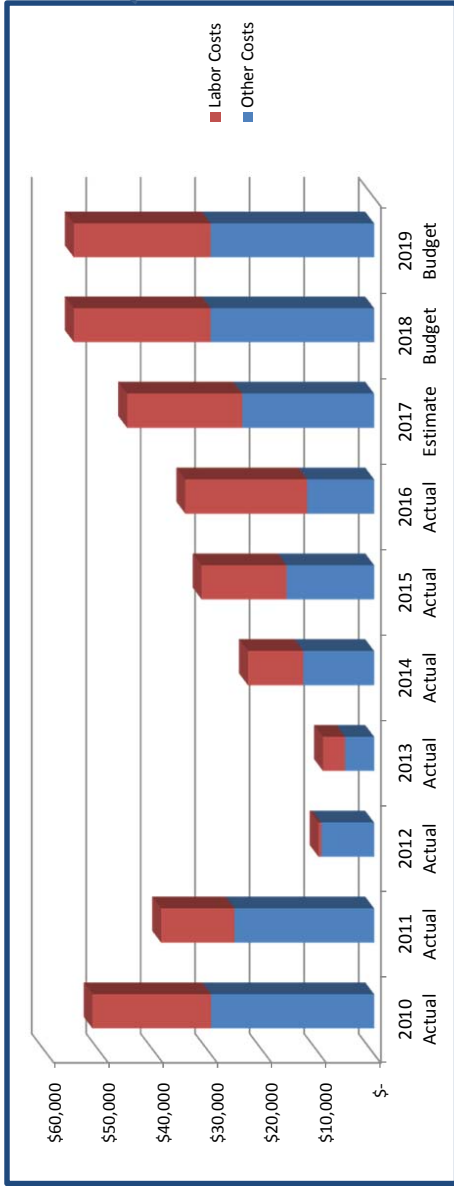
Budget	2018	2019
Other Costs	\$ 99,500	\$ 101,500
OPERATING SUPPLIES	\$ 25,000	\$ 25,000
TRAVEL, TRAINING, MEETING	\$ 18,000	\$ 18,000
RCS PROGRAM	\$ 14,000	\$ 14,000
RENT-UNIFORMS	\$ 12,000	\$ 14,000
MAINTENANCE & REPAIR	\$ 10,000	\$ 10,000
PROFESSIONAL SERVICES	\$ 10,000	\$ 10,000
COPIER LEASES	\$ 4,000	\$ 4,000
EMPLOYEE RECOGNITION AWRD	\$ 2,500	\$ 2,500
UTILITIES-CELL PHONES	\$ 2,000	\$ 2,000
TECHNICAL SERVICES	\$ 2,000	\$ 2,000

Budget	2018	2019
Headcount	35	35
Lifeguard Captain	1	1
Lifeguard Sergeant	2	2
Lifeguard II	6	6
Part Time Lifeguard II	2	2
Part Time Lifeguard I	24	24

City of Imperial Beach
FY2018 FY2019 Budget

101-3035 GENERAL FUND JR LIFEGUARD PROGRAM

FY19 Budget	\$55,125
FY18 Budget	\$55,125
FY17 Estimate	\$45,344
FY16 Actual	\$34,666



- Program established in 1995
- 120 Annual Participants
- Only Imperial Beach Aquatic Youth Program in the City
- Trains potential future Lifeguards
- 25% of current Lifeguards were Jr. Lifeguards Actual

Purpose

Objectives

Significant Changes in the Budget

Budget	2018	2019
Labor Costs	\$ 25,125	\$ 25,125
SALARIES PART-TIME	\$ 23,000	\$ 23,000
UNEMPLOYMENT INSURANCE	\$ 1,000	\$ 1,000
PARS CITY CONTRIBUTION	\$ 825	\$ 825
FICA	\$ 300	\$ 300

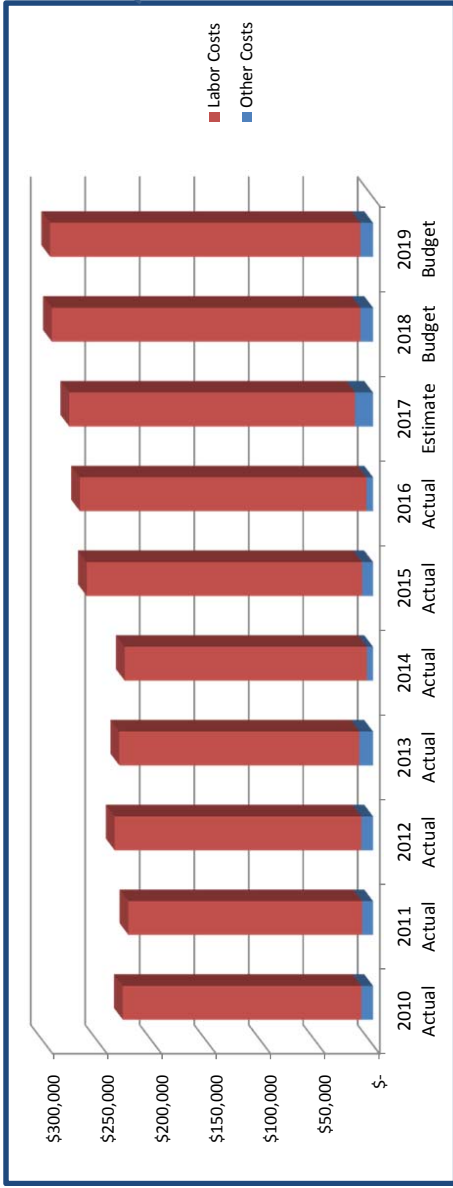
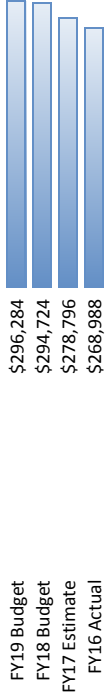
Budget	2018	2019
Other Costs	\$ 30,000	\$ 30,000
RENT-UNIFORMS	\$ 15,000	\$ 15,000
OPERATING SUPPLIES	\$ 5,000	\$ 5,000
COMMUNITY PROGRAMS	\$ 4,000	\$ 4,000
MEMBERSHIP DUES	\$ 4,000	\$ 4,000
TRAVEL, TRAINING, MEETING	\$ 2,000	\$ 2,000

Budget	2018	2019
Headcount	0	0

City of Imperial Beach

FY2018 FY2019 Budget

101-3040 GENERAL FUND BUILDING AND HOUSING INSP



- Issue over **650 building permits** in 2014
- Conduct approximately **3,500 inspections** annually.
- Provided final inspections/sign-off on **21 new dwelling units** in 2014
- Performed plan check, building review, building inspections and final inspections for **development valued at near \$16M** in 2014.
- Gained full **compliance** with the National Flood Insurance Program requirements following the State Department of Water Resources Community Assistance Visit and subsequent amendment of the City's Flood Damage Protection Ordinance.

Purpose

Reviews and oversees all construction activities within the City for compliance with federal, state and local codes and ordinances to ensure compliance and to protect the health, safety and welfare of the public. Coordinates with other governmental agencies to stay current with applicable codes, regulations and life safety building standards.

Objectives

1. Review construction plans and issue permits
2. Prepare reports and recommendations for presentation to and review by the City Council
3. Facilitate Development Review Committee
4. Inspect construction
5. Protect the health, safety and welfare of the community.

Significant Changes in the Budget

No significant changes

Budget	2018	2019
Labor Costs	\$ 283,124	\$ 284,684
SALARIES FULL-TIME	\$ 203,428	\$ 203,748
SECTION 125 CAFETERIA	\$ 33,965	\$ 33,965
FICA	\$ 14,891	\$ 15,155
PERS-CITY PORTION	\$ 12,534	\$ 12,479
WORKER'S COMP INSURANCE	\$ 11,324	\$ 12,355
AUTO ALLOWANCE	\$ 4,500	\$ 4,500
UNEMPLOYMENT INSURANCE	\$ 933	\$ 933
CELL PHONE ALLOWANCE	\$ 870	\$ 870
LIFE INSURANCE	\$ 616	\$ 616
MGT MEDICAL REIMBURSEMENT	\$ 63	\$ 63

Budget	2018	2019
Other Costs	\$ 11,600	\$ 11,600
PLAN CHECK SERVICES	\$ 5,000	\$ 5,000
TRAVEL, TRAINING, MEETING	\$ 2,500	\$ 2,500
SUBSCRIBE & PUBLICATIONS	\$ 1,500	\$ 1,500
SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
PRINTING SERVICES	\$ 500	\$ 500
OPERATING SUPPLIES	\$ 500	\$ 500
OFFICE SUPPLIES	\$ 500	\$ 500
MEMBERSHIP DUES	\$ 400	\$ 400
POSTAGE & FREIGHT	\$ 100	\$ 100

Budget	2018	2019
Headcount	#REF!	#REF!
Building Official	1	1
Building Inspector	1	1
#REF!	#REF!	#REF!

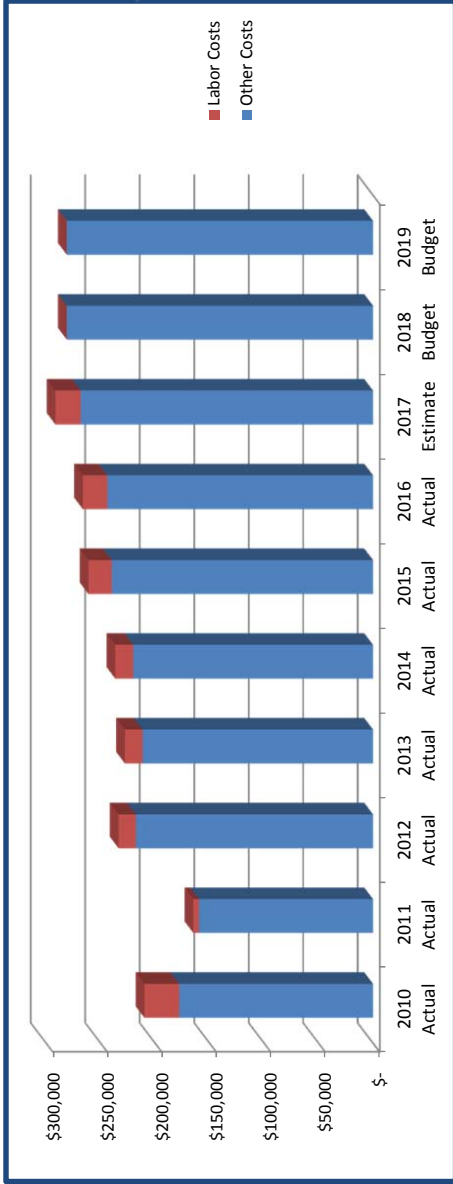
City of Imperial Beach

FY2018 FY2019 Budget

101-3050 GENERAL FUND ANIMAL CONTROL

FY19 Budget
FY18 Budget
FY17 Estimate
FY16 Actual

\$281,000
\$281,000
\$291,496
\$266,244



- Animal Control Officer on duty 4 days per week, 52 weeks per year
- Operating Tuesday through Friday
- Over 510 Animals Sheltered
- Over 2,000 Calls Annually

Purpose

Objectives

Significant Changes in the Budget

Budget

Budget	2018	2019
Other Costs	\$ 281,000	\$ 281,000
PROFESSIONAL SERVICES	\$ 281,000	\$ 281,000

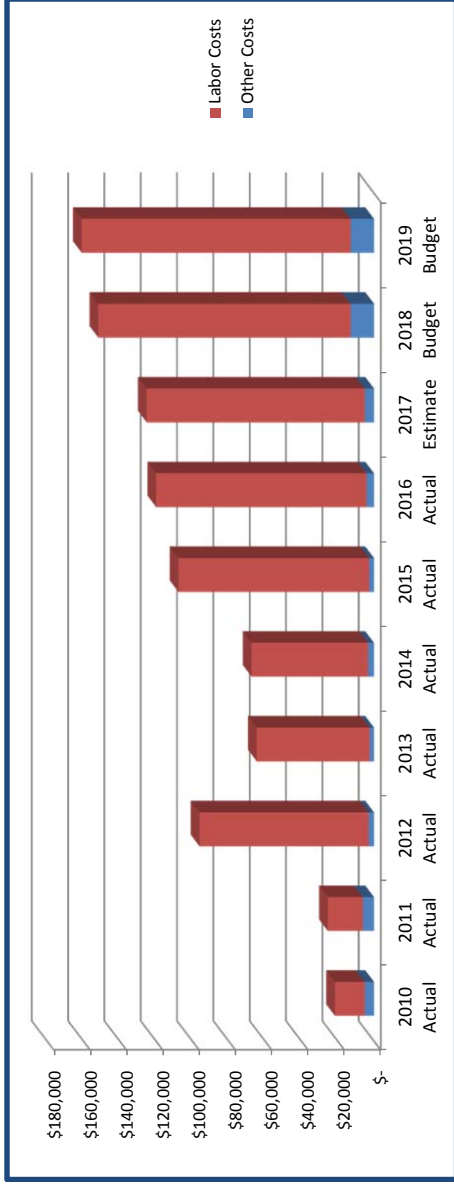
Budget	2018	2019
Headcount	0	0
Contract		

City of Imperial Beach

FY2018 FY2019 Budget

101-3070 GENERAL FUND CODE ENFORCEMENT

FY19 Budget \$160,984
 FY18 Budget \$151,787
 FY17 Estimate \$125,123
 FY16 Actual \$119,891



- Opened **688 new code compliance cases** in 2014.
- Conducted **2,280 code compliance inspections** in 2014.
- Developed **partnership** with South Bay Community Services to provide tenants rights services.

Purpose

Ensure compliance with zoning, land use, and property maintenance codes and regulations to promote a safe, healthy and attractive community. Carry out the objectives of the City's Neighborhood Revitalization Strategy.

Objectives

1. Code compliance activities.
2. Provide community outreach for code education
3. Abate code violations

Significant Changes in the Budget

No significant changes

Budget	2018	2019
Labor Costs	\$ 138,837	\$ 148,034
SALARIES FULL-TIME	\$ 64,048	\$ 68,946
SALARIES PART-TIME	\$ 27,701	\$ 28,376
PERS-CITY PORTION	\$ 17,902	\$ 21,265
SECTION 125 CAFETERIA	\$ 14,442	\$ 14,442
FICA	\$ 7,681	\$ 7,146
WORKER'S COMP INSURANCE	\$ 5,110	\$ 5,906
UNEMPLOYMENT INSURANCE	\$ 890	\$ 890
CELL PHONE ALLOWANCE	\$ 590	\$ 590
AUTO ALLOWANCE	\$ 300	\$ 300
LIFE INSURANCE	\$ 152	\$ 152
MGT MEDICAL REIMBURSEMENT	\$ 21	\$ 21

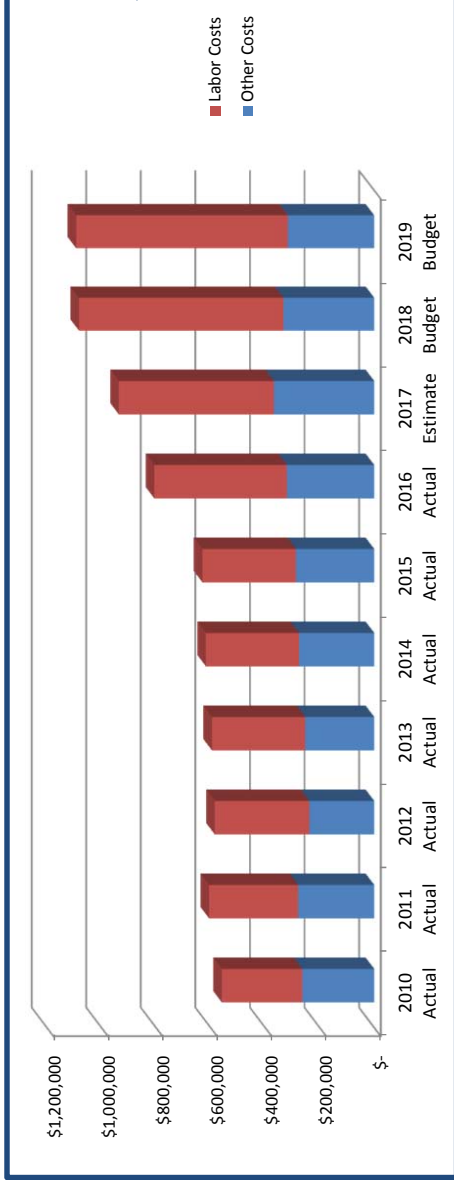
Budget	2018	2019
Other Costs	\$ 12,950	\$ 12,950
TECHNICAL SERVICES	\$ 8,500	\$ 8,500
TRAVEL, TRAINING, MEETING	\$ 2,000	\$ 2,000
OFFICE SUPPLIES	\$ 750	\$ 750
SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
OPERATING SUPPLIES	\$ 500	\$ 500
SUBSCRIBE & PUBLICATIONS	\$ 200	\$ 200
MEMBERSHIP DUES	\$ 200	\$ 200
POSTAGE & FREIGHT	\$ 100	\$ 100
PRINTING SERVICES	\$ 100	\$ 100

Budget	2018	2019
Headcount	1.5	1.5
Compliance Officer	1.5	1.5

City of Imperial Beach FY2018 FY2019 Budget

101-5010 GENERAL FUND STREET MAINTENANCE

FY19 Budget \$1,092,600
 FY18 Budget \$1,082,123
 FY17 Estimate \$936,057
 FY16 Actual \$806,112



- City replaced **415 LF** of curb and gutter
- Applied **22,000 LF** of crack sealant
- The equivalent of **7.2 centerline miles** of potholes repairs
- **107 LF** of hot mix asphalt street repairs (using 36' wide street x 3" deep)
- Restriped **100%** of painted curbs
- Replaced over **100** outdated, deteriorated or damaged street signs

Purpose

Maintain the streets, sidewalks, crosswalks, street lighting, street signage, street striping and street landscape in a "like new condition."

Objectives

Maintain an average pavement condition index of 65% or greater; restripe the painted surfaces annually; commit 2-months dedicated maintenance to each of the six City neighborhoods; inspect each City neighborhood annually for material deficiencies; remove all graffiti identified within the City within 24-hours of notice.

Significant Changes in the Budget

Salary adjustments for MWI. Allocated 25% of Public Works employee costs in lieu of indirect cost allocation.

Budget	2018	2019
Labor Costs	\$ 749,523	\$ 776,000
SALARIES FULL-TIME	\$ 481,652	\$ 492,999
SECTION 125 CAFETERIA	\$ 98,460	\$ 98,460
PERS-CITY PORTION	\$ 89,967	\$ 100,775
FICA	\$ 39,436	\$ 40,481
WORKER'S COMP INSURANCE	\$ 28,943	\$ 32,220
UNEMPLOYMENT INSURANCE	\$ 3,364	\$ 3,364
OVERTIME	\$ 3,100	\$ 3,100
AUTO ALLOWANCE	\$ 1,800	\$ 1,800
LIFE INSURANCE	\$ 1,051	\$ 1,051
SALARIES PART-TIME	\$ 1,000	\$ 1,000
CELL PHONE ALLOWANCE	\$ 750	\$ 750

Budget	2018	2019
Other Costs	\$ 332,600	\$ 316,600
GAS & ELECTRIC (SDG&E)	\$ 130,400	\$ 130,400
TECHNICAL SERVICES	\$ 94,900	\$ 83,900
TRAFFIC CONTROL	\$ 43,000	\$ 43,000
OPERATING SUPPLIES	\$ 42,100	\$ 36,100
PROFESSIONAL SERVICES	\$ 12,000	\$ 12,000
MAINTENANCE & REPAIR	\$ 5,700	\$ 6,700
RENT-EQUIPMENT	\$ 2,000	\$ 2,000
SMALL TOOLS/NON-CAPITAL	\$ 1,000	\$ 1,000
FEES & LICENSES	\$ 750	\$ 750
OTHER SERVICES & CHARGES	\$ 750	\$ 750

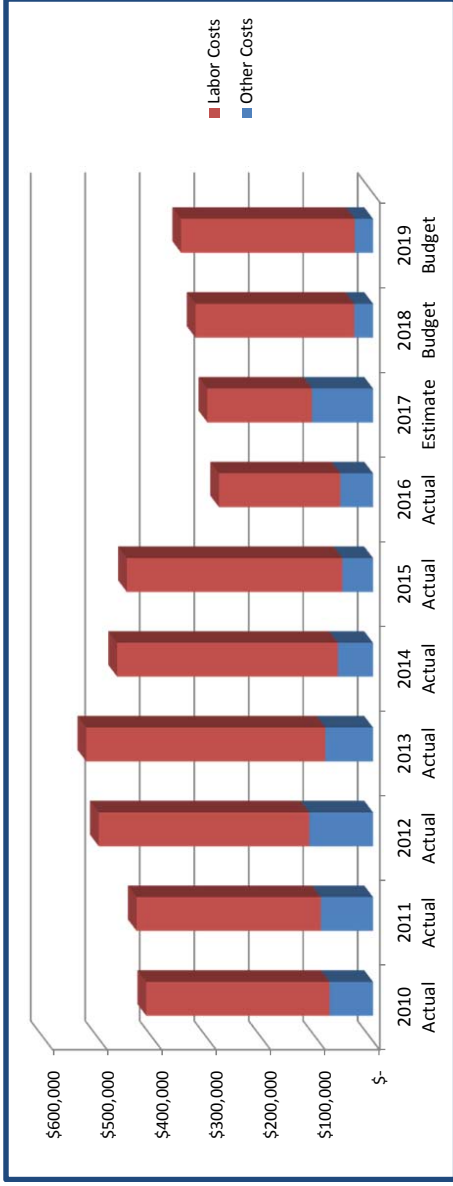
Budget	2018	2019
Headcount	5	5
Lead Maintenance Worker	1	1
Maintenance Worker II	3	3
Street Supervisor	1	1

City of Imperial Beach

FY2018 FY2019 Budget

101-5020 GENERAL FUND ADMINISTRATION

FY19 Budget \$352,311
 FY18 Budget \$325,863
 FY17 Estimate \$303,983
 FY16 Actual \$282,704



Purpose

Provides leadership, oversight and support for public works administration, engineering, street maintenance, tidelands, parks, facilities, fleet, solid waste, sewer and storm water.

Objectives

1. Provide leadership to all public works departments
2. Coordinate emergency response
3. Intergovernmental relations
4. Grant administration
5. Capital Improvement Program administration

Significant Changes in the Budget

Eliminated internal General Fund indirect cost allocations. Replaced with direct allocation of Employee Costs to 25% Streets and 25% Tidelands causing apparent reduction.

Budget	2018	2019
Labor Costs	\$ 291,263	\$ 318,611
SALARIES FULL-TIME	\$ 144,944	\$ 155,496
PERS-CITY PORTION	\$ 71,316	\$ 85,555
SECTION 125 CAFETERIA	\$ 36,060	\$ 36,060
FICA	\$ 19,424	\$ 20,059
WORKER'S COMP INSURANCE	\$ 14,319	\$ 16,241
AUTO ALLOWANCE	\$ 2,520	\$ 2,520
UNEMPLOYMENT INSURANCE	\$ 1,280	\$ 1,280
CELL PHONE ALLOWANCE	\$ 870	\$ 870
LIFE INSURANCE	\$ 530	\$ 530

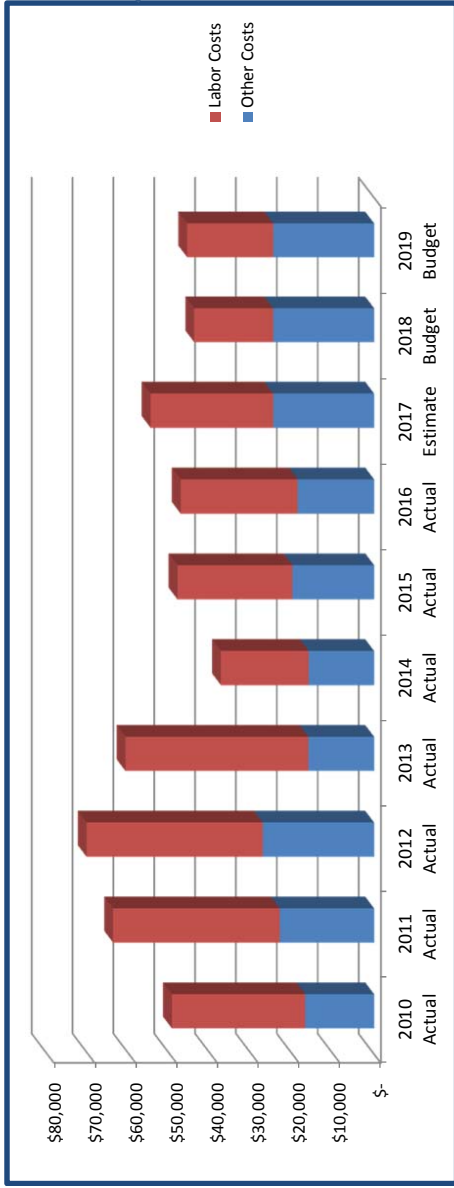
Budget	2018	2019
Other Costs	\$ 34,600	\$ 33,700
RENT-UNIFORMS	\$ 10,000	\$ 9,100
UTILITIES-CELL PHONES	\$ 8,800	\$ 8,800
TRAVEL, TRAINING, MEETING	\$ 8,050	\$ 8,050
OFFICE SUPPLIES	\$ 3,850	\$ 3,850
OPERATING SUPPLIES	\$ 2,500	\$ 2,500
EMPLOYEE RECOGNITION AWRD	\$ 500	\$ 500
PRINTING SERVICES	\$ 400	\$ 400
MEMBERSHIP DUES	\$ 400	\$ 400
POSTAGE & FREIGHT	\$ 100	\$ 100

Budget	2018	2019
Headcount	6	6
Director	1	1
Asst Director	1	1
Civil Engineer	1	1
CIP Manager	1	1
Customer Service Specialist	1	1
Administrative Assistant	1	1

City of Imperial Beach
FY2018 FY2019 Budget

101-5040 GENERAL FUND SOLID WASTE MANAGEMENT

FY19 Budget	\$45,751
FY18 Budget	\$44,043
FY17 Estimate	\$54,706
FY16 Actual	\$47,352



- Completed annual reporting to Calrecycle.
- Completed annual site audit from Calrecycle.
- Completed EDCO rate increase for 2015.
- Provided recycling service for special events, annual Home Front Cleanup, and Citywide Garage Sale. Imperial

Purpose

Provide solid waste, recycling, and household hazardous waste disposal services to the community. Ensure compliance with State mandated solid waste diversion requirements, reporting to Calrecycle, and permitting for hazardous materials. Manage the City's Solid Waste franchise agreement with EDCO.

Objectives

1. Negotiate and manage franchise agreement
2. Develop solid waste customer rates annually
3. Address unresolved complaints from residents
4. Implement recycling/reuse programs

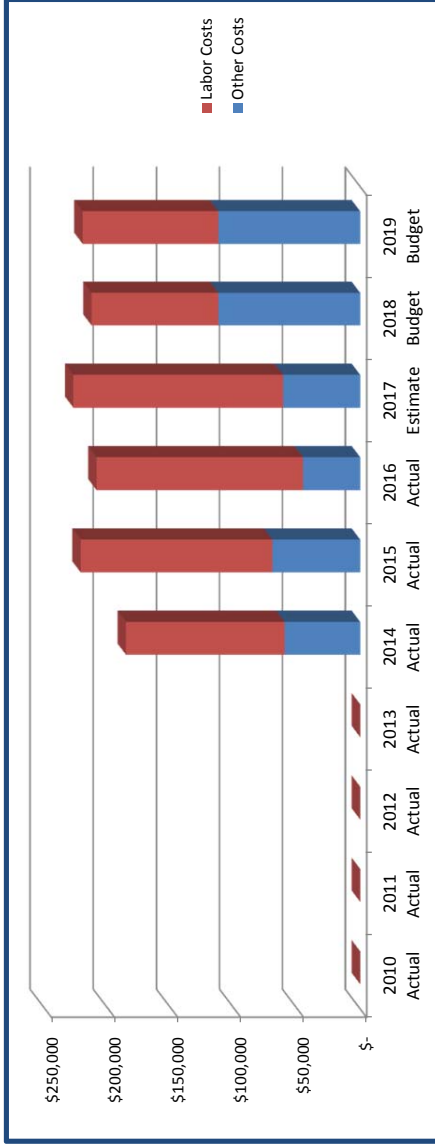
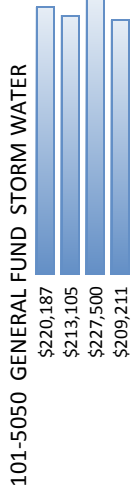
Significant Changes in the Budget

Budget	2018	2019
Labor Costs	\$ 19,343	\$ 21,051
SALARIES FULL-TIME	\$ 13,680	\$ 15,026
SECTION 125 CAFETERIA	\$ 2,700	\$ 2,700
FICA	\$ 1,089	\$ 1,205
PERS-CITY PORTION	\$ 985	\$ 1,082
WORKER'S COMP INSURANCE	\$ 751	\$ 900
UNEMPLOYMENT INSURANCE	\$ 109	\$ 109
LIFE INSURANCE	\$ 29	\$ 29

Budget	2018	2019
Other Costs	\$ 24,700	\$ 24,700
TECHNICAL SERVICES	\$ 16,000	\$ 16,000
OTHER SERVICES & CHARGES	\$ 7,500	\$ 7,500
OPERATING SUPPLIES	\$ 800	\$ 800
FEES & LICENSES	\$ 400	\$ 400

Budget	2018	2019
Headcount	0	0

City of Imperial Beach FY2018 FY2019 Budget



- Imperial Beach served as lead agency to develop the Tijuana River WQUIP. (\$275,000)
- Developed the San Diego Bay WQIP with Copermitttees (\$400,000)
- Implemented the City's Jurisdictional Runoff Management Program consistent with previous NPDES Permit Order R9-2007-0001 and completed JRMP Annual reporting requirements to the RWQCB.
- Updated the City's Jurisdictional Runoff Management Program and IB Municipal Code consistent with the new NPDES Permit Order R9-2013-0001 to be submitted to the RWQCB in June 2015.

Purpose

Develop and implement the City's storm water management program as required by the Regional Storm Water NPDES Permit. Including regional collaboration and public participation in the development and implementation of Water Quality Improvement Plans (WQIPs) for the Tijuana River and San Diego Bay watershed management areas, which informs the selection of water quality improvement strategies required in the City's Jurisdictional Runoff Management Program.

Objectives

- Maintain compliance with the National Pollution Discharge Elimination Systems (NPDES) Permit that regulates storm water discharges from the City
- Coordinate consistent implementation of storm water management programs at regional and watershed levels
- Implement the City's Jurisdictional Runoff Management Program

Significant Changes in the Budget

Slight increase in costs related to increased regulations from NPDES Permit Order R9-2013-0001 from the San Diego Regional Water Quality Control Board

Budget	2018	2019
Labor Costs	\$ 100,205	\$ 107,287
SALARIES FULL-TIME	\$ 70,020	\$ 75,500
SECTION 125 CAFETERIA	\$ 12,060	\$ 12,060
PERS-CITY PORTION	\$ 6,338	\$ 6,805
FICA	\$ 5,518	\$ 5,974
WORKER'S COMP INSURANCE	\$ 3,868	\$ 4,547
AUTO ALLOWANCE	\$ 1,080	\$ 1,080
OVERTIME	\$ 500	\$ 500
UNEMPLOYMENT INSURANCE	\$ 456	\$ 456
LIFE INSURANCE	\$ 185	\$ 185
CELL PHONE ALLOWANCE	\$ 180	\$ 180

Budget	2018	2019
Other Costs	\$ 112,900	\$ 112,900
OTHER SERVICES & CHARGES	\$ 70,000	\$ 70,000
FEES & LICENSES	\$ 20,400	\$ 20,400
PROFESSIONAL SERVICES	\$ 10,000	\$ 10,000
TECHNICAL SERVICES	\$ 6,500	\$ 6,500
OPERATING SUPPLIES	\$ 5,000	\$ 5,000
MAINTENANCE & REPAIR	\$ 1,000	\$ 1,000

Budget	2018	2019
Headcount	1	1
Environmental Specialist	1	1

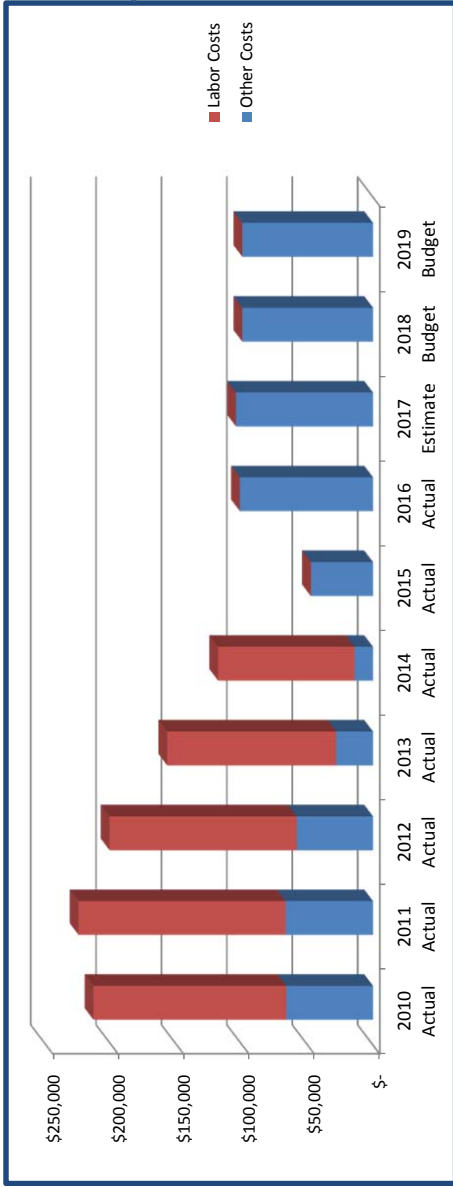
City of Imperial Beach

FY2018 FY2019 Budget

101-6010 GENERAL FUND RECREATION

FY19 Budget
 FY18 Budget
 FY17 Estimate
 FY16 Actual

\$100,000
 \$100,000
 \$104,819
 \$101,791



Purpose

Provide recreational services and other programs to citizens of all ages. Operate athletic facilities and sports and fitness programs.

Objectives

1. Maintain agreement with Boys & Girls club for sports park operations.

Significant Changes in the Budget

Budget

Budget	2018	2019
Other Costs	\$ 100,000	\$ 100,000
TECHNICAL SERVICES	\$ 50,000	\$ 50,000
UTILITIES-WATER	\$ 30,000	\$ 30,000
COMMUNITY PROGRAMS	\$ 10,000	\$ 10,000
GAS & ELECTRIC (SDG&E)	\$ 10,000	\$ 10,000

Budget	2018	2019
Headcount	0	0
Contract		

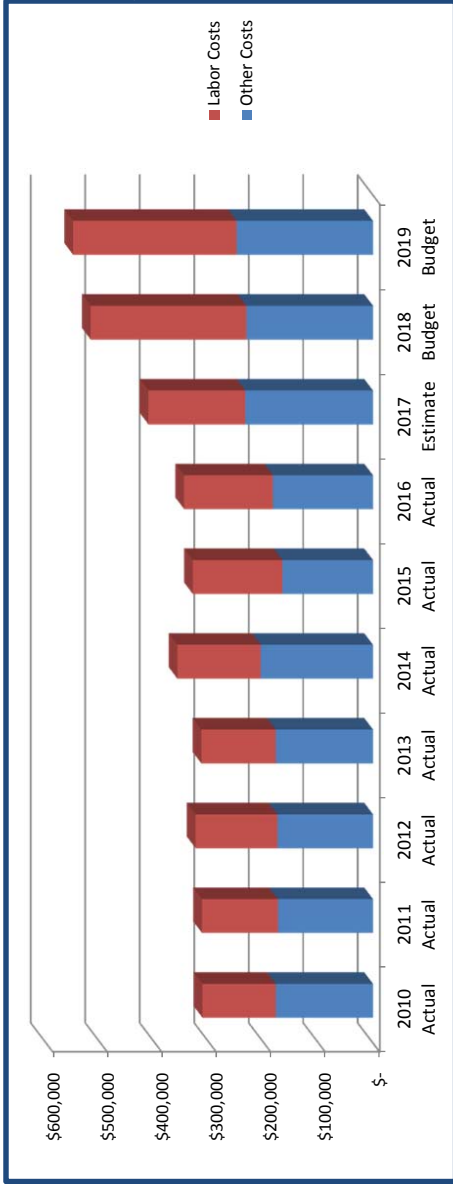
City of Imperial Beach

FY2018 FY2019 Budget

101-6020 GENERAL FUND PARK MAINTENANCE

FY19 Budget
 FY18 Budget
 FY17 Estimate
 FY16 Actual

\$550,402
 \$518,013
 \$412,087
 \$346,557



Purpose

Provide a safe, attractive and well maintained parks, trails and open spaces to include landscape maintenance of all parks. Maintain building grounds and right of ways.

Objectives

1. Oversee contract for parks and roadside landscaping services for 17 acres of parks and 31 medians
2. Maintain landscaping for parks
3. Conduct playground safety inspections
4. Manage capital improvements for parks

Significant Changes in the Budget

Increase in utilities and technical services.

Budget	2018	2019
Labor Costs	\$ 285,538	\$ 300,127
SALARIES FULL-TIME	\$ 136,663	\$ 141,904
SALARIES PART-TIME	\$ 69,000	\$ 73,500
SECTION 125 CAFETERIA	\$ 35,400	\$ 35,400
PERS-CITY PORTION	\$ 23,764	\$ 27,108
FICA	\$ 11,270	\$ 11,671
WORKER'S COMP INSURANCE	\$ 7,653	\$ 8,656
UNEMPLOYMENT INSURANCE	\$ 1,172	\$ 1,172
LIFE INSURANCE	\$ 316	\$ 316
OVERTIME	\$ 300	\$ 400

Budget	2018	2019
Other Costs	\$ 232,475	\$ 250,275
UTILITIES-WATER	\$ 80,000	\$ 90,000
TECHNICAL SERVICES	\$ 60,025	\$ 65,825
GAS & ELECTRIC (SDG&E)	\$ 40,000	\$ 42,000
MAINTENANCE & REPAIR	\$ 30,000	\$ 30,000
OPERATING SUPPLIES	\$ 21,900	\$ 21,900
SMALL TOOLS/NON-CAPITAL	\$ 550	\$ 550

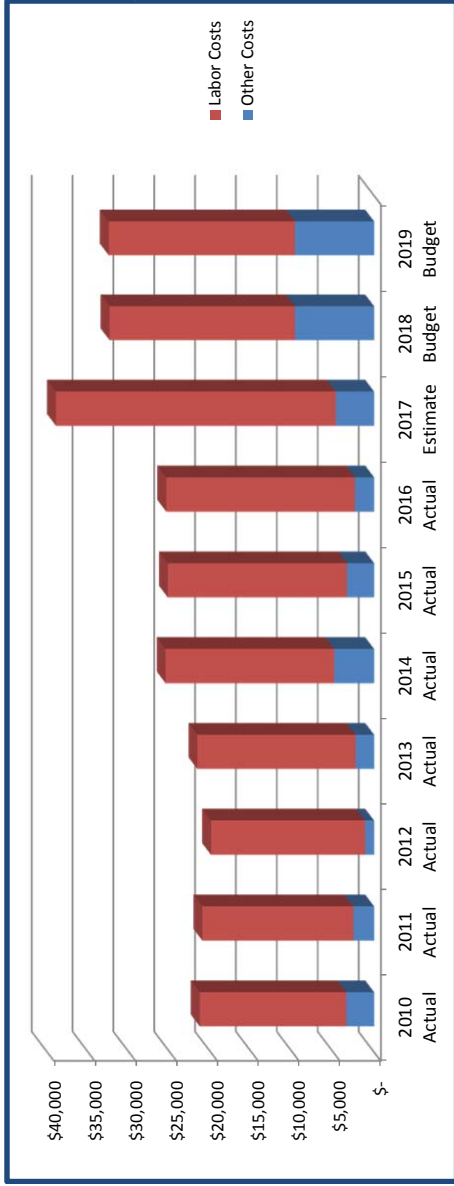
Budget	2018	2019
Headcount	2	2
Lead Maintenance Worker	1	1
Maintenance Worker I	1	1

City of Imperial Beach

FY2018 FY2019 Budget

101-6030 GENERAL FUND SENIOR SERVICES

FY19 Budget \$32,478
 FY18 Budget \$32,381
 FY17 Estimate \$38,936
 FY16 Actual \$25,441



Callout box for 2019 budget bars.

Purpose

Provide recreational services and other programs to senior citizens to enhance the quality of life and promote health and wellness, social interaction, and foster a sense of belonging.

Objectives

1. Organize and promote senior trips
2. Operate senior programs
3. Organize recreational classes
4. Implement special events

Significant Changes in the Budget

Increase in employee costs assume full utilization of PT staff. This a conservative and will not be realized if not needed.

Budget	2018	2019
Labor Costs	\$ 22,681	\$ 22,778
SALARIES PART-TIME	\$ 19,342	\$ 19,342
WORKER'S COMP INSURANCE	\$ 1,899	\$ 1,996
PARS CITY CONTRIBUTION	\$ 725	\$ 725
UNEMPLOYMENT INSURANCE	\$ 434	\$ 434
FICA	\$ 281	\$ 281

Budget	2018	2019
Other Costs	\$ 9,700	\$ 9,700
PROFESSIONAL SERVICES	\$ 7,500	\$ 7,500
OPERATING SUPPLIES	\$ 1,500	\$ 1,500
OFFICE SUPPLIES	\$ 500	\$ 500
MEMBERSHIP DUES	\$ 200	\$ 200

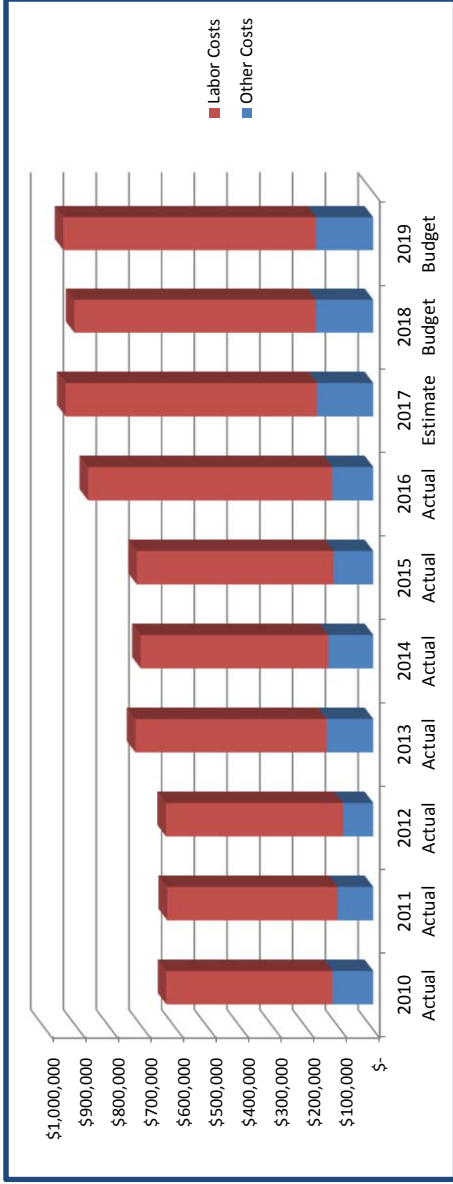
Budget	2018	2019
Headcount	#REF!	#REF!
Program Coordinator	0.5	0.5
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City of Imperial Beach

FY2018 FY2019 Budget

101-6040 GENERAL FUND TIDELANDS MAINTENANCE

FY19 Budget	\$946,486
FY18 Budget	\$913,029
FY17 Estimate	\$939,678
FY16 Actual	\$871,189



Purpose

Maintain all the facilities owned and leased by the San Diego Unified Port District within the City of Imperial Beach in a "like new condition." These facilities include Mel Portwood Plaza, Pier, Dunes Park, all Seacoast Drive street-ends, Port owned parking lots, beach area to the low water line. Support the City's lifeguard infrastructure as assigned

Objectives

Pick up all trash and waste 7-days a week; maintain the public restrooms every day of the week; maintain the landscape of the property properly groomed and trimmed, free of weeds; maintain the lighting systems; water wash the pier surfaces bi-weekly at the restaurant and the remainder quarterly; maintain the lifeguard towers; support the special events

Significant Changes in the Budget

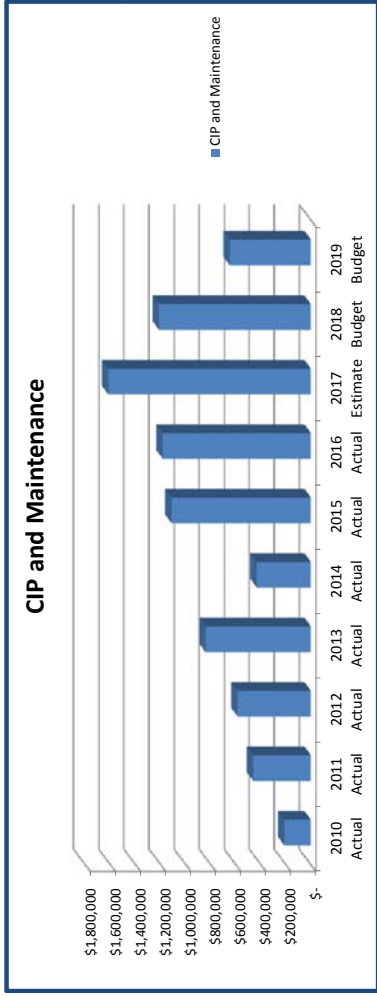
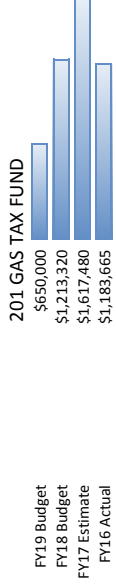
Employee Cost increase due to 25% allocation from Public Works Administration in lieu of indirect cost allocations.

Budget	2018	2019
Labor Costs	\$ 738,029	\$ 771,486
SALARIES PART-TIME	\$ 271,000	\$ 280,000
SALARIES FULL-TIME	\$ 270,977	\$ 285,063
SECTION 125 CAFETERIA	\$ 73,296	\$ 73,296
PERS-CITY PORTION	\$ 51,380	\$ 57,933
FICA	\$ 24,020	\$ 25,424
WORKER'S COMP INSURANCE	\$ 17,412	\$ 19,826
UNEMPLOYMENT INSURANCE	\$ 17,344	\$ 17,344
PARS CITY CONTRIBUTION	\$ 9,800	\$ 9,800
OVERTIME	\$ 1,500	\$ 1,500
LIFE INSURANCE	\$ 1,060	\$ 1,060
CELL PHONE ALLOWANCE	\$ 240	\$ 240

Budget	2018	2019
Other Costs	\$ 175,000	\$ 175,000
OPERATING SUPPLIES	\$ 100,300	\$ 100,300
TECHNICAL SERVICES	\$ 51,200	\$ 51,200
TRAVEL, TRAINING, MEETING	\$ 5,000	\$ 5,000
UTILITIES-CELL PHONES	\$ 5,000	\$ 5,000
RENT-EQUIPMENT	\$ 4,500	\$ 4,500
SMALL TOOLS/NON-CAPITAL	\$ 3,500	\$ 3,500
PROFESSIONAL SERVICES	\$ 3,000	\$ 3,000
EMPLOYEE RECOGNITION AWRD	\$ 1,500	\$ 1,500
RENT-UNIFORMS	\$ 1,000	\$ 1,000

Budget	2018	2019
Headcount	40	40
Grounds/Facilities Super	1	1
Lead Maintenance Worker	2	2
Maintenance Worker II	2	2
Part Time Maint Worker	35	35

City of Imperial Beach
FY2018 FY2019 Budget



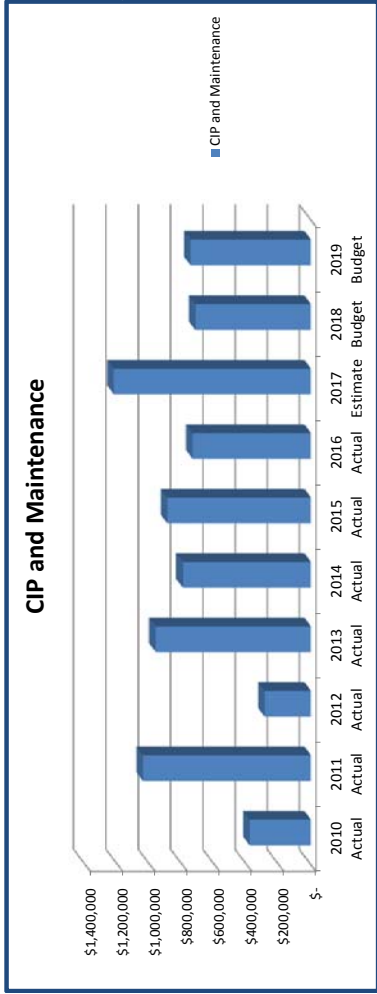
- Maintain the **4.4 miles of Force Main** pipe and **39.5 miles of gravity main** pipe fully operational to prevent system backup or sewer spills.
- Maintain **11 sewer lift stations** fully operational and compliant with current industry standards.
- Prevent sewer spills; keep sewer mains in good condition; keep a trained maintenance staff; work with private parties with installation of new sewer laterals; advise the City managers of the needs for major maintenance and capital

	2018		2019	
	Actual	Budget	Actual	Budget
REVENUE				
Intergovernmental	\$ 582,500	\$ 582,500	\$ 582,500	\$ 582,500
GAS TAX SECTION 2107	\$ 206,000	\$ 206,000	\$ 206,000	\$ 206,000
GAS TAX SECTION 2105	\$ 159,500	\$ 159,500	\$ 159,500	\$ 159,500
GAS TAX SECTION 2103	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
GAS TAX SECTION 2106	\$ 101,000	\$ 101,000	\$ 101,000	\$ 101,000
GAS TAX SECTION 2107.5	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Other	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
ALLOCATED INTEREST	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Grand Total	\$ 592,500	\$ 592,500	\$ 592,500	\$ 592,500
EXPENSE				
Other Costs	\$ 700,000	\$ 700,000	\$ 700,000	\$ 650,000
TRANSFER OUT	\$ 700,000	\$ 700,000	\$ 700,000	\$ 650,000
CIP Other Costs	\$ 513,320	\$ 513,320	\$ 513,320	\$ 513,320
PROFESSIONAL SERVICES	\$ 513,320	\$ 513,320	\$ 513,320	\$ 513,320
Grand Total	\$ 1,213,320	\$ 1,213,320	\$ 1,213,320	\$ 650,000

Budget	2016	2017
Headcount	0	0

City of Imperial Beach
FY2018 FY2019 Budget

202 PROP "A" (TRANSNET) FUND
 FY19 Budget \$749,300
 FY18 Budget \$720,000
 FY17 Estimate \$1,223,067
 FY16 Actual \$736,558



- Maintain the **4.4 miles of Force Main** pipe and **39.5 miles of gravity main** pipe fully operational to prevent system backup or sewer spills.
- Maintain **11 sewer lift stations** fully operational and compliant with current industry standards.
- Prevent sewer spills; keep sewer mains in good condition; keep a trained maintenance staff; work with private parties with installation of new sewer laterals; advise the City managers of the needs for major maintenance and capital

	2018		2019	
REVENUE	Actual	Budget	Actual	Budget
Intergovernmental	\$ 720,000	\$ 720,000	\$ 749,000	\$ 749,000
PROP "A" (TRANSNET) FUND	\$ 720,000	\$ 720,000	\$ 749,000	\$ 749,000
Other	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
TRANSNET FEES	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
ALLOCATED INTEREST	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Grand Total	\$ 752,000	\$ 752,000	\$ 781,000	\$ 781,000

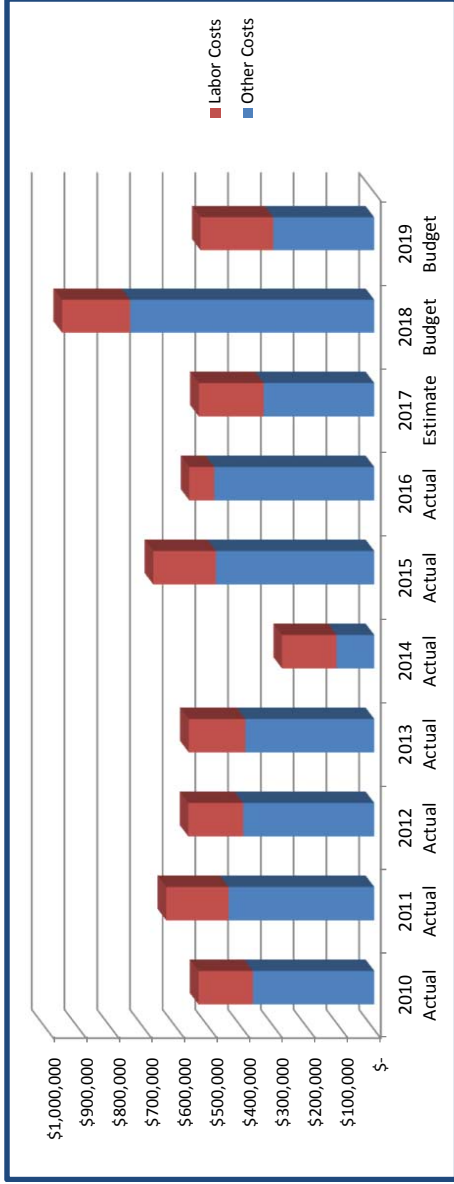
	2018		2019	
EXPENSE	Actual	Budget	Actual	Budget
Other Costs	\$ 216,000	\$ 216,000	\$ 225,000	\$ 225,000
TRANSFER OUT	\$ 216,000	\$ 216,000	\$ 225,000	\$ 225,000
CIP Other Costs	\$ 504,000	\$ 504,000	\$ 524,300	\$ 524,300
PROFESSIONAL SERVICES	\$ 504,000	\$ 504,000	\$ 524,300	\$ 524,300
Grand Total	\$ 720,000	\$ 720,000	\$ 749,300	\$ 749,300

	2016	2017
Budget	0	0
Headcount	0	0

City of Imperial Beach
FY2018 FY2019 Budget

501-1921 VEHICLE REPLACEMENT/MAINT VEHICLE REPLACEMENT

FY19 Budget	\$530,468
FY18 Budget	\$953,488
FY17 Estimate	\$535,859
FY16 Actual	\$564,785



- Maintain fleet of 55 vehicles and equipment.
- Maintain 2 large fire engines.
- Maintain 1 large vactor truck.
- Repair and replace miscellaneous machinery and equipment.

Purpose

To provide City vehicle and equipment maintenance services to ensure the equipment is kept in a safe and reliable condition. Replace vehicles per replacement schedule and as needed.

Objectives

Stuart preventative maintenance of all vehicles and equipment; maintain fleet records, inspections, and reports; manage hazardous waste program; train employees on safe use of vehicles and equipment.

Significant Changes in the Budget

4 Vehicles replaced in FY15. Scheduled to replace Ford Flatbed in FY17.

Budget	2018	2019
Labor Costs	\$ 207,738	\$ 221,818
SALARIES FULL-TIME	\$ 136,322	\$ 145,176
SECTION 125 CAFETERIA	\$ 30,000	\$ 30,000
PERS-CITY PORTION	\$ 21,590	\$ 24,811
FICA	\$ 10,702	\$ 11,490
WORKER'S COMP INSURANCE	\$ 7,580	\$ 8,797
UNEMPLOYMENT INSURANCE	\$ 955	\$ 955
OVERTIME	\$ 300	\$ 300
LIFE INSURANCE	\$ 289	\$ 289

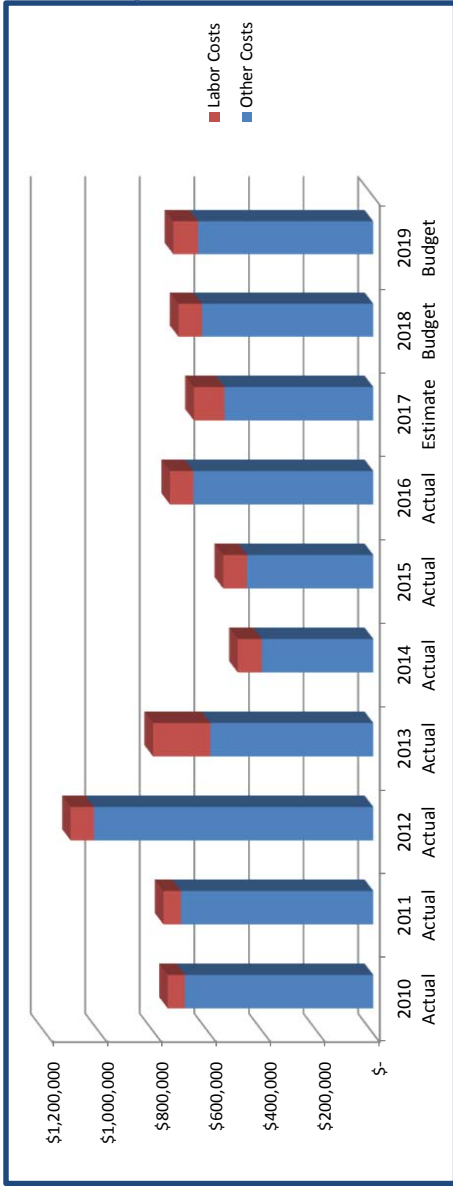
Budget	2018	2019
Other Costs	\$ 745,750	\$ 308,650
EQUIPMENT	\$ 472,000	\$ 42,000
VEHICLE OPERATE-FUEL/OIL	\$ 206,700	\$ 206,700
VEHICLE OPERATE-PARTS M&O	\$ 28,950	\$ 26,450
MAINTENANCE & REPAIR	\$ 22,100	\$ 19,100
SMALL TOOLS/NON-CAPITAL	\$ 4,900	\$ 3,300
OPERATING SUPPLIES	\$ 4,500	\$ 4,500
FEES & LICENSES	\$ 3,550	\$ 3,550
OTHER SERVICES & CHARGES	\$ 2,650	\$ 2,650
FIRE EXTINGUISHER SERVICE	\$ 400	\$ 400

Budget	2018	2019
Headcount	2	2
Fleet Supervisor	1	1
Mechanic II	1	1

City of Imperial Beach
FY2018 FY2019 Budget

502-1922 RISK MANAGEMENT FUND RISK MANAGEMENT

FY19 Budget	\$732,761
FY18 Budget	\$714,113
FY17 Estimate	\$657,554
FY16 Actual	\$745,188



- Continue to maintain a Workers Compensation Modification Factor of **90%**. (below 100% is positive)
- City liability claims incurred are less than **10** per year totaling approximately **\$10,000**.

Purpose

Develop City safety policies and procedures to minimize risk and exposure to loss.

Objectives

Coordinate with Human Resources and Third Party Administrators to minimize workers compensation claims; reduce the City's exposure to liability claims using latest risk management tools available from Excess Insurance providers.

Significant Changes in the Budget

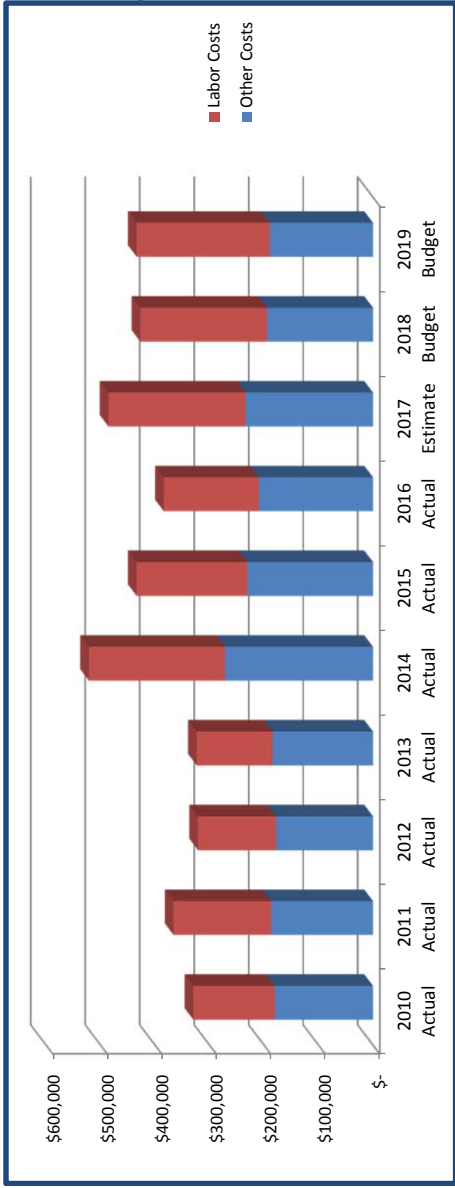
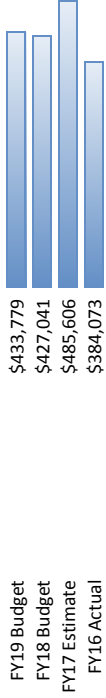
Budget	2018	2019
Labor Costs	\$ 86,713	\$ 90,861
SALARIES FULL-TIME	\$ 63,555	\$ 66,814
SECTION 125 CAFETERIA	\$ 7,099	\$ 7,099
PERS-CITY PORTION	\$ 5,163	\$ 5,361
FICA	\$ 4,611	\$ 4,787
WORKER'S COMP INSURANCE	\$ 3,547	\$ 4,062
AUTO ALLOWANCE	\$ 1,764	\$ 1,764
CELL PHONE ALLOWANCE	\$ 300	\$ 300
LIFE INSURANCE	\$ 288	\$ 288
UNEMPLOYMENT INSURANCE	\$ 260	\$ 260
MGT MEDICAL REIMBURSEMENT	\$ 126	\$ 126

Budget	2018	2019
Other Costs	\$ 627,400	\$ 641,900
INSURANCE PREMIUM/WK COMF	\$ 343,000	\$ 356,000
INSURANCE PREMIUM/DEPOSIT	\$ 184,400	\$ 185,900
ATTORNEY SERVICES	\$ 75,000	\$ 75,000
PAYMENT OF CLAIMS	\$ 25,000	\$ 25,000

Budget	2018	2019
Headcount	0	0

City of Imperial Beach FY2018 FY2019 Budget

503-1923 TECHNOLOGY/COMMUNICATIONS INFORMATION TECHNOLOGY



- Manage and support **20 Windows Servers and 120 desktop computers**.
- Provides support for **145 city employees**.
- Maintain hardware inventory of city computers and networking equipment.
- Performs routing **Back up** of critical city data.
- Manages **152 email accounts**.

Purpose

Ensures employees are able to access the internet and network resources and to provide immediate support to all city staff. Recommends information technology strategies, policies, and procedures by evaluating organization outcomes; identifying problems; evaluating trends; anticipating requirements. Maintains quality service by establishing and enforcing

Objectives

Provide computing, telecommunications, and networking infrastructure support to employees, research and implement cost effective solutions that enhances the city's ability to provide quality service for city residents and gives administrators and faculty the means to operate successfully.

Significant Changes in the Budget

Budget	2018	2019
CIP Other Costs	\$ 125,000	\$ 125,000
EQUIPMENT	\$ 125,000	\$ 125,000
Labor Costs	\$ 232,388	\$ 244,251
SALARIES FULL-TIME	\$ 144,741	\$ 149,897
PERS-CITY PORTION	\$ 22,028	\$ 25,324
SALARIES PART-TIME	\$ 20,228	\$ 22,005
SECTION 125 CAFETERIA	\$ 14,395	\$ 14,395
FICA	\$ 11,904	\$ 12,227
WORKER'S COMP INSURANCE	\$ 9,202	\$ 10,447
AUTO ALLOWANCE	\$ 6,816	\$ 6,816
UNEMPLOYMENT INSURANCE	\$ 1,215	\$ 1,215
PARS CITY CONTRIBUTION	\$ 759	\$ 825
LIFE INSURANCE	\$ 536	\$ 536
CELL PHONE ALLOWANCE	\$ 480	\$ 480
MGT MEDICAL REIMBURSEMENT	\$ 84	\$ 84

Budget	2018	2019
Other Costs	\$ 194,653	\$ 189,528
TECHNICAL SERVICES	\$ 59,855	\$ 57,855
H.T.E. MAINTENANCE	\$ 38,395	\$ 38,395
EQUIPMENT	\$ 28,000	\$ 28,000
SMALL TOOLS/NON-CAPITAL	\$ 16,100	\$ 16,100
FEES & LICENSES	\$ 14,755	\$ 11,630
PROFESSIONAL SERVICES	\$ 10,850	\$ 10,850
QUESTYST	\$ 8,000	\$ 8,000
UTILITIES-TELEPHONE	\$ 5,313	\$ 5,313
UTILITIES-CELL PHONES	\$ 5,000	\$ 5,000
OPERATING SUPPLIES	\$ 4,165	\$ 4,165
TRAVEL, TRAINING, MEETING	\$ 2,200	\$ 2,200
MAINTENANCE & REPAIR	\$ 1,500	\$ 1,500
MEMBERSHIP DUES	\$ 340	\$ 340
OFFICE SUPPLIES	\$ 100	\$ 100

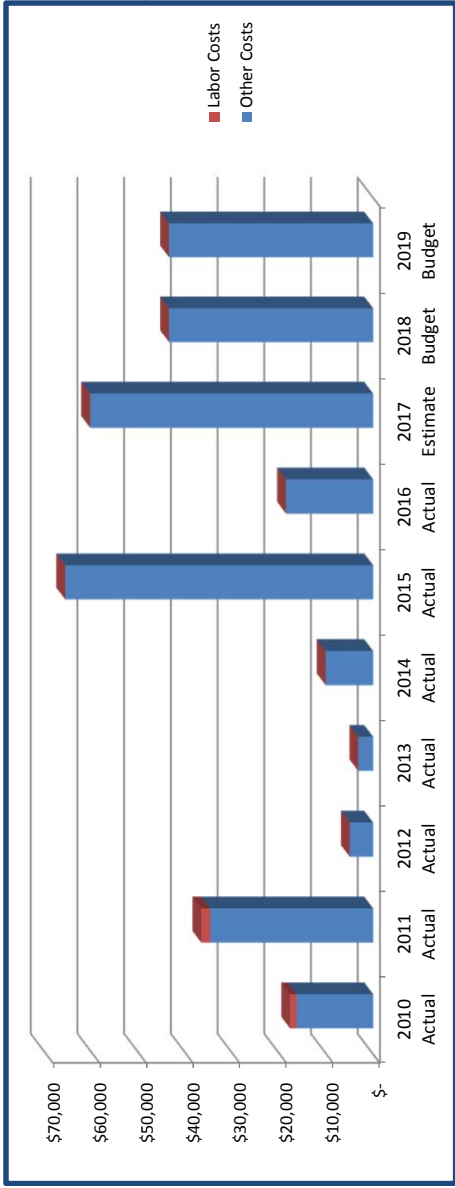
Budget	2018	2019
Headcount	2.5	2.5
Network Systems Technician	1	1
GIS Administrator	1	1
Network Tech	0.5	0.5

City of Imperial Beach

FY2018 FY2019 Budget

504-1924 FACILITY MAINT/REPLACEMENT FACILITY REPLACE/MAINT

FY19 Budget	\$43,700
FY18 Budget	\$43,700
FY17 Estimate	\$60,600
FY16 Actual	\$18,656



- Maintain 8 city facilities.
- Oversee daily housekeeping.
- Assist in CIP implementation.

Purpose

Maintain City buildings to ensure the are safe, functional and clean by performing regular maintenance, cleaning and inspections utilizing a combination of in-house staff and contract services.

Objectives

Maintain, repair and rehabilitate all City owned buildings; Oversee janitorial services; provide workshop and meeting setup and tear down services.

Significant Changes in the Budget

Budget		2018
CIP Other Costs	\$	60,000
PROFESSIONAL SERVICES	\$	60,000

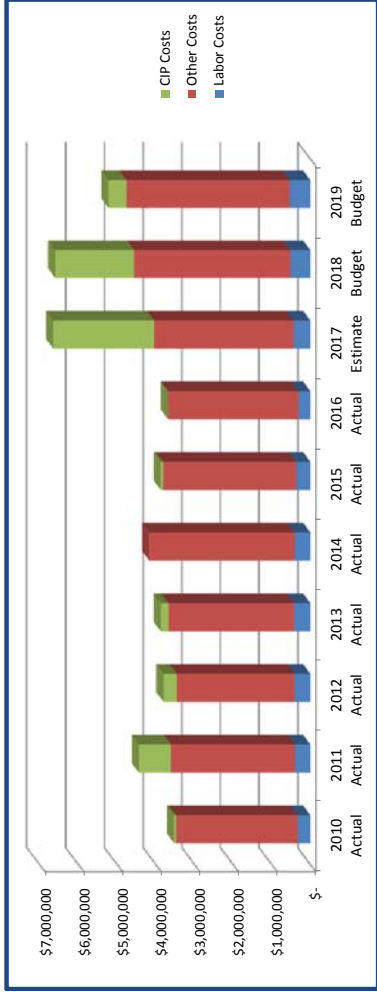
Budget		2018	2019
Other Costs	\$	43,700	\$ 43,700
TECHNICAL SERVICES	\$	43,700	\$ 43,700

Budget		2018	2019
Headcount		0	0

City of Imperial Beach
FY2018 FY2019 Budget

601 SEWER ENTERPRISE FUND

FY19 Budget \$5,222,669
FY18 Budget \$6,595,204
FY17 Estimate \$6,646,541
FY16 Actual \$3,686,138



- Maintain the 4.4 miles of Force Main pipe and 39.5 miles of gravity main pipe fully operational to prevent system backup or sewer spills.
- Maintain 11 sewer lift stations fully operational and compliant with current industry standards.
- Prevent sewer spills; keep sewer mains in good condition; keep a trained maintenance staff; work with private parties with installation of new sewer laterals; advise the City managers of the needs for major maintenance and capital

REVENUE	2018	2019
Fees	\$ 5,049,000	\$ 5,284,000
COUNTY SEWER COLLECTIONS	\$ 4,861,000	\$ 5,096,000
SEWER FEES-SPECIAL BILLED	\$ 138,000	\$ 138,000
SEWER CAPACITY FEES	\$ 50,000	\$ 50,000
Other	\$ 72,000	\$ 72,000
MISCELLANEOUS REVENUE	\$ 60,000	\$ 60,000
ALLOCATED INTEREST	\$ 12,000	\$ 12,000
Grand Total	\$ 5,121,000	\$ 5,356,000

EXPENSE	2018	2019
Other Costs	\$ 4,040,367	\$ 4,221,892
TECHNICAL SERVICES	\$ 2,877,250	\$ 3,092,500
PUBLIC WORKS ADMIN	\$ 348,882	\$ 348,882
ABC-ADMIN SVC CHARGE	\$ 146,527	\$ 146,527
EQUIPMENT	\$ 136,675	\$ 65,000
ABC-FMP EQUIPMENT CHARGE	\$ 113,709	\$ 113,709
PROFESSIONAL SERVICES	\$ 100,000	\$ 100,000
GAS & ELECTRIC (SDG&E)	\$ 70,000	\$ 80,000
ABC-TECHNOLOGY SVC CHARGE	\$ 60,590	\$ 60,590
MAINTENANCE & REPAIR	\$ 45,400	\$ 45,800
TEMPORARY STAFFING	\$ 45,000	\$ 45,000
ABC-RISK MGMT SVC CHARGE	\$ 35,000	\$ 60,000
OPERATING SUPPLIES	\$ 15,900	\$ 18,450
ABC-FACILITIES CHARGES	\$ 9,083	\$ 9,083
OTHER SERVICES & CHARGES	\$ 8,400	\$ 8,400
UTILITIES-WATER	\$ 7,200	\$ 7,200
TRAVEL, TRAINING, MEETING	\$ 5,700	\$ 5,700
FEES & LICENSES	\$ 5,250	\$ 5,250
SECURITY & ALARM	\$ 4,000	\$ 4,000
UTILITIES-TELEPHONE	\$ 2,500	\$ 2,500
SMALL TOOLS/NON-CAPITAL	\$ 1,400	\$ 1,400
RENT-EQUIPMENT	\$ 1,000	\$ 1,000
MEMBERSHIP DUES	\$ 900	\$ 900
UTILITIES-CELL PHONES	\$ 1	\$ 1
CIP Other Costs	\$ 2,039,378	\$ 463,710
PROFESSIONAL SERVICES	\$ 2,039,378	\$ 463,710
Labor Costs	\$ 515,459	\$ 537,067
SALARIES FULL-TIME	\$ 299,510	\$ 303,606
PERS-CITY PORTION	\$ 63,825	\$ 73,253
SECTION 125 CAFETERIA	\$ 57,564	\$ 57,564
STAND-BY PAY	\$ 27,300	\$ 27,300
FICA	\$ 23,045	\$ 23,398
OVERTIME	\$ 22,900	\$ 28,900
WORKER'S COMP INSURANCE	\$ 16,584	\$ 18,315
UNEMPLOYMENT INSURANCE	\$ 2,344	\$ 2,344
AUTO ALLOWANCE	\$ 1,440	\$ 1,440

Budget	2016	2017
Headcount	5	5
Sewer Supervisor	1	1
Lead Maintenance Worker	1	1
Maintenance Worker II	1	1
Maintenance Worker I	1	1
Maintenance Worker	1	1

City of Imperial Beach

Budget (FY2018 and FY2019)

Revenue = Credit, Expense = Debit

Sum of Budget	2018	2019
101 GENERAL FUND		
Revenue	\$ (19,167,359)	\$ (19,694,699)
101-0000 GENERAL FUND	\$ (19,167,359)	\$ (19,694,699)
311.60-01 1% GENERAL PURPOSE TAX	\$ (1,715,000)	\$ (1,715,000)
311.60-02 RPTTF RDA PASS-THRU	\$ (545,000)	\$ (623,000)
311.60-03 TIJUANA SLOUGH	\$ (3,500)	\$ (3,500)
311.60-04 VLF ADJ- R & T CODE 97.70	\$ (2,801,000)	\$ (3,011,000)
311.60-06 RPTTF RESIDUAL	\$ (1,376,000)	\$ (1,639,000)
313.40-01 7.75% SALES TAX (1% CITY)	\$ (1,130,000)	\$ (1,180,000)
313.60-02 PROP 172: .5% SALES TAX	\$ (150,000)	\$ (150,000)
315.60-03 DOCUMENTARY TRANSFER TX	\$ (80,000)	\$ (80,000)
316.70-49 TRANSIENT OCCUPANCY TAX	\$ (675,000)	\$ (675,000)
318.10-05 SOLID WASTE (EDCO)	\$ (1,312,000)	\$ (1,338,240)
318.10-10 GAS & ELECTRIC (SDG&E)	\$ (165,000)	\$ (165,000)
318.10-15 CABLE (COX CABLE)	\$ (300,000)	\$ (300,000)
318.10-20 WATER (CAL AMERICAN)	\$ (105,000)	\$ (105,000)
318.10-30 AT&T	\$ (95,000)	\$ (95,000)
321.72-10 BUSINESS LICENSE	\$ (405,000)	\$ (405,000)
322.73-01 BUILDING PERMITS	\$ (250,000)	\$ (250,000)
322.73-02 PLUMBING PERMITS	\$ (35,000)	\$ (35,000)
322.73-03 ELECTRICAL PERMITS	\$ (40,000)	\$ (40,000)
322.73-04 MECHANICAL PERMITS	\$ (15,000)	\$ (15,000)
323.71-02 COM/FIRE INSPECTION FEES	\$ (18,000)	\$ (18,000)
323.71-03 RES/FIRE INSPECTION FEES	\$ (250,000)	\$ (250,000)
324.72-20 ANIMAL LICENSES	\$ (9,000)	\$ (9,000)
324.72-30 BICYCLE LICENSES	\$ (50)	\$ (50)
324.73-01 MISCELLANEOUS PERMITS	\$ (14,000)	\$ (14,000)
325.73-06 SPECIAL EVENT PERMIT FEES	\$ (2,200)	\$ (2,200)
332.40-02 VLF "EXCESS"	\$ (12,000)	\$ (12,000)
334.40-01 STATE OF CALIFORNIA GRANT	\$ (225,000)	
335.40-01 STATE MANDATED COST REIMB	\$ (40,000)	\$ (40,000)
338.60-03 VEHICLE IMPOUND FEE	\$ (16,000)	\$ (16,000)
341.74-01 BUILDING PLAN CHECK	\$ (75,000)	\$ (75,000)
341.74-03 PLANNING & ZONING	\$ (45,000)	\$ (45,000)
342.20-02 LAW ENFORCEMENT (PORT)	\$ (1,913,000)	\$ (1,951,000)
342.20-03 FIRE SERVICES (PORT)	\$ (243,000)	\$ (248,000)
342.20-04 OCEAN BEACH (PORT)	\$ (1,498,000)	\$ (1,528,000)
342.20-05 TIDELANDS (PORT)	\$ (936,000)	\$ (966,000)
342.20-06 ANIMAL CONTROL (PORT)	\$ (33,800)	\$ (34,500)
343.30-01 SO BAY UNION (SBUSD)	\$ (17,600)	\$ (17,600)
343.30-02 SWEEWATER (SUHSD)	\$ (79,250)	\$ (79,250)
344.75-02 CITY CLERK MAPS/PUB.	\$ (750)	\$ (750)
344.75-03 BUILDING MAPS/PUBLICATION	\$ (1,500)	\$ (1,500)
344.76-03 FINANCE ADMIN FEES	\$ (16,500)	\$ (16,500)

Sum of Budget	2018	2019
344.76-04 BUILDING ADMIN FEES	\$ (9,500)	\$ (9,500)
344.77-03 AIR JUMP FEES	\$ (2,000)	\$ (2,000)
347.77-02 JR.LIFEGUARD PROGRAM FEES	\$ (43,000)	\$ (43,000)
351.78-01 PARKING CITATIONS	\$ (187,400)	\$ (249,800)
351.78-02 ORDINANCE CIVIL PENALTY	\$ (15,000)	\$ (15,000)
352.78-01 TRAFFIC FINES	\$ (55,000)	\$ (55,000)
353.78-01 FALSE ALARMS	\$ (1,500)	\$ (1,500)
361.80-01 ALLOCATED INTEREST	\$ (170,000)	\$ (170,000)
362.82-01 RENT LAND	\$ (300,000)	\$ (300,000)
362.82-02 RENT BUILDINGS	\$ (62,000)	\$ (62,000)
371.83-02 CONTRIBUTIONS	\$ (10,000)	\$ (10,000)
371.83-03 MISCELLANEOUS REVENUE	\$ (20,000)	\$ (20,000)
374.85-01 OTHER COST REIMBURSEMENT	\$ (140,900)	\$ (140,900)
374.85-02 DUI COST REIMBURSEMENT	\$ (4,500)	\$ (4,500)
374.85-04 AMR PARAMEDIC BILLING	\$ (90,000)	\$ (90,000)
375.88-01 SALES OF I.B. T-SHIRTS	\$ (2,000)	\$ (2,000)
381.90-01 ABC / ADMIN CHARGES	\$ (146,527)	\$ (146,527)
381.90-02 ABC / PW ADMIN CHARGES	\$ (348,882)	\$ (348,882)
391.90-02 TRANSFER IN-GAS TAX FUND	\$ (700,000)	\$ (650,000)
391.90-03 TRANSFER IN-PROP "A" FUND	\$ (216,000)	\$ (225,000)
Expense	\$ 21,109,412	\$ 20,068,936
101-1010 GENERAL FUND MAYOR/CITY COUNCIL	\$ 146,723	\$ 148,116
411.10-01 SALARIES FULL-TIME	\$ 17,033	\$ 17,885
411.10-04 COUNCIL/RDA BOARD PAY	\$ 35,107	\$ 35,107
411.10-08 AUTO ALLOWANCE	\$ 18,450	\$ 18,450
411.10-09 CELL PHONE ALLOWANCE	\$ 300	\$ 300
411.11-01 PERS-CITY PORTION	\$ 2,346	\$ 2,538
411.11-03 SECTION 125 CAFETERIA	\$ 27,635	\$ 27,635
411.11-04 LIFE INSURANCE	\$ 599	\$ 599
411.11-05 UNEMPLOYMENT INSURANCE	\$ 109	\$ 109
411.11-06 WORKER'S COMP INSURANCE	\$ 2,499	\$ 2,775
411.11-07 FICA	\$ 6,195	\$ 6,268
411.28-04 TRAVEL, TRAINING, MEETING	\$ 16,000	\$ 16,000
411.28-07 ADVERTISING	\$ 1,000	\$ 1,000
411.28-12 MEMBERSHIP DUES	\$ 15,250	\$ 15,250
411.29-04 OTHER SERVICES & CHARGES	\$ 2,000	\$ 2,000
411.30-01 OFFICE SUPPLIES	\$ 900	\$ 900
411.30-02 OPERATING SUPPLIES	\$ 1,300	\$ 1,300
101-1020 GENERAL FUND CITY CLERK	\$ 364,830	\$ 389,669
411.10-01 SALARIES FULL-TIME	\$ 188,608	\$ 191,601
411.10-02 SALARIES PART-TIME	\$ 14,579	\$ 16,077
411.10-08 AUTO ALLOWANCE	\$ 7,080	\$ 7,080
411.10-09 CELL PHONE ALLOWANCE	\$ 1,200	\$ 1,200
411.11-01 PERS-CITY PORTION	\$ 36,378	\$ 41,457
411.11-03 SECTION 125 CAFETERIA	\$ 21,600	\$ 21,600
411.11-04 LIFE INSURANCE	\$ 899	\$ 899
411.11-05 UNEMPLOYMENT INSURANCE	\$ 1,302	\$ 1,302
411.11-06 WORKER'S COMP INSURANCE	\$ 11,770	\$ 13,095
411.11-07 FICA	\$ 15,803	\$ 16,064
411.11-08 MGT MEDICAL REIMBURSEMENT	\$ 420	\$ 420

Sum of Budget		
	2018	2019
411.11-09 PARS CITY CONTRIBUTION	\$ 547	\$ 603
411.20-06 PROFESSIONAL SERVICES	\$ 7,300	\$ 7,300
411.21-04 TECHNICAL SERVICES	\$ 10,950	\$ 9,920
411.21-06 CONTRACTS-ELECTIONS	\$ 1,500	\$ 15,000
411.28-04 TRAVEL, TRAINING, MEETING	\$ 4,550	\$ 4,550
411.28-06 MILEAGE REIMBURSEMENT	\$ 200	\$ 200
411.28-07 ADVERTISING	\$ 4,500	\$ 4,500
411.28-08 COMMUNITY PROGRAMS	\$ 32,000	\$ 32,000
411.28-09 POSTAGE & FREIGHT	\$ 100	\$ 100
411.28-11 PRINTING SERVICES	\$ 300	\$ 300
411.28-12 MEMBERSHIP DUES		\$ 1,100
411.28-13 FEES & LICENSES	\$ 1,544	\$ 1,601
411.28-14 SUBSCRIBE & PUBLICATIONS	\$ 500	\$ 500
411.29-02 EMPLOYEE RECOGNITION AWRD	\$ 200	\$ 200
411.29-04 OTHER SERVICES & CHARGES	\$ 100	\$ 100
411.30-01 OFFICE SUPPLIES	\$ 900	\$ 900
101-1110 GENERAL FUND CITY MANAGER	\$ 429,471	\$ 436,904
412.10-01 SALARIES FULL-TIME	\$ 205,173	\$ 207,287
412.10-02 SALARIES PART-TIME	\$ 25,776	\$ 25,776
412.10-08 AUTO ALLOWANCE	\$ 7,170	\$ 7,170
412.10-09 CELL PHONE ALLOWANCE	\$ 2,580	\$ 2,580
412.11-01 PERS-CITY PORTION	\$ 30,210	\$ 33,865
412.11-03 SECTION 125 CAFETERIA	\$ 33,161	\$ 33,161
412.11-04 LIFE INSURANCE	\$ 1,515	\$ 1,515
412.11-05 UNEMPLOYMENT INSURANCE	\$ 1,150	\$ 1,150
412.11-06 WORKER'S COMP INSURANCE	\$ 14,821	\$ 16,280
412.11-07 FICA	\$ 19,570	\$ 19,775
412.11-08 MGT MEDICAL REIMBURSEMENT	\$ 420	\$ 420
412.28-04 TRAVEL, TRAINING, MEETING	\$ 7,500	\$ 7,500
412.28-08 COMMUNITY PROGRAMS	\$ 70,000	\$ 70,000
412.28-12 MEMBERSHIP DUES	\$ 5,650	\$ 5,650
412.28-14 SUBSCRIBE & PUBLICATIONS	\$ 375	\$ 375
412.29-02 EMPLOYEE RECOGNITION AWRD	\$ 1,000	\$ 1,000
412.29-04 OTHER SERVICES & CHARGES	\$ 1,000	\$ 1,000
412.30-01 OFFICE SUPPLIES	\$ 1,200	\$ 1,200
412.30-02 OPERATING SUPPLIES	\$ 1,200	\$ 1,200
101-1130 GENERAL FUND HUMAN RESOURCES	\$ 360,188	\$ 375,083
412.10-01 SALARIES FULL-TIME	\$ 196,393	\$ 203,455
412.10-08 AUTO ALLOWANCE	\$ 6,252	\$ 6,252
412.10-09 CELL PHONE ALLOWANCE	\$ 1,590	\$ 1,590
412.11-01 PERS-CITY PORTION	\$ 33,386	\$ 39,154
412.11-03 SECTION 125 CAFETERIA	\$ 32,345	\$ 32,345
412.11-04 LIFE INSURANCE	\$ 953	\$ 953
412.11-05 UNEMPLOYMENT INSURANCE	\$ 933	\$ 933
412.11-06 WORKER'S COMP INSURANCE	\$ 10,373	\$ 11,730
412.11-07 FICA	\$ 13,880	\$ 14,588
412.11-08 MGT MEDICAL REIMBURSEMENT	\$ 483	\$ 483
412.20-06 PROFESSIONAL SERVICES	\$ 29,400	\$ 29,400
412.21-04 TECHNICAL SERVICES	\$ 9,000	\$ 9,000
412.28-04 TRAVEL, TRAINING, MEETING	\$ 8,000	\$ 8,000

Sum of Budget	2018	2019
412.28-06 MILEAGE REIMBURSEMENT	\$ 200	\$ 200
412.28-07 ADVERTISING	\$ 1,500	\$ 1,500
412.28-09 POSTAGE & FREIGHT	\$ 200	\$ 200
412.28-11 PRINTING SERVICES	\$ 200	\$ 200
412.28-12 MEMBERSHIP DUES	\$ 3,100	\$ 3,100
412.28-14 SUBSCRIBE & PUBLICATIONS	\$ 1,000	\$ 1,000
412.29-01 TRAINING & EDUCATION-MOU	\$ 5,200	\$ 5,200
412.29-02 EMPLOYEE RECOGNITION AWRD	\$ 3,700	\$ 3,700
412.30-01 OFFICE SUPPLIES	\$ 600	\$ 600
412.30-02 OPERATING SUPPLIES	\$ 1,500	\$ 1,500
101-1210 GENERAL FUND ADMINISTRATIVE SERVICES	\$ 751,752	\$ 801,756
413.10-01 SALARIES FULL-TIME	\$ 318,221	\$ 342,964
413.10-02 SALARIES PART-TIME	\$ 22,782	\$ 23,920
413.10-08 AUTO ALLOWANCE	\$ 3,168	\$ 3,168
413.10-09 CELL PHONE ALLOWANCE	\$ 360	\$ 360
413.11-01 PERS-CITY PORTION	\$ 99,427	\$ 118,073
413.11-03 SECTION 125 CAFETERIA	\$ 85,426	\$ 85,426
413.11-04 LIFE INSURANCE	\$ 1,211	\$ 1,211
413.11-05 UNEMPLOYMENT INSURANCE	\$ 2,691	\$ 2,691
413.11-06 WORKER'S COMP INSURANCE	\$ 22,871	\$ 26,491
413.11-07 FICA	\$ 29,139	\$ 30,953
413.11-08 MGT MEDICAL REIMBURSEMENT	\$ 252	\$ 252
413.11-09 PARS CITY CONTRIBUTION	\$ 854	\$ 897
413.20-06 PROFESSIONAL SERVICES	\$ 53,850	\$ 53,850
413.20-17 COPIER LEASES	\$ 32,000	\$ 32,000
413.20-27 BANKING/FIN SRVCS CHARGES	\$ 31,000	\$ 31,000
413.21-04 TECHNICAL SERVICES	\$ 500	\$ 500
413.28-04 TRAVEL, TRAINING, MEETING	\$ 4,500	\$ 4,500
413.28-09 POSTAGE & FREIGHT	\$ 10,750	\$ 10,750
413.28-11 PRINTING SERVICES	\$ 3,000	\$ 3,000
413.28-12 MEMBERSHIP DUES	\$ 19,000	\$ 19,000
413.29-02 EMPLOYEE RECOGNITION AWRD	\$ 500	\$ 500
413.29-04 OTHER SERVICES & CHARGES	\$ 2,250	\$ 2,250
413.30-01 OFFICE SUPPLIES	\$ 6,500	\$ 6,500
413.30-02 OPERATING SUPPLIES	\$ 1,500	\$ 1,500
101-1220 GENERAL FUND CITY ATTORNEY	\$ 148,000	\$ 148,000
413.20-01 ATTORNEY SERVICES	\$ 25,000	\$ 25,000
413.20-02 ATTORNEY SERVICES-OTHER	\$ 123,000	\$ 123,000
101-1230 GENERAL FUND COMMUNITY DEVELOPMENT	\$ 917,058	\$ 663,901
413.10-01 SALARIES FULL-TIME	\$ 327,330	\$ 337,913
413.10-08 AUTO ALLOWANCE	\$ 9,960	\$ 9,960
413.10-09 CELL PHONE ALLOWANCE	\$ 2,100	\$ 2,100
413.11-01 PERS-CITY PORTION	\$ 55,965	\$ 63,893
413.11-03 SECTION 125 CAFETERIA	\$ 61,479	\$ 61,479
413.11-04 LIFE INSURANCE	\$ 1,158	\$ 1,158
413.11-05 UNEMPLOYMENT INSURANCE	\$ 1,910	\$ 1,910
413.11-06 WORKER'S COMP INSURANCE	\$ 21,508	\$ 24,074
413.11-07 FICA	\$ 30,467	\$ 31,233
413.11-08 MGT MEDICAL REIMBURSEMENT	\$ 231	\$ 231
413.20-06 PROFESSIONAL SERVICES	\$ 7,500	\$ 7,500

Sum of Budget	2018	2019
413.20-16 PLAN CHECK SERVICIES	\$ 2,500	\$ 2,500
413.28-04 TRAVEL, TRAINING, MEETING	\$ 5,500	\$ 5,500
413.28-06 MILEAGE REIMBURSEMENT	\$ 150	\$ 150
413.28-09 POSTAGE & FREIGHT	\$ 100	\$ 100
413.28-11 PRINTING SERVICES	\$ 1,200	\$ 1,200
413.28-12 MEMBERSHIP DUES	\$ 5,150	\$ 5,150
413.28-14 SUBSCRIBE & PUBLICATIONS	\$ 150	\$ 150
413.29-01 TRAINING & EDUCATION-MOU	\$ 1,000	\$ 1,000
413.29-02 EMPLOYEE RECOGNITION AWRD	\$ 500	\$ 500
413.29-04 OTHER SERVICES & CHARGES	\$ 1,200	\$ 1,200
413.30-01 OFFICE SUPPLIES	\$ 1,500	\$ 1,500
413.30-02 OPERATING SUPPLIES	\$ 3,500	\$ 3,500
513.20-06 PROFESSIONAL SERVICES	\$ 375,000	\$ 100,000
101-1910 GENERAL FUND FACILITIES MAINTENANCE	\$ 357,381	\$ 366,954
419.10-01 SALARIES FULL-TIME	\$ 101,753	\$ 105,936
419.10-03 OVERTIME	\$ 500	\$ 500
419.11-01 PERS-CITY PORTION	\$ 22,377	\$ 26,639
419.11-03 SECTION 125 CAFETERIA	\$ 24,840	\$ 24,840
419.11-04 LIFE INSURANCE	\$ 269	\$ 269
419.11-05 UNEMPLOYMENT INSURANCE	\$ 998	\$ 998
419.11-06 WORKER'S COMP INSURANCE	\$ 5,698	\$ 6,462
419.11-07 FICA	\$ 8,446	\$ 8,810
419.20-18 FIRE EXTINGUISHER SERVICE	\$ 550	\$ 550
419.20-22 PEST CONTROL SERVICE	\$ 4,300	\$ 4,300
419.20-23 SECURITY & ALARM	\$ 2,500	\$ 2,500
419.21-04 TECHNICAL SERVICES	\$ 20,000	\$ 20,000
419.25-02 RENT-EQUIPMENT	\$ 500	\$ 500
419.27-01 GAS & ELECTRIC (SDG&E)	\$ 70,350	\$ 70,350
419.27-02 UTILITIES-WATER	\$ 25,680	\$ 25,680
419.27-03 UTILITIES-SEWER	\$ 14,900	\$ 14,900
419.28-01 MAINTENANCE & REPAIR	\$ 28,000	\$ 28,000
419.28-13 FEES & LICENSES	\$ 1,500	\$ 1,500
419.30-02 OPERATING SUPPLIES	\$ 23,620	\$ 23,620
419.30-22 SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
101-1920 GENERAL FUND NON DEPARTMENTAL	\$ 936,513	\$ 961,513
419.26-05 ABC-TECHNOLOGY SVC CHARGE	\$ 378,554	\$ 378,554
419.26-06 ABC-RISK MGMT SVC CHARGE	\$ 135,000	\$ 160,000
419.26-07 ABC-FMP EQUIPMENT CHARGE	\$ 304,120	\$ 304,120
419.26-08 ABC-FACILITIES CHARGES	\$ 101,839	\$ 101,839
419.90-03 TRANSFER OUT	\$ 17,000	\$ 17,000
101-3010 GENERAL FUND LAW ENFORCEMENT CONTRACT	\$ 7,096,000	\$ 7,516,000
421.20-06 PROFESSIONAL SERVICES	\$ 7,005,000	\$ 7,425,000
421.21-04 TECHNICAL SERVICES	\$ 61,000	\$ 61,000
421.21-25 RCS PROGRAM	\$ 30,000	\$ 30,000
101-3020 GENERAL FUND FIRE PROTECTION	\$ 2,604,568	\$ 2,673,698
422.10-01 SALARIES FULL-TIME	\$ 1,387,170	\$ 1,420,787
422.10-03 OVERTIME	\$ 110,000	\$ 123,300
422.10-06 FLSA WAGES	\$ 25,460	\$ 25,716
422.10-08 AUTO ALLOWANCE	\$ 3,600	\$ 3,600
422.10-09 CELL PHONE ALLOWANCE	\$ 1,200	\$ 1,200

Sum of Budget		
	2018	2019
422.11-01 PERS-CITY PORTION	\$ 419,135	\$ 493,789
422.11-03 SECTION 125 CAFETERIA	\$ 186,040	\$ 189,340
422.11-04 LIFE INSURANCE	\$ 2,564	\$ 2,564
422.11-05 UNEMPLOYMENT INSURANCE	\$ 6,510	\$ 6,510
422.11-06 WORKER'S COMP INSURANCE	\$ 74,069	\$ 82,727
422.11-07 FICA	\$ 106,490	\$ 109,713
422.20-06 PROFESSIONAL SERVICES	\$ 41,750	\$ 41,750
422.20-17 COPIER LEASES	\$ 3,500	\$ 3,500
422.21-04 TECHNICAL SERVICES	\$ 82,300	\$ 80,000
422.21-25 RCS PROGRAM	\$ 7,252	\$ 7,252
422.25-03 RENT-UNIFORMS	\$ 250	\$ 250
422.27-05 UTILITIES-CELL PHONES	\$ 4,500	\$ 4,500
422.28-01 MAINTENANCE & REPAIR	\$ 5,000	\$ 5,000
422.28-04 TRAVEL, TRAINING, MEETING	\$ 3,500	\$ 3,500
422.28-12 MEMBERSHIP DUES	\$ 700	\$ 700
422.28-14 SUBSCRIBE & PUBLICATIONS	\$ 1,500	\$ 1,500
422.29-01 TRAINING & EDUCATION-MOU	\$ 5,000	\$ 5,000
422.30-01 OFFICE SUPPLIES	\$ 6,500	\$ 6,500
422.30-02 OPERATING SUPPLIES	\$ 50,000	\$ 50,000
422.30-22 SMALL TOOLS/NON-CAPITAL	\$ 11,776	\$ 5,000
422.50-04 EQUIPMENT	\$ 58,802	
101-3030 GENERAL FUND OCEAN/BEACH SAFETY	\$ 1,169,801	\$ 1,203,734
423.10-01 SALARIES FULL-TIME	\$ 485,187	\$ 490,833
423.10-02 SALARIES PART-TIME	\$ 260,000	\$ 275,000
423.10-03 OVERTIME	\$ 30,000	\$ 30,000
423.10-07 STAND-BY PAY		\$ 2,000
423.10-09 CELL PHONE ALLOWANCE	\$ 360	\$ 360
423.11-01 PERS-CITY PORTION	\$ 81,232	\$ 86,699
423.11-03 SECTION 125 CAFETERIA	\$ 108,914	\$ 108,914
423.11-04 LIFE INSURANCE	\$ 7,556	\$ 7,556
423.11-05 UNEMPLOYMENT INSURANCE	\$ 14,732	\$ 14,732
423.11-06 WORKER'S COMP INSURANCE	\$ 27,056	\$ 29,815
423.11-07 FICA	\$ 45,212	\$ 46,273
423.11-08 MGT MEDICAL REIMBURSEMENT	\$ 252	\$ 252
423.11-09 PARS CITY CONTRIBUTION	\$ 9,800	\$ 9,800
423.20-06 PROFESSIONAL SERVICES	\$ 10,000	\$ 10,000
423.20-17 COPIER LEASES	\$ 4,000	\$ 4,000
423.21-04 TECHNICAL SERVICES	\$ 2,000	\$ 2,000
423.21-25 RCS PROGRAM	\$ 14,000	\$ 14,000
423.25-03 RENT-UNIFORMS	\$ 12,000	\$ 14,000
423.27-05 UTILITIES-CELL PHONES	\$ 2,000	\$ 2,000
423.28-01 MAINTENANCE & REPAIR	\$ 10,000	\$ 10,000
423.28-04 TRAVEL, TRAINING, MEETING	\$ 18,000	\$ 18,000
423.29-02 EMPLOYEE RECOGNITION AWRD	\$ 2,500	\$ 2,500
423.30-02 OPERATING SUPPLIES	\$ 25,000	\$ 25,000
101-3035 GENERAL FUND JR LIFEGUARD PROGRAM	\$ 55,125	\$ 55,125
423.10-02 SALARIES PART-TIME	\$ 23,000	\$ 23,000
423.11-05 UNEMPLOYMENT INSURANCE	\$ 1,000	\$ 1,000
423.11-07 FICA	\$ 300	\$ 300
423.11-09 PARS CITY CONTRIBUTION	\$ 825	\$ 825

Sum of Budget		
	2018	2019
423.25-03 RENT-UNIFORMS	\$ 15,000	\$ 15,000
423.28-04 TRAVEL, TRAINING, MEETING	\$ 2,000	\$ 2,000
423.28-08 COMMUNITY PROGRAMS	\$ 4,000	\$ 4,000
423.28-12 MEMBERSHIP DUES	\$ 4,000	\$ 4,000
423.30-02 OPERATING SUPPLIES	\$ 5,000	\$ 5,000
101-3040 GENERAL FUND BUILDING AND HOUSING INSP	\$ 294,724	\$ 296,284
424.10-01 SALARIES FULL-TIME	\$ 203,428	\$ 203,748
424.10-08 AUTO ALLOWANCE	\$ 4,500	\$ 4,500
424.10-09 CELL PHONE ALLOWANCE	\$ 870	\$ 870
424.11-01 PERS-CITY PORTION	\$ 12,534	\$ 12,479
424.11-03 SECTION 125 CAFETERIA	\$ 33,965	\$ 33,965
424.11-04 LIFE INSURANCE	\$ 616	\$ 616
424.11-05 UNEMPLOYMENT INSURANCE	\$ 933	\$ 933
424.11-06 WORKER'S COMP INSURANCE	\$ 11,324	\$ 12,355
424.11-07 FICA	\$ 14,891	\$ 15,155
424.11-08 MGT MEDICAL REIMBURSEMENT	\$ 63	\$ 63
424.20-16 PLAN CHECK SERVICIES	\$ 5,000	\$ 5,000
424.28-04 TRAVEL, TRAINING, MEETING	\$ 2,500	\$ 2,500
424.28-09 POSTAGE & FREIGHT	\$ 100	\$ 100
424.28-11 PRINTING SERVICES	\$ 500	\$ 500
424.28-12 MEMBERSHIP DUES	\$ 400	\$ 400
424.28-14 SUBSCRIBE & PUBLICATIONS	\$ 1,500	\$ 1,500
424.30-01 OFFICE SUPPLIES	\$ 500	\$ 500
424.30-02 OPERATING SUPPLIES	\$ 500	\$ 500
424.30-22 SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
101-3050 GENERAL FUND ANIMAL CONTROL	\$ 281,000	\$ 281,000
425.20-06 PROFESSIONAL SERVICES	\$ 281,000	\$ 281,000
101-3070 GENERAL FUND CODE ENFORCEMENT	\$ 151,787	\$ 160,984
427.10-01 SALARIES FULL-TIME	\$ 64,048	\$ 68,946
427.10-02 SALARIES PART-TIME	\$ 27,701	\$ 28,376
427.10-08 AUTO ALLOWANCE	\$ 300	\$ 300
427.10-09 CELL PHONE ALLOWANCE	\$ 590	\$ 590
427.11-01 PERS-CITY PORTION	\$ 17,902	\$ 21,265
427.11-03 SECTION 125 CAFETERIA	\$ 14,442	\$ 14,442
427.11-04 LIFE INSURANCE	\$ 152	\$ 152
427.11-05 UNEMPLOYMENT INSURANCE	\$ 890	\$ 890
427.11-06 WORKER'S COMP INSURANCE	\$ 5,110	\$ 5,906
427.11-07 FICA	\$ 7,681	\$ 7,146
427.11-08 MGT MEDICAL REIMBURSEMENT	\$ 21	\$ 21
427.21-04 TECHNICAL SERVICES	\$ 8,500	\$ 8,500
427.28-04 TRAVEL, TRAINING, MEETING	\$ 2,000	\$ 2,000
427.28-09 POSTAGE & FREIGHT	\$ 100	\$ 100
427.28-11 PRINTING SERVICES	\$ 100	\$ 100
427.28-12 MEMBERSHIP DUES	\$ 200	\$ 200
427.28-14 SUBSCRIBE & PUBLICATIONS	\$ 200	\$ 200
427.30-01 OFFICE SUPPLIES	\$ 750	\$ 750
427.30-02 OPERATING SUPPLIES	\$ 500	\$ 500
427.30-22 SMALL TOOLS/NON-CAPITAL	\$ 600	\$ 600
101-5000 GENERAL FUND NON-DEPARTMENT	\$ 1,815,934	\$ 250,000
532.20-06 PROFESSIONAL SERVICES	\$ 1,815,934	\$ 250,000

Sum of Budget		
	2018	2019
101-5010 GENERAL FUND STREET MAINTENANCE	\$ 1,082,123	\$ 1,092,600
431.10-01 SALARIES FULL-TIME	\$ 481,652	\$ 492,999
431.10-02 SALARIES PART-TIME	\$ 1,000	\$ 1,000
431.10-03 OVERTIME	\$ 3,100	\$ 3,100
431.10-08 AUTO ALLOWANCE	\$ 1,800	\$ 1,800
431.10-09 CELL PHONE ALLOWANCE	\$ 750	\$ 750
431.11-01 PERS-CITY PORTION	\$ 89,967	\$ 100,775
431.11-03 SECTION 125 CAFETERIA	\$ 98,460	\$ 98,460
431.11-04 LIFE INSURANCE	\$ 1,051	\$ 1,051
431.11-05 UNEMPLOYMENT INSURANCE	\$ 3,364	\$ 3,364
431.11-06 WORKER'S COMP INSURANCE	\$ 28,943	\$ 32,220
431.11-07 FICA	\$ 39,436	\$ 40,481
431.20-06 PROFESSIONAL SERVICES	\$ 12,000	\$ 12,000
431.21-04 TECHNICAL SERVICES	\$ 94,900	\$ 83,900
431.21-23 TRAFFIC CONTROL	\$ 43,000	\$ 43,000
431.25-02 RENT-EQUIPMENT	\$ 2,000	\$ 2,000
431.27-01 GAS & ELECTRIC (SDG&E)	\$ 130,400	\$ 130,400
431.28-01 MAINTENANCE & REPAIR	\$ 5,700	\$ 6,700
431.28-13 FEES & LICENSES	\$ 750	\$ 750
431.29-04 OTHER SERVICES & CHARGES	\$ 750	\$ 750
431.30-02 OPERATING SUPPLIES	\$ 42,100	\$ 36,100
431.30-22 SMALL TOOLS/NON-CAPITAL	\$ 1,000	\$ 1,000
101-5020 GENERAL FUND ADMINISTRATION	\$ 325,863	\$ 352,311
432.10-01 SALARIES FULL-TIME	\$ 144,944	\$ 155,496
432.10-08 AUTO ALLOWANCE	\$ 2,520	\$ 2,520
432.10-09 CELL PHONE ALLOWANCE	\$ 870	\$ 870
432.11-01 PERS-CITY PORTION	\$ 71,316	\$ 85,555
432.11-03 SECTION 125 CAFETERIA	\$ 36,060	\$ 36,060
432.11-04 LIFE INSURANCE	\$ 530	\$ 530
432.11-05 UNEMPLOYMENT INSURANCE	\$ 1,280	\$ 1,280
432.11-06 WORKER'S COMP INSURANCE	\$ 14,319	\$ 16,241
432.11-07 FICA	\$ 19,424	\$ 20,059
432.25-03 RENT-UNIFORMS	\$ 10,000	\$ 9,100
432.27-05 UTILITIES-CELL PHONES	\$ 8,800	\$ 8,800
432.28-04 TRAVEL, TRAINING, MEETING	\$ 8,050	\$ 8,050
432.28-09 POSTAGE & FREIGHT	\$ 100	\$ 100
432.28-11 PRINTING SERVICES	\$ 400	\$ 400
432.28-12 MEMBERSHIP DUES	\$ 400	\$ 400
432.29-02 EMPLOYEE RECOGNITION AWRD	\$ 500	\$ 500
432.30-01 OFFICE SUPPLIES	\$ 3,850	\$ 3,850
432.30-02 OPERATING SUPPLIES	\$ 2,500	\$ 2,500
101-5040 GENERAL FUND SOLID WASTE MANAGEMENT	\$ 44,043	\$ 45,751
434.10-01 SALARIES FULL-TIME	\$ 13,680	\$ 15,026
434.11-01 PERS-CITY PORTION	\$ 985	\$ 1,082
434.11-03 SECTION 125 CAFETERIA	\$ 2,700	\$ 2,700
434.11-04 LIFE INSURANCE	\$ 29	\$ 29
434.11-05 UNEMPLOYMENT INSURANCE	\$ 109	\$ 109
434.11-06 WORKER'S COMP INSURANCE	\$ 751	\$ 900
434.11-07 FICA	\$ 1,089	\$ 1,205
434.21-04 TECHNICAL SERVICES	\$ 16,000	\$ 16,000

Sum of Budget		
	2018	2019
434.28-13 FEES & LICENSES	\$ 400	\$ 400
434.29-04 OTHER SERVICES & CHARGES	\$ 7,500	\$ 7,500
434.30-02 OPERATING SUPPLIES	\$ 800	\$ 800
101-5050 GENERAL FUND STORM WATER	\$ 213,105	\$ 220,187
435.10-01 SALARIES FULL-TIME	\$ 70,020	\$ 75,500
435.10-03 OVERTIME	\$ 500	\$ 500
435.10-08 AUTO ALLOWANCE	\$ 1,080	\$ 1,080
435.10-09 CELL PHONE ALLOWANCE	\$ 180	\$ 180
435.11-01 PERS-CITY PORTION	\$ 6,338	\$ 6,805
435.11-03 SECTION 125 CAFETERIA	\$ 12,060	\$ 12,060
435.11-04 LIFE INSURANCE	\$ 185	\$ 185
435.11-05 UNEMPLOYMENT INSURANCE	\$ 456	\$ 456
435.11-06 WORKER'S COMP INSURANCE	\$ 3,868	\$ 4,547
435.11-07 FICA	\$ 5,518	\$ 5,974
435.20-06 PROFESSIONAL SERVICES	\$ 10,000	\$ 10,000
435.21-04 TECHNICAL SERVICES	\$ 6,500	\$ 6,500
435.28-01 MAINTENANCE & REPAIR	\$ 1,000	\$ 1,000
435.28-13 FEES & LICENSES	\$ 20,400	\$ 20,400
435.29-04 OTHER SERVICES & CHARGES	\$ 70,000	\$ 70,000
435.30-02 OPERATING SUPPLIES	\$ 5,000	\$ 5,000
101-6010 GENERAL FUND RECREATION	\$ 100,000	\$ 100,000
451.21-04 TECHNICAL SERVICES	\$ 50,000	\$ 50,000
451.27-01 GAS & ELECTRIC (SDG&E)	\$ 10,000	\$ 10,000
451.27-02 UTILITIES-WATER	\$ 30,000	\$ 30,000
451.28-08 COMMUNITY PROGRAMS	\$ 10,000	\$ 10,000
101-6020 GENERAL FUND PARK MAINTENANCE	\$ 518,013	\$ 550,402
452.10-01 SALARIES FULL-TIME	\$ 136,663	\$ 141,904
452.10-02 SALARIES PART-TIME	\$ 69,000	\$ 73,500
452.10-03 OVERTIME	\$ 300	\$ 400
452.11-01 PERS-CITY PORTION	\$ 23,764	\$ 27,108
452.11-03 SECTION 125 CAFETERIA	\$ 35,400	\$ 35,400
452.11-04 LIFE INSURANCE	\$ 316	\$ 316
452.11-05 UNEMPLOYMENT INSURANCE	\$ 1,172	\$ 1,172
452.11-06 WORKER'S COMP INSURANCE	\$ 7,653	\$ 8,656
452.11-07 FICA	\$ 11,270	\$ 11,671
452.21-04 TECHNICAL SERVICES	\$ 60,025	\$ 65,825
452.27-01 GAS & ELECTRIC (SDG&E)	\$ 40,000	\$ 42,000
452.27-02 UTILITIES-WATER	\$ 80,000	\$ 90,000
452.28-01 MAINTENANCE & REPAIR	\$ 30,000	\$ 30,000
452.30-02 OPERATING SUPPLIES	\$ 21,900	\$ 21,900
452.30-22 SMALL TOOLS/NON-CAPITAL	\$ 550	\$ 550
101-6030 GENERAL FUND SENIOR SERVICES	\$ 32,381	\$ 32,478
453.10-02 SALARIES PART-TIME	\$ 19,342	\$ 19,342
453.11-05 UNEMPLOYMENT INSURANCE	\$ 434	\$ 434
453.11-06 WORKER'S COMP INSURANCE	\$ 1,899	\$ 1,996
453.11-07 FICA	\$ 281	\$ 281
453.11-09 PARS CITY CONTRIBUTION	\$ 725	\$ 725
453.20-06 PROFESSIONAL SERVICES	\$ 7,500	\$ 7,500
453.28-12 MEMBERSHIP DUES	\$ 200	\$ 200
453.30-01 OFFICE SUPPLIES	\$ 500	\$ 500

Sum of Budget	2018	2019
453.30-02 OPERATING SUPPLIES	\$ 1,500	\$ 1,500
101-6040 GENERAL FUND TIDELANDS MAINTENANCE	\$ 913,029	\$ 946,486
454.10-01 SALARIES FULL-TIME	\$ 270,977	\$ 285,063
454.10-02 SALARIES PART-TIME	\$ 271,000	\$ 280,000
454.10-03 OVERTIME	\$ 1,500	\$ 1,500
454.10-09 CELL PHONE ALLOWANCE	\$ 240	\$ 240
454.11-01 PERS-CITY PORTION	\$ 51,380	\$ 57,933
454.11-03 SECTION 125 CAFETERIA	\$ 73,296	\$ 73,296
454.11-04 LIFE INSURANCE	\$ 1,060	\$ 1,060
454.11-05 UNEMPLOYMENT INSURANCE	\$ 17,344	\$ 17,344
454.11-06 WORKER'S COMP INSURANCE	\$ 17,412	\$ 19,826
454.11-07 FICA	\$ 24,020	\$ 25,424
454.11-09 PARS CITY CONTRIBUTION	\$ 9,800	\$ 9,800
454.20-06 PROFESSIONAL SERVICES	\$ 3,000	\$ 3,000
454.21-04 TECHNICAL SERVICES	\$ 51,200	\$ 51,200
454.25-02 RENT-EQUIPMENT	\$ 4,500	\$ 4,500
454.25-03 RENT-UNIFORMS	\$ 1,000	\$ 1,000
454.27-05 UTILITIES-CELL PHONES	\$ 5,000	\$ 5,000
454.28-04 TRAVEL, TRAINING, MEETING	\$ 5,000	\$ 5,000
454.29-02 EMPLOYEE RECOGNITION AWRD	\$ 1,500	\$ 1,500
454.30-02 OPERATING SUPPLIES	\$ 100,300	\$ 100,300
454.30-22 SMALL TOOLS/NON-CAPITAL	\$ 3,500	\$ 3,500

Sum of Budget	2018	2019
201 GAS TAX FUND		
Revenue	\$ (592,500)	\$ (592,500)
201-0000 GAS TAX FUND	\$ (592,500)	\$ (592,500)
331.40-01 GAS TAX SECTION 2105	\$ (159,500)	\$ (159,500)
331.40-02 GAS TAX SECTION 2106	\$ (101,000)	\$ (101,000)
331.40-03 GAS TAX SECTION 2107	\$ (206,000)	\$ (206,000)
331.40-04 GAS TAX SECTION 2107.5	\$ (6,000)	\$ (6,000)
331.40-06 GAS TAX SECTION 2103	\$ (110,000)	\$ (110,000)
361.80-01 ALLOCATED INTEREST	\$ (10,000)	\$ (10,000)
Expense	\$ 1,213,320	\$ 650,000
201-5000 GAS TAX FUND NON-DEPARTMENT	\$ 513,320	
532.20-06 PROFESSIONAL SERVICES	\$ 513,320	
201-5015 GAS TAX FUND STREET/GAS TAX FUNDING	\$ 700,000	\$ 650,000
431.90-01 TRANSFER OUT	\$ 700,000	\$ 650,000

Sum of Budget	2018	2019
202 PROP "A" (TRANSNET) FUND		
Revenue	\$ (752,000)	\$ (781,000)
202-0000 PROP "A" (TRANSNET) FUND	\$ (752,000)	\$ (781,000)
322.73-06 TRANSNET FEES	\$ (30,000)	\$ (30,000)
331.40-08 PROP "A" (TRANSNET) FUND	\$ (720,000)	\$ (749,000)
361.80-01 ALLOCATED INTEREST	\$ (2,000)	\$ (2,000)
Expense	\$ 720,000	\$ 749,300
202-5016 PROP "A" (TRANSNET) FUND STREET/PROP A FUNDING	\$ 720,000	\$ 749,300
431.90-01 TRANSFER OUT	\$ 216,000	\$ 225,000
531.20-06 PROFESSIONAL SERVICES	\$ 504,000	\$ 524,300

Sum of Budget	2018	2019
210 CDBG-FEDERAL ASSISTANCE		
Revenue	\$ (170,214)	
210-0000 CDBG-FEDERAL ASSISTANCE	\$ (170,214)	
334.50-01 CDBG-FEDERAL ASSISTANCE	\$ (170,214)	
Expense	\$ 170,214	
210-1235 CDBG-FEDERAL ASSISTANCE CDBG FEDERAL ASSISTANCE	\$ 170,214	
513.20-06 PROFESSIONAL SERVICES	\$ 170,214	

Sum of Budget	2018	2019
212 SLESF (COPS) FUND		
Revenue	\$ (100,000)	\$ (100,000)
212-0000 SLESF (COPS) FUND	\$ (100,000)	\$ (100,000)
336.40-02 SLESF "COPS" FUNDING	\$ (100,000)	\$ (100,000)
Expense	\$ 100,000	\$ 100,000
212-3036 SLESF (COPS) FUND SLESF COPS FUND	\$ 100,000	\$ 100,000
421.20-06 PROFESSIONAL SERVICES	\$ 100,000	\$ 100,000

Sum of Budget	2018	2019
215 LLMD-ASSMT DIST #67 FUND		
Revenue	\$ (27,000)	\$ (27,000)
215-0000 LLMD-ASSMT DIST #67 FUND	\$ (27,000)	\$ (27,000)
319.15-01 L&LMD #67	\$ (10,000)	\$ (10,000)
391.90-01 TRANSFER IN-GENERAL FUND	\$ (17,000)	\$ (17,000)
Expense	\$ 29,000	\$ 29,000
215-6026 LLMD-ASSMT DIST #67 FUND L&LMD #67 LIGHTING	\$ 29,000	\$ 29,000
452.20-06 PROFESSIONAL SERVICES	\$ 2,000	\$ 2,000
452.27-01 GAS & ELECTRIC (SDG&E)	\$ 27,000	\$ 27,000

Sum of Budget	2018	2019
216 HOUSING AUTHORITY		
Revenue	\$ (5,000)	\$ (5,000)
216-0000 HOUSING AUTHORITY	\$ (5,000)	\$ (5,000)
361.80-01 ALLOCATED INTEREST	\$ (5,000)	\$ (5,000)
Expense	\$ 85,434	\$ 85,972
216-1240 HOUSING AUTHORITY LOW/MOD HOUSING	\$ 85,434	\$ 85,972
413.10-01 SALARIES FULL-TIME	\$ 15,054	\$ 15,421
413.10-08 AUTO ALLOWANCE	\$ 540	\$ 540
413.10-09 CELL PHONE ALLOWANCE	\$ 90	\$ 90
413.11-01 PERS-CITY PORTION	\$ 1,758	\$ 1,804
413.11-03 SECTION 125 CAFETERIA	\$ 1,620	\$ 1,620
413.11-04 LIFE INSURANCE	\$ 33	\$ 33
413.11-05 UNEMPLOYMENT INSURANCE	\$ 65	\$ 65
413.11-06 WORKER'S COMP INSURANCE	\$ 843	\$ 941
413.11-07 FICA	\$ 1,231	\$ 1,258
413.20-01 ATTORNEY SERVICES	\$ 50,000	\$ 50,000
413.20-06 PROFESSIONAL SERVICES	\$ 14,200	\$ 14,200

Sum of Budget	2018	2019
301 SA DEBT SERVICE FUND		
Revenue	\$ (2,828,080)	\$ (2,828,404)
301-0000 SA DEBT SERVICE FUND	\$ (2,828,080)	\$ (2,828,404)
391.90-06 TRANSFER IN-RDA FUNDS	\$ (2,828,080)	\$ (2,828,404)
Expense	\$ 2,817,794	\$ 2,815,984
301-1250 SA DEBT SERVICE FUND RDA	\$ 2,817,794	\$ 2,815,984
413.42-01 BOND PRINCIPAL (2010 TAB)	\$ 265,000	\$ 275,000
413.42-02 BOND INTEREST (2010 TAB)	\$ 1,036,120	\$ 1,026,761
413.43-01 PRINCIPAL BOND (2013 TAB)	\$ 760,000	\$ 790,000
413.43-02 INTEREST BOND (2013 TAB)	\$ 756,674	\$ 724,223

Sum of Budget	2018	2019
303 REDEV OBLIG RETIRE FUND		
Revenue	\$ (3,312,130)	\$ (3,312,454)
303-0000 REDEV OBLIG RETIRE FUND	\$ (3,312,130)	\$ (3,312,454)
311.65-21 RPTTF	\$ (3,312,130)	\$ (3,312,454)
Expense	\$ 3,312,130	\$ 3,312,454
303-1250 REDEV OBLIG RETIRE FUND RDA	\$ 3,312,130	\$ 3,312,454
413.10-01 SALARIES FULL-TIME	\$ 250,000	\$ 250,000
413.20-01 ATTORNEY SERVICES	\$ 110,000	\$ 110,000
413.20-06 PROFESSIONAL SERVICES	\$ 110,000	\$ 110,000
413.29-04 OTHER SERVICES & CHARGES	\$ 14,050	\$ 14,050
413.90-01 TRANSFER OUT	\$ 2,828,080	\$ 2,828,404

Sum of Budget	2018	2019
401 CAPITAL IMPROVEMENT FUND		
Revenue	\$ (2,466,958)	
401-0000 CAPITAL IMPROVEMENT FUND	\$ (2,466,958)	
334.40-01 STATE OF CALIFORNIA GRANT	\$ (2,466,958)	
Expense	\$ 2,466,958	
401-5020 CAPITAL IMPROVEMENT FUND ADMINISTRATION	\$ 2,466,958	
532.20-06 PROFESSIONAL SERVICES	\$ 2,466,958	

Sum of Budget	2018	2019
402 C.I.P. 2010 BOND		
Expense	\$ 917,702	
402-5000 C.I.P. 2010 BOND NON-DEPARTMENT	\$ 917,702	
532.20-06 PROFESSIONAL SERVICES	\$ 917,702	

Sum of Budget	2018	2019
420 PARKS MAJOR MAINTENAN CIP		
Revenue	\$ (121,000)	\$ (121,000)
420-0000 PARKS MAJOR MAINTENAN CIP	\$ (121,000)	\$ (121,000)
322.73-05 RESIDENTIAL CONSTRUCTION	\$ (120,000)	\$ (120,000)
361.80-01 ALLOCATED INTEREST	\$ (1,000)	\$ (1,000)
Expense	\$ 461,302	\$ 50,000
420-5000 PARKS MAJOR MAINTENAN CIP NON-DEPARTMENT	\$ 461,302	\$ 50,000
532.20-06 PROFESSIONAL SERVICES	\$ 461,302	\$ 50,000

Sum of Budget	2018	2019
501 VEHICLE REPLACEMENT/MAINT		
Revenue	\$ (524,829)	\$ (524,829)
501-0000 VEHICLE REPLACEMENT/MAINT	\$ (524,829)	\$ (524,829)
345.70-01 FMP VEH REPLACE/MAINT	\$ (417,829)	\$ (417,829)
361.80-01 ALLOCATED INTEREST	\$ (7,000)	\$ (7,000)
371.83-05 FUEL COST REIMBURSEMENTS	\$ (100,000)	\$ (100,000)
Expense	\$ 953,488	\$ 530,468
501-1921 VEHICLE REPLACEMENT/MAINT VEHICLE REPLACEMENT	\$ 953,488	\$ 530,468
419.10-01 SALARIES FULL-TIME	\$ 136,322	\$ 145,176
419.10-03 OVERTIME	\$ 300	\$ 300
419.11-01 PERS-CITY PORTION	\$ 21,590	\$ 24,811
419.11-03 SECTION 125 CAFETERIA	\$ 30,000	\$ 30,000
419.11-04 LIFE INSURANCE	\$ 289	\$ 289
419.11-05 UNEMPLOYMENT INSURANCE	\$ 955	\$ 955
419.11-06 WORKER'S COMP INSURANCE	\$ 7,580	\$ 8,797
419.11-07 FICA	\$ 10,702	\$ 11,490
419.20-18 FIRE EXTINGUISHER SERVICE	\$ 400	\$ 400
419.28-01 MAINTENANCE & REPAIR	\$ 22,100	\$ 19,100
419.28-13 FEES & LICENSES	\$ 3,550	\$ 3,550
419.28-15 VEHICLE OPERATE-FUEL/OIL	\$ 206,700	\$ 206,700
419.28-16 VEHICLE OPERATE-PARTS M&O	\$ 28,950	\$ 26,450
419.29-04 OTHER SERVICES & CHARGES	\$ 2,650	\$ 2,650
419.30-02 OPERATING SUPPLIES	\$ 4,500	\$ 4,500
419.30-22 SMALL TOOLS/NON-CAPITAL	\$ 4,900	\$ 3,300
419.50-04 EQUIPMENT	\$ 472,000	\$ 42,000

Sum of Budget	2018	2019
502 RISK MANAGEMENT FUND		
Revenue	\$ (511,498)	\$ (601,281)
502-0000 RISK MANAGEMENT FUND	\$ (511,498)	\$ (601,281)
345.70-02 SELF-INSURANCE/RISK MGMT	\$ (170,000)	\$ (220,000)
345.70-05 WKRS COMP RETENTION	\$ (316,498)	\$ (356,281)
361.80-01 ALLOCATED INTEREST	\$ (25,000)	\$ (25,000)
Expense	\$ 714,113	\$ 732,761
502-1922 RISK MANAGEMENT FUND RISK MANAGEMENT	\$ 714,113	\$ 732,761
419.10-01 SALARIES FULL-TIME	\$ 63,555	\$ 66,814
419.10-08 AUTO ALLOWANCE	\$ 1,764	\$ 1,764
419.10-09 CELL PHONE ALLOWANCE	\$ 300	\$ 300
419.11-01 PERS-CITY PORTION	\$ 5,163	\$ 5,361
419.11-03 SECTION 125 CAFETERIA	\$ 7,099	\$ 7,099
419.11-04 LIFE INSURANCE	\$ 288	\$ 288
419.11-05 UNEMPLOYMENT INSURANCE	\$ 260	\$ 260
419.11-06 WORKER'S COMP INSURANCE	\$ 3,547	\$ 4,062
419.11-07 FICA	\$ 4,611	\$ 4,787
419.11-08 MGT MEDICAL REIMBURSEMENT	\$ 126	\$ 126
419.20-01 ATTORNEY SERVICES	\$ 75,000	\$ 75,000
419.28-02 INSURANCE PREMIUM/DEPOSIT	\$ 184,400	\$ 185,900
419.28-03 INSURANCE PREMIUM/WK COMP	\$ 343,000	\$ 356,000
419.28-17 PAYMENT OF CLAIMS	\$ 25,000	\$ 25,000

Sum of Budget	2018	2019
503 TECHNOLOGY/COMMUNICATIONS		
Revenue	\$ (407,144)	\$ (407,144)
503-0000 TECHNOLOGY/COMMUNICATIONS	\$ (407,144)	\$ (407,144)
345.70-03 TECHNOLOGY/COMM REPLACE	\$ (404,144)	\$ (404,144)
361.80-01 ALLOCATED INTEREST	\$ (3,000)	\$ (3,000)
Expense	\$ 552,041	\$ 433,779
503-1923 TECHNOLOGY/COMMUNICATIONS INFORMATION TECHNOLOGY	\$ 552,041	\$ 433,779
419.10-01 SALARIES FULL-TIME	\$ 144,741	\$ 149,897
419.10-02 SALARIES PART-TIME	\$ 20,228	\$ 22,005
419.10-08 AUTO ALLOWANCE	\$ 6,816	\$ 6,816
419.10-09 CELL PHONE ALLOWANCE	\$ 480	\$ 480
419.11-01 PERS-CITY PORTION	\$ 22,028	\$ 25,324
419.11-03 SECTION 125 CAFETERIA	\$ 14,395	\$ 14,395
419.11-04 LIFE INSURANCE	\$ 536	\$ 536
419.11-05 UNEMPLOYMENT INSURANCE	\$ 1,215	\$ 1,215
419.11-06 WORKER'S COMP INSURANCE	\$ 9,202	\$ 10,447
419.11-07 FICA	\$ 11,904	\$ 12,227
419.11-08 MGT MEDICAL REIMBURSEMENT	\$ 84	\$ 84
419.11-09 PARS CITY CONTRIBUTION	\$ 759	\$ 825
419.20-06 PROFESSIONAL SERVICES	\$ 10,850	\$ 10,850
419.20-25 H.T.E. MAINTENANCE	\$ 38,395	\$ 38,395
419.20-26 QUESYST	\$ 8,000	\$ 8,000
419.21-04 TECHNICAL SERVICES	\$ 59,855	\$ 57,855
419.27-04 UTILITIES-TELEPHONE	\$ 5,313	\$ 5,313
419.27-05 UTILITIES-CELL PHONES	\$ 5,000	\$ 5,000
419.28-01 MAINTENANCE & REPAIR	\$ 1,500	\$ 1,500
419.28-04 TRAVEL, TRAINING, MEETING	\$ 2,200	\$ 2,200
419.28-09 POSTAGE & FREIGHT	\$ 80	\$ 80
419.28-12 MEMBERSHIP DUES	\$ 340	\$ 340
419.28-13 FEES & LICENSES	\$ 14,755	\$ 11,630
419.30-01 OFFICE SUPPLIES	\$ 100	\$ 100
419.30-02 OPERATING SUPPLIES	\$ 4,165	\$ 4,165
419.30-22 SMALL TOOLS/NON-CAPITAL	\$ 16,100	\$ 16,100
419.50-04 EQUIPMENT	\$ 28,000	\$ 28,000
519.50-04 EQUIPMENT	\$ 125,000	

Sum of Budget	2018	2019
504 FACILITY MAINT/REPLACEMNT		
Revenue	\$ (115,922)	\$ (115,922)
504-0000 FACILITY MAINT/REPLACEMNT	\$ (115,922)	\$ (115,922)
345.70-04 FACILITIES REPLACE/REPAIR	\$ (110,922)	\$ (110,922)
361.80-01 ALLOCATED INTEREST	\$ (5,000)	\$ (5,000)
Expense	\$ 103,700	\$ 43,700
504-1924 FACILITY MAINT/REPLACEMNT FACILITY REPLACE/MAINT	\$ 103,700	\$ 43,700
419.21-04 TECHNICAL SERVICES	\$ 43,700	\$ 43,700
519.20-06 PROFESSIONAL SERVICES	\$ 60,000	

Sum of Budget	2018	2019
601 SEWER ENTERPRISE FUND		
Revenue	\$ (5,121,000)	\$ (5,356,000)
601-0000 SEWER ENTERPRISE FUND	\$ (5,121,000)	\$ (5,356,000)
346.70-03 COUNTY SEWER COLLECTIONS	\$ (4,861,000)	\$ (5,096,000)
346.70-04 SEWER FEES-SPECIAL BILLED	\$ (138,000)	\$ (138,000)
346.70-05 SEWER CAPACITY FEES	\$ (50,000)	\$ (50,000)
361.80-01 ALLOCATED INTEREST	\$ (12,000)	\$ (12,000)
371.83-03 MISCELLANEOUS REVENUE	\$ (60,000)	\$ (60,000)
Expense	\$ 6,595,204	\$ 5,222,669
601-5060 SEWER ENTERPRISE FUND FACILITIES - SEWER/STORM	\$ 6,595,204	\$ 5,222,669
436.10-01 SALARIES FULL-TIME	\$ 299,510	\$ 303,606
436.10-03 OVERTIME	\$ 22,900	\$ 28,900
436.10-07 STAND-BY PAY	\$ 27,300	\$ 27,300
436.10-08 AUTO ALLOWANCE	\$ 1,440	\$ 1,440
436.10-09 CELL PHONE ALLOWANCE	\$ 240	\$ 240
436.11-01 PERS-CITY PORTION	\$ 63,825	\$ 73,253
436.11-03 SECTION 125 CAFETERIA	\$ 57,564	\$ 57,564
436.11-04 LIFE INSURANCE	\$ 707	\$ 707
436.11-05 UNEMPLOYMENT INSURANCE	\$ 2,344	\$ 2,344
436.11-06 WORKER'S COMP INSURANCE	\$ 16,584	\$ 18,315
436.11-07 FICA	\$ 23,045	\$ 23,398
436.20-06 PROFESSIONAL SERVICES	\$ 100,000	\$ 100,000
436.20-23 SECURITY & ALARM	\$ 4,000	\$ 4,000
436.21-01 TEMPORARY STAFFING	\$ 45,000	\$ 45,000
436.21-04 TECHNICAL SERVICES	\$ 2,877,250	\$ 3,092,500
436.25-02 RENT-EQUIPMENT	\$ 1,000	\$ 1,000
436.26-03 PUBLIC WORKS ADMIN	\$ 348,882	\$ 348,882
436.26-04 ABC-ADMIN SVC CHARGE	\$ 146,527	\$ 146,527
436.26-05 ABC-TECHNOLOGY SVC CHARGE	\$ 60,590	\$ 60,590
436.26-06 ABC-RISK MGMT SVC CHARGE	\$ 35,000	\$ 60,000
436.26-07 ABC-FMP EQUIPMENT CHARGE	\$ 113,709	\$ 113,709
436.26-08 ABC-FACILITIES CHARGES	\$ 9,083	\$ 9,083
436.27-01 GAS & ELECTRIC (SDG&E)	\$ 70,000	\$ 80,000
436.27-02 UTILITIES-WATER	\$ 7,200	\$ 7,200
436.27-04 UTILITIES-TELEPHONE	\$ 2,500	\$ 2,500
436.27-05 UTILITIES-CELL PHONES	\$ 1	\$ 1
436.28-01 MAINTENANCE & REPAIR	\$ 45,400	\$ 45,800
436.28-04 TRAVEL, TRAINING, MEETING	\$ 5,700	\$ 5,700
436.28-12 MEMBERSHIP DUES	\$ 900	\$ 900
436.28-13 FEES & LICENSES	\$ 5,250	\$ 5,250
436.29-04 OTHER SERVICES & CHARGES	\$ 8,400	\$ 8,400
436.30-02 OPERATING SUPPLIES	\$ 15,900	\$ 18,450
436.30-22 SMALL TOOLS/NON-CAPITAL	\$ 1,400	\$ 1,400
436.50-04 EQUIPMENT	\$ 136,675	\$ 65,000
536.20-06 PROFESSIONAL SERVICES	\$ 2,039,378	\$ 463,710