

Adopted Annual Operating & Capital Improvement Budgets

Fiscal Year 2021-2022

#LiftUpLomita



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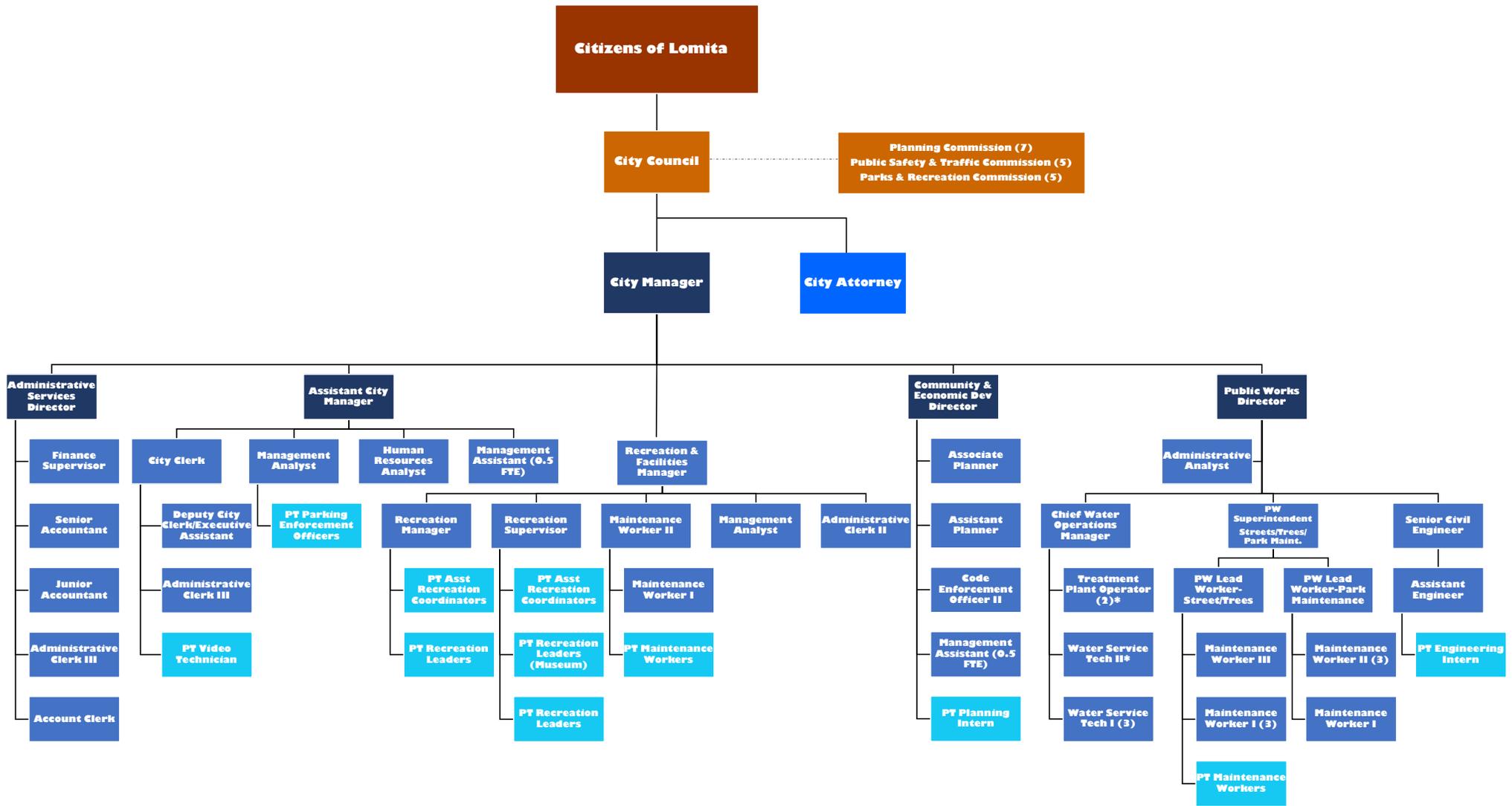
**CITY OF LOMITA
LIST OF CITY OFFICIALS**

ELECTED OFFICIALS

| | |
|----------------|----------------|
| Mayor | Mark Waronek |
| Mayor Pro Tem | Cindy Segawa |
| Council Member | James Gazeley |
| Council Member | William Uphoff |
| Council Member | Barry Waite |

CITY STAFF

| | |
|--|------------------------------|
| City Manager | Ryan Smoot |
| Assistant City Manager | Gary Sugano |
| City Attorney | Trevor Rusin, Best & Krieger |
| Administrative Services Director | Susan Kamada |
| Community & Economic Development Director | Greg Kapovich |
| Public Works Director | Carla Dillon |



| |
|-----------------------------|
| CM and Directors (5) |
| Full-Time Employees (43) |
| Part-Time Employees |

| |
|---|
| New Positions |
| Associate Planner |
| Management Assistant (CM/Com Dev) |
| Maintenance Worker I (PW-Streets/Trees) |

| |
|--|
| Reclassification Position |
| Code Enforcement Officer II (from Neighborhood Preservation Officer) |

*One Treatment Operator is being underfilled at the Water Service Tech II.

PROFILE OF LOMITA

The City of Lomita is located 26 miles south of downtown Los Angeles and is bounded by the City of Torrance on the north and west, the City of Los Angeles to the east, and the City of Rolling Hills Estates on the southwest. Southeast of Lomita is the City of Rancho Palos Verdes and unincorporated County land. The City's total land area is 1,196.8 acres or 1.97 square miles.

The City of Lomita "began" as a residential tract (Lomita Subdivision) in the early 1900s. In 1907, the Lomita Subdivision covered seven square miles. As the lots were sold, water wells, a school, a general store (with a post office), and other businesses soon followed. In 1909, churches were built and in 1920, the Bank of Lomita was established.

In 1923, oil in the area was discovered while drilling for water. The resulting "oil boom" in the area led to the conversion of residential lots into oil fields. Rapid growth occurred in the Lomita area, as egg ranches, fruit orchards and agricultural uses formed the community. Lomita became a center for the agriculture and oil extraction activities in the South Bay area.

In the 1940s and 1950s, portions of the Lomita Subdivision were annexed by adjacent cities. By 1964, only 1.97 square miles of the Lomita Subdivision remained when the City of Lomita finally incorporated. Lomita is a contract City with a Council-Manager form of government. The City Council is elected at large to four-year terms. The Mayor is selected by the City Council for a one-year term.

Today, the City is almost completely developed, and the remaining vacant land is limited to scattered parcels. Existing development in the City is characterized by residential neighborhoods at varying densities, with commercial uses concentrated along Pacific Coast Highway, Lomita Boulevard, Crenshaw Boulevard, Narbonne Avenue and Western Avenue.

The Lomita Railroad Museum is the only one of its kind west of Denver, Colorado, and was made possible through the generosity of Mrs. Irene Lewis who donated the museum to the City in honor of her late husband. Complete authenticity is the hallmark of the museum that is dedicated to the proud era of the steam engine.

In 1990 the City took over Water District 13 from the County of Los Angeles and has been successfully operating its own water department ever since.

FACTS AND FIGURES ABOUT LOMITA

| | Number | Percentage |
|--|--------|------------|
| Total Population | 20,256 | 100 |
| Under 20 | 4,880 | 24.1 |
| 20 to 29 | 2,645 | 13 |
| 30 to 44 | 4,295 | 21.2 |
| 45 to 64 | 5,904 | 29.2 |
| 65 and older | 2,532 | 12.5 |
| | | |
| Males | 9,779 | 48.3 |
| Females | 10,477 | 51.7 |
| | | |
| Median Age | 39.6 | |
| | | |
| One Race | 18,979 | 93.7 |
| American Indian and Alaska Native | 174 | 0.9 |
| Asian | 2,923 | 14.4 |
| African American | 1,075 | 5.3 |
| Native Hawaiian and Other Pacific Islander | 140 | 0.7 |
| White | 11,987 | 59.2 |
| Other Race | 2,680 | 13.2 |
| Two or More Races | 1,277 | 6.3 |
| Hispanic (any race) | 6,652 | 32.8 |
| | | |
| Total Housing Units | 8,412 | |
| Occupied Housing Units | 8,068 | 95.9 |
| Total vacant housing units | 344 | 4.1 |
| Occupancy | | |
| Owner | 3,738 | 46.3 |
| Renter | 4,330 | 53.7 |
| | | |
| Average persons per: | | |
| Household | 2.49 | |
| Family | 3.12 | |

Facts derived from the 2010 U.S. Census

BUDGET USER'S GUIDE

The Lomita City Council adopts the Annual Budget by formal resolution, prior to July 1st of each year. The budget serves as a financial plan for the City which identifies the projected allocation and application of resources over the budget cycle.

The Annual Budget is designed to present summary information about the City's financial plans for the year in a user-friendly format. The Budget is organized by department, and the programs within the departments. Expenditures are displayed and subtotaled by type:

- Salaries & Benefits
- Operating Expenditures
- Capital Outlay.

The Budget Summary illustrates the fund(s) to which a program allocates its expenditures. The Annual Budget also includes the following sections:

Introduction Section: Includes the Table of Contents, List of City Officials, City Organization Chart, Profile of Lomita, and Facts & Figures About Lomita.

City of Lomita Budget User's Guide: Includes overview of Annual Budget, detailing city-wide revenues, expenditures, and fund balances.

Operating Budgets: Includes program budgets by department, with narratives highlighting the prior year accomplishments, explaining the function of the program, uses and sources of funds, line-item detail, budget comment worksheets, and department salary expense worksheets.

Appendix: Includes Revenue Fund Definitions and Authorized Uses, Glossary of Terms, and Acronyms List.

BUDGET PROCESS

The City's budget process begins with the distribution of a Budget Preparation manual, which contains:

- Budget Schedule
- Current Organization Chart
- Accomplishments (prior year document) for updating
- Revenue Worksheets
- Expenditure Worksheets
- Capital Improvement Program Worksheets
- Budget Comment Worksheets

Line-item budget development is accomplished through the City's financial system, which allows each department to build its budget using computerized worksheets. The individual departments are directly responsible for developing the Materials & Supplies line items and part-time employees' salaries. The remaining Salary & Benefit information is calculated and entered by the Administrative Services Department.

BUDGET USER'S GUIDE

All supplemental budget requests (new personnel, service, or equipment) are presented on separate forms and are subject to City Manager review and approval before becoming part of the operating budget. All proposed budget information is compiled, printed, and distributed to the City Manager, Assistant City Manager, and the Department Directors. The revenue estimates are reviewed with the department budget requests to determine available funding levels for the fiscal year. The City Manager, Assistant City Manager, and Administrative Services Director then meet with the departments to review the operating and supplemental budget requests.

Once the budget data has been reviewed and all changes have been made by the Administrative Services Department, a Proposed Budget is prepared. After final review and approval by the City Manager and Assistant City Manager, the Proposed Budget is presented to the City Council at a scheduled Budget Study Session. Prior to June 30, a Public Hearing is held by the City Council, and the Annual Budget is adopted by resolution.

During the fiscal year, the budget can be amended as necessary to meet the City's needs. The City Council has the legal authority to amend the budget at any time. Department Directors may only authorize expenditures based on appropriations previously approved by City Council action, and only from accounts under their organizational responsibility. Actual expenditures may exceed budget appropriations by line-item but may not exceed the department's budget. The City Manager has the authority to approve interdepartmental appropriation transfers as long as they are within the same fund. Interfund transfers require a budget amendment by the City Council.

BASIC ACCOUNTING

City of Lomita's accounting system is maintained on a fund basis, in accordance with governmental accounting standards. Each of the City's twenty-eight funds is considered a separate accounting entity with a self-balancing set of accounts that records assets, liabilities, fund equity, revenues, and expenditures. Funds are established and segregated for the purpose of recording specific programs or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Funds are classified into one of three categories: *governmental* (general, special revenue, debt service, and capital projects), *proprietary* (enterprise and internal service), and *fiduciary* (trust and agency). Governmental funds account for activities usually associated with a typical state or local government's operation. Proprietary funds are financed and operated in a manner similar to private business enterprises, where the intent is to recover the costs of providing goods and services from user charges. Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or an agent.

All governmental funds are budgeted and accounted for using the modified accrual basis of accounting, which recognizes revenues when they become susceptible to accrual, i.e., measurable, and available. Available means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Examples of such revenues include property tax, sales tax, and interest earnings. Expenditures are recognized when the fund liability is incurred.

BUDGET USER'S GUIDE

Proprietary fund revenues and expenses are budgeted and accounted for on an accrual basis. Revenues are recognized in the period when earned, and expenses are recognized when incurred. The following Classification of Funds describes, in detail, the various types of funds and their purpose as established by the City of Lomita.

CLASSIFICATION OF FUNDS

GOVERNMENTAL FUND TYPES:

General Fund

The General Fund is used to account for resources traditionally associated with general government which are not required to be accounted for in a separate fund including: sales tax which includes Measure L, property tax, transient occupancy tax, licenses and permits, fines, and forfeitures. This fund is used to finance most of the basis municipal functions, such as general administration, public safety, parks and recreation, and community development.

Special Revenue Funds

The Gas Tax Fund is used to account for the City's share of State and County gasoline tax collection in accordance with the provisions of the State of California Streets and Highway Code. Revenues are disbursed by the State based on population and must be used towards the maintenance and repair of City streets that serve as State and County thoroughfares.

Measure R Fund is used to fund projects such as pothole repairs, major street resurfacing, left-turn signals, bikeways, pedestrian improvements, streetscapes, traffic signal synchronization and local transit services.

Measure M Fund is used to fund projects such as repair and maintenance of public roadways, pavement maintenance, slurry and rubberized seals, chip seals, pothole repair, pavement rehabilitation, roadway construction or reconstruction, utility undergrounding, curb, gutter, sidewalk, tress, roadway signage, median and parkway improvements, and storm drain systems in connection with any roadway improvements.

Measure W Fund is used to fund projects dedicated to increase local water supply, improve water quality, and protect public health.

Community Development Block Grant Fund is used to account for federal grants for programs benefiting low-income persons and/or families.

The Proposition A Fund is used to account for proceeds from the half-cent sales taxes generated by the approval of Proposition A by Los Angeles County voters. These funds, which are administered by the Los Angeles County Metropolitan Transportation Authority (MTA), are distributed based on population, and must be used for transportation-related projects.

BUDGET USER'S GUIDE

The Proposition C Fund is used to account for proceeds from the half-cent sales taxes generated by the approval of Proposition C by Los Angeles County voters. These funds, which are administered by the Los Angeles County Metropolitan Transportation Authority (MTA), are distributed based on population, and must be used for transportation-related projects.

Transportation Development Act Article 3 (TDA 3) Fund is used to account for funds from MTA that must be used for pedestrian, bicycle, or bicycle-related projects or programs.

The AB 2766 Fund is used to account for proceeds received from the additional vehicle registration fee imposed by the State and regulated by the Air Quality Management District (AQMD). These funds are distributed based on population and must be used for programs designed to reduce air pollution from motor vehicles.

The Landscape Maintenance Fund provides for the utilities, maintenance, and capital improvements for the Palos Verdes bicycle path within the City of Lomita. Money is received from a special assessment placed on each tax bill of property owners in Assessment District No 1.

Park Facilities Fund is used to account for Park Development Tax and Quimby Act funds.

Park Athletic Fund is used to account for user charges for park athletic programs.

Park Grant Fund is used to account for State Parks and Recreation Grants.

Lomita Manor Development Fund is used to account for the local U.S. Housing and Urban Development (HUD) conventional housing programs of the City-owned senior housing complex, Lomita Manor.

American Rescue Plan 2021 Funding provides emergency funding for local governments to remedy the mismatch between rising costs and falling revenues. Funding will help cover the costs incurred due to responding to the public health emergency and provide support for recovery – including assistance to households, small businesses and nonprofits, aid to impacted industries, and support for essential workers. Funding provides resources to invest in infrastructure, including water, sewer, and broadband services.

Capital Projects Fund

The Capital Improvement Fund is used to account for capital projects not eligible for funding from other specific funding sources. The City established the fund in fiscal year 2001-2002, and the funding source is from transfers from the General Fund. Specific projects and their budgets are described in detail in the City's Capital Improvement Plan.

PROPRIETARY FUND TYPES:

Enterprise Funds

On August 28, 2008, the City issued the Series 2008 Revenue Certificates of Participation Bonds in the amount of \$7,550,000. The purpose of the bonds was to finance capital

BUDGET USER'S GUIDE

improvements to the City Water System. The Bonds are payable solely from the net revenues of the Water System of the City.

On May 4, 2016, the City refunded the Series 2008 Revenue Certificates of Participation Bonds and re-issued the City of Lomita Water Revenue Refunding Bonds, Series 2016 through a Private Placement Agreement with City National Bank in the amount of \$7,200,000. The purpose of the refunding was to secure a lower fixed interest rate of 3.25%. The Bonds are payable solely from the net revenues of the Water System of the City.

The Water Operating Fund is used to account for the operation of the City's water utility system. Revenues are generated from user fees, which are adjusted periodically to meet the costs of administration, operation, maintenance, and capital improvements to the system.

The Water Capital Fund is used to account for capital improvements to the City Water System. This includes ongoing Water Main Replacement and Waterline Replacement Projects.

The Rate Stabilization Fund is a designated transfer from the Water Capital Fund as required for the Cypress Reservoir Bond.

Internal Service Funds

The Equipment Replacement Fund is used to account for the City's cost of maintenance replacing the City's capital assets. City departments are the primary users of these services and are charged a fee on a cost reimbursement basis.

FIDUCIARY FUND TYPES:

Trust & Agency Funds

The Railroad Foundation Fund is used to report a trust arrangement. All resources of these funds including any earnings on investments must be used for specific purposes as set forth in the trust agreement.

Tom Rico Memorial Fund is used to report a trust arrangement. All resources of these funds including any earnings on investments must be used for specific purposes as set forth in the trust agreement.

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CITY OF LOMITA CITY COUNCIL REPORT

TO: City Council **Item No. PH 9**

FROM: Ryan Smoot, City Manager

PREPARED BY: Susan Kamada, Administrative Services Director

MEETING DATE: June 15, 2021

SUBJECT: Discussion and Consideration to Adopt the Fiscal Year 2021-2022 Budget

RECOMMENDATION

Conduct public hearing and after discussion, consider adopting the five attached resolutions for the complete implementation of the Fiscal Year 2021-2022 Budget. These resolutions include:

- 1) City of Lomita's Annual Budget for Fiscal Year 2021-2022
- 2) Annual Investment Policy Statement
- 3) Annual Appropriation Limit.
- 4) Annual Full-Time Employee Compensation Plan
- 5) Annual Part-Time and Temporary Employee Compensation Plan

BACKGROUND

The first resolution establishes the City of Lomita's Budget for Fiscal Year 2020-2021, and policy and authority for future modification of the City's Budget. The resolution establishes that the City Manager has authority to transfer appropriations between departments but not between funds. The City Council retains all authority not specifically delegated.

The second resolution establishes the Annual Investment Policy for the City of Lomita and approves the guidelines for prudent investment of the City's financial resources.

The third resolution establishes the City of Lomita's annual appropriation limit and the California per capita personal income and population percentage change factors used in determining that limit pursuant to the State Constitution.

The fourth and fifth resolutions establish the Authorized Positions and Salary Schedules for full-time and part-time employees of the City of Lomita.

Adjustments Since Budget Workshop:

At the May 10, 2021 Budget Workshop, staff presented the proposed Fiscal Year 2021-2022 Budget and the Council directed staff to proceed with the preparation of the Final Draft Fiscal Year 2021-2022 Budget. Since that meeting, the State has sent revised allocations for the State’s Gas Tax program and Lomita’s estimated revenue was reduced by approximately \$140,000 which is reflected in the proposed revenue budget. Staff is recommending adopting the revenue as proposed and will address the shortfall between revenues and expenditures as part of the Mid-Year Budget Review. This is the only adjustment to the proposed budget made since the May 10 Budget Workshop.

The General Fund revenues for FY 2021-2022 are projected at \$11,446,567 and the General Fund expenditures for FY 2021-2022 are projected at \$11,446,567.

Total appropriations authorized by the Fiscal Year 2021-2022 Budget include:

- \$ 11,446,567 for general fund operating budget request;
 - \$ 6,932,710 for water enterprise fund budget request;
 - \$ 11,263,577 for all capital improvement projects request; and
 - \$ 1,888,387 for all other fund budget request
-
- \$ 31,531,241 Total Appropriations authorized by the Fiscal Year 2021-2022 Budget

OPTIONS:

1. Adopt the proposed 2021-2022 Budget, attached Resolutions, with all modifications made by the City Council at the May 10, 2021 Budget Workshop.
2. Do not approve the proposed 2021-2022 Budget and provide further direction to Staff. The final budget needs to be adopted prior to July 1, 2021

FISCAL IMPACT

The approval of the 2021-22 budget provides the basis for revenues and expenditures throughout the fiscal year and may be amended from time to time as approved by the City Council.

ATTACHMENTS

- 1) Resolution Adopting the City Budget for Fiscal Year 2021-2022
- 2) Resolution Adopting a Financial Investment Policy for Fiscal Year 2021-2022 and Statement of Investment Policy
- 3) Resolution Confirming the Factors Used to Calculate the Annual Appropriation Limit for Fiscal Year 2021-2022

- 4) Resolution Adopting the Annual Employee Compensation Plan for Fiscal Year 2021-2022
- 5) Resolution Adopting the Annual Part-Time and Temporary Employment Compensation Plan for Fiscal Year 2021-2022

Reviewed by:



Gary Y. Sugano
Assistant City Manager

Approved by:



Ryan Smoot
City Manager

Prepared by:



Susan Kamada
Administrative Services Director

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RESOLUTION NO. 2021-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, ADOPTING THE CITY BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022

WHEREAS, the City Manager of the City of Lomita did in accordance with the provisions of Section 2-2.07(g) of the Lomita Municipal Code, recommend and submit to this Council a proposed annual budget for the fiscal year commencing on July 1, 2021, and ending June 30, 2022, (Proposed Annual Budget), which is on file with the City Clerk; and

WHEREAS, incorporates within it operating and capital expenditures, and

WHEREAS, the City Council has reviewed the Proposed Annual Budget and made recommendations and changes thereto; and

WHEREAS, appropriations as recommended by Council for the Fiscal Year 2021-2022 for all operating funds total \$20,267,664, and appropriations for all capital improvement projects total \$11,263,577, the result of which is a combined total for all appropriations of \$31,531,241; and

WHEREAS, the document "City of Lomita, 2021-2022 Annual Budget" shall set the guidelines for expending funds for Fiscal Year 2021-2022; and

WHEREAS, the Department Heads shall have authority to move budgeted amounts between the expenditures categories of salary and benefits, maintenance and operations and capital outlay, so long as such movement would not authorize a new capital outlay; this authority only authorizes such movement within a department, not between departments, and

WHEREAS, the City Manager shall have authority to move budgeted amounts between departments and to authorize new capital outlays, but not a new capital project; this authority only authorizes such movement within a fund, not between funds, and

WHEREAS, the City Council shall retain sole authority for budgeting new capital projects, authorizing new permanent salaried positions, movement of authorization between funds, and the use of unappropriated fund balances.

NOW, THEREFORE, the City Council of the City of Lomita does resolve, determine and order as follows:

SECTION 1. That the Annual Budget of the City of Lomita for the Fiscal Year 2021-2022 is adopted as detailed in the attached "City of Lomita, 2021-2022 Annual Budget" document and as described in the recitals listed above.

Resolution No. 2021-20
Page 2 of 2

SECTION 2. This Resolution will become effective immediately upon adoption.

SECTION 3. The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 15th day of June 2021.

Mark Waronek

Mark A. Waronek, Mayor

ATTEST:

Kathleen Horn Gregory

Kathleen Horn Gregory, City Clerk



APPROVED AS TO FORM:

Trevor Rusin

Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF LOMITA)

I, **Kathleen Horn Gregory**, City Clerk of the City of Lomita, California, do hereby certify that the foregoing Resolution No. 2021-20 was duly passed, approved, and adopted by the City Council of the City of Lomita at its regular meeting held on June 15, 2021, by the following vote, to wit:

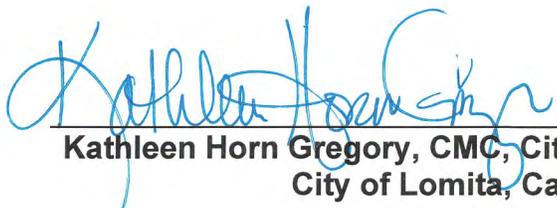
AYES: Council Members: Gazeley, Uphoff, Waite, and Mayor Pro Tem Segawa and Mayor Waronek

NOES: None

ABSENT: None

RECUSE: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California this 15th day of June 2021.



**Kathleen Horn Gregory, CMC, City Clerk
City of Lomita, California**

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RESOLUTION NO. 2021-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, ADOPTING A FINANCIAL INVESTMENT POLICY FOR FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022

WHEREAS, the City Council of the City of Lomita recognizes the importance to provide guidelines for the prudent investment of the City's temporary idle cash, and to outline procedures for maximizing the efficiency of the City's cash management system; and

WHEREAS, it is the policy of the City of Lomita to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands; and

WHEREAS, California Government Code Section 53646 allows an investment policy to be adopted by City Council on an annual basis; and

WHEREAS, said policy should state all investment instruments as required under California Government Code Section 53601; and

WHEREAS, the City of Lomita attempts to obtain the highest yield obtainable as long as investments meet the criteria established for safety and liquidity; and

WHEREAS, the investment policy applies to all financial assets of the City of Lomita; and

WHEREAS, the adoption of this policy will further contribute to the City of Lomita's financial stability and well being.

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

SECTION 1. That the Investment Policy attached hereto as Exhibit A is adopted for the fiscal year commencing July 1, 2021, and ending June 30, 2022.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and certify this record to be a full, true, and correct copy of the action taken.

Resolution No.
Page 2 of 2

PASSED, APPROVED AND ADOPTED, this 15th day of June 2021.

Mark Waronek

Mark A. Waronek, Mayor

ATTEST:

Kathleen Horn Gregory

Kathleen Horn Gregory, City Clerk



APPROVED AS TO FORM:

Trevor Rusin

Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF LOMITA)

I, **Kathleen Horn Gregory**, City Clerk of the City of Lomita, California, do hereby certify that the foregoing Resolution No. 2021-21 was duly passed, approved, and adopted by the City Council of the City of Lomita at its regular meeting held on June 15, 2021, by the following vote, to wit:

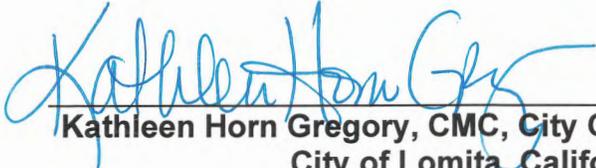
AYES: Council Members: Gazeley, Uphoff, Waite, and Mayor Pro Tem Segawa
 and Mayor Waronek

NOES: None

ABSENT: None

RECUSE: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California this 15th day of June 2021.



Kathleen Horn Gregory, CMC, City Clerk
City of Lomita, California

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CITY OF LOMITA

FISCAL YEAR 2021-2022

STATEMENT OF INVESTMENT POLICY

I. PURPOSE AND POLICY

This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash, and to outline the procedures for maximizing the efficiency of the City's cash management system.

It is the policy of the City of Lomita to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting daily cash flow demands and conforming to all state and local statutes governing the investment of public funds.

II. SCOPE

This investment policy applies to all financial assets of the City of Lomita. These funds are accounted for in the City of Lomita's **Annual Financial Report** and include the following funds:

- A. General Fund
- B. Special Revenue Funds
- C. Capital Project Funds
- D. Enterprise Fund
- E. Fiduciary Funds

III. PRUDENCE

Investments shall be made with judgement and care—under circumstances then prevailing—which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “**prudent person**” and/or “**prudent investor**” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast revenues and expenditures, thus enabling the City to invest funds to the fullest extent possible.

In conformance with California Government Code Sec. 53600.5, the City attempts to obtain the highest yield obtainable as long as investments meet the criteria established for safety and liquidity.

Objectives for selecting investments and the order of priority are:

1. **Safety** - The safety and risk associated with an investment refers to the potential loss of principal, interest, or a combination of these amounts. The City should select only those investments that are considered very safe. The City shall not engage in speculation.
2. **Liquidity** - This refers to the ability to "cash in" at any time with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the need for unexpected funds occurs.
3. **Yield** - Yield is the potential dollar earnings an investment can provide, and sometimes is referred to as the rate of return.
4. **Public Trust** – While managing the city's portfolio, the treasurer and their staff will avoid any transactions that might impair public confidence in the local agency.

V. INVESTMENT PROCEDURES

The City Manager shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Manager.

VI. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager any material financial interests in financial institutions that conduct business within their jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Lomita.

VII. DELEGATION OF AUTHORITY

Authority to manage the City of Lomita's investment program is derived from City Council Resolution. Management responsibility for the investment program is hereby delegated to the City Manager who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and their procedures in the absence of the City Manager.

VIII. SAFEKEEPING AND CUSTODY

Deposits of surplus funds must be made in State or National banks, State or Federal savings associations or State or Federal credit unions within the State of California. The deposits cannot exceed the amount of the institution's paid-up capital and surplus.

Eligible securities shall have a market value of at least 10% in excess of the total amount of the deposit. United States treasury notes, bonds, bills, or certificates of indebtedness must have a market value of at least 50% of the total amount of the deposits. Letters of credit drawn on the Federal Home Loan Bank shall have a market value of at least 5% in excess of the total amount of deposits secured by those eligible securities. {Sec. 53652}

The City Manager may waive collateral for that portion of a deposit which is insured pursuant to Federal law. Currently, the first \$250,000 of a deposit is federally insured. Deposits in excess of \$250,000 are collateralized as previously indicated.

All security transactions entered in to by the City of Lomita shall be conducted on a **delivery-versus-payment (DVP)** basis. Securities will be held by a third-party custodian designated by the Treasurer and evidenced by safekeeping receipts.

IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The City Manager or his delegate will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the City Manager with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of state registration, completed broker/dealer questionnaire, and certification of having read entity's investment policy and depository contracts.

An annual review of the financial condition and registrations of qualified bidders will be conducted by the City Manager. Also, a current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City of Lomita invests.

X. AUTHORIZED AND SUITABLE INVESTMENTS

The following investments are authorized by the California Government Code:

- Local Agency Investment Fund {Sec. 16429.1}
- County Treasurer demand deposits {Sec. 53684}
- Passbook savings demand deposits {Sec. 53631}
- Certificates of Deposit (5-year maximum) {Sec. 53601 & 53635}
- Bonds issued by the City of Lomita {Sec. 53601 (a)}
- Treasury notes and bonds of the U.S. Government, or its agencies {Sec. 53601 (b)& (e)}

- Treasury notes and bonds of the State of California {Sec. 53601 (c)}
- Enterprise obligations of the U.S. Government , or its agencies {Sec. 53601 (f)}
- Bankers' acceptances (40% maximum) {Sec. 53601 (g)}
- Commercial paper (25% maximum) {Sec. 53601 (h)}
- Negotiable certificates of deposit (50% maximum) {Sec. 53601.8 (j)}
- Repurchase agreements (1-year term maximum) (102% of underlying collateral maximum) {Sec. 53601 (j)(1)(2)}
- Reverse repurchase agreements (92-days maximum, 20% maximum) {Sec. 53601 (j)(3)(B)(C)}
- Medium term notes of corporations or licensed depository institutions (5-year maximum) (30% maximum) {Sec. 53601(k)}
- Mutual funds that invest only in State of California authorized investments (20% maximum combined with 53601(k)(5) below {Sec. 53601 (k)(5)}
- SEC-registered money market mutual funds (20% maximum combined with Sec.53601 (k)(5) above {Sec. 53601 (k)(5)}
- Asset-backed and mortgage-backed securities (20% maximum) {Sec.53601 (5),(o), Sec. 53651 & Sec. 53652}
- Shares of beneficial interest issued by a joint powers authority that invests only in State of California authorized investments {Sec. 53601 (p)}

However, the City of Lomita limits its investments to the following vehicles:

- Securities of the U.S. Government, or its agencies (US T-Bills, US T-Notes, Federal Agency Issues such as FICB's, FFCB's, FLB's, FHLB's, FNMA's, SBA's, GNMA's, TVA's, and SALLIE MAE's)
- Certificates of deposit
- Negotiable certificates of deposit
- Commercial Paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record
- Banker's Acceptances
- Local Agency Investment Fund (LAIF)
- Passbook savings demand deposits
- Mutual funds that invest only in State of California authorized investments
- SEC-registered money market mutual funds
- The Investment Trust of California (CalTRUST), a joint powers authority that invests only in State of California authorized investments

Any newly developed derivative of an allowable investment that is not specifically mentioned in this policy must be recommended by the City Manager for inclusion in the policy. Any amendments to the policy must be submitted to the City Council for review and approval.

XI. INVESTMENT POOLS AND MUTUAL FUNDS

A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how securities are safeguarded (including the settlement processes), and how often the securities are priced, and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- A determination of whether reserves, retained earnings, etc. are utilized by the pool.
- A fee schedule and when and how it is assessed.
- A determination of whether the pool is eligible for bond proceeds and/or will it accept such proceeds.

XII. PROHIBITED INVESTMENTS

Pursuant to Government Code Section 53601.6, local agencies are prohibited from making investments in the following vehicles:

- Inverse floaters
- Range notes
- Mortgage-derived interest-only strips
- Zero-interest coupon securities

The City further limits investments by expressly prohibiting direct investments in the following:

- Stocks
- Futures and options
- Medium term corporate notes
- Asset-backed and mortgage-backed securities
- Repurchase agreements
- Reverse repurchase agreements
- Leveraged investments of any kind
- Derivative securities

XIII. DIVERSIFICATION

The City of Lomita will diversify its investments by security type and institution. Securities purchases and holdings are maintained within statutory limits imposed by the California Government Code. The City further limits its investments as follows (as a percentage of the overall portfolio):

| | |
|----------------------------------|--------------|
| Savings Account | No limit |
| U.S. Treasury Bills | 60% |
| U.S. Treasury Notes | 40% |
| Federal Agency Securities | 20% |
| The Local Agency Investment Fund | \$40,000,000 |
| Negotiable CDs | 50% |
| Non-Negotiable CDs | 30% |

| | |
|----------------------|-----|
| Bankers' Acceptances | 40% |
| Commercial Paper | 25% |

XIV. MAXIMUM MATURITIES

To the extent possible, the City of Lomita will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, and with prior City Council approval, the City will not directly invest in securities maturing more than five (5) years from the date of purchase.

XV. REVIEWING AND MONITORING OF THE PORTFOLIO

The City Manager shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

XVI. PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The City's investment strategy is passive. Given this strategy, the basis used by the City Manager to determine whether market yields are being achieved shall be to compare to the Average Federal Funds Rate.

XVII. REPORTING

The City Manager shall render a monthly investment report to the City Council. The report shall include the types of investment, issuer names, dates of maturity, par amounts, dollar amounts, market values, and such other data as may be required by the City Council. The report shall also include a statement denoting the ability of the City to meet its expenditure requirements for the ensuing six (6) months, and a statement that the City's investment portfolio is in compliance with the City's Investment Policy. {Sec. 53646 (b)}

XVIII. INVESTMENT POLICY ADOPTION

The City's investment policy shall be adopted by resolution of the City Council of the City of Lomita. The policy shall be reviewed annually by the City Council and any modifications made thereto must be approved by the City Council.

APPENDIX A: INVESTMENT POLICY TERMINOLOGY

Authorized Financial Dealers and Institutions: Security brokers and financial institutions authorized to provide investment services to local government.

Collateralization: Process by which a borrower pledges securities, property, or other deposits for the purpose of securing repayment of a loan and/or security.

Diversification: Dividing investment funds among a variety of security types by sector, maturity, credit rating, and structure. This reduces exposure to risk by combining a variety of investments, which are unlikely to move in the same direction.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per deposit.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

Internal Controls: The system used to ensure that the local government assets are protected from loss, theft, or misuse. Examples include separation of duties, delegation of authority, and documentation.

Investment Parameters: Specified restrictions on investments to limit the amount of risk in a portfolio.

Investment Types: A list of investment the local agency has been given authority in which to invest as listed under California Government Code Section 53601.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value.

Maximum Maturities: California law states local governments cannot make investments with terms in excess of 5 years unless receiving authority from their legislative body.

Portfolio: Collection of securities held by an investor.

Reporting Methods: Ways that investment outcomes are reported including listing of instrument values, dollar value returns, percentage yields, etc.

Safekeeping and Custody: Rules derived to ensure the safety of an investment and within whose control the investment resides.

Securities & Exchange Commission (Sec): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Yield: The rate of annual income returns on investment, expressed as a percentage.

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RESOLUTION NO. 2021-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, CONFIRMING THE FACTORS USED FOR CALCULATING THE ANNUAL APPROPRIATION LIMIT FOR FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022

WHEREAS, the voters of California on November 6, 1979, added Article XIII B (Proposition 4) to the State Constitution placing various limitations on the appropriations of the state and local governments; and

WHEREAS, the voters of California in June 1990 modified Article XIII B by approving Proposition 111 and SB 88 (Chapter 60/90) which revised the annual adjustment factors to be applied to the 1986-87 Limit and each year thereafter; and

WHEREAS, pursuant to the above and Government Code sections 7900 et seq. the City must annually select by a recorded vote of the City Council its change:

- a) In the cost of living between (1) the percentage change in California per capita personal income from the preceding year or (2) the percentage change in the local assessment roll from the preceding year due to the addition of local nonresidential construction in the city; and
- b) In population between the percentage change in (1) the City's own population change or (2) the entire county's population; and

WHEREAS, the City of Lomita has complied with all the provisions of Article XIII B and Government Code section 7900 et seq. in determining the Appropriations limit for the Fiscal Year 2021-2022; and

WHEREAS, the documentation used in determining the City's appropriations limit and other necessary and related determinations has been available to the public for at least 15 days prior to the City Council meeting where this resolution was adopted.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMITA DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the appropriations limit for the City of Lomita for the Fiscal Year 2021-2022 shall be \$31,867,906.

SECTION 2. That the change in cost of living factor being used to calculate the Fiscal Year 2021-2022 appropriations limit is the change in California per capita personal income.

Resolution No. 2021-22
Page 2 of 2

SECTION 3. That the change in population factor being used to calculate the Fiscal Year 2021-2022 appropriations limit is the population percentage change for the City of Lomita.

SECTION 4. This Resolution will become effective immediately upon adoption.

SECTION 5. That the City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED, this 15th day of June 2021.

Mark Waronek

Mark A. Waronek., Mayor

ATTEST:

Kathleen Horn Gregory

Kathleen Horn Gregory, City Clerk



APPROVED AS TO FORM:

Trevor Rusin

Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF LOMITA)

I, **Kathleen Horn Gregory**, City Clerk of the City of Lomita, California, do hereby certify that the foregoing Resolution No. 2021-22 was duly passed, approved, and adopted by the City Council of the City of Lomita at its regular meeting held on June 15, 2021, by the following vote, to wit:

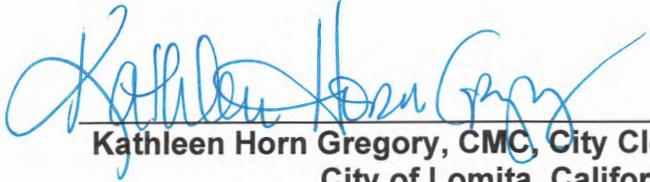
AYES: Council Members: Gazeley, Uphoff, Waite, and Mayor Pro Tem Segawa
 and Mayor Waronek

NOES: None

ABSENT: None

RECUSE: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California this 15th day of June 2021.



**Kathleen Horn Gregory, CMC, City Clerk
City of Lomita, California**

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RESOLUTION NO. 2021-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING RESOLUTION NO. 81-56, AND ESTABLISHING A COMPENSATION PLAN FOR EMPLOYEES FOR THE FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022

WHEREAS, Section 37206 of the California Government Code requires the City Council to prescribe the time and method of paying salaries and wages of officers and employees of the City; and

WHEREAS, the City Council has determined that it is necessary for the efficient operation and management of the City that rules and regulations be established prescribing sick leave, vacation, leaves of absence and other regulations for the employees and officers of the City; and

WHEREAS, it is necessary from time to time to establish comprehensive wage and salary schedules and to fix the rates and compensation to be paid officers and employees of the City as well as other regulations; and

WHEREAS, Resolution 81-56, as amended, sets forth the Rules and Regulations regarding the payment of salaries, sick leaves, vacations, leaves of absence and other regulations related to full-time employees of the City.

NOW, THEREFORE, the City Council of the City of Lomita does resolve, determine and order as follows:

SECTION 1. The salary schedule listed in Section III and the authorized positions and salary range schedule listed in Section IV of Resolution 81-56 is hereby amended as indicated on the attached Exhibit A for the fiscal year commencing on July 1, 2021 and ending on June 30, 2022.

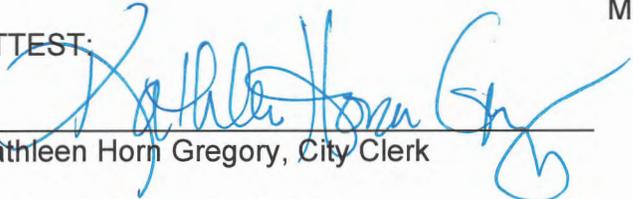
SECTION 2. The City Clerk shall attest and certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force and effect in accordance with its terms.

PASSED, APPROVED AND ADOPTED this 15th day of June 2021.

Mark Waronek

Mark A. Waronek, Mayor

ATTEST:



Kathleen Horn Gregory, City Clerk

APPROVED AS TO FORM:

Trevor Rusin

Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF LOMITA)

I, **Kathleen Horn Gregory**, City Clerk of the City of Lomita, California, do hereby certify that the foregoing Resolution No. 2021-23 was duly passed, approved, and adopted by the City Council of the City of Lomita at its regular meeting held on June 15, 2021, by the following vote, to wit:

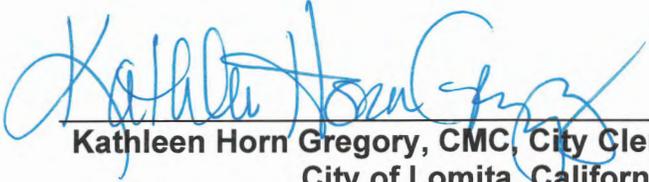
AYES: Council Members: Gazeley, Uphoff, Waite, and Mayor Pro Tem Segawa and Mayor Waronek

NOES: None

ABSENT: None

RECUSE: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California this 15th day of June 2021.



**Kathleen Horn Gregory, CMC, City Clerk
City of Lomita, California**

CITY OF LOMITA - FISCAL YEAR 2021-2022

| Department | Position Title | Salary Schedule | F/T |
|--------------------------------|---|-----------------|-------------|
| City Manager's Dept. | City Councilmembers | N/A | N/A |
| | City Manager | N/A | 1 |
| | Assistant City Manager | N/A | 1 |
| | City Clerk | 89 | 1 |
| | Recreation & Facilities Manager | 85 | 1 |
| | Recreation Manager | 82 | 1 |
| | Management Analyst | 80 | 2 |
| | Human Resources Analyst | 77 | 1 |
| | Recreation Supervisor | 72 | 1 |
| | Deputy City Clerk/Executive Assistant | 69 | 1 |
| | Administrative Analyst | 69 | 1 |
| | Management Assistant | 60 | 0.5 |
| | Administrative Clerk III (City Clerk's) | 59 | 1 |
| | Maintenance Worker II | 59 | 1 |
| | Administrative Clerk II (Recreation) | 56 | 1 |
| | Maintenance Worker I | 55 | 1 |
| | Total Department | | 15.5 |
| Administrative Services | Administrative Services Director | M95 | 1 |
| | Finance Supervisor | 79 | 1 |
| | Senior Accountant | 78 | 1 |
| | Junior Accountant | 67 | 1 |
| | Administrative Clerk III | 59 | 1 |
| | Account Clerk | 59 | 1 |
| | Total Department | | 6 |
| Community Development | Community & Economic Dev. Director | M95 | 1 |
| | Associate Planner | 74 | 1 |
| | Code Enforcement Officer II | 74 | 1 |
| | Assistant Planner | 70 | 1 |
| | Management Assistant | 60 | 0.5 |
| | Total Department | | 4.5 |
| Public Works | Public Works Director | M95 | 1 |
| | Senior Civil Engineer | 87 | 1 |
| | Chief Water Operations Manager | 85 | 1 |
| | PW Superintendent - Streets/Trees/Park | 85 | 1 |
| | Assistant Engineer | 70 | 1 |
| | PW Lead Worker Streets & Trees | 70 | 1 |
| | PW Lead Worker Park Maintenance | 70 | 1 |
| | Water Treatment Plant Operator | 68 | 1 |
| | Water Service Technician II (underfill of WTPO) | 62 | 1 |
| | Maintenance Worker III (1 underfill of WST II) | 62 | 2 |
| | Maintenance Worker II | 59 | 3 |
| | Administrative Analyst | 69 | 1 |
| | Water Service Technician I | 58 | 3 |
| | Maintenance Worker I | 55 | 4 |
| | Total Department | | 22 |
| | Total City | | 48 |

CITY OF LOMITA - FISCAL YEAR 2021-2022 SECTION III - SALARY SCHEDULE

| SCHED. NO. | I | II | III | IV | V |
|------------------------|----------|-----------|------------|-----------|----------|
| 53 | 3,268 | 3,513 | 3,641 | 3,840 | 4,053 |
| 54 | 3,352 | 3,549 | 3,738 | 3,942 | 4,162 |
| 55 | 3,444 | 3,641 | 3,840 | 4,053 | 4,277 |
| 56 | 3,549 | 3,738 | 3,942 | 4,162 | 4,398 |
| 57 | 3,641 | 3,840 | 4,053 | 4,278 | 4,515 |
| 58 | 3,738 | 3,942 | 4,162 | 4,398 | 4,645 |
| 59 | 3,840 | 4,053 | 4,277 | 4,515 | 4,766 |
| 60 | 3,942 | 4,162 | 4,398 | 4,645 | 4,890 |
| 61 | 4,053 | 4,278 | 4,515 | 4,766 | 5,030 |
| 62 | 4,162 | 4,398 | 4,645 | 4,890 | 5,165 |
| 63 | 4,277 | 4,515 | 4,766 | 5,030 | 5,316 |
| 64 | 4,398 | 4,645 | 4,890 | 5,165 | 5,458 |
| 65 | 4,515 | 4,766 | 5,030 | 5,317 | 5,611 |
| 66 | 4,645 | 4,890 | 5,165 | 5,458 | 5,759 |
| 67 | 4,766 | 5,030 | 5,316 | 5,611 | 5,916 |
| 68 | 4,890 | 5,165 | 5,458 | 5,759 | 6,083 |
| 69 | 5,030 | 5,316 | 5,611 | 5,916 | 6,244 |
| 70 | 5,165 | 5,458 | 5,759 | 6,083 | 6,417 |
| 71 | 5,317 | 5,611 | 5,916 | 6,245 | 6,590 |
| 72 | 5,458 | 5,759 | 6,083 | 6,417 | 6,766 |
| 73 | 5,611 | 5,916 | 6,245 | 6,590 | 6,946 |
| 74 | 5,759 | 6,083 | 6,417 | 6,766 | 7,140 |
| 75 | 5,916 | 6,245 | 6,590 | 6,946 | 7,331 |
| 76 | 6,083 | 6,417 | 6,766 | 7,140 | 7,534 |
| 77 | 6,244 | 6,590 | 6,946 | 7,331 | 7,732 |
| 78 | 6,418 | 6,767 | 7,141 | 7,534 | 7,948 |
| 79 | 6,590 | 6,946 | 7,331 | 7,732 | 8,160 |
| 80 | 6,767 | 7,141 | 7,534 | 7,948 | 8,384 |
| 81 | 6,946 | 7,331 | 7,732 | 8,160 | 8,606 |
| 82 | 7,210 | 7,608 | 8,026 | 8,466 | 8,927 |
| 83 | 7,331 | 7,732 | 8,160 | 8,606 | 9,081 |
| 84 | 7,534 | 7,948 | 8,383 | 8,840 | 9,327 |
| 85 | 7,732 | 8,160 | 8,606 | 9,081 | 9,584 |
| 86 | 7,948 | 8,384 | 8,841 | 9,329 | 9,841 |
| 87 | 8,160 | 8,606 | 9,081 | 9,584 | 10,106 |
| 88 | 8,383 | 8,840 | 9,327 | 9,839 | 10,382 |
| 89 | 8,606 | 9,081 | 9,584 | 10,106 | 10,664 |
| 90 | 8,840 | 9,327 | 9,839 | 10,382 | 10,946 |
| 91 | 9,081 | 9,584 | 10,106 | 10,664 | 11,250 |
| 92 | 9,327 | 9,839 | 10,382 | 10,946 | 11,552 |
| 93 | 9,584 | 10,106 | 10,664 | 11,250 | 11,870 |
| 94 | 9,839 | 10,382 | 10,946 | 11,552 | 12,189 |
| 95 | 10,106 | 10,664 | 11,250 | 11,870 | 12,522 |
| S78 | 7,782 | 8,211 | 8,632 | 9,109 | 9,641 |
| M73 | 5,859 | 6,183 | 6,528 | 6,886 | 7,256 |
| M80 | 7,072 | 7,497 | 7,870 | 8,302 | 8,761 |
| M83 | 7,660 | 8,081 | 8,526 | 8,995 | 9,489 |
| M84 | 7,870 | 8,302 | 8,761 | 9,238 | 9,750 |
| M87 | 8,526 | 8,991 | 9,491 | 10,016 | 10,666 |
| M88 | 8,745 | 9,239 | 9,750 | 10,282 | 10,850 |
| M89 | 8,991 | 9,491 | 10,016 | 10,563 | 11,142 |
| M90 | 9,239 | 9,750 | 10,282 | 10,850 | 11,440 |
| M91 | 9,491 | 10,016 | 10,563 | 11,142 | 11,757 |
| M92 | 9,750 | 10,282 | 10,850 | 11,440 | 12,069 |
| M93 | 10,016 | 10,563 | 11,142 | 11,757 | 12,402 |
| M94 | 10,282 | 10,850 | 11,440 | 12,069 | 12,733 |
| M95 | 10,545 | 11,138 | 11,738 | 12,381 | 13,063 |
| Assistant City Manager | | | | Flat Rate | 13,952 |

CITY OF LOMITA - FISCAL YEAR 2021-2022
SECTION IV - AUTHORIZED FULL TIME POSITIONS AND SALARY SCHEDULES

| Department | Position Title | Salary Schedule | F/T |
|--------------------------------|---|------------------------|------------------------|
| City Manager's Dept. | City Councilmembers | N/A | N/A |
| | City Manager | N/A | 1 |
| | Assistant City Manager | N/A | 1 |
| | City Clerk | 89 | 1 |
| | Recreation & Facilities Manager | 85 | 1 |
| | Recreation Manager | 82 | 1 |
| | Management Analyst | 80 | 2 |
| | Human Resources Analyst | 77 | 1 |
| | Recreation Supervisor | 72 | 1 |
| | Deputy City Clerk/Executive Assistant | 69 | 1 |
| | Administrative Analyst | 69 | 1 |
| | Management Assistant | 60 | 0.5 |
| | Administrative Clerk III (City Clerk's) | 59 | 1 |
| | Maintenance Worker II | 59 | 1 |
| | Administrative Clerk II (Recreation) | 56 | 1 |
| | Maintenance Worker I | 55 | 1 |
| Total Department | | | 15.5 |
| Administrative Services | Administrative Services Director | M95 | 1 |
| | Finance Supervisor | 79 | 1 |
| | Senior Accountant | 78 | 1 |
| | Junior Accountant | 67 | 1 |
| | Administrative Clerk III | 59 | 1 |
| | Account Clerk | 59 | 1 |
| | Total Department | | |
| Community Development | Community & Economic Dev. Director | M95 | 1 |
| | Associate Planner | 74 | 1 |
| | Code Enforcement Officer II | 74 | 1 |
| | Assistant Planner | 70 | 1 |
| | Management Assistant | 60 | 0.5 |
| | Total Department | | |
| Public Works | Public Works Director | M95 | 1 |
| | Senior Civil Engineer | 87 | 1 |
| | Chief Water Operations Manager | 85 | 1 |
| | PW Superintendent - Streets/Trees/Park | 85 | 1 |
| | Assistant Engineer | 70 | 1 |
| | PW Lead Worker Streets & Trees | 70 | 1 |
| | PW Lead Worker Park Maintenance | 70 | 1 |
| | Water Treatment Plant Operator | 68 | 1 |
| | Water Service Technician II (underfill of WTPO) | 62 | 1 |
| | Maintenance Worker III (1 underfill of WST II) | 62 | 2 |
| | Maintenance Worker II | 59 | 3 |
| | Administrative Analyst | 69 | 1 |
| | Water Service Technician I | 58 | 3 |
| | Maintenance Worker I | 55 | 4 |
| Total Department | | | 22 |
| Total City | | | 39⁴⁸ |

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RESOLUTION NO. 2021-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING THE PART-TIME AND TEMPORARY EMPLOYMENT POLICY AND COMPENSATION PLAN, ADOPTED IN RESOLUTION NO. 2015-34 AND ESTABLISHING AUTHORIZED POSITIONS AND A SALARY SCHEDULE FOR PART-TIME AND TEMPORARY EMPLOYEES FOR FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022

WHEREAS, Section 37206 of the California Government Code requires the City Council to prescribe the time and method of paying salaries and wages of officers and employees of the City; and

WHEREAS, Lomita Municipal Code Title II, Administration, Chapter 14 Personnel System does not include part-time and temporary employees in the competitive service; and

WHEREAS, it is necessary from time to time to establish comprehensive wage and salary schedules and to fix the rates and compensation to be paid part-time and temporary employees of the City as well as other regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

SECTION 1. That these part-time and temporary classes as set forth in this Resolution, shall be designated as non-competitive classes, and shall not be eligible to participate in any benefit programs of the City unless otherwise indicated in this Resolution.

SECTION 2. That the Employment Policy for part-time and temporary employees as established by this Resolution shall be in effect immediately upon adoption.

SECTION 3. DEFINITION OF TERMS.

- A. Part-time shall mean those positions assigned a schedule of less than 1,000 hours per fiscal year on a re-occurring basis.
- B. Temporary shall mean a temporary appointment to a temporary assignment for a set period of time, not to exceed one year. A temporary assignment shall have a pre-determined beginning and end date, with prior approval by the City Manager or his/her designee. Employees on a temporary assignment may be allowed to work up to 80 hours in a pay period, with prior approval and authorization from the City Manager or his/her designee. In no case shall a temporary employee work in excess of 1,000 hours in a fiscal year.

Resolution No. 2021- 24
Page 2 of 3

C. Dual Classification shall mean when an employee is working part-time in two different classifications. Employees working in two different classifications are limited to a combined total of less than 1,000 hours in a fiscal year. If two different departments are involved, both departments must mutually agree. It is the responsibility of the employee to inform each department of other City employment.

SECTION 4. WAGE INCREASES. Part-time employees are eligible for wage increases within the pay range for the class to which the employee is appointed. Wage increases shall not exceed the maximum pay rate as set forth in the pay range for the class and shall be based upon any of the following:

- A. Completion of one year of work for the City and satisfactory performance as documented in the employee's annual performance review and thereafter on an annual basis subject to satisfactory performance reviews;
- B. A significant increase in the employee's duties and responsibilities justified and documented by the department head and approved by the City Manager or his/her designee.
- C. Under unusual circumstances, justified and documented by the department head and approved by the City Manager or his/her designee.

SECTION 5. OVERTIME. For those employees working in a classification eligible under the Fair Labor Standards Act (FLSA), work performed in excess of 40 straight-time hours in a work period shall be deemed overtime and paid at the overtime rate of 1.5 times the employee's regular rate of pay. Notwithstanding emergency situations or special occurrences, it shall be the general policy to discourage overtime work by part-time and temporary employees. All overtime must be approved by the City Manager.

SECTION 6. SAFETY EQUIPMENT AND UNIFORMS. Safety equipment and uniforms required by the City to be used or worn by part-time and temporary employees shall be provided or paid for by the City.

SECTION 7. RETIREMENT PLAN. Upon hire, the employee shall be enrolled in the International City Management Association – Retirement Corporation (ICMA-RC) PTS deferred compensation plan, the retirement plan for part-time and temporary employees. A 7.5% mandatory employee contribution will be deducted from the employee's pay check.

SECTION 8. HOURLY SALARY SCHEDULE. The salary schedule and authorized part-time and temporary positions are hereby approved as indicated in Attachment A.

SECTION 9. PAID SICK LEAVE. Beginning on July 1, 2015, part-time and temporary employees who work 30 days or more within a year of beginning employment and annually thereafter shall be eligible to accrue and take paid sick

Resolution No. 2021- 24
Page 3 of 3

leave. Part-time employees shall adhere to the existing Sick Leave Policy within the Lomita Personnel Rules, with the exception of the policies listed below:

- A. Employees shall accrue sick leave at the rate of one hour of paid sick leave for every 30 hours worked.
- B. Accumulated sick leave shall be capped at 48 hours.

SECTION 10. This resolution will become effective immediately upon adoption.

SECTION 11. The City Clerk shall attest and certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force and effect in accordance with its terms.

PASSED, APPROVED AND ADOPTED this 15th day of June 2021.

Mark Waronek

Mark A. Waronek, Mayor

ATTEST:

Kathleen Horn Gregory

Kathleen Horn Gregory, City Clerk



APPROVED AS TO FORM:

Trevor Rusin

Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF LOMITA)

I, **Kathleen Horn Gregory**, City Clerk of the City of Lomita, California, do hereby certify that the foregoing Resolution No. 2021-24 was duly passed, approved, and adopted by the City Council of the City of Lomita at its regular meeting held on June 15, 2021, by the following vote, to wit:

AYES: Council Members: Gazeley, Uphoff, Waite, and Mayor Pro Tem Segawa and Mayor Waronek

NOES: None

ABSENT: None

RECUSE: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California this 15th day of June 2021.



**Kathleen Horn Gregory, CMC, City Clerk
City of Lomita, California**

**CITY OF LOMITA - FISCAL YEAR 2020-2021
PART-TIME AND TEMPORARY EMPLOYEE HOURLY SALARY SCHEDULE**

| Schedule No. | I | II | III | IV | V |
|---------------------|----------|-----------|------------|-----------|----------|
| PT20 | 13.00 | 14.00 | 15.00 | | |
| PT25 | 13.25 | 14.25 | 15.25 | | |
| PT30 | 13.41 | 14.08 | 14.78 | 15.52 | 16.30 |
| PT35 | 13.69 | 14.37 | 15.09 | 15.84 | 16.63 |
| PT40 | 14.00 | 14.70 | 15.44 | 16.21 | 17.02 |
| PT50 | 15.00 | 15.75 | 16.54 | 17.37 | 18.24 |
| PT60 | 16.21 | 17.02 | 17.87 | 18.76 | 19.70 |
| PT70 | 17.50 | 18.38 | 19.30 | 20.27 | 21.28 |
| PT85 | 22.68 | 23.81 | 25.00 | 26.25 | 27.56 |

AUTHORIZED PART-TIME AND TEMPORARY POSITIONS

| Department | Position Title | Salary Schedule |
|---|------------------------------|------------------------|
| Admin. Services Dept. | Finance Intern | PT35 |
| City Manager's Dept. | Parking Enforcement Officer | PT50 |
| | Video Technician | PT85 |
| Community Development | Planning Intern | PT35 |
| CM - Facilities & Recreation | Asst. Recreation Coordinator | PT30 |
| | PT Maintenance Worker | PT40 |
| | Recreation Leader | PT20 |
| | Senior Recreation Leader | PT25 |
| Public Works | Engineering Intern | PT35 |
| | PT Maintenance Worker | PT40 |

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CITY COUNCIL

MARK A. WARONEK
CINDY SEGAWA
JAMES GAZELEY
BILL UPHOFF
BARRY WAITE



ADMINISTRATION

RYAN SMOOT
CITY MANAGER

CITY OF LOMITA

June 15, 2021

Subject: City Manager's FY 2021-2022 Budget Message

Dear Honorable Mayor, City Council and Citizens of Lomita:

It is my pleasure to submit the Fiscal Year 2021-22 Annual Operating and Capital Improvement Budget for the City of Lomita. The City Council has continued to set a high standard for services to our community, especially in the face of the COVID-19 pandemic, and this budget has been targeted to accomplish the goals set forth by the City Council at its recent Strategic Planning Session. While the COVID-19 Pandemic has and will continue to have lasting effects on the ways in which we meet the needs of the community, I am proud of our organization and the resilience and compassion with which we have carried Lomita forward. The FY21-22 Budget builds on the many lessons learned from the pandemic and sets lofty goals for our team to accomplish; we look forward to taking these lessons and continuing to improve Lomita for generations to come.

The Fiscal Year 2021-22 Proposed Budget is balanced without the use of any carryover funds, and benefits from additional revenues committed through the approval of Measure L while representing a total investment of more than \$31 Million into the Lomita Community. Overall revenues are projected to increase by \$887,229 (not including transfers from other funds) year over year. This year, General Fund revenues are projected to be \$11,446,567 and expenditures are projected at \$11,446,567 and has been balanced without the use of the City's Reserves or transfers from other funds. In recent years, expenditure increases have outpaced revenues, but this year, thanks to overwhelming approval of Measure L, the City is able to reinvest additional revenues into the things our community cares for the most while setting the City on a strong financial footing.

The top priority of our residents, and in turn our top priority is to keep Lomita residents safe and protect their quality of life. We are taking proactive measures to ensure the safety and well-being of all families residing in Lomita. Like last year's budget, we are giving priority to the services that our residents need the most – such as quick emergency response, senior support, as well as recovering from the effects of pandemic related closures and losses. But this year we are also investing heavily into the Lomita Water System with the G.A.C. upgrades to our production facility, supplementing our Public Safety and Traffic safety efforts, increasing our ongoing efforts to rebuild our streets, and building up our capacity to grow and prepare for the recovery and rebuilding of our State and local economy. Many of these efforts would simply not be possible without the support of our residents in approving Measure L.

Although the City operates thirty (30) government-type funds, which include the General Fund (and its miscellaneous fund components), Special Revenue funds, Capital Project funds, and Internal Service funds. These government funds comprise approximately 68% of the total revenue and 57% of the total expenditures for the City in the Budget, making up the majority of the City's operation.

The two (2) Enterprise funds (Water Operations and Water Capital) make up approximately 32% of the overall revenue stream and are intended to be self-supporting activities; and 43% of the total expenditures for the City in the Budget. The General Fund is the City's primary source of funding for general City operations and is the fund most directly available for appropriation by the City Council. For this reason, it is the focus of this letter, though all funds are accounted for in the proposed budget.

Below is an overview of the major General Fund revenue sources and expenditures with comparisons to previous years:

General Fund Overview of Fiscal Year 2021-2022 Budget

The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other funds are accounted for in this fund. Expenditures of this fund include the general operating expenses which are not paid through other funds.

In the November 2020 General Municipal Election, Lomita voters approved Measure L, which enacted a $\frac{3}{4}$ -cent general local sales and use tax. Based on recent projections, and as the local economy continues to recover from the effects of the pandemic, Measure L is anticipated to produce approximately \$1.3 Million in annual funding that will come directly to Lomita to meet the needs of our residents. This revenue is accounted for in our General Fund and may be used for general expenditures, though this budget proposes it's use in targeted areas based on the goals set forth by the City Council.

As they have been in recent years, the revenue projections included in the budget are conservative, and reflective of the uncertainty related to recovery from the pandemic. A more detailed account is described below.

General Fund Revenues

General fund revenues for FY 2021-22 are projected at \$11,446,567, an increase of \$887,229 (not including transfers from other funds) from FY 2020-21 Adopted Budget. The overall increase is primarily due to the approval of Measure L by Lomita voters.

With an understanding that previous year revenue estimates were decreased due to the pandemic, some of the most significant year-to-year changes in funding for FY 2021-22 are listed below:

- Sales tax revenue is projected at \$3.45 million, a net increase of \$1.52 million from FY 2020-21 Adopted Budget and represents 30.15% of total general fund revenues. Measure L accounts for approximately \$1.3 Million of this total or 11% of total general fund revenues.
- Motor Vehicle In-Lieu revenue is projected at \$2.5 million, a net increase of \$238,936 from FY 2020-21 Adopted Budget and represents 21.84% of total general fund revenues.
- Property tax revenue is projected at \$1.78 million, a net increase of \$34,999 from FY 2020-21 Adopted Budget and represents 15.6% of total general fund revenues.
- Business License Fees are projected at \$650,000, no change from FY 2020-21 Adopted Budget and represent 5.6% of total general fund revenues.
- Building Department Fees are projected at \$600,000, a net decrease of \$700,000 over FY 2020-21 Adopted Budget and represent 5.25% of total general fund revenues.

It is important to note that although it is accounted for separately from the general fund in the proposed budget, the City is anticipating significant funding from the Federal Government's "American Rescue Plan Act 2021." No specific timing or guidance for receipt of these funds has yet been established, and we are awaiting specific guidance regarding allowable expenditures. Having said that, the City Council has established a committee to work with City staff, the Chamber of Commerce and our local businesses and residents to prepare for programming of that funding as guidance becomes available. As more information is received, our staff and the Council subcommittee will return to the full City Council with specific program recommendations targeted at maximizing the positive impact those funds can have for the areas of our community most in need, and the City's budget may need to be adjusted accordingly.

General Fund Expenditures

Preliminary projections for the coming years were developed in early 2021, but specific expenditure categories and programs were developed following the City Council's Strategic Planning and Goal Setting sessions in March and April. The expenditures detailed below represent our efforts to drive those goals forward.

General Fund expenditures for FY 2021-22 are projected at \$11,446,567 – an increase of \$835,811 from FY 2020-21 Adopted Budget. Adjustments to expenditures include supplementing our Public Safety and Traffic safety efforts, increasing our ongoing efforts to rebuild our streets, and building up our capacity to grow and prepare for the recovery and rebuilding of our State and local economies. They also include preparations for the City's upcoming Safety and Housing Element updates, technology, and digital infrastructure upgrades, planning for future updates to the City's General Plan and zoning codes, and increasing the City's voice in State and federal affairs - especially as it relates to local control.

Some of the major expenditure adjustments in this year's budget include the following:

- \$200,000 additional investment into the City's Street Improvement Fund over and above already planned upcoming street rehabilitation projects.
- \$182,930 to replace aging equipment for Street and Maintenance crews, some of which is more than 30 years old.
- \$100,000 set aside to prepare for future necessary updates to the General Plan (last updated in 1998)
- Additional maintenance staffing to increase maintenance and beautification of public areas and better respond to citizen requests.
- Additional Code Enforcement staffing to address backlogs in enforcement efforts and proactively address regular community concerns.
- Disaster recovery, cyber security, and broadband infrastructure upgrades
- Increase in part time staffing as Recreation programming and special events return.

Summary Conclusions

The Proposed Fiscal Year 2021-22 Budget keeps our organization moving forward and capitalizes on opportunities to grow and adjust. It maintains and builds critical services and invests in long term infrastructure improvements to enhance the quality of life of our residents.

In summary, the Fiscal Year 2021-22 Operating and Capital Improvement Budget provides a spending plan that maintains Lomita's tradition of fiscal responsibility while building and investing in the things that make Lomita strong.

I would like to recognize the efforts of our Departments on developing key strategies to accomplish the City Council's goals, and specifically our Administrative Services Department for putting together a clear, concise, and transparent budget document. I would also like to recognize the City's staff for their tireless efforts to improve our community. Our Team Lomita is what makes this organization strong, and we are proud to have them. Finally, I would like to thank the City Council for their continued support and for providing a long-term vision to drive this community into the future.

Sincerely,

A handwritten signature in black ink that reads "Ryan Smoot". The signature is written in a cursive, flowing style.

Ryan Smoot
City Manager



Fiscal Year 2021/22 Annual Budget City of Lomita Projected Fund Balance

| | Audited Beginning Balance as of July 1, 2020 | Projected Beginning Balance as of July 1, 2021 | Proposed Revenues | Proposed Expenditures | Projected Ending Balance as of June 30, 2022 |
|---------------------------------------|---|---|----------------------|--------------------------|---|
| General | \$ 5,004,836 | \$ 5,006,637 | \$ 11,446,567 | \$ 11,446,567 | \$ 5,006,637 |
| <i>GF After Loan to Water Capital</i> | <i>5,004,836</i> | <i>5,006,637</i> | <i>13,446,567</i> | <i>14,746,567</i> | <i>\$ 3,706,637</i> |
| American Rescue Plan 2021 | - | - | 3,700,000 | - | 3,700,000 |
| Capital Improvement | 73,491 | 74,991 | 1,500 | 40,000 | 36,491 |
| Equipment Replacement | 107,694 | 61,994 | 183,430 | 90,000 | 155,424 |
| Facilities Improvement | 117,744 | 117,744 | - | - | 117,744 |
| OPEB Trust | 150,438 | 152,938 | 4,000 | - | 156,938 |
| Park Equipment Replacement | 280,338 | 280,338 | - | - | 280,338 |
| Pension Stabilization | 774,321 | 779,321 | 5,000 | - | 784,321 |
| Economic Development | 549,007 | 382,007 | - | - | 382,007 |
| General Plan Update | - | - | 100,000 | - | 100,000 |
| Stephenson Center | 85,744 | 85,744 | - | - | 85,744 |
| Street Improvement | 781,654 | 886,654 | 215,000 | 625,000 | 476,654 |
| Park Facilities Fee | 150,502 | 255,002 | 7,500 | - | 262,502 |
| State Gas Tax | 572,015 | 733,361 | 806,631 | 1,680,419 | (140,427) |
| Measure R Local Return | 786,237 | 668,521 | 268,159 | 824,680 | 112,000 |
| Measure R Highway | (266,124) | (106,537) | 106,537 | - | - |
| Measure M | 381,577 | 591,134 | 297,580 | 791,833 | 96,881 |
| Measure W | - | - | 225,000 | 225,000 | - |
| CDBG | 6 | 6 | 146,098 | 146,098 | 6 |
| Lomita Housing Authority | - | - | - | - | - |
| Prop A Local Return | 430,847 | 506,781 | 448,976 | 696,189 | 259,568 |
| Prop C Local Return | 1,232,988 | 1,260,996 | 374,212 | 695,000 | 940,208 |
| Transportation Development Act | 19 | - | 68,661 | 68,661 | - |
| South Coast AQMD | 48,090 | 43,590 | 27,000 | 31,500 | 39,090 |
| Landscape Maint District #1 | 8,840 | (1,536) | 11,738 | 10,202 | - |
| Park Athletic | 77,535 | 86,187 | 56,000 | 41,236 | 100,951 |
| Park Grant Fund | 80,722 | 16,473 | - | - | 16,473 |
| Lomita Manor Development | 508,559 | 530,437 | 461,048 | 446,230 | 545,255 |
| Cleep | 6,195 | 6,295 | 150 | - | 6,445 |
| Railroad Museum Foundation | 21,154 | 21,154 | 15,000 | 15,000 | 21,154 |
| Tom Rico Memorial | 4,835 | 3,335 | 1,000 | 5,000 | (665) |
| Special Revenues | 4,043,997 | 4,615,199 | 3,321,290 | 5,677,048 | 2,259,441 |
| Water Operations | 1,079,607 | 1,204,607 | 6,285,000 | 6,462,872 | 1,026,735 |
| Water Capital | 690,475 | 1,353,475 | 2,912,916 | 7,189,754 | (2,923,363) |
| <i>Water Capital After GF Loan</i> | <i>690,475</i> | <i>1,353,475</i> | <i>6,212,916</i> | <i>7,189,754</i> | <i>376,637</i> |
| Rate Stabilization | 125,000 | 125,000 | - | - | 125,000 |
| Total Fund Balance | \$ 13,864,346 | \$ 15,126,649 | \$ 28,174,703 | \$ 31,531,241 | \$ 13,770,111 |



Fiscal Year 2021/22 Annual Budget City of Lomita Revenue Summary by Fund

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Proposed FY 2021/22 |
|------------------------------------|----------------------|----------------------|-----------------------|------------------------|
| General Fund | | | | |
| Property Taxes | 1,639,059 | 1,776,468 | 1,819,972 | 1,864,971 |
| Development Tax | 18,000 | 13,000 | 242,000 | 20,000 |
| Sales and Use Tax | 2,011,963 | 1,884,061 | 1,925,000 | 3,451,223 |
| Business License Tax | 652,617 | 650,737 | 650,000 | 650,000 |
| PEG Fees | 36,910 | 37,165 | 35,000 | 35,000 |
| Franchise Tax | 347,479 | 350,249 | 350,000 | 350,000 |
| Refuse Tax - Residential | 114,531 | 124,103 | 125,000 | 125,000 |
| Refuse Tax - Commercial | 152,970 | 161,136 | 165,000 | 165,000 |
| Transient Occupancy Tax | 185,632 | 148,228 | 100,000 | 150,000 |
| Special Permit Fees | 8,830 | 7,536 | 10,000 | 10,000 |
| Technology Fees | 1,637 | 3,101 | 3,800 | 2,500 |
| Planning and Zoning Fees | 77,492 | 76,856 | 100,000 | 100,000 |
| Encroachment Permit Fees | 55,027 | 78,304 | 75,000 | 75,000 |
| Tow and Storage Fees | 19,100 | 13,300 | 19,000 | 15,000 |
| Museum Admission Fees | 20,110 | 12,594 | - | 15,000 |
| Parks & Rec Fees | 149,510 | 78,662 | 16,781 | 80,000 |
| Animal Care and Control | 23,914 | 21,739 | 15,000 | 25,000 |
| Building and Safety Fees | 1,311,359 | 519,605 | 1,300,000 | 600,000 |
| Other Fees | 23,530 | 22,056 | 20,000 | 20,000 |
| Parkway Tree Fees | 5,775 | 5,500 | 6,000 | 6,000 |
| Court Fines | 113,279 | 115,464 | 125,000 | 125,000 |
| Parking Fines | 328,412 | 358,427 | 250,000 | 300,000 |
| Miscellaneous Fines | 3,850 | 2,050 | 3,000 | 3,000 |
| Administrative Citations | 17,750 | 20,900 | 5,000 | 5,000 |
| Park Rentals | 54,931 | 38,263 | - | 30,000 |
| Lease and Rental | 190,266 | 190,161 | 190,000 | 190,000 |
| Interest | 159,182 | 194,694 | 75,000 | 100,000 |
| LEAP Grant - Housing Element | - | - | 150,000 | - |
| Franchise Administrative Fee | 60,000 | 60,000 | 60,000 | 60,000 |
| Business License Fee | 36,323 | 34,102 | 33,000 | 34,000 |
| CASP Fee | 4,900 | 4,677 | 4,000 | 5,000 |
| Law Enforcement Grant | 148,747 | 155,948 | 160,000 | 190,000 |
| Motor Vehicle in Lieu | 2,263,193 | 2,390,550 | 2,261,064 | 2,500,000 |
| Coronavirus Relief Fund | - | - | 253,721 | - |
| Abhow | - | - | - | 30,000 |
| Miscellaneous Revenues | 91,759 | 83,482 | 10,000 | 82,873 |
| Souvenir Sales - City | 1,534 | 946 | 2,000 | 2,000 |
| Special Events - Donations | - | 370 | - | 30,000 |
| Property Damage Claims | 22,912 | 1,645 | - | - |
| Funds Transferred In | 14,836 | 211,418 | - | - |
| Total General Fund Revenues | 10,367,319 | 9,847,496 | 10,559,338 | 11,446,567 |



Fiscal Year 2021/22 Annual Budget City of Lomita Revenue Summary by Fund

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Proposed FY 2021/22 |
|--------------------------------------|----------------------|----------------------|-----------------------|------------------------|
| Other Fund Revenues | | | | |
| OPEB Trust | 3,801 | 4,357 | 2,500 | 4,000 |
| Pension Stabilization | 155,894 | - | 5,000 | 5,000 |
| American Rescue Plan 2021 | - | - | - | 3,700,000 |
| Economic Development | 400,000 | - | - | - |
| General Plan Update | - | - | - | 100,000 |
| State Gas Tax | 1,008,842 | 859,412 | 878,642 | 806,631 |
| Measure R Local Return | 271,899 | 272,093 | 282,284 | 268,159 |
| Measure R Hwy | 1,136,630 | - | 10,268 | 106,537 |
| Measure M | 294,835 | 290,419 | 309,557 | 297,580 |
| Measure W | - | - | 225,000 | 225,000 |
| CDBG | 135,165 | 133,205 | 147,439 | 146,098 |
| Lomita Housing Authority | 30,000 | 38,743 | 45,204 | - |
| Proposition A | 445,437 | 432,732 | 467,637 | 448,976 |
| Proposition C | 358,330 | 364,346 | 378,008 | 374,212 |
| Transportation Dev. Act | - | 14,630 | 12,277 | 68,661 |
| Air Quality MD AB2766 | 28,222 | 33,194 | 27,000 | 27,000 |
| Landscape Maint. Dist. #1 | 11,823 | 11,805 | 11,738 | 11,738 |
| Park Facilities Fee | 7,133 | 14,661 | 71,000 | 7,500 |
| Park Athletic | 76,050 | 53,074 | 37,800 | 56,000 |
| Lomita Manor Development | 584,254 | 605,441 | 461,048 | 461,048 |
| Cleep | 157 | 179 | 100 | 150 |
| Capital Improvement | 1,857 | 2,128 | 272,749 | 1,500 |
| Streets Improvement | 117,767 | 22,753 | 205,000 | 215,000 |
| Water Operations | 5,759,451 | 6,181,043 | 6,055,000 | 6,285,000 |
| Water Capital | 859,286 | 2,180,181 | 1,363,000 | 2,912,916 |
| Equipment Replacement | 4,426 | 3,931 | 100,500 | 183,430 |
| Park Equipment Replacement | 200,000 | - | - | - |
| Railroad Museum Foundation | 14,180 | 4,390 | 15,000 | 15,000 |
| Tom Rico Memorial | 950 | 850 | 1,000 | 1,000 |
| Total Other Fund Revenues | 11,944,705 | 11,523,567 | 11,384,751 | 16,728,136 |
| Total All City Funds Revenues | 22,312,024 | 21,371,063 | 21,944,089 | 28,174,703 |



Fiscal Year 2021/22 Annual Budget City of Lomita Expenditure Summary by Fund

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Proposed FY 2021/22 |
|--|----------------------|----------------------|-----------------------|------------------------|
| General Fund | | | | |
| Expenditures by Dept.: | | | | |
| City Council | 43,957 | 36,139 | 44,171 | 44,115 |
| City Attorney | 157,904 | 151,068 | 157,000 | 155,000 |
| City Manager | 551,978 | 707,066 | 813,628 | 856,586 |
| City Clerk | 237,299 | 234,026 | 347,313 | 236,675 |
| Administrative Services | 479,859 | 504,987 | 565,356 | 549,533 |
| Human Resources | 1,026,502 | 588,946 | 700,454 | 776,140 |
| Law Enforcement | 3,289,894 | 3,463,239 | 3,686,667 | 3,740,089 |
| Emergency Operations | 6,927 | 41,659 | 289,295 | 15,000 |
| Safety Enforcement | 280,005 | 293,563 | 284,608 | 336,925 |
| Animal Control | 55,401 | 43,770 | 50,000 | 80,000 |
| Planning | 492,201 | 513,030 | 728,644 | 869,360 |
| Neighborhood Preserv | 96,433 | 89,986 | 104,603 | - |
| Economic Development | 67,075 | 52,323 | 31,500 | 31,500 |
| Information Technology | 267,364 | 167,075 | 235,737 | 358,005 |
| Public Works Administration | 212,177 | 312,346 | 289,234 | 310,754 |
| Public Works - Streets | - | 185,864 | 218,312 | 314,177 |
| Safety Compliance | 34,471 | - | - | - |
| Recreation & Facilities Admin | 201,034 | 607,221 | 576,035 | 668,418 |
| Recreation | 718,401 | 627,673 | 650,056 | 875,658 |
| Lomita Presents | 17,448 | 40,472 | 68,813 | 72,392 |
| Park Maintenance | 1,038,266 | 349,565 | 386,107 | 586,410 |
| Railroad Museum | 63,320 | 43,509 | 43,143 | 86,900 |
| Transfers to Other Funds | 1,029,400 | 812,000 | 340,080 | 482,930 |
| Total General Fund Expenditures | 10,367,316 | 9,865,527 | 10,610,756 | 11,446,567 |



Fiscal Year 2021/22 Annual Budget City of Lomita Expenditure Summary by Fund

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Proposed FY 2021/22 |
|--|----------------------|----------------------|-----------------------|------------------------|
| Other Fund Expenditures | | | | |
| Pension Stabilization | Moved | 211,418 | - | - |
| Economic Development | 600 | 8,009 | 167,000 | - |
| Gas Tax | 790,724 | 625,137 | 717,296 | 1,680,419 |
| Measure R Local Return | 64,680 | 198,817 | 425,680 | 824,680 |
| Measure R Hwy | 641,311 | 64,298 | - | - |
| Measure M | 312,370 | 104,741 | - | 791,833 |
| Measure W | - | - | 225,000 | 225,000 |
| CDBG | 135,162 | 133,211 | 147,439 | 146,098 |
| Lomita Housing Authority | 35,918 | 39,679 | 39,355 | - |
| Proposition A | 380,481 | 275,199 | 391,703 | 696,189 |
| Proposition C | - | - | 350,000 | 695,000 |
| Transportation Dev. Act | - | 14,611 | 12,296 | 68,661 |
| Air Quality MD AB2766 | 34,167 | 38,556 | 31,500 | 31,500 |
| Landscape Maint. Dist. #1 | 6,892 | 13,341 | 22,114 | 10,202 |
| Park Facilities Fee | - | - | 40,000 | - |
| Park Athletic | 42,026 | 34,226 | 29,148 | 41,236 |
| Park Grant Fund | - | 999 | 64,249 | - |
| Lomita Manor Development | 484,650 | 526,048 | 439,170 | 446,230 |
| Capital Improvement | - | - | - | 40,000 |
| Streets Improvement | 28,655 | 7,484 | 25,000 | 625,000 |
| Facilities Improvement | - | 27,350 | - | - |
| Water Operations | 5,063,716 | 6,742,320 | 5,893,796 | 6,462,872 |
| Water Capital | 962,254 | 954,122 | 1,063,288 | 7,189,754 |
| Equipment Replacement | 11,316 | 86,399 | 150,000 | 90,000 |
| Park Equipment Replacement | - | 15,918 | - | - |
| Railroad Museum Foundation | 161,391 | 3,833 | 15,000 | 15,000 |
| Tom Rico Memorial | 1,000 | 2,500 | 2,500 | 5,000 |
| Total Other Fund Expenditures | 9,242,870 | 10,128,214 | 10,251,534 | 20,084,674 |
| Total All City Funds Expenditures | 19,610,186 | 19,993,740 | 20,862,290 | 31,531,241 |

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CITY OF LOMITA FY 2020-2021 ACCOMPLISHMENTS

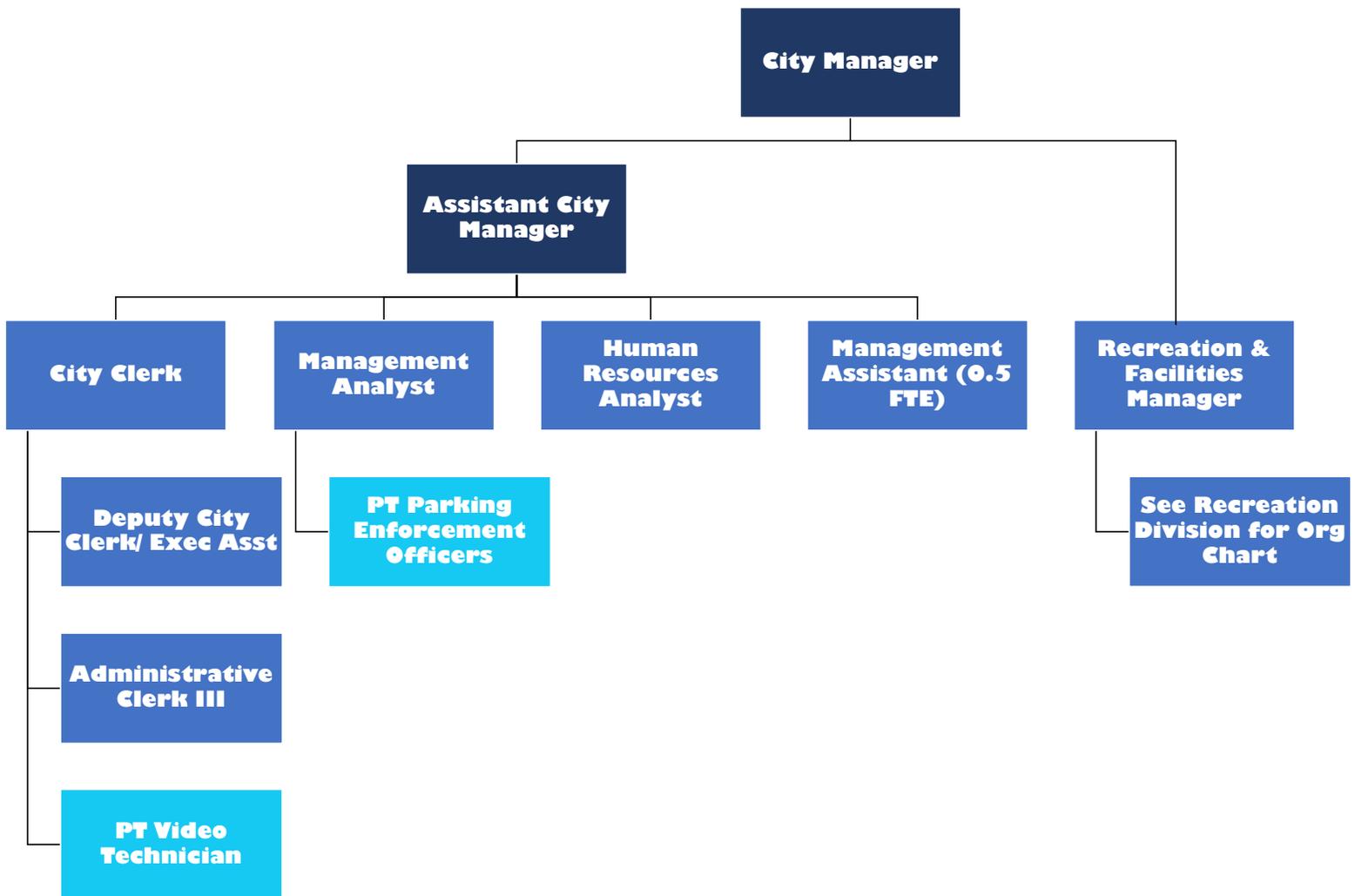
CITY MANAGER'S DEPARTMENT

In FY 20-21 the City Manager's Department consisted of the City Council and City Attorney, and offices of City Manager, City Clerk (including Dial-A-Ride), Information Technology Services, Human Resources, Economic Development, Parking Enforcement, Housing Authority, CDBG, Animal Control and Oversight of the Sheriff's Department Contract. The City Council is the legislative body and addresses the current and future needs of the City and its residents by adopting policies which promote the best interest of the community. The City Council, together with the offices of the City Manager, City Clerk and City Attorney has accomplished the following for FY 2020-21:

- The City Council appointed a new Mayor and Mayor Pro Tem in December 2020. Mark Waronek was appointed Mayor for a one-year term and Cindy Segawa was appointed Mayor Pro Tem.
- City voters elected new two Councilmembers in November 2020 – Bill Uphoff and Barry Waite.
- Successfully facilitated the passage of Measure L (a ¾ cent sales tax) that will generate an additional \$1.3 to \$1.6 million annually to stabilize the City's budget. This amounts to an approximate 15% increase to the City's current annual general fund revenues.
- Projected to receive \$3.8 million from the American Rescue Plan and beginning to develop a spending plan with the City Council.
- Received \$253,721 in CARES Act funding to offset unanticipated costs associated with the Covid-19 pandemic including providing one-time business assistance grant funding for small businesses.
- Received a grant from FEMA in the amount of \$1.1 million for the 246th Street Area Water Main Replacement project.
- Applied for grant funding through Congressperson Waters office for \$940,000 for two water-related capital improvement projects.
- Completed a Council goal-setting exercise with the assistance of Tripepi/Smith and Associates in March 2021.
- Presented and adopted the annual budget for FY 2020-21 in June 2020 and completed a mid-year budget review for FY 2020-21 with the City Council in February 2021.
- Successfully implemented an electronic onboarding process for new hires using ADP software.

- Partnered with Shuster Advisory Group, LLC and successfully negotiated reduced administration fees and improved investment selection with ICMA-RC, the City's Deferred Compensation administrator.
- Hired a new Community and Economic Development Director.
- Partnered with Keenan and Associates to conduct a virtual employee benefits fair.
- The City Council, in coordination with the City Manager's Office, continued to communicate formal positions on proposed bills to our state and federal representatives, based on the Council's Legislative Platform.
- Partnered with the Lomita Chamber of Commerce to present the 2020 State of the City Program virtually highlighting recent and upcoming projects across the City.
- Began IT infrastructure improvements to enhance cyber security.
- Continued to increase the City's social media presence on Facebook and Instagram.
- Created and distributed a bi-weekly e-newsletter with updates on Council actions, City projects, and City programs.
- Promoted the 2020 State of the City address on the City's website and social media platforms.
- A local emergency was proclaimed in the City of Lomita in response to the COVID-19 pandemic and the Emergency Operations Center was activated to monitor the situation and coordinate resources, information, and communication with essential agency representatives in response to the public health threat.
- Continue to manage an alert and warning notification system with 12 other cities known as Alert South Bay. Continue implementation of the Everbridge Mass Notification System as part of the South Bay Multijurisdictional Notification System Pilot Program.
- Executed an agreement for consultant services for the preparation of a comprehensive Safety Element update after being awarded a FEMA Hazard Mitigation Assistance Grant in the amount of \$63,525.65.
- Hired and trained three new parking enforcement officers.
- Modified content and format of the quarterly hardcopy newsletter due to COVID-19 related cancellation of recreational classes and events.

City Manager's Department Organization Chart



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Fiscal Year 2021/22 Annual Budget

City of Lomita

City Council

The City Council is a five member, non-partisan board. Councilmembers are elected to serve a four year term, while the Mayor and Mayor Pro Tem are appointed to serve a one year term. The City Council holds regular meetings to conduct the official business of the City and to assess community issues and concerns, appoints the City Manager, City Attorney and members of all advisory boards, commissions and committees; provides representation on regional organizations and associations and works with neighboring cities to address areas of mutual and regional concern; advocates the City's position on legislative issues that affect the community on the local, state and federal level; adopts the City's Annual Operating and Capital Improvement Project Budget, enacts laws and establishes policies to provide for the general welfare of the community; acts as the Board of Directors for the Lomita Housing Authority. The City Council makes all policy decisions, and adopts laws for the City. The City Council meets formally on the first and third Tuesday of each month.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 24,744 | 24,487 | 24,491 | 24,428 |
| Operating & Maintenance | 21,863 | 14,263 | 22,366 | 22,355 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 46,607 | 38,751 | 46,857 | 46,783 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|----------|-----------------------|
| Councilmembers | 5 | - | 5 |
| Department Total | 5 | - | 5 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Council

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-110-5105.000 | Regular Salaries | 21,507 | 21,222 | 21,060 | 21,060 |
| 100-110-5207.000 | Medicare | 312 | 306 | 316 | 316 |
| 100-110-5210.000 | Workers' Compensation | 451 | 511 | 666 | 609 |
| Total Salaries & Benefits | | 22,270 | 22,039 | 22,042 | 21,985 |
| Other Expenses | | | | | |
| 100-110-5415.000 | Communications | 2,231 | 2,283 | 2,200 | 2,300 |
| 100-110-5430.000 | Conferences and Meetings | 16,883 | 9,731 | 17,000 | 17,000 |
| 100-110-5460.000 | Insurance - Liability and Vehicle | 1,581 | 1,471 | 2,129 | 2,030 |
| Total Other Expenses | | 20,695 | 13,485 | 21,329 | 21,330 |
| Supplies | | | | | |
| 100-110-5505.000 | Office Supplies and Expense | 376 | 163 | 200 | 200 |
| Total Supplies | | 376 | 163 | 200 | 200 |
| Other Expenditures | | | | | |
| 100-110-5755.000 | Special Department Supplies | 616 | 452 | 600 | 600 |
| Total Other Expenditures | | 616 | 452 | 600 | 600 |
| Total City Council - General Fund | | 43,957 | 36,139 | 44,171 | 44,115 |
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-110-5105.000 | Regular Salaries | 2,390 | 2,358 | 2,340 | 2,340 |
| 510-110-5207.000 | Medicare | 35 | 34 | 35 | 35 |
| 510-110-5210.000 | Workers' Compensation | 50 | 57 | 74 | 68 |
| Total Salaries & Benefits | | 2,474 | 2,449 | 2,449 | 2,443 |
| Other Expenses | | | | | |
| 510-110-5460.000 | Insurance - Liability and Vehicle | 176 | 163 | 237 | 225 |
| Total Other Expenses | | 176 | 163 | 237 | 225 |
| Total City Council - Water Operations Fund | | 2,650 | 2,612 | 2,686 | 2,668 |
| Total City Council - General & Water Funds | | 46,607 | 38,751 | 46,857 | 46,783 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
City Council

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for 5 Councilmembers. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |

| Budget Comment (Operations & Maintenance) | |
|--|---|
| 5415 | Communications expense. |
| 5430 | Travel and conference expense. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5505 | Business cards and other office expenses. |
| 5755 | Special department expenses. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

City Attorney

The City of Lomita contracts with the firm of Best Best & Krieger for City Attorney services, with Trevor Rusin serving as the primary City Attorney. This allows Lomita access to a full range of legal services that would not be otherwise available to a city the size of Lomita. The City Attorney, as chief legal advisor to the City, renders advice to the City Council, Commissions and Committees, and to City officers and employees. The City Attorney attends all City Council meetings and handles all lawsuits, matters and proceedings in which the City has a legal interest. The Attorney also prepares opinions, ordinances, resolutions, motions, contracts and other legal documents.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 177,919 | 168,933 | 200,000 | 198,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 177,919 | 168,933 | 200,000 | 198,000 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Attorney

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | |
| Contract Services | | | | |
| 100-120-5305.000 Attorneys | 157,904 | 151,068 | 157,000 | 155,000 |
| Total Contract Services | 157,904 | 151,068 | 157,000 | 155,000 |
| Total City Attorney - General Fund | 157,904 | 151,068 | 157,000 | 155,000 |
| 510-Water Operations Fund | | | | |
| Contract Services | | | | |
| 510-120-5305.000 Attorneys | 20,015 | 17,865 | 43,000 | 43,000 |
| Total Contract Services | 20,015 | 17,865 | 43,000 | 43,000 |
| Total City Attorney - Water Operations Fund | 20,015 | 17,865 | 43,000 | 43,000 |
| Total City Attorney - General & Water Funds | 177,919 | 168,933 | 200,000 | 198,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
City Attorney

Object No.

Budget Comment (Operations & Maintenance)

5305

Expenses related to legal counsel services for the City Council, City Manager, and City Departments, representation of the City in litigation, expenses for lawsuits, settlements and audit findings, legal services related to code enforcement, and legal services related to the water treatment and distribution system.

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Fiscal Year 2021/22 Annual Budget

City of Lomita

City Manager

The City Manager serves as the chief executive officer for the City; assists the City Council in formulating and implementing policies and programs that are responsive to the needs of the community; manages human and financial resources; promotes economic stability; and acts as the Executive Director for the Lomita Housing Authority. The City Manager is responsible for the daily operations of City functions and staff. The City Manager's Office coordinates the fulfillment of policy and programs established by the City Council, and provides overall direction to departments that administer City programs and services; develops and implements strategic plans based on Council direction; and coordinates economic development, intergovernmental relations and public information efforts.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 602,975 | 651,368 | 679,749 | 746,671 |
| Operating & Maintenance | 93,072 | 187,606 | 271,559 | 248,013 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 696,047 | 838,974 | 951,308 | 994,684 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|-------------|-----------------------|
| City Manager | 1.00 | - | 1.00 |
| Assistant City Manager | 1.00 | - | 1.00 |
| Management Analyst | 1.00 | - | 1.00 |
| Administrative Analyst | 1.00 | - | 1.00 |
| Management Assistant | - | 0.50 | 0.50 |
| Department Total | 4.00 | 0.50 | 4.50 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Manager

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-125-5105.000 | Regular Salaries | 362,834 | 404,045 | 415,902 | 459,832 |
| 100-125-5205.000 | Health Insurance | 37,971 | 48,833 | 50,316 | 62,440 |
| 100-125-5207.000 | Medicare | 4,787 | 5,347 | 6,224 | 6,965 |
| 100-125-5210.000 | Workers' Compensation | 7,955 | 9,767 | 12,846 | 13,265 |
| 100-125-5215.000 | PERS Tier 1 (2.5% @ 55) | 16,902 | 14,288 | 21,722 | 23,889 |
| 100-125-5216.000 | PERS Tier 2 (2% @ 60) | 11,106 | 16,954 | 12,531 | 12,326 |
| 100-125-5217.000 | PERS Tier 3 (2% @ 62) | 4,063 | 4,433 | 5,162 | 7,482 |
| 100-125-5218.000 | Auto Allowance | 4,313 | 4,313 | 4,500 | 4,500 |
| 100-125-5222.000 | PERS Tier 1 Unfunded Liability | 17,064 | 17,540 | 21,225 | 26,172 |
| 100-125-5223.000 | PERS Tier 2 Unfunded Liability | 53 | 163 | 836 | 742 |
| 100-125-5224.000 | PERS Tier 3 Unfunded Liability | 66 | 540 | 588 | 386 |
| Total Salaries & Benefits | | 467,113 | 526,222 | 551,852 | 617,999 |
| Contract Services | | | | | |
| 100-125-5345.000 | Contractual Services | 525 | 95,927 | 167,000 | 136,000 |
| Total Contract Services | | 525 | 95,927 | 167,000 | 136,000 |
| Other Expenses | | | | | |
| 100-125-5415.000 | Communications | 839 | 836 | 800 | 850 |
| 100-125-5425.000 | Dues and Memberships | 27,752 | 27,405 | 28,000 | 29,000 |
| 100-125-5430.000 | Conferences and Meetings | 6,158 | 4,549 | 6,400 | 6,500 |
| 100-125-5435.000 | Training and Education | 25 | - | 500 | 500 |
| 100-125-5460.000 | Insurance - Liability and Vehicle | 27,926 | 28,119 | 41,076 | 44,237 |
| Total Other Expenses | | 62,700 | 60,909 | 76,776 | 81,087 |
| Other Expenditures | | | | | |
| 100-125-5755.000 | Special Department Supplies | 21,640 | 24,009 | 18,000 | 21,500 |
| Total Other Expenditures | | 21,640 | 24,009 | 18,000 | 21,500 |
| Total City Manager - General Fund | | 551,978 | 707,066 | 813,628 | 856,586 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Manager

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-125-5105.000 | Regular Salaries | 106,730 | 96,422 | 97,745 | 97,766 |
| 510-125-5205.000 | Health Insurance | 10,549 | 12,349 | 11,070 | 11,660 |
| 510-125-5207.000 | Medicare | 1,462 | 1,312 | 1,466 | 1,466 |
| 510-125-5210.000 | Workers' Compensation | 2,338 | 2,349 | 3,059 | 2,826 |
| 510-125-5215.000 | PERS Tier 1 (2.5% @ 55) | 6,209 | 2,884 | 5,212 | 5,240 |
| 510-125-5216.000 | PERS Tier 2 (2% @ 60) | 3,640 | 5,651 | 4,177 | 4,109 |
| 510-125-5222.000 | PERS Tier 1 Unfunded Liability | 4,918 | 4,142 | 4,972 | 5,450 |
| 510-125-5223.000 | PERS Tier 2 Unfunded Liability | 15 | 38 | 196 | 155 |
| Total Salaries & Benefits | | 135,862 | 125,146 | 127,897 | 128,672 |
| Other Expenses | | | | | |
| 510-125-5460.000 | Insurance - Liability and Vehicle | 8,207 | 6,762 | 9,783 | 9,426 |
| Total Other Expenses | | 8,207 | 6,762 | 9,783 | 9,426 |
| Total City Manager - Water Operations Fund | | 144,069 | 131,908 | 137,680 | 138,098 |
| Total City Manager - General & Water Funds | | 696,047 | 838,974 | 951,308 | 994,684 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Manager

| Object No. | Budget Comment (Personnel) |
|--|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5218 | Auto Allowance for City Manager. |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |
| Budget Comment (Operations & Maintenance) | |
| 5345 | Professional services as needed. |
| 5415 | Communications expense. |
| 5425 | Membership - ICMA (Intl City Management Association), League of California Cities; Contract Cities Assn; California City Management Foundation; SBCCOG; SCAG; Municipal Management Association of Southern California; and LAFCO. |
| 5430 | Travel and conference expense. |
| 5435 | Employee training. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5755 | Special department expenses. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Human Resources

The Human Resources Division oversees the City's personnel system; administers the City's Personnel Ordinance and Personnel Rules; prepares and maintains the position classification, coordinates employee recruitment and the hiring process. Facilitates the City Safety Committee and schedules required employee training. Maintains employee personnel files and records related to Employee Benefits, Risk Management and Workers' Compensation programs.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 1,111,824 | 662,398 | 736,951 | 835,599 |
| Operating & Maintenance | 84,941 | 66,519 | 134,218 | 132,946 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 1,196,765 | 728,917 | 871,169 | 968,545 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|----------|-----------------------|
| Human Resources Analyst | 1.00 | - | 1.00 |
| Department Total | 1.00 | - | 1.00 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Human Resources

| | | Actual | Actual | Adopted | Adopted |
|---|-----------------------------------|------------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-230-5105.000 | Regular Salaries | 28,443 | 40,983 | 44,647 | 46,392 |
| 100-230-5117.000 | Leave Payout | 112,924 | 92,609 | 91,000 | 100,000 |
| 100-230-5205.000 | Health Insurance | 3,753 | 5,371 | 7,080 | 7,322 |
| 100-230-5206.000 | Health Insurance Retirees | 102,691 | 146,157 | 152,000 | 160,000 |
| 100-230-5207.000 | Medicare | 1,992 | 1,625 | 653 | 696 |
| 100-230-5210.000 | Workers' Compensation | 790 | 991 | 1,363 | 1,341 |
| 100-230-5215.000 | PERS Tier 1 (2.5%@55) | 1,213 | 1,046 | - | - |
| 100-230-5216.000 | PERS Tier 2 (2%@60) | 362 | 514 | - | - |
| 100-230-5217.000 | PERS Tier 3 (2%@62) | 2,811 | 3,685 | 3,334 | 3,521 |
| 100-230-5220.000 | Unemployment Insurance | 2,916 | 6,645 | 4,247 | 5,747 |
| 100-230-5221.000 | PERS Side Fund Payoff | 365,149 | - | - | - |
| 100-230-5222.000 | PERS Tier 1 Unfunded Liability | 344,954 | 240,194 | 285,814 | 341,025 |
| 100-230-5223.000 | PERS Tier 2 Unfunded Liability | 335 | 436 | 1,629 | 2,501 |
| 100-230-5224.000 | PERS Tier 3 Unfunded Liability | 70 | 425 | 828 | 2,022 |
| Total Salaries & Benefits | | 968,402 | 540,680 | 592,595 | 670,567 |
| Contract Services | | | | | |
| 100-230-5305.000 | Attorneys | 10,897 | 25,466 | 10,000 | 25,000 |
| 100-230-5340.000 | Professional Services | 32,179 | 4,820 | 5,000 | 66,000 |
| 100-230-5345.000 | Contractual Services | 3,216 | 11,657 | 83,000 | 4,400 |
| Total Contract Services | | 46,291 | 41,942 | 98,000 | 95,400 |
| Other Expenses | | | | | |
| 100-230-5410.000 | Advertising | 3,136 | - | 2,500 | 2,500 |
| 100-230-5425.000 | Dues and Memberships | - | 244 | 1,000 | 1,100 |
| 100-230-5430.000 | Conferences and Meetings | 204 | 50 | 1,000 | 1,100 |
| 100-230-5460.000 | Insurance - Liability and Vehicle | 3,760 | 3,843 | 4,359 | 4,473 |
| Total Other Expenses | | 7,100 | 4,137 | 8,859 | 9,173 |
| Other Expenditures | | | | | |
| 100-230-5755.000 | Special Department Supplies | 4,708 | 2,188 | 1,000 | 1,000 |
| Total Other Expenditures | | 4,708 | 2,188 | 1,000 | 1,000 |
| Total Human Resources - General Fund | | 1,026,502 | 588,946 | 700,454 | 776,140 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Human Resources

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|------------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-230-5105.000 | Regular Salaries | 28,443 | 40,983 | 43,547 | 46,392 |
| 510-230-5205.000 | Health Insurance | 2,770 | 4,286 | 6,929 | 7,322 |
| 510-230-5207.000 | Medicare | 415 | 591 | 653 | 696 |
| 510-230-5210.000 | Workers' Compensation | 790 | 991 | 1,363 | 1,341 |
| 510-230-5217.000 | PERS Tier 3 (2%@62) | 1,928 | 2,826 | 3,334 | 3,521 |
| 510-230-5220.000 | State Unemployment Insurance | - | - | 2,342 | 2,517 |
| 510-230-5221.000 | PERS Side Fund Payoff | 109,070 | - | - | - |
| 510-230-5222.000 | PERS Tier 1 Unfunded Liability | - | 71,746 | 85,373 | 101,865 |
| 510-230-5223.000 | PERS Tier 2 Unfunded Liability | 5 | 130 | 487 | 747 |
| 510-230-5224.000 | PERS Tier 3 Unfunded Liability | - | 166 | 328 | 631 |
| Total Salaries & Benefits | | 143,421 | 121,718 | 144,356 | 165,032 |
| Contract Services | | | | | |
| 510-230-5305.000 | Attorneys | 9,824 | 12,921 | 10,000 | 10,000 |
| 510-230-5340.000 | Professional Services | 13,474 | 1,839 | 10,000 | 10,000 |
| 510-230-5345.000 | Contractual Services | 772 | 638 | 2,000 | 2,900 |
| Total Contract Services | | 24,069 | 15,397 | 22,000 | 22,900 |
| Other Expenses | | | | | |
| 510-125-5460.000 | Insurance - Liability and Vehicle | 2,772 | 2,855 | 4,359 | 4,473 |
| Total Other Expenses | | 2,772 | 2,855 | 4,359 | 4,473 |
| Total Human Resources - Water Operations Fund | | 170,262 | 139,971 | 170,715 | 192,405 |
| Total Human Resources - General & Water Funds | | 1,196,765 | 728,917 | 871,169 | 968,545 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Human Resources

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5117 | Leave payouts for vacation, executive and administrative leave for all employees. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5206 | Annual costs associated with health care benefits of retired City employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5220 | Unemployment insurance for all city departments. |
| 5221 | PERS Side Fund Payoff. |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5305 | Legal services related to complex personnel matters. LEA Negotiations. |
| 5340 | NEOGOV human resource management software. |
| 5345 | ICMA membership for part-time employees (paid quarterly); Department of Justice Fingerprinting services; Employment physicals administered by Concerta Medical Group; First aid treatment for employees. |
| 5410 | Personnel recruitment advertising for all departments. |
| 5425 | Dues for trade organization memberships. |
| 5430 | Travel and conference expense. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5755 | Employee Recognition Program awards; recruitment and interview panel related expenses. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Clerk

The City Clerk's Department is responsible for the preparation and distribution of City Council and Housing Authority agendas; maintains accurate records and legislative history of the City Council, Commissions and Committees actions; maintains the Municipal Code, conducts municipal elections; acts as filing officer for FPPC and provides safekeeping and storage of the City's official records and archives and provides record retrieval for all City departments as well as the public and performs all functions of the City Clerk's office in accordance with law.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 198,650 | 216,435 | 228,559 | 238,431 |
| Operating & Maintenance | 85,713 | 67,776 | 172,366 | 54,422 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 284,363 | 284,211 | 400,925 | 292,853 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--------------------------|-----------------------|----------|-----------------------|
| City Clerk | 0.87 | - | 0.87 |
| Deputy City Clerk | 0.90 | - | 0.90 |
| Administrative Clerk III | 0.13 | - | 0.13 |
| Department Total | 1.90 | - | 1.90 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Clerk

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-130-5105.000 | Regular Salaries | 124,373 | 134,981 | 138,962 | 144,106 |
| 100-130-5115.000 | Overtime | 109 | - | 1,500 | 1,500 |
| 100-130-5205.000 | Health Insurance | 16,618 | 18,696 | 20,393 | 22,073 |
| 100-130-5207.000 | Medicare | 1,668 | 1,747 | 2,054 | 2,184 |
| 100-130-5210.000 | Workers' Compensation | 3,164 | 3,147 | 4,287 | 4,210 |
| 100-130-5215.000 | PERS Tier 1 (2.5%@55) | - | 155 | - | - |
| 100-130-5216.000 | PERS Tier 2 (2%@60) | 772 | 4,219 | 4,652 | 4,667 |
| 100-130-5217.000 | PERS Tier 3 (2%@62) | 7,734 | 5,512 | 6,280 | 6,843 |
| 100-130-5223.000 | PERS Tier 2 Unfunded Liability | 20 | 53 | 279 | 233 |
| 100-130-5224.000 | PERS Tier 3 Unfunded Liability | 24 | 176 | 196 | 121 |
| Total Salaries & Benefits | | 154,482 | 168,687 | 178,603 | 185,937 |
| Other Expenses | | | | | |
| 100-130-5410.000 | Advertising | 1,927 | 5,692 | 2,500 | 2,500 |
| 100-130-5420.000 | Mileage Reimbursement | 115 | 341 | 300 | 300 |
| 100-130-5425.000 | Dues and Memberships | 730 | 800 | 1,200 | 1,300 |
| 100-130-5430.000 | Conferences and Meetings | 4,429 | 921 | 3,500 | 1,600 |
| 100-130-5435.000 | Training and Education | 1,750 | 2,503 | 2,500 | 1,000 |
| 100-130-5445.000 | Elections | 29,717 | - | 100,000 | - |
| 100-130-5460.000 | Insurance - Liability and Vehicle | 11,105 | 9,060 | 13,710 | 14,038 |
| Total Other Expenses | | 49,774 | 19,316 | 123,710 | 20,738 |
| Supplies | | | | | |
| 100-130-5505.000 | Office Supplies and Expense | 10,134 | 11,588 | 12,000 | 12,000 |
| Total Supplies | | 10,134 | 11,588 | 12,000 | 12,000 |
| Repairs & Maintenance | | | | | |
| 100-130-5710.000 | Equipment Maintenance | 554 | 1,565 | 2,000 | 2,000 |
| Total Repairs & Maintenance | | 554 | 1,565 | 2,000 | 2,000 |
| Other Expenditures | | | | | |
| 100-130-5750.000 | Contributions to Agencies | 3,500 | 6,000 | 6,000 | 6,000 |
| 100-130-5755.000 | Special Department Supplies | 18,855 | 26,869 | 25,000 | 10,000 |
| Total Other Expenditures | | 22,355 | 32,869 | 31,000 | 16,000 |
| Total City Clerk - General Fund | | 237,299 | 234,026 | 347,313 | 236,675 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

City Clerk

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-130-5105.000 | Regular Salaries | 33,190 | 35,952 | 36,525 | 38,287 |
| 510-130-5205.000 | Health Insurance | 5,405 | 5,884 | 6,391 | 6,822 |
| 510-130-5207.000 | Medicare | 454 | 485 | 548 | 574 |
| 510-130-5210.000 | Workers' Compensation | 825 | 846 | 1,143 | 1,105 |
| 510-130-5215.000 | PERS Tier 1 (2.5%@55) | 761 | 828 | 910 | 907 |
| 510-130-5216.000 | PERS Tier 2 (2%@60) | 193 | 1,073 | 1,163 | 1,167 |
| 510-130-5217.000 | PERS Tier 3 (2%@62) | 1,634 | 1,039 | 1,204 | 1,312 |
| 510-130-5222.000 | PERS Tier 1 Unfunded Liability | 1,694 | 1,576 | 1,942 | 2,224 |
| 510-130-5223.000 | PERS Tier 2 Unfunded Liability | 5 | 15 | 76 | 63 |
| 510-130-5224.000 | PERS Tier 3 Unfunded Liability | 7 | 49 | 54 | 33 |
| Total Salaries & Benefits | | 44,168 | 47,748 | 49,956 | 52,494 |
| Other Expenses | | | | | |
| 510-130-5460.000 | Insurance - Liability and Vehicle | 2,896 | 2,437 | 3,656 | 3,684 |
| Total Other Expenses | | 2,896 | 2,437 | 3,656 | 3,684 |
| Total City Clerk - Water Operations Fund | | 47,064 | 50,185 | 53,612 | 56,178 |
| Total City Clerk - General & Water Funds | | 284,363 | 284,211 | 400,925 | 292,853 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
City Clerk

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Annual Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|---|
| 5410 | Advertising of Ordinances and Public Notices. |
| 5415 | Communications expense. |
| 5420 | Mileage Reimbursement. |
| 5425 | Membership - CCAC (City Clerks Assn. Calif.) & IIMC (Intl Institute of Municipal Clerks). |
| 5430 | Travel and conference expense. |
| 5435 | Employee training. |
| 5445 | Cost for municipal elections. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5505 | Office supplies; postage. |
| 5710 | Postage machine rental and maintenance. |
| 5750 | \$1,500 for Lomita Sister City Association, \$1,000 for Lomita Little League, \$1,000 for Torrance - Lomita Meals on Wheels, and \$2,500 for the Lomita Chamber of Commerce. |
| 5755 | Includes the souvenir inventory; engraving; codification; availability of code on website; service and attendance awards; Employee appreciation luncheon; newspaper subscriptions; coffee and supplies. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Law Enforcement

The City contracts for law enforcement with the Los Angeles County Sheriff's Department. The Sheriff's Department is responsible for providing for the safety, well being, and physical protection of local residents, businesses, visitors and property rights, on a daily basis, in addition to assuming a leading role in disaster and emergency response.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 3,289,894 | 3,463,239 | 3,739,667 | 3,743,089 |
| Capital Outlay | - | - | 40,000 | - |
| Total Expenditures | 3,289,894 | 3,463,239 | 3,779,667 | 3,743,089 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Law Enforcement

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | |
| Contract Services | | | | |
| 100-330-5320.000 Sheriff Contract | 2,791,040 | 2,930,003 | 3,086,730 | 3,131,488 |
| 100-330-5321.000 Core Deputy | 187,275 | 187,904 | 219,323 | 222,504 |
| 100-330-5323.000 Liability Trust Fund | 311,240 | 342,219 | 378,114 | 383,597 |
| Total Contract Services | 3,289,555 | 3,460,125 | 3,684,167 | 3,737,589 |
| Repairs & Maintenance | | | | |
| 100-330-5710.000 Equipment Maintenance | 25 | 2,866 | 52,000 | 2,000 |
| Total Repairs & Maintenance | 25 | 2,866 | 52,000 | 2,000 |
| Other Expenditures | | | | |
| 100-330-5755.000 Special Department Supplies | 314 | 248 | 500 | 500 |
| Total Other Expenditures | 314 | 248 | 500 | 500 |
| Capital Outlay | | | | |
| 100-330-5825.000 Equipment Over \$5k | - | - | 40,000 | - |
| Total Capital Outlay | - | - | 40,000 | - |
| Total Law Enforcement - General Fund | 3,289,894 | 3,463,239 | 3,776,667 | 3,740,089 |
| 235-Air Quality MD AB2766 | | | | |
| Repairs & Maintenance | | | | |
| 235-330-5710.000 Equipment Maintenance | - | - | 3,000 | 3,000 |
| Total Repairs & Maintenance | - | - | 3,000 | 3,000 |
| Total Law Enforcement - Air Quality MD AB2766 | - | - | 3,000 | 3,000 |
| Total Law Enforcement - General & AQMD Funds | 3,289,894 | 3,463,239 | 3,779,667 | 3,743,089 |



Fiscal Year 2021/22 Annual Budget *City of Lomita* *Law Enforcement*

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5320 | Contract Sheriff services. Includes 11% for the Liability Trust Fund. |
| 5321 | Community Resources (CORE) Deputy, compensated with COPS funding, JAG funding (when available), and General Fund. |
| 5323 | Liability Trust Fund |
| 5710 | Radar repair (radars need to be calibrated regularly - General Fund); maintenance of patrol bicycles (AQMD Fund). |
| 5755 | Printing charges; Booking charges; County Jail & District Attorney Costs; Sheriff Arrests. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Emergency Operations

To provide emergency management compliance with the National Incident Management Response (NIMS) reporting system. Coordinate efforts to equip the Emergency Operations Center (EOC).

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 6,927 | 41,659 | 289,295 | 15,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 6,927 | 41,659 | 289,295 | 15,000 |



Fiscal Year 2021/22 Annual Budget City of Lomita Emergency Operations

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|-------------------------|--|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Contract Services | | | | | |
| | 100-333-5340.000 Professional Services | 5,512 | 3,158 | 75,295 | 11,000 |
| | 100-333-5340.139 Covid-19 Professional Services | - | 27,130 | 200,000 | - |
| | Total Contract Services | 5,512 | 30,288 | 275,295 | 11,000 |
| Supplies | | | | | |
| | 100-333-5520.139 Covid-19 Supplies | - | 9,440 | 10,000 | - |
| | Total Supplies | - | 9,440 | 10,000 | - |
| Other Expenditures | | | | | |
| | 100-333-5755.000 Special Department Supplies | 1,415 | 1,930 | 4,000 | 4,000 |
| | Total Other Expenditures | 1,415 | 1,930 | 4,000 | 4,000 |
| | Total Emergency Operations - General Fund | 6,927 | 41,659 | 289,295 | 15,000 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Emergency Operations

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5340 | City's share of compensation to Area G Disaster Management Area Coordinator (DMAC); Consulting services for Local Hazard Mitigation Plan and Emergency Operations Plan updates. For participation in the Multi-Jurisdictional Notification System South Bay Pilot Program with Everbridge, Inc. Safety Element. Covid-19. |
| 5430.139 | Emergency communications and community outreach in response to Covid-19 |
| 5520.139 | Supplies, in response to Covid-19. |
| 5755 | Funds for CERT Team materials and supplies; live scan costs for CERT volunteers. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Safety Enforcement

Parking enforcement provides enforcement of municipal parking regulations, including regulations related to the street sweeping program.

Crossing guards are provided at four intersections serving both Lomita Magnet and Eshelman Elementary Schools.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 80,697 | 86,422 | 92,303 | 107,643 |
| Operating & Maintenance | 199,308 | 207,141 | 192,305 | 229,282 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 280,005 | 293,563 | 284,608 | 336,925 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|---|-----------------------|-------------|-----------------------|
| Administrative Clerk III | 0.57 | - | 0.57 |
| Part-time Salaries (Parking Enforcement Officers) | 1.09 | 0.36 | 1.45 |
| Department Total | 1.66 | 0.36 | 2.02 |



Fiscal Year 2021/22 Annual Budget City of Lomita Safety Enforcement

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-335-5105.000 | Regular Salaries | 31,327 | 32,527 | 32,601 | 32,925 |
| 100-335-5110.000 | Part-Time Salaries | 32,656 | 37,411 | 39,987 | 53,304 |
| 100-335-5115.000 | Overtime | 268 | 89 | - | - |
| 100-335-5205.000 | Health Insurance | 8,356 | 7,882 | 8,760 | 9,100 |
| 100-335-5207.000 | Medicare | 742 | 810 | 1,089 | 1,293 |
| 100-335-5210.000 | Workers' Compensation | 1,298 | 1,482 | 2,285 | 2,484 |
| 100-335-5215.000 | PERS Tier 1 (2.5%@55) | 3,337 | 3,631 | 3,990 | 3,977 |
| 100-335-5222.000 | PERS Tier 1 Unfunded Liability | 2,712 | 2,591 | 3,591 | 4,560 |
| Total Salaries & Benefits | | 80,697 | 86,422 | 92,303 | 107,643 |
| Contract Services | | | | | |
| 100-335-5345.000 | Contractual Services | 89,091 | 91,728 | 110,000 | 110,000 |
| Total Contract Services | | 89,091 | 91,728 | 110,000 | 110,000 |
| Other Expenses | | | | | |
| 100-335-5460.000 | Insurance - Liability and Vehicle | 4,557 | 4,265 | 7,305 | 8,282 |
| 100-335-5465.000 | Court Fees | 100,254 | 107,977 | 70,000 | 105,000 |
| Total Other Expenses | | 104,811 | 112,242 | 77,305 | 113,282 |
| Supplies | | | | | |
| 100-335-5505.000 | Office Supplies and Expense | 185 | 67 | 500 | 500 |
| 100-335-5515.000 | Uniform Expense | 563 | 549 | 500 | 500 |
| Total Supplies | | 748 | 615 | 1,000 | 1,000 |
| Repairs & Maintenance | | | | | |
| 100-335-5710.000 | Equipment Maintenance | 3,480 | 1,710 | 2,000 | 3,000 |
| 100-335-5720.000 | Fuel | 1,126 | 845 | 2,000 | 2,000 |
| Total Repairs & Maintenance | | 4,606 | 2,555 | 4,000 | 5,000 |
| Other Expenditures | | | | | |
| 100-335-5755.000 | Special Department Supplies | 53 | - | - | - |
| Total Other Expenditures | | 53 | - | - | - |
| Total Safety Enforcement - General Fund | | 280,005 | 293,563 | 284,608 | 336,925 |



Fiscal Year 2021/22 Annual Budget *City of Lomita* **Safety Enforcement**

| Object No. | Budget Comment (Personnel) |
|--|--|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for Parking Enforcement Officers. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Annual Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| Budget Comment (Operations & Maintenance) | |
| 5345 | Annual cost of Parking Ticket System services. Crossing Guard Contract with All City Management Services. |
| 5420 | Mileage reimbursement. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5465 | Parking citation portion of fines remitted to South Bay Municipal Court, currently at \$12.50 per violation. |
| 5505 | Printing supplies and cartridges. |
| 5515 | Safety clothing for crossing guards and parking enforcement. |
| 5710 | Maintenance on parking enforcement vehicles. |
| 5720 | Fuel for parking enforcement vehicles: one standard fuel, one alternative fuel. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Information Technology

The Special Projects Coordinator/IT Manager manages the computer consulting firm for configuration, installation, and operation of network and computer workstations; repair of hardware and software for desktop and notebook computers, network servers, and telephone related equipment. Evaluates and purchases computer related capital equipment for various departments. Orders and maintains toner supply inventory for laser printers within City Hall.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 56,808 | 2,098 | 2,114 | - |
| Operating & Maintenance | 263,167 | 216,104 | 287,703 | 339,654 |
| Capital Outlay | 72,328 | 27,741 | 30,000 | 101,900 |
| Total Expenditures | 392,303 | 245,943 | 319,817 | 441,554 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Information Technology

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-440-5105.000 | Regular Salaries | 20,097 | - | - | - |
| 100-440-5110.000 | Part-Time Salaries | 888 | 2,015 | 1,500 | - |
| 100-440-5205.000 | Health Insurance | 2,688 | - | - | - |
| 100-440-5207.000 | Medicare | 287 | 35 | 38 | - |
| 100-440-5210.000 | Workers' Compensation | 885 | 36 | 47 | - |
| 100-440-5215.000 | PERS Tier 1 (2.5%@55) | 2,134 | - | - | - |
| 100-440-5222.000 | PERS Tier 1 Unfunded Liability | 1,900 | - | - | - |
| Total Salaries & Benefits | | 28,879 | 2,086 | 1,585 | - |
| Contract Services | | | | | |
| 100-440-5345.000 | Contractual Services | 61,092 | 80,930 | 125,000 | 151,960 |
| Total Contract Services | | 61,092 | 80,930 | 125,000 | 151,960 |
| Other Expenses | | | | | |
| 100-440-5415.000 | Communications | 17,404 | 20,118 | 30,000 | 25,000 |
| 100-440-5430.000 | Conferences and Meetings | 461 | - | - | - |
| 100-440-5435.000 | Training and Education | - | 105 | 5,000 | 5,000 |
| 100-440-5460.000 | Insurance - Liability and Vehicle | 3,108 | 254 | 152 | 145 |
| Total Other Expenses | | 20,972 | 20,477 | 35,152 | 30,145 |
| Supplies | | | | | |
| 100-440-5505.000 | Office Supplies and Expense | 438 | - | - | - |
| 100-440-5520.000 | Supplies | 313 | 11 | 1,000 | 1,000 |
| 100-440-5525.000 | Equipment Under \$5k | 32,535 | 18,603 | 12,000 | 42,000 |
| Total Supplies | | 33,286 | 18,614 | 13,000 | 43,000 |
| Rentals | | | | | |
| 100-440-5605.000 | Rents and Leases | 18,793 | 17,227 | 16,000 | 16,000 |
| Total Rentals | | 18,793 | 17,227 | 16,000 | 16,000 |
| Repairs & Maintenance | | | | | |
| 100-440-5710.000 | Equipment Maintenance | 32,014 | - | 15,000 | 15,000 |
| Total Repairs & Maintenance | | 32,014 | - | 15,000 | 15,000 |
| Capital Outlay | | | | | |
| 100-440-5825.000 | Equipment Over \$5k | 72,328 | 27,741 | 30,000 | 101,900 |
| Total Capital Outlay | | 72,328 | 27,741 | 30,000 | 101,900 |
| Total Information Technology - General Fund | | 267,364 | 167,075 | 235,737 | 358,005 |



Fiscal Year 2021/22 Annual Budget City of Lomita Information Technology

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-440-5105.000 | Regular Salaries | 20,097 | - | - | - |
| 510-440-5110.000 | Part-Time Salaries | 55 | - | 500 | - |
| 510-440-5205.000 | Health Insurance | 2,688 | - | - | - |
| 510-440-5207.000 | Medicare | 273 | - | 13 | - |
| 510-440-5210.000 | Workers' Compensation | 864 | 12 | 16 | - |
| 510-440-5215.000 | PERS Tier 1 (2.5%@55) | 2,089 | - | - | - |
| 510-440-5222.000 | PERS Tier 1 Unfunded Liability | 1,862 | - | - | - |
| Total Salaries & Benefits | | 27,929 | 12 | 529 | - |
| Contract Services | | | | | |
| 510-440-5345.000 | Contractual Services | 63,978 | 62,554 | 50,000 | 50,000 |
| Total Contract Services | | 63,978 | 62,554 | 50,000 | 50,000 |
| Other Expenses | | | | | |
| 510-440-5415.000 | Communications | - | 12,655 | 20,000 | 20,000 |
| 510-440-5435.000 | Training and Education | - | 4,203 | - | - |
| 510-440-5460.000 | Insurance - Liability and Vehicle | 3,033 | 35 | 51 | 49 |
| Total Other Expenses | | 3,033 | 16,893 | 20,051 | 20,049 |
| Supplies | | | | | |
| 510-440-5520.000 | Supplies | 219 | - | 500 | 500 |
| 510-440-5525.000 | Equipment Under \$5k | 7,762 | 209 | 8,000 | 8,000 |
| Total Supplies | | 7,981 | 209 | 8,500 | 8,500 |
| Repairs & Maintenance | | | | | |
| 510-440-5710.000 | Equipment Maintenance | 22,019 | (800) | 5,000 | 5,000 |
| Total Repairs & Maintenance | | 22,019 | (800) | 5,000 | 5,000 |
| Total Information Technology - Water Operations Fund | | 124,939 | 78,868 | 84,080 | 83,549 |
| Total Information Technology - General & Water Funds | | 392,303 | 245,943 | 319,817 | 441,554 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Information Technology

| Object No. | Budget Comment (Personnel) |
|------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel to videotape all City Council meetings. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|---|
| 5345 | Annual contractual IT-related services including webcast maintenance contract (Granicus), cost of annual maintenance to the City's website, monthly IT service (NUMA Technology), email hosting (PV on the Net), internet services, anti-virus annual maintenance (VM Ware), LaserFiche (ECS Imaging) annual fee, Disaster Recovery and Cyber Security. |
| 5415 | Citywide telephone charges. |
| 5430 | Travel and conference expenses. |
| 5435 | Training for staff citywide. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5505 | Office supplies. |
| 5520 | Replacement monitors, cables, network boards, printers and non-capital equipment under \$500. |
| 5525 | Equipment \$5K or under. Includes Laserfiche Upgrade, and Business License, Permits and Parks & Recreation Modules. |
| 5605 | Annual cost of leasing copier. |
| 5710 | Computer maintenance; annual telephone maintenance contract (Broad Based Communications); miscellaneous unforeseen IT-related items. |

Budget Comment (Capital Outlay)

| | |
|------------|---|
| 5825, 5826 | Equipment Over \$5K; Includes Disaster Recovery of servers, some files and programs; includes first time set up and first year maintenance, Financial software Incode 10 Upgrade. |
|------------|---|



Fiscal Year 2021/22 Annual Budget

City of Lomita

Animal Control

The department oversees the Animal Control contract with the County of Los Angeles Animal Care and Control.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 55,401 | 43,770 | 50,000 | 80,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 55,401 | 43,770 | 50,000 | 80,000 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Animal Control

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | |
| Contract Services | | | | |
| 100-336-5325.000 Animal Control Contract | 55,401 | 43,770 | 50,000 | 80,000 |
| Total Contract Services | 55,401 | 43,770 | 50,000 | 80,000 |
| Total Animal Control - General Fund | 55,401 | 43,770 | 50,000 | 80,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Animal Control

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5325 | County animal control contract cost. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Community Development Block Grant

The Community Development Department Administration administers the City's Community Development Block Grant (CDBG) programs, which offer financial assistance for the rehabilitation of owner-occupied single-family dwellings and mobile homes, and financial assistance to eligible residents to receive a Personal Response System alert device for emergency response. Job Creation & Business Incentive Loan Program will provide loans to businesses for the purpose of creating permanent jobs that will be made available for low income individuals, and assistance to current and new business owners with business expansion plans.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 88,132 | 71,438 | 94,487 | 129,487 |
| Capital Outlay | 47,030 | 61,773 | 52,952 | 16,611 |
| Total Expenditures | 135,162 | 133,211 | 147,439 | 146,098 |



Fiscal Year 2021/22 Annual Budget City of Lomita Community Development Block Grant

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|-----------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 215-Community Development Block Grant | | | | | |
| Contract Services | | | | | |
| 215-540-5340.000 | Professional Services | 12,733 | 8,704 | 20,000 | 10,000 |
| Total Contract Services | | 12,733 | 8,704 | 20,000 | 10,000 |
| Capital Outlay | | | | | |
| 215-540-5845.000 | CDBG Grant Construction/Imp | 47,030 | 61,773 | 52,952 | 16,611 |
| Total Supplies | | 47,030 | 61,773 | 52,952 | 16,611 |
| Total CDBG - Rehabilitation | | 59,763 | 70,476 | 72,952 | 26,611 |
| Contract Services | | | | | |
| 215-550-5340.000 | Professional Services | 1,980 | 158 | 10,000 | 10,000 |
| 215-550-5345.000 | Contractual Services | 8,473 | 10,052 | 19,487 | 19,487 |
| Total Contract Services | | 10,453 | 10,209 | 29,487 | 29,487 |
| Total CDBG - Lifeline | | 10,453 | 10,209 | 29,487 | 29,487 |
| Contract Services | | | | | |
| 215-560-5340.000 | Professional Services | - | 52,525 | 45,000 | 90,000 |
| Total Contract Services | | - | 52,525 | 45,000 | 90,000 |
| Total CDBG - Job Creation & Business Incentive Loan Program | | - | 52,525 | 45,000 | 90,000 |
| Contract Services | | | | | |
| 215-565-5340.000 | Professional Services | 64,946 | - | - | - |
| Total Contract Services | | 64,946 | - | - | - |
| Total CDBG - Business Assistance Program | | 64,946 | - | - | - |
| Total Community Development Block Grant | | 135,162 | 133,211 | 147,439 | 146,098 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Community Development Block Grant

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5340 | Consulting services (Michael Baker International) are contracted to operate the CDBG program. Restaurant consultant to provide current and new business owners assistance with business expansion plans. |
| 5345 | The City contracts with JFS Care (or other service provider) to provide Emergency Response services and to install the Lifeline units. |

| Object No. | Budget Comment (Capital Outlay) |
|-------------------|---|
| 5845 | Construction fund for capital outlay for rehabilitation projects. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Dial-A-Ride

Proposition A Local Return funding from the Los Angeles County Metropolitan Transportation Authority (MTA) is applied to the paratransit program, which includes the Dial-A-Ride program, as well as bus stop bench maintenance.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 49,189 | 49,714 | 54,781 | 57,164 |
| Operating & Maintenance | 331,292 | 225,486 | 336,922 | 336,925 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 380,481 | 275,199 | 391,703 | 394,089 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--------------------------|-----------------------|----------|-----------------------|
| City Clerk | 0.13 | - | 0.13 |
| Deputy City Clerk | 0.10 | - | 0.10 |
| Administrative Clerk III | 0.30 | - | 0.30 |
| Department Total | 0.53 | - | 0.53 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Dial-A-Ride

| | | Actual | Actual | Adopted | Adopted |
|---------------------------|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 220-Prop A Fund | | | | | |
| Salaries & Benefits | | | | | |
| 220-340-5105.000 | Regular Salaries | 37,161 | 36,055 | 39,188 | 40,877 |
| 220-340-5205.000 | Health Insurance | 5,615 | 7,143 | 7,641 | 8,009 |
| 220-340-5207.000 | Medicare | 501 | 523 | 588 | 613 |
| 220-340-5210.000 | Workers' Compensation | 874 | 908 | 1,227 | 1,177 |
| 220-340-5215.000 | PERS Tier 1 (2.5%@55) | 1,757 | 1,756 | 2,100 | 2,093 |
| 220-340-5216.000 | PERS Tier 2 (2%@60) | 107 | 669 | 646 | 648 |
| 220-340-5217.000 | PERS Tier 3 (2%@62) | 1,276 | 868 | 1,118 | 1,219 |
| 220-340-5222.000 | PERS Tier 1 Unfunded Liability | 1,885 | 1,724 | 2,130 | 2,423 |
| 220-340-5223.000 | PERS Tier 2 Unfunded Liability | - | 16 | 84 | 69 |
| 220-340-5224.000 | PERS Tier 3 Unfunded Liability | 13 | 53 | 59 | 36 |
| Total Salaries & Benefits | | 49,189 | 49,714 | 54,781 | 57,164 |
| Contract Services | | | | | |
| 220-340-5345.000 | Contractual Services | 328,225 | 220,575 | 330,000 | 330,000 |
| 220-340-5345.339 | Teen Program - Bus | - | 2,297 | 3,000 | 3,000 |
| Total Contract Services | | 328,225 | 222,873 | 333,000 | 333,000 |
| Other Expenses | | | | | |
| 220-340-5460.000 | Insurance - Liability and Vehicle | 3,067 | 2,613 | 3,922 | 3,925 |
| Total Other Expenses | | 3,067 | 2,613 | 3,922 | 3,925 |
| Total Prop A Fund | | 380,481 | 275,199 | 391,703 | 394,089 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Dial-A-Ride

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Annual Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5345 | Dial-A-Ride (handicapped) service, using "swipe card" system. Recreational transit service for teen program. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Air Quality MD AB2766

Provides overall and project-based program administration and program development of Air Quality Management District Funds.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 34,167 | 27,746 | 28,500 | 28,500 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 34,167 | 27,746 | 28,500 | 28,500 |



Fiscal Year 2021/22 Annual Budget City of Lomita Air Quality MD AB2766

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------|----------------------|----------------------|-----------------------|-----------------------|
| 235-Air Quality MD AB2766 | | | | | |
| Contract Services | | | | | |
| 235-350-5345.000 | Contractual Services | 17,500 | 20,500 | 17,500 | 17,500 |
| Total Contract Services | | 17,500 | 20,500 | 17,500 | 17,500 |
| Supplies | | | | | |
| 235-350-5525.000 | Equipment/5K or Under | 4,939 | - | - | - |
| Total Supplies | | 4,939 | - | - | - |
| Rentals | | | | | |
| 235-350-5605.000 | Rents and Leases | 10,565 | 7,246 | 11,000 | 11,000 |
| Total Rentals | | 10,565 | 7,246 | 11,000 | 11,000 |
| Capital Outlay | | | | | |
| 235-350-5825.000 | Equipment Over \$5k | 1,163 | - | - | - |
| Total Capital Outlay | | 1,163 | - | - | - |
| Total Air Quality MD AB2766 Fund | | 34,167 | 27,746 | 28,500 | 28,500 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Air Quality MD AB2766

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5345 | AQMD funds applied to the cost differential between diesel street sweepers and the CNG alternative fuel street sweepers. |
| 5525 | Equipment and supplies. |
| 5605 | Electric vehicle lease (2). |

| Budget Comment (Capital Outlay) | |
|--|---|
| 5825 | AQMD funds for yet to be determined projects. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Lomita Manor Development

The Lomita Housing Authority (LHA) contracts with a property management company, Beacon Communities to administer the local U.S. Department of Housing and Urban Development (HUD) Public Housing program. The LHA oversees activities through the management and administration of the City-owned senior housing complex, Lomita Manor. The Operating Subsidy that finances a portion of the overall operating budget is funded by HUD. The Capital Fund program, designed for funding modernization projects, is also funded by HUD.

Expenditures Summary

| | Actual 2018/19 | Actual 2018/19 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 484,650 | 526,048 | 439,170 | 446,230 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 484,650 | 526,048 | 439,170 | 446,230 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Lomita Manor Development

| | Actual | Actual | Adopted | Adopted |
|--|----------------|----------------|----------------|----------------|
| | FY 2018/19 | FY 2018/20 | FY 2020/21 | FY 2021/22 |
| 260-Lomita Manor Development Fund | | | | |
| Other Expenditures | | | | |
| 260-518-5750.000 Contributions to Agencies | 484,650 | 526,048 | 439,170 | 446,230 |
| Total Other Expenditures | 484,650 | 526,048 | 439,170 | 446,230 |
| Total Lomita Manor Development Fund | 484,650 | 526,048 | 439,170 | 446,230 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Lomita Manor Development

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5750 | Total Public Housing operating budget for Lomita Manor from HUD, excluding modernization costs (funded through different HUD fund). |

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CITY OF LOMITA

FY 2020-2021 ACCOMPLISHMENTS

ADMINISTRATIVE SERVICES DEPARTMENT

The mission of the Administrative Services Department is to provide timely, accurate financial information to help support the efficient and effective delivery of municipal services to the City organization and public. Primary responsibilities of the Administrative Services Department include cash and investment management, financial reporting, budget preparation, payroll, accounts receivable and payable, financial oversight, business licensing, purchasing and administration of all City funds and accounts. The Administrative Services Department has accomplished the following during FY 2020-2021:

Finance/Accounting:

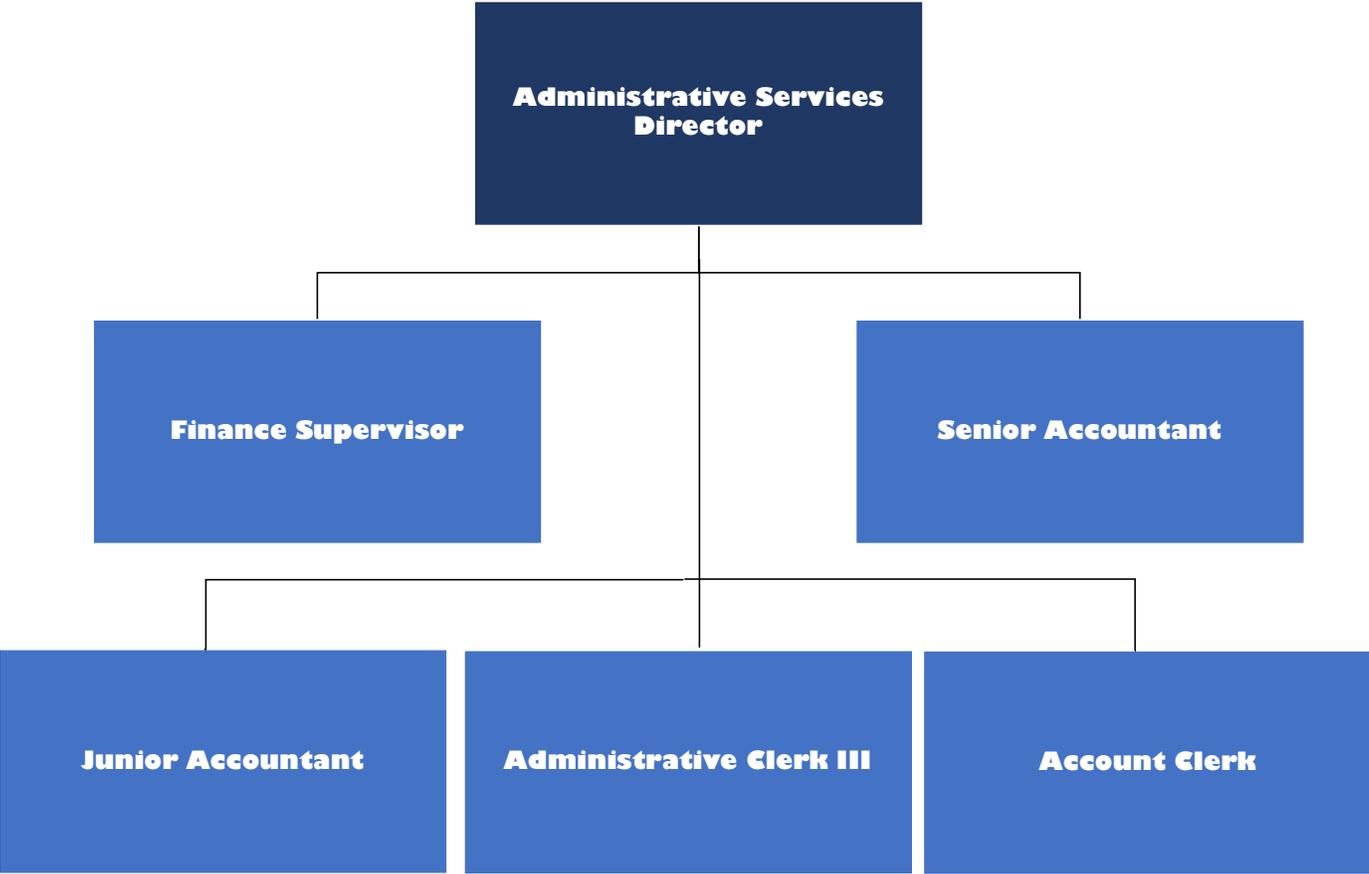
- Presented a structurally balanced budget to City Council for adoption.
- Established and maintain an accounting system of funds, accounts, and internal controls in accordance with Governmental Accounting Standards Board standards and Generally Accepted Accounting Principles.
- Prepared year-end closing entries, balanced and reconciled all funds, and accounts, coordinated and communicated with the City's independent auditors, and prepared the Comprehensive Annual Financial Report for FY 2019-20.
- Prepared and submitted fiscal reports, including compliance audits of grant funds, State Controller's Report, and various reports to State and Federal agencies, in an accurate and timely manner.
- Provide financial analysis and fiscal information to department users, management, and the City Council as needed.
- Manage and provide oversight of the City's long-term debt and investment portfolio.
- Issued 1099s for calendar year 2020.
- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ending 2019-20.

Payroll:

- Completed annual reporting for the Affordable Care Act (ACA) for 2020.
- Completed the State Controller's Compensation Report.
- Coordinated open enrollment for employee insurance plans.

- Processed payments to the Public Employees Retirement System (PERS) and reconciled to reports and payroll withholdings.
- Maintained the payroll system to reflect annual changes in tax tables, employee contracts, dues, or other items for paycheck accuracy.
- Performed electronic fund transfers for direct deposits, PERS, deferred compensation, and taxes.
- Made tax payments and filed quarterly tax reports.
- Issued W-2s for calendar year 2020.
- Established and maintain time & attendance system to eliminate paper timesheets, automated the timesheet preparation and approval process to create more efficiency.

Administrative Services Department Organization Chart



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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Administrative Services

The Financial Services Division is comprised of several areas of responsibility. Administration oversees preparation of the Annual Operating Budget, Comprehensive Annual Financial Report (CAFR), and investment of funds in accordance with the City's investment policy. Accounting directs all financial reporting activities in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) guidelines. Business License collects fees for annual licenses, facilitates hearing boards and assures compliance with code enforcement regulations; this section also collects and records all revenue received by the City. Purchasing ensures that all procurements are made in accordance with the City's Purchasing Ordinance. Payroll processes paychecks, tax forms (1099s and W2s) and required payroll reports. Accounts Payable ensures payment of invoices and monitors all departments' compliance with the approved budget.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 637,455 | 686,139 | 739,406 | 727,523 |
| Operating & Maintenance | 237,801 | 238,125 | 297,229 | 302,710 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 875,255 | 924,264 | 1,036,635 | 1,030,233 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--------------------------|-----------------------|---------------|-----------------------|
| Admin. Services Director | 1.00 | - | 1.00 |
| Finance Supervisor | 1.00 | - | 1.00 |
| Senior Accountant | 1.00 | - | 1.00 |
| Junior Accountant | 1.00 | - | 1.00 |
| Administrative Clerk III | 1.00 | - | 1.00 |
| Account Clerk | 1.00 | - | 1.00 |
| Finance Intern | 0.48 | (0.48) | - |
| Department Total | 6.48 | (0.48) | 6.00 |



Fiscal Year 2021/22 Annual Budget City of Lomita Administrative Services

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-210-5105.000 | Regular Salaries | 275,228 | 291,153 | 308,802 | 301,144 |
| 100-210-5110.000 | Part-Time Salaries | - | 9,629 | 15,066 | - |
| 100-210-5205.000 | Health Insurance | 43,391 | 45,205 | 48,416 | 50,055 |
| 100-210-5207.000 | Medicare | 2,470 | 2,700 | 4,677 | 4,517 |
| 100-210-5210.000 | Workers' Compensation | 5,939 | 6,913 | 9,765 | 8,656 |
| 100-210-5215.000 | PERS Tier 1 (2.5% @ 55) | 13,452 | 14,638 | 16,103 | 16,053 |
| 100-210-5216.000 | PERS Tier 2 (2% @ 60) | 8,674 | 9,741 | 10,938 | 10,905 |
| 100-210-5217.000 | PERS Tier 3 (2% @ 62) | 2,358 | 2,564 | 3,029 | 3,170 |
| 100-210-5222.000 | PERS Tier 1 Unfunded Liability | 13,105 | 12,803 | 16,410 | 17,488 |
| 100-210-5223.000 | PERS Tier 2 Unfunded Liability | 41 | 119 | 646 | 496 |
| 100-210-5224.000 | PERS Tier 3 Unfunded Liability | 51 | 396 | 454 | 258 |
| Total Salaries & Benefits | | 364,709 | 395,861 | 434,306 | 412,742 |
| Contract Services | | | | | |
| 100-210-5310.000 | Auditors | 16,015 | 12,004 | 16,000 | 17,000 |
| 100-210-5340.000 | Professional Services | 13,765 | 10,287 | 10,000 | 11,000 |
| 100-210-5345.000 | Contractual Services | 34,617 | 42,991 | 40,000 | 41,000 |
| Total Contract Services | | 64,397 | 65,281 | 66,000 | 69,000 |
| Other Expenses | | | | | |
| 100-210-5420.000 | Mileage Reimbursement | 175 | 12 | 100 | 100 |
| 100-210-5425.000 | Dues and Memberships | 445 | 390 | 525 | 525 |
| 100-210-5430.000 | Conferences and Meetings | 420 | - | 400 | 500 |
| 100-210-5435.000 | Training and Education | 370 | 160 | 800 | 800 |
| 100-210-5460.000 | Insurance - Liability and Vehicle | 20,849 | 19,904 | 31,225 | 28,866 |
| Total Other Expenses | | 22,259 | 20,466 | 33,050 | 30,791 |
| Supplies | | | | | |
| 100-210-5505.000 | Office Supplies and Expense | 3,941 | 3,241 | 5,000 | 5,000 |
| Total Supplies | | 3,941 | 3,241 | 5,000 | 5,000 |
| Repairs & Maintenance | | | | | |
| 100-210-5710.000 | Equipment Maintenance | 24,323 | 19,759 | 25,000 | 30,000 |
| Total Repairs & Maintenance | | 24,323 | 19,759 | 25,000 | 30,000 |
| Other Expenditures | | | | | |
| 100-210-5755.000 | Special Department Supplies | 231 | 380 | 2,000 | 2,000 |
| Total Other Expenditures | | 231 | 380 | 2,000 | 2,000 |
| Total Financial Services - General Fund | | 479,859 | 504,987 | 565,356 | 549,533 |



Fiscal Year 2021/22 Annual Budget City of Lomita Administrative Services

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|------------------|------------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-220-5105.000 | Regular Salaries | 206,298 | 220,072 | 223,888 | 230,827 |
| 510-220-5115.000 | Overtime | - | - | 200 | 200 |
| 510-220-5205.000 | Health Insurance | 33,256 | 34,304 | 37,911 | 39,286 |
| 510-220-5207.000 | Medicare | 2,572 | 2,727 | 3,361 | 3,465 |
| 510-220-5210.000 | Workers' Compensation | 4,456 | 5,226 | 7,014 | 6,648 |
| 510-220-5215.000 | PERS Tier 1 (2.5% @ 55) | 3,817 | 4,153 | 4,569 | 4,555 |
| 510-220-5216.000 | PERS Tier 2 (2% @ 60) | 8,025 | 9,016 | 10,115 | 10,492 |
| 510-220-5217.000 | PERS Tier 3 (2% @ 62) | 4,438 | 4,757 | 5,388 | 5,398 |
| 510-220-5221.000 | PERS Tier 1 Unfunded Liability | 9,815 | 9,636 | 11,859 | 13,335 |
| 510-220-5222.000 | PERS Tier 2 Unfunded Liability | 31 | 89 | 467 | 378 |
| 510-220-5223.000 | PERS Tier 3 Unfunded Liability | 38 | 297 | 328 | 197 |
| Total Salaries & Benefits | | 272,746 | 290,278 | 305,100 | 314,781 |
| Contract Services | | | | | |
| 510-220-5310.000 | Auditors | 13,770 | 9,759 | 11,500 | 11,500 |
| 510-220-5345.000 | Contractual Services | 25,472 | 34,143 | 40,000 | 40,000 |
| Total Contract Services | | 39,242 | 43,902 | 51,500 | 51,500 |
| Other Expenses | | | | | |
| 510-220-5420.000 | Mileage Reimbursement | - | - | 300 | 300 |
| 510-220-5425.000 | Dues and Memberships | 55 | 110 | 150 | 150 |
| 510-220-5460.000 | Insurance - Liability and Vehicle | 15,643 | 15,046 | 22,429 | 22,169 |
| Total Other Expenses | | 15,698 | 15,156 | 22,879 | 22,619 |
| Supplies | | | | | |
| 510-220-5505.000 | Office Supplies and Expense | 18,013 | 16,406 | 30,000 | 30,000 |
| Total Supplies | | 18,013 | 16,406 | 30,000 | 30,000 |
| Rentals | | | | | |
| 510-220-5605.000 | Rents and Leases | 26,800 | 26,800 | 26,800 | 26,800 |
| Total Rentals | | 26,800 | 26,800 | 26,800 | 26,800 |
| Repairs & Maintenance | | | | | |
| 510-220-5710.000 | Equipment Maintenance | 22,897 | 26,736 | 35,000 | 35,000 |
| Total Repairs & Maintenance | | 22,897 | 26,736 | 35,000 | 35,000 |
| Total Administrative Services - Water Operations Fund | | 395,396 | 419,277 | 471,279 | 480,700 |
| Total Administrative Services - General & Water Funds | | 875,255 | 924,264 | 1,036,635 | 1,030,233 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Administrative Services

| Object No. | Budget Comment (Personnel) |
|--|---|
| 5105 | Salaries for full-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |
| Budget Comment (Operations & Maintenance) | |
| 5310 | Annual contract services for independent auditor for completion of Comprehensive Annual Financial Report (CAFR); Preparation of State Controller's Report; CAFR research services. |
| 5340 | Sales tax audit services and enhanced services contract. |
| 5345 | Banking Service fees; Payroll contract services; Credit card processing fees, Water Utility Administration Fees. |
| 5420 | Mileage reimbursement. |
| 5425 | Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers (CSMFO). |
| 5430 | Travel and conference expense. |
| 5435 | Employee training. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5505 | Office supplies, forms for business license, payroll, cash receipts, and accounts payable; Business License mailing services; Comprehensive Annual Financial Report (CAFR) award application fee; Water Utility bill mailing services. |
| 5605 | Lease charges attributed to water-related office activities (\$2,233.33/month). |
| 5710 | Financial software maintenance contract; annual software maintenance for Online Bill Pay, Business License; Forms Overlay; Laserfiche and CRM Suite; Interface, Laserfiche Financial Suite Interface, Secure Signatures; Annual Hardware Maintenance for Receipt Printer, Cash Drawer, and Barcode Scanner. |
| 5755 | Annual Budget and CAFR printing costs. |

CITY OF LOMITA

FY 2020-2021 ACCOMPLISHMENTS

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT

The Community and Economic Development Department includes the Divisions of Planning including GIS, Neighborhood Preservation, Animal Control, Economic Development, and Community Development Block Grant (CDBG) Administration of the Job Creation and Business Incentive Program.

The department also staffs the Planning Commission.

The department's accomplishments during FY 2020-2021 include:

Economic Development:

- Completed the Request for Proposals process for the Parking and Public Plaza at 24329 Narbonne Avenue and assisted the Public Works Department with the construction process.
- Completed and began implementation of the branding plan for the Downtown by installing new banners along Narbonne Avenue.
- Successfully executed a forgivable loan through the CDBG funded Job Creation and Business Incentive Program to the Slip Bar and Eatery, Boardwalk Worldwide LLC.
- Prepared and facilitated through City Council adoption of an urgency ordinance declaring protections for residential and commercial tenants during the emergency relating to the COVID-19 pandemic.
- Assisted commercial businesses with obtaining temporary outdoor permits for business activities to meet social distancing requirements associated with the COVID-19 pandemic.
- Assisted Project Barley to convert from a Brewery to a Brew Pub with an on-site restaurant use to enhance business activities and to reduce COVID-19 related operation restrictions.

Planning:

- Conducted 7 Planning Commission meetings. Processed applications for 6 Site Plan Reviews, 3 Conditional Use Permits, 1 Zone Variance, 1 Parcel Map, 1 Tract Map, and 2 Zone Text Amendments for City Council and Planning Commission consideration.
- Continued enforcement of the City's Massage Registration Certificate and operational and facility requirements for massage establishments within the City.
- Processed 352 permit applications through May 4, 2021.
- Approved 15 Accessory Dwelling Unit Applications through May 4, 2021.

- Administratively approved 1 Nonconforming Dwelling Addition, 2 minor modifications to Wireless Communication Facilities Permits, 1 Minor Wireless Communication Facilities Permit (small cell), and 3 Height Variation Permits.
- Issued 58 Business Zone Clearance permits, and 41 Home Occupation Zone Clearance permits.
- Created an online submission process for applicants requesting landscape plan review and received 7 sets of plans since the online launch.
- Created an online submission process for applicants requesting grading plan check. The new process allows applicants to submit all documentation online and grants limited access to the City's consulting engineering firm, Quantum Quality Consulting.
- Continued to manage the battery recycling program at City Hall and worked with LA County to host a hazardous waste drop off event in the City Hall parking lot.
- Continued to implement an outreach and monitoring program to inform businesses and multi-family property owners of the mandatory recycling requirements established by AB 341 (Recycling) and SB 1383 (organic waste).
- Coordinated with LA County Building & Safety for final inspections of commercial and residential construction projects.
- Continued to manage the City's on-line permitting system and code enforcement portal: lomitaca.viewpointcloud.com At staff's request, vendor added a guest user feature.
- Received 110 Residential Property Reports.
- On-going coordination with City residents and CalMet, the City's solid waste hauler, regarding waste refuse collection issues. Reviewed and prepared customer exemption request letters for commercial and residential collection services.
- Twice setup a booth at the Farmer's Market. Once in October (Planning Month) for community engagement and once in April to provide information about and promote the Housing Element and Safety Element Updates.
- Commenced the Housing Element and Safety Element Updates. Engaged consulting services. Held the first community meeting on April 29, 2021 and solicited additional community feedback through an online survey.

Neighborhood Preservation

- Corrected over 100 code violations by formal notices, door hangers, phone calls to property and business owners, and "knock-and-talks". Violations most frequently involved poor property maintenance, overgrown and hazardous vegetation, junk accumulation, work without permits, and improper storage of waste containers.
- Reached resolution and closed a Code Enforcement case for a poorly maintained property. The case had been active since 2017.

- Worked with Public Works and LA County Sheriff's Department to locate and remove items left behind by relocated or arrested transients.
- Worked closely with Deputy John Despot and City Attorney's office to identify and abate a suspected illegal cannabis business.
- Noticed and issued citations to property owners using residential and commercial sites as dumping sites for waste related to other businesses.
- Continued to notify property owners of their duty to follow BMPs and Stormwater Runoff Regulations in times of heavy rains. Properties include the Crenshaw Blvd. development, Eshelman Ave. development, Appian Way development, and the new 7-Eleven site.
- Continued to work with CalMet to remove numerous instances of illegally dumped items.
- Worked with planning department and business owners to ensure commercial sign code was being followed and signs were receiving planning approval.
- Continued to work with residents and local business owners to remove numerous instances of shopping carts dumped on private property or in the public right-of-way.
- Maintained surveillance for graffiti and removed or covered numerous tags on private and public property.
- Worked closely with the Los Angeles County Sheriff's Department to identify and resolve homeless encampments, abandoned property, graffiti locations, potential cannabis businesses, and other illegal and high-risk activity occurring within the City.
- Worked closely with Deputy John Despot to forward resident concerns on a myriad of issues including commercial noise affecting residences, domestic disturbances, illegally operating businesses, and transient activity in residential areas.
- Collaborated with planning department to identify, list, and act on illegal units. Kept a running list of those units for future Code Enforcement action.
- Prioritized enforcement of illegally stored steel shipping containers, which are prohibited throughout the City.

Community & Economic Development Department Organization Chart





Fiscal Year 2021/22 Annual Budget

City of Lomita

Planning

The Planning Division provides information and assistance to the public on the City's planning process and development requirements; administers the General Plan and Zoning ordinances; conducts Environmental Review pursuant to CEQA; coordinates with Los Angeles County for building services, subdivision review and engineering plan check; processes Zoning and Subdivision applications for General Plan Amendments, Zone Changes, Conditional Use Permits, Tract and Parcel Maps, Variances, Site Plan Review, and Height Variation Permits, and ensures compliance with the Municipal Code; enforces property maintenance ordinances; seeks solutions to non-compliance; inspects property locations and investigates land use complaints.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 249,496 | 264,322 | 302,765 | 559,894 |
| Operating & Maintenance | 283,856 | 248,707 | 425,879 | 309,466 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 533,352 | 513,030 | 728,644 | 869,360 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|-------------|-----------------------|
| Comm. & ED Director | 1.00 | - | 1.00 |
| Associate Planner | - | 1.00 | 1.00 |
| Assistant Planner | 1.00 | - | 1.00 |
| Code Enf. Officer II | 1.00 | - | 1.00 |
| Neighborhood Pres. Off | 1.00 | (1.00) | - |
| Management Asst. | - | 0.50 | 0.50 |
| PT Planning Intern | 0.48 | - | 0.48 |
| Department Total | 4.48 | 0.50 | 4.98 |



Fiscal Year 2021/22 Annual Budget

City of Lomita Planning

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--------------------------------------|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-410-5105.000 | Regular Salaries | 157,025 | 195,318 | 213,045 | 389,591 |
| 100-410-5110.000 | Part-Time Salaries | 13,976 | 13,417 | 15,090 | 56,960 |
| 100-410-5115.000 | Overtime | - | - | 1,020 | 1,020 |
| 100-410-5205.000 | Health Insurance | 16,538 | 18,786 | 28,346 | 64,767 |
| 100-410-5207.000 | Medicare | 2,332 | 2,849 | 3,437 | 6,114 |
| 100-410-5210.000 | Workers' Compensation | 3,916 | 5,386 | 7,178 | 11,715 |
| 100-410-5215.000 | PERS Tier 1 (2.5% @ 55) | 9,871 | 13,497 | 16,650 | - |
| 100-410-5217.000 | PERS Tier 3 (2% @ 62) | 4,335 | 5,132 | 5,895 | 29,391 |
| 100-410-5222.000 | PERS Tier 1 Unfunded Liability | 8,300 | 9,641 | 11,778 | - |
| 100-410-5224.000 | PERS Tier 3 Unfunded Liability | 32 | 297 | 326 | 336 |
| Total Salaries & Benefits | | 216,325 | 264,322 | 302,765 | 559,894 |
| Contract Services | | | | | |
| 100-410-5315.000 | Engineers | 241,014 | 19,710 | 70,000 | 15,000 |
| 100-410-5340.000 | Professional Services | 6,918 | 642 | 174,027 | 11,000 |
| 100-410-5341.000 | Property Nuisance Abatement | - | - | - | 10,000 |
| 100-410-5345.000 | Contractual Services | 6,439 | 204,286 | 150,000 | 225,000 |
| Total Contract Services | | 254,371 | 224,638 | 394,027 | 261,000 |
| Other Expenses | | | | | |
| 100-410-5410.000 | Advertising | 1,467 | 3,185 | 3,200 | 3,200 |
| 100-410-5415.000 | Communications | - | - | - | 450 |
| 100-410-5420.000 | Mileage Reimbursement | - | - | 100 | 150 |
| 100-410-5425.000 | Dues and Memberships | 378 | 1,204 | 1,100 | 1,200 |
| 100-410-5430.000 | Conferences and Meetings | 1,208 | 2,483 | 3,000 | 1,000 |
| 100-410-5435.000 | Training and Education | 30 | 285 | - | 300 |
| 100-410-5460.000 | Insurance - Liability and Vehicle | 13,746 | 15,507 | 22,952 | 39,066 |
| Total Other Expenses | | 16,829 | 22,665 | 30,352 | 45,366 |
| Supplies | | | | | |
| 100-410-5505.000 | Office Supplies and Expense | 4,677 | 1,405 | 1,500 | 1,900 |
| 100-410-5515.000 | Uniform Expense | - | - | - | 100 |
| 100-410-5710.000 | Equipment Maintenance | - | - | - | 500 |
| 100-410-5755.000 | Special Department Expense | - | - | - | 600 |
| Total Supplies | | 4,677 | 1,405 | 1,500 | 3,100 |
| Total Planning - General Fund | | 492,202 | 513,030 | 728,644 | 869,360 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Planning

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|----------------------------------|---|----------------------|----------------------|-----------------------|-----------------------|
| 510-Water Operations Fund | | | | | |
| Salaries & Benefits | | | | | |
| 510-410-5105.000 | Regular Salaries | 24,956 | - | - | - |
| 510-410-5205.000 | Health Insurance | 3,472 | - | - | - |
| 510-410-5207.000 | Medicare | 362 | - | - | - |
| 510-410-5210.000 | Workers' Compensation | 525 | - | - | - |
| 510-410-5215.000 | PERS Tier 1 (2.5% @ 55) | 1,888 | - | - | - |
| 510-410-5217.000 | PERS Tier 3 (2% @ 62) | 494 | - | - | - |
| 510-410-5222.000 | PERS Tier 1 Unfunded Liability | 1,469 | - | - | - |
| 510-410-5224.000 | PERS Tier 3 Unfunded Liability | 5 | - | - | - |
| | Total Salaries & Benefits | 33,171 | - | - | - |
| Contract Services | | | | | |
| 510-410-5340.000 | Professional Services | 2,303 | - | - | - |
| 510-410-5345.000 | Contractual Services | 4,000 | - | - | - |
| | Total Contract Services | 6,303 | - | - | - |
| Other Expenses | | | | | |
| 510-410-5460.000 | Insurance - Liability and Vehicle | 1,676 | - | - | - |
| | Total Other Expenses | 1,676 | - | - | - |
| | Total Planning - Water Operations Fund | 41,150 | - | - | - |
| | Total Planning - General & Water Funds | 533,352 | 513,030 | 728,644 | 869,360 |



Fiscal Year 2021/22 Annual Budget

City of Lomita Planning

| Object No. | Budget Comment (Personnel) |
|------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5340 | Housing Element. Special researching or contracting for miscellaneous enforcement cases and annual licensing fee for code enforcement software manager. |
| 5341 | Funds needed to complete nuisance abatement process for dilapidated properties citywide. Liens or similar instruments will be placed on properties following the abatement process. |
| 5345 | Environmental review, special planning studies as needed. Engineering services. Los Angeles County Contract Services (Building and safety, subdivision map processing). Planning services provided by consultants including GIS mapping services. Graffiti Removal Program and related supplies. |
| 5410 | Newspaper ads for public hearings for planning matters. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement for inspections and local off-site meetings. |
| 5425 | American Planning Association memberships, Livable Communities and other planning organization memberships. Code Enforcement organization membership. |
| 5430 | League of California Cities Planners Institute, American Planning Association Conferences and expense associated with South Bay Planning Director's Meetings. |
| 5435 | Employee training. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5505 | Office supplies. |
| 5515 | Clothing allowance for staff. |
| 5710 | Vehicle maintenance. |
| 5755 | Temporary fencing for former Lomita Hotel property. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Economic Development

Primary responsibilities of the Economic Development Department include providing a sound and diverse economic base for business and workforce development, and increased sales tax generation to support City essential services that benefit Lomita residents. Coordinates with the City's Planning Division to develop and implement economic development and marketing strategies. Promote new business growth within the City. Assist new businesses through City and County permitting process. Manage various capital improvement projects for the City including Park and City Hall improvement projects.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 23,819 | - | - | - |
| Operating & Maintenance | 43,256 | 52,323 | 31,500 | 31,500 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 67,075 | 52,323 | 31,500 | 31,500 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Economic Development

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|--------------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-430-5105.000 | Regular Salaries | 17,226 | - | - | - |
| 100-430-5205.000 | Health Insurance | 2,304 | - | - | - |
| 100-430-5207.000 | Medicare | 232 | - | - | - |
| 100-430-5210.000 | Workers' Compensation | 731 | - | - | - |
| 100-430-5215.000 | PERS Tier 1 (2.5% @55) | 1,746 | - | - | - |
| 100-430-5222.000 | PERS Tier 1 Unfunded Liability | 1,580 | - | - | - |
| | Total Salaries & Benefits | 23,819 | - | - | - |
| Other Expenses | | | | | |
| 100-430-5410.000 | Advertising | 7,454 | 13,270 | 7,500 | 7,500 |
| 100-430-5415.000 | Communications | 61 | - | - | - |
| 100-430-5416.000 | Economic Develop. Incentive Prog. | 27,811 | 39,045 | 20,000 | 20,000 |
| 100-430-5420.000 | Mileage Reimbursement | 202 | - | - | - |
| 100-430-5425.000 | Dues and Memberships | 3,625 | - | 4,000 | 4,000 |
| 100-430-5430.000 | Conferences and Meetings | 1,535 | - | - | - |
| 100-430-5460.000 | Insurance - Liability and Vehicle | 2,568 | - | - | - |
| | Total Other Expenses | 43,256 | 52,315 | 31,500 | 31,500 |
| Supplies | | | | | |
| 100-430-5505.000 | Office Supplies and Expense | - | 9 | - | - |
| | Total Supplies | - | 9 | - | - |
| Total Economic Development - General Fund | | 67,075 | 52,323 | 31,500 | 31,500 |



Fiscal Year 2021/22 Annual Budget City of Lomita Economic Development

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Annual Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |

| Budget Comment (Operations & Maintenance) | |
|--|--|
| 5410 | Maintenance and installation of City street banners; seasonal installation, removal and replacement of damaged articles. |
| 5415 | Cost for cellular phone charges. |
| 5416 | Business and Economic Development Program. |
| 5420 | Mileage reimbursement. |
| 5425 | Economic development association, ICSC, Cal. Redev. Assoc., CALED and Tools for Business Success website. |
| 5430 | Economic development conferences including CALED and ICSC. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle coverage. |
| 5505 | Office and computer supplies. |
| 5525 | Equipment/\$5K and under. |

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CITY OF LOMITA FY 2020-2021 ACCOMPLISHMENTS

RECREATION & FACILITIES DEPARTMENT

The Recreation & Facilities Department is comprised of four departmental components:

- Facilities Maintenance
- Recreation & Leisure Programming
- Lomita Presents
- Railroad Museum

Each segment of the Department has contributed to the following list of accomplishments compiled during FY 2020-2021.

Park & Facility Maintenance:

- Security Cameras and DVR upgrades at City Hall.
- Installed new HD DVR for the security cameras at City Hall
- Purchased and installed (4) wide angle motorized HD security cameras on the roof of City Hall
- New conduit and wire were ran to all security cameras
- Upgraded software and hardware to the HVAC system at City Hall
- Upgraded electrical in front of City Hall for Special Events, Farmers Market, etc.

Recreation & Leisure Programming:

- Zoom classes have been offer to Lomita residents to continue to stay active during the COVID19 pandemic.
- Lomita teen program staff filmed craft videos that were posted on social media for families to view and do at home during the COVID19 pandemic.
- Upgraded software were completed at Lomita Park.
- Recreation staff has been operating the Lomita City booth at Farmers Market every Sunday, to help answer any City related questions.
- A new Tuff Shed was purchased to help protect and store all youth and adult sports equipment and supplies.

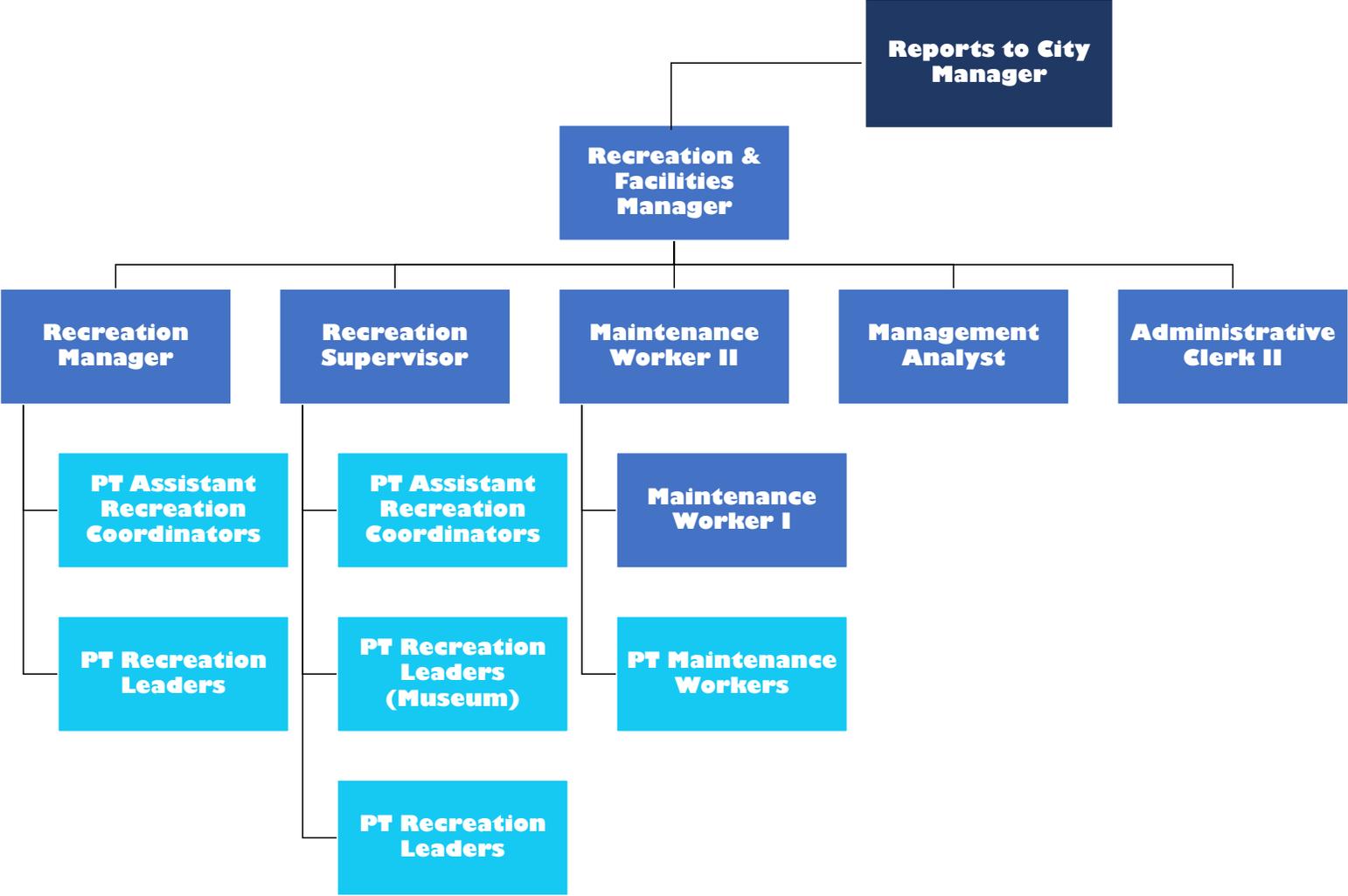
Lomita Presents:

- The City Congratulated the Class of 2020 with a nice big photo opt display, which was located on the outside stage of the City Hall front lawn.
- Recreation staff held many family-based Halloween activities:
 - The Lomita City booth at Farmers Market, held a costume trick or treat event on October 25th.
 - Lomita Park coaches delivered Halloween bags to children in Lomita. This was a part of our Lift up Lomita campaign from October 26th – October 30th.
 - On Halloween Day, Recreation staff held a drive-thru candy parade at Lomita Park.
- The Annual Tree Lighting was held on December 4th. It consisted of a virtual countdown and the lighting of our City tree.
- Staff transformed the outside lawn at City Hall for the month of December with 3 holiday photo opt displays. Families were able to take pictures and get into the holiday spirit.

Railroad Museum:

- A new donation wall was installed on the North West side of the Museum off Woodward Ave to honor donors of the Lomita Railroad Foundation.
- Upgraded software were completed at Lomita Railroad Museum.

Recreation & Facilities Division Organization Chart



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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Recreation & Facilities Administration

The Recreation and Facilities Administration Division coordinates and directs the Recreation Division, Railroad Museum, and the Facilities Maintenance Division; assesses the needs of the residents of Lomita to ensure that they are adequately receiving the recreation they need; maintain all City facilities at the highest level of safety and cleanliness possible; Staff keeps all facilities clean, graffiti free, in safe operating condition and accessible to the public; Staff monitors and maintains all irrigation systems to conserve water which includes the Reflection Fountain; and administer the department budget and all Park Grant funds available.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 175,526 | 385,070 | 380,545 | 440,609 |
| Operating & Maintenance | 25,508 | 222,150 | 195,490 | 227,809 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 201,034 | 607,221 | 576,035 | 668,418 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|----------|-----------------------|
| Recreation & Facilities | | | |
| Manager | 1.00 | - | 1.00 |
| Maintenance Worker II | 1.00 | - | 1.00 |
| Maintenance Worker I | 1.00 | - | 1.00 |
| Administrative Clerk II | 1.00 | - | 1.00 |
| PT Maintenance Workers | 1.09 | - | 1.09 |
| Department Total | 5.09 | - | 5.09 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Recreation & Facilities Administration

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-710-5105.000 | Regular Salaries | 126,486 | 255,701 | 246,287 | 277,812 |
| 100-710-5110.000 | Part-Time Salaries | - | 31,707 | 37,373 | 38,928 |
| 100-710-5115.000 | Overtime | 1,054 | 2,516 | 1,300 | 1,300 |
| 100-710-5205.000 | Health Insurance | 20,060 | 42,281 | 42,639 | 58,293 |
| 100-710-5207.000 | Medicare | 1,679 | 2,464 | 3,907 | 4,771 |
| 100-710-5210.000 | Workers' Compensation | 4,622 | 7,508 | 7,996 | 8,993 |
| 100-710-5215.000 | PERS Tier 1 (2.5% @ 55) | 7,071 | 28,620 | 27,150 | 27,932 |
| 100-710-5217.000 | PERS Tier 3 (2% @ 62) | 4,631 | - | - | 3,590 |
| 100-710-5222.000 | PERS Tier 1 Unfunded Liability | 9,893 | 14,274 | 13,893 | 18,714 |
| 100-710-5224.000 | PERS Tier 3 Unfunded Liability | 31 | - | - | 276 |
| Total Salaries & Benefits | | 175,526 | 385,070 | 380,545 | 440,609 |
| Contract Services | | | | | |
| 100-710-5340.000 | Professional Services | - | 6,325 | 6,200 | 6,300 |
| Total Contract Services | | - | 6,325 | 6,200 | 6,300 |
| Other Expenses | | | | | |
| 100-710-5405.000 | Utilities | - | 69,353 | 52,600 | 65,000 |
| 100-710-5415.000 | Communications | 531 | 822 | 450 | 550 |
| 100-710-5420.000 | Mileage Reimbursement | 286 | 583 | 1,250 | 1,250 |
| 100-710-5425.000 | Dues and Memberships | 215 | 175 | 500 | 500 |
| 100-710-5430.000 | Conferences and Meetings | 3,305 | 1,447 | 4,000 | 4,100 |
| 100-710-5460.000 | Insurance - Liability and Vehicle | 16,223 | 21,616 | 25,570 | 29,989 |
| Total Other Expenses | | 20,560 | 93,997 | 84,370 | 101,389 |
| Supplies | | | | | |
| 100-710-5505.000 | Office Supplies and Expense | 3,160 | 3,577 | 2,500 | 2,600 |
| 100-710-5510.000 | Small Tools | - | 270 | 500 | 500 |
| 100-710-5515.000 | Uniform Expense | 1,344 | 1,207 | 2,000 | 2,100 |
| 100-710-5525.000 | Equipment Under \$5k | 146 | 521 | 500 | 500 |
| Total Supplies | | 4,650 | 5,575 | 5,500 | 5,700 |
| Rentals | | | | | |
| 100-710-5605.000 | Rents and Leases | - | 2,820 | 2,000 | 2,000 |
| Total Rentals | | - | 2,820 | 2,000 | 2,000 |
| Repairs & Maintenance | | | | | |
| 100-710-5705.000 | General Maintenance | - | 110,717 | 95,000 | 110,000 |
| 100-710-5710.000 | Equipment Maintenance | - | 1,667 | 450 | 450 |
| 100-710-5720.000 | Fuel | - | 543 | 1,500 | 1,500 |
| Total Repairs & Maintenance | | - | 112,927 | 96,950 | 111,950 |
| Other Expenditures | | | | | |
| 100-710-5755.000 | Special Department Supplies | 299 | 506 | 470 | 470 |
| Total Other Expenditures | | 299 | 506 | 470 | 470 |
| Total Recreation & Facilities Administration - General Fund | | 201,034 | 607,221 | 576,035 | 668,418 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Recreation & Facilities Administration

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|---|
| 5340 | Tremco Roof account, Rusher for A/C & Heating, ASSA Abloy for automatic doors, Amtech for elevator inspections, electrical contractors, plumbing contractors, and Mark's Lock & Safe for security cameras, and contingency. |
| 5345 | Landscape Maintenance for numerous areas throughout the city. |
| 5405 | Utilities. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement. |
| 5425 | Membership for California Parks & Recreation Society, National Recreation and Parks Association, Southern California Municipal Athletic Federation, PAPA, L.A. County Dept. of Pesticide Regulations license renewal, and NRPA Playground Safety Inspector Certification and memberships. |
| 5430 | Travel and conference expense. |
| 5435 | Employee training. |
| 5505 | Office supplies. |
| 5510 | Purchase of small tools. |
| 5515 | Uniform and safety clothing including safety boots. |
| 5525 | Landscaping and facility maintenance equipment. |
| 5605 | Miscellaneous equipment rentals and yearly Metro Park Lease. |
| 5705 | Purchase of supplies and services to maintain and repair all City parks, restrooms, and facilities. |
| 5710 | Maintenance for office copier and equipment. Repairs to small equipment such as lawn mowers, riding mowers, landscaping equipment, custodial equipment, minor vehicle repairs, tires, etc. |
| 5720 | Vehicle fuel costs. |
| 5730 | Operating contingency. |
| 5755 | Special department expenses. |
| 5825 | Large item purchases for custodial, facility equipment, park equipment, field and irrigation equipment, and safety equipment. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Recreation Services

The Lomita Recreation Division provides citizens leisure and recreational services. Among the offerings are youth and adult exercise programs, instructive dance classes, a martial arts school, dog obedience training, and many other classes. Teen programming, a senior club, senior exercise classes and youth services are also included. The division also maintains active memberships in the California Parks and Recreation Society (CPRS), Southern California Teen Coalition (SCTC), and the Southern California Municipal Athletic Federation (SCMAF).

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 523,574 | 480,527 | 480,742 | 648,862 |
| Operating & Maintenance | 194,826 | 147,146 | 169,314 | 226,796 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 718,401 | 627,673 | 650,056 | 875,658 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--|-----------------------|----------|-----------------------|
| Recreation Manager | 1.00 | - | 1.00 |
| Management Analyst | 1.00 | - | 1.00 |
| Recreation Supervisor | 0.90 | - | 0.90 |
| PT Assistant Rec. Coord. & Recreation Leaders | 8.94 | - | 8.94 |
| Department Total | 11.84 | - | 11.84 |



Fiscal Year 2021/22 Annual Budget City of Lomita Recreation Services

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---------------------------|--------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-730-5105.000 | Regular Salaries | 216,069 | 221,148 | 239,377 | 247,623 |
| 100-730-5110.000 | Part-Time Salaries | 215,062 | 161,498 | 120,000 | 275,321 |
| 100-730-5115.000 | Overtime | 1,261 | 757 | 3,000 | 3,000 |
| 100-730-5205.000 | Health Insurance | 33,383 | 34,635 | 43,277 | 44,723 |
| 100-730-5207.000 | Medicare | 6,031 | 5,280 | 7,242 | 7,889 |
| 100-730-5210.000 | Workers' Compensation | 8,969 | 11,265 | 15,172 | 15,172 |
| 100-730-5215.000 | PERS Tier 1 (2.5% @ 55) | 25,301 | 27,009 | 29,297 | 22,546 |
| 100-730-5217.000 | PERS Tier 3 (2% @ 62) | - | - | - | 4,721 |
| 100-730-5222.000 | PERS Tier 1 Unfunded Liability | 17,498 | 18,936 | 23,377 | 27,462 |
| 100-730-5224.000 | PERS Tier 3 Unfunded Liability | - | - | - | 405 |
| Total Salaries & Benefits | | 523,574 | 480,527 | 480,742 | 648,862 |
| Contract Services | | | | | |
| 100-730-5345.000 | Contractual Services | 4,665 | 4,838 | - | - |
| 100-730-5345.140 | Karate Class | 17,461 | 14,722 | 13,000 | 18,000 |
| 100-730-5345.141 | Cake Camp | 1,092 | - | 750 | 1,200 |
| 100-730-5345.142 | Dance Classes | 7,632 | 2,047 | 6,000 | 8,000 |
| 100-730-5345.143 | Dog Obedience | 22,456 | 15,807 | 20,000 | 26,000 |
| 100-730-5345.144 | Basketball Camp | 16,580 | 10,382 | 10,000 | 17,000 |
| 100-730-5345.145 | Gymnastics | 4,221 | 2,194 | 1,000 | 2,500 |
| 100-730-5345.146 | Exercise Class | 3,724 | 1,772 | 2,000 | 4,000 |
| 100-730-5345.147 | Youth/Adult Golf & Tennis | 9,435 | 5,155 | 7,000 | 9,500 |
| 100-730-5345.148 | Cheerleading Camp | 3,979 | 1,590 | 3,000 | 4,200 |
| 100-730-5345.149 | Youth Soccer Camp | 8,764 | 5,549 | 5,000 | 8,000 |
| 100-730-5345.150 | Lego Class | 5,177 | 995 | 1,500 | 4,000 |
| 100-730-5345.152 | Zumba & Yoga Class | 16,119 | 9,931 | 13,000 | 16,500 |
| 100-730-5345.155 | Fundamentals of Volleyball | 3,273 | 2,157 | 2,000 | 3,000 |
| 100-730-5345.181 | Homework Help | 52 | - | - | - |
| 100-730-5345.183 | Youth Football Camp | 2,179 | 1,903 | 1,500 | 2,200 |
| 100-730-5345.184 | Youth Hockey & Volleyball | 3,113 | 2,503 | 1,500 | 1,600 |
| Total Contract Services | | 129,922 | 81,544 | 87,250 | 125,700 |
| Other Expenses | | | | | |
| 100-730-5410.000 | Advertising | 13,964 | 20,816 | 15,000 | 35,000 |
| 100-730-5415.000 | Communications | 615 | 960 | 600 | 300 |
| 100-730-5420.000 | Mileage Reimbursement | 1,291 | 348 | 850 | 900 |
| 100-730-5425.000 | Dues and Memberships | 855 | 810 | 1,000 | 1,000 |
| 100-730-5430.000 | Conferences and Meetings | 60 | - | 4,000 | 1,000 |
| 100-730-5435.000 | Training and Education | 912 | 2,485 | 500 | 500 |



Fiscal Year 2021/22 Annual Budget City of Lomita Recreation Services

| | | Actual | Actual | Adopted | Adopted |
|---|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-730-5460.000 | Insurance - Liability and Vehicle | 31,482 | 32,433 | 48,514 | 50,596 |
| Total Other Expenses | | 49,180 | 57,852 | 70,464 | 89,296 |
| Supplies | | | | | |
| 100-730-5505.000 | Office Supplies and Expense | 1,689 | 516 | 800 | 800 |
| 100-730-5515.000 | Uniform Expense | 3,881 | 3,089 | 3,800 | 4,000 |
| Total Supplies | | 5,570 | 3,605 | 4,600 | 4,800 |
| Other Expenditures | | | | | |
| 100-730-5755.000 | Special Department Supplies | 10,154 | 4,145 | 7,000 | 7,000 |
| Total Other Expenditures | | 10,154 | 4,145 | 7,000 | 7,000 |
| Total Recreation Services - General Fund | | 718,401 | 627,673 | 650,056 | 875,658 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Recreation Services

| Object No. | Budget Comment (Personnel) |
|-------------------|--|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

| Budget Comment (Operations & Maintenance) | |
|--|--|
| 5345 | Payments to contract class instructors based on fees paid by program participants. |
| 5345.140 | Karate Class. |
| 5345.141 | Cake Camp. |
| 5345.142 | Dance Class. |
| 5345.143 | Dog Obedience Class. |
| 5345.144 | Basketball Camp. |
| 5345.145 | Gymnastics Class. |
| 5345.146 | Exercise Class. |
| 5345.147 | Youth/Adult Golf & Tennis. |
| 5345.148 | Cheerleading Camp. |
| 5345.149 | Youth Soccer Camp. |
| 5345.150 | Lego Class. |
| 5345.152 | Zumba & Yoga Class. |
| 5345.155 | Fundamentals of Volleyball. |
| 5345.181 | Homework Help Classes. |
| 5345.183 | Youth Football Camp. |
| 5345.184 | Youth Hockey & Volleyball. |
| 5410 | Funds used for quarterly printing, mailings, postage, and graphic design of City Newsletter sent to all Lomita residents. Advertising materials for recreational programs. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement. |



Fiscal Year 2021/22 Annual Budget *City of Lomita* *Recreation Services*

Budget Comment (Operations & Maintenance) Continued

- 5425** Staff memberships for Southern California Municipal Athletic Federation, California Parks and Recreation Society, and National Parks & Recreation Association.
 - 5430** Travel and conference expense.
 - 5435** Employee training.
 - 5460** California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance.
 - 5505** Office supplies.
 - 5506** Maintenance and upkeep of park pole padding, gym wall padding, gymnasium seating and various
 - 5510** Purchase of small tools.
 - 5515** Uniforms for full and part-time staff.
 - 5755** Usage fees for ActiveNet registration system. First aid, safety and risk management expenditures. Special events, teen program, City Newsletter related expenses and award events. Miscellaneous general programming expenses and supplies.
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Fiscal Year 2021/22 Annual Budget City of Lomita

Lomita Presents

Lomita Presents consists of a series of leisure, cultural and informational events and excursions that reflect the current interests of City residents. Events include the Mayor's Golf Classic, Founder's Day, Halloween Carnival, Easter Egg Hunt, Movies Under the Stars, Veterans and Memorial Day ceremonies, Arbor Day, and various other events.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 3,744 | 4,973 | 3,263 | 5,810 |
| Operating & Maintenance | 13,704 | 35,499 | 65,550 | 66,582 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 17,448 | 40,472 | 68,813 | 72,392 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|---------------|-----------------------|
| PT Recreation Leaders | 0.19 | (0.03) | 0.16 |
| Department Total | 0.19 | (0.03) | 0.16 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Lomita Presents

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-735-5110.000 | Part-Time Salaries | 2,566 | 2,476 | 2,000 | 4,513 |
| 100-735-5115.000 | Part-Time Overtime | 1,017 | 2,332 | 1,000 | 1,000 |
| 100-735-5207.000 | Medicare | 37 | 38 | 116 | 138 |
| 100-735-5210.000 | Workers' Compensation | 124 | 127 | 147 | 159 |
| Total Salaries & Benefits | | 3,744 | 4,973 | 3,263 | 5,810 |
| Contract Services | | | | | |
| 100-735-5340.000 | Professional Services | - | - | 200 | 200 |
| 100-735-5345.000 | Contractual Services | 3,809 | 4,330 | 4,300 | 4,300 |
| Total Contract Services | | 3,809 | 4,330 | 4,500 | 4,500 |
| Other Expenses | | | | | |
| 100-735-5410.000 | Advertising | 255 | 1,555 | 1,000 | 1,000 |
| 100-735-5415.000 | Communications | 2 | 0 | 50 | 50 |
| 100-735-5420.000 | Mileage Reimbursement | - | - | 100 | 100 |
| 100-735-5425.000 | Dues and Memberships | 1,153 | 1,187 | 1,200 | 1,200 |
| 100-735-5460.000 | Insurance - Liability and Vehicle | 1,166 | 2,705 | 2,700 | 3,232 |
| Total Other Expenses | | 2,576 | 5,447 | 5,050 | 5,582 |
| Other Expenditures | | | | | |
| 100-735-5754.339 | Teen Program | 40 | 5,311 | 6,000 | 8,000 |
| 100-735-5754.340 | Basketball Camp Scholarship | - | 3,250 | 5,000 | 3,500 |
| 100-735-5755.000 | Special Department Expense | 7,279 | 5,805 | 5,000 | 5,000 |
| 100-735-5755.118 | Founder's Day | - | 10,962 | 25,000 | 25,000 |
| 100-735-5755.331 | Mayor's Golf Classic | - | 393 | 15,000 | 15,000 |
| Total Other Expenditures | | 7,319 | 25,722 | 56,000 | 56,500 |
| Total Lomita Presents - General Fund | | 17,448 | 40,472 | 68,813 | 72,392 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Lomita Presents

| Object No. | Budget Comment (Personnel) |
|--|---|
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| Budget Comment (Operations & Maintenance) | |
| 5340 | All professional services including performance fees, purchase of banners, and other services from outside professionals. |
| 5345 | Contractual expenses including equipment rental, movie rentals, and licensing fees for small events and holiday ceremonies. |
| 5410 | Advertising that includes flyers, banners, mailings, and promotional ads. Costs may also include photocopies, stationary, and professional advertising services. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement. |
| 5425 | Membership and licensing fees for The American Society of Composers, Authors, and Publishers (ASCAP); Broadcast Music, Inc. (BMI); and Society of European Stage Authors and Composers (SESAC). |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5754 | Teen Program expenses and Basketball Scholarships. |
| 5755 | All expenses that do not fall under professional or contractual fees. This may include, but is not limited to, event staffers, decorating expenses, and all special event related materials. Mayor's Golf Classic and Founder's Day expenditures. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Railroad Museum

The Lomita Railroad Museum was founded by Mrs. Irene Lewis and donated to the City in 1967. It is the only museum in Lomita and serves as one of the City's cultural and historical focal points. The museum's mission is dedicated to fostering a deeper understanding and appreciation of the steam locomotive. This mission is accomplished by presenting history through exhibits, interpretive displays, tours, special events, and outreach programs

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 40,844 | 31,979 | 28,100 | 53,643 |
| Operating & Maintenance | 22,477 | 11,530 | 15,043 | 33,257 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 63,320 | 43,509 | 43,143 | 86,900 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------------------|-----------------------|---------------|-----------------------|
| PT Assistant Rec. Coordinators & | 0.29 | - | 0.29 |
| Recreation Leaders | 1.94 | (0.09) | 1.85 |
| Department Total | 2.23 | (0.09) | 2.14 |



Fiscal Year 2021/22 Annual Budget City of Lomita Railroad Museum

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-750-5110.000 | Part-Time Salaries | 39,311 | 30,463 | 25,000 | 50,399 |
| 100-750-5115.000 | Overtime | - | - | 500 | 500 |
| 100-750-5207.000 | Medicare | 570 | 442 | 1,148 | 1,272 |
| 100-750-5210.000 | Workers' Compensation | 963 | 1,074 | 1,452 | 1,472 |
| Total Salaries & Benefits | | 40,844 | 31,979 | 28,100 | 53,643 |
| Contract Services | | | | | |
| 100-750-5345.000 | Contractual Services | 7,329 | 1,348 | 800 | 1,000 |
| Total Contract Services | | 7,329 | 1,348 | 800 | 1,000 |
| Other Expenses | | | | | |
| 100-750-5405.000 | Utilities | 2,426 | 2,380 | 2,500 | 2,600 |
| 100-750-5410.000 | Advertising | - | - | - | 500 |
| 100-750-5415.000 | Communications | 248 | 531 | 250 | 300 |
| 100-750-5420.000 | Mileage Reimbursement | 43 | 34 | 50 | 50 |
| 100-750-5425.000 | Dues and Memberships | 98 | - | 200 | 300 |
| 100-750-5460.000 | Insurance - Liability and Vehicle | 3,379 | 3,091 | 4,643 | 4,907 |
| Total Other Expenses | | 6,195 | 6,036 | 7,643 | 8,657 |
| Supplies | | | | | |
| 100-750-5505.000 | Office Supplies and Expense | 1,251 | 242 | 700 | 800 |
| 100-750-5510.000 | Small Tools | 43 | - | - | - |
| 100-750-5515.000 | Uniform Expense | 278 | - | 400 | 700 |
| 100-750-5525.000 | Equipment Under \$5k | 836 | - | - | - |
| Total Supplies | | 2,408 | 242 | 1,100 | 1,500 |
| Repairs & Maintenance | | | | | |
| 100-750-5705.000 | General Maintenance | 4,105 | 2,187 | 4,000 | 20,000 |
| Total Repairs & Maintenance | | 4,105 | 2,187 | 4,000 | 20,000 |
| Other Expenditures | | | | | |
| 100-750-5755.000 | Special Department Supplies | 2,440 | 1,717 | 1,500 | 2,100 |
| Total Other Expenditures | | 2,440 | 1,717 | 1,500 | 2,100 |
| Total Railroad Museum - General Fund | | 63,320 | 43,509 | 43,143 | 86,900 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Railroad Museum

| Object No. | Budget Comment (Personnel) |
|--|--|
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| Budget Comment (Operations & Maintenance) | |
| 5345 | ADT Security System Contract & Kristar Enterprises (per L.A. County requirement for drainage, filters & maintenance at Irene Lewis Park). |
| 5405 | Utilities. |
| 5410 | General advertising expenses including flyers, banners, mailings, brochures and other promotional materials. |
| 5415 | Cellular phone & internet charges. |
| 5420 | Mileage reimbursement. |
| 5425 | Membership dues for Los Angeles Tourism Board (LA, Inc.), the American Association of State and Local History (AASLH), American Railroad Museums (ARM), and California Association of Museums (CAM). |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5505 | Office supplies. |
| 5510 | Purchase of small tools. |
| 5515 | Clothing & personal Expense: uniforms and clothing for staff. |
| 5525 | Miscellaneous equipment and supplies. |
| 5705 | Museum maintenance services (museum facility upkeep, landscaping, janitorial supplies, cleaning supplies, landscaping, etc.). |
| 5755 | Marketing and promotional items, small improvement projects, supplies and inventory software (Past Perfect). Includes books, prints, posters, postcards, and railroad related items. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Park Athletic

The Athletic Fund is used by the Recreation Department to operate the adult and youth sports programs. Expenditures paid from these accounts include costs associated to leagues, tournaments, advertising, game officials, scorekeepers, uniforms, trophies, and equipment

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 12,299 | 9,510 | 10,312 | 9,266 |
| Operating & Maintenance | 29,727 | 24,716 | 18,836 | 31,970 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 42,026 | 34,226 | 29,148 | 41,236 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|-------------------------|-----------------------|----------|-----------------------|
| Recreation Supervisor | 0.10 | - | 0.10 |
| Department Total | 0.10 | - | 0.10 |



Fiscal Year 2021/22 Annual Budget City of Lomita Park Athletic

| | | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---------------------------------|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 255-Park Athletic Fund | | | | | |
| Salaries & Benefits | | | | | |
| 255-760-5105.000 | Regular Salaries | 7,845 | 6,951 | 7,300 | 6,980 |
| 255-760-5205.000 | Health Insurance | 1,766 | 1,209 | 1,380 | 1,377 |
| 255-760-5207.000 | Medicare | 147 | 98 | 109 | 105 |
| 255-760-5210.000 | Workers' Compensation | 567 | 163 | 228 | 200 |
| 255-760-5215.000 | PERS Tier 1 (2.5% @ 55) | 675 | 775 | 893 | - |
| 255-760-5217.000 | PERS Tier 3 (2% @ 62) | - | - | - | 598 |
| 255-760-5222.000 | PERS Tier 1 Unfunded Liability | 1,299 | 314 | 402 | - |
| 255-760-5224.000 | PERS Tier 3 Unfunded Liability | - | - | - | 6 |
| Total Salaries & Benefits | | 12,299 | 9,510 | 10,312 | 9,266 |
| Contract Services | | | | | |
| 255-760-5335.163 | Adult Soccer Official/Scoring | 280 | 29 | 1,000 | 3,000 |
| 255-760-5335.165 | Adult Basketball Official | 1,940 | 975 | 4,205 | - |
| 255-760-5335.167 | Adult Softball Official | - | 470 | - | - |
| 255-760-5345.000 | Contractual Services | 2,229 | 4,287 | - | 6,000 |
| Total Contract Services | | 4,449 | 5,761 | 5,205 | 9,000 |
| Other Expenses | | | | | |
| 255-760-5410.000 | Advertising | 878 | 888 | 500 | - |
| 255-760-5460.000 | Insurance - Liability and Vehicle | 1,991 | 468 | 731 | 666 |
| Total Other Expenses | | 2,869 | 1,356 | 1,231 | 666 |
| Supplies | | | | | |
| 255-760-5505.000 | Office Expense | - | - | - | 104 |
| 255-760-5506.000 | Sport Supplies | 529 | - | 200 | 200 |
| 255-760-5506.160 | Flag Football Supplies | 2,997 | 3,500 | 1,500 | 3,500 |
| 255-760-5506.161 | Volleyball Supplies | 2,714 | 2,172 | 1,000 | 2,500 |
| 255-760-5506.162 | Youth Soccer League Supplies | 5,162 | 3,370 | 4,000 | 3,500 |
| 255-760-5506.163 | Adult Soccer Supplies | 29 | - | 200 | 200 |
| 255-760-5506.164 | Youth Basketball Supplies | 3,266 | 4,815 | 2,000 | 5,000 |
| 255-760-5506.165 | Adult Basketball Supplies | 261 | 290 | - | 300 |
| 255-760-5506.166 | Youth Baseball Supplies | 5,755 | 2,740 | 2,000 | 3,000 |
| 255-760-5506.167 | Adult Softballball Supplies | 425 | - | - | - |
| Total Supplies | | 21,138 | 16,887 | 10,900 | 18,304 |
| Other Expenditures | | | | | |
| 255-760-5735.000 | Miscellaneous Expense | 1,271 | 712 | 1,500 | 4,000 |
| Total Other Expenditures | | 1,271 | 712 | 1,500 | 4,000 |
| Total Park Athletic Fund | | 42,026 | 34,226 | 29,148 | 41,236 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Park Athletic

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|-----------------|---|
| 5335.163 | Adult Soccer Official/Scoring and supplies. |
| 5335.165 | Adult Basketball Official/Scoring and supplies. |
| 5345 | Payments to various contractual agreements (officials, contract Summer camp instructors, etc.). |
| 5410 | Advertising of adult and youth athletic programs |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5505 | Office supplies. |
| 5506 | Funds for sports programming supplies such as uniforms, equipment, awards, trophies, tournaments, safety items, training materials, contract game officials, junior golf and youth camps. |
| 5506.160 | Youth Flag Football Supplies. |
| 5506.161 | Youth Volleyball Supplies. |
| 5506.162 | Youth Soccer Supplies. |
| 5506.163 | Adult Soccer League Supplies. |
| 5506.164 | Youth Basketball Supplies. |
| 5506.166 | Youth Baseball Supplies. |
| 5735 | Funds for items not covered in any other account such as buses, holiday events, recreation department holiday events, field trip purchases and miscellaneous programming expenses. |

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CITY OF LOMITA

FY 2020-2021 ACCOMPLISHMENTS

PUBLIC WORKS DEPARTMENT

The Public Works Department consists of the Public Works Administration, Street Maintenance, Tree Maintenance, Water System Operations and Maintenance, and Safety Compliance Divisions. The Public Works Department accomplished the following during FY 2020-2021:

Public Works Administration / Capital Improvement Program

Public Works Administration is responsible for overseeing the design, plan checking, and inspection of the City's infrastructure (water, sewer, storm drains, streets, signals, and street), and administering the traffic engineering program. In addition, the division provides project management and program management for the City's Capital Improvement Program (CIP).

- Completed the of the Slurry Seal Program for three city zones (C, F, and G) in the northern portion of Lomita.
- Awarded a design contract for reconstruction of streets in city zones C and F.
- Bid, awarded, and began construction on the Cypress Water Production Facility (CWPF) Upgrade project for additional Granular Activated Carbon filtration units at the CWPF to address benzene removal and aesthetic improvements.
- Bid, awarded, and began construction of the Narbonne Avenue Vacant Lot Activation.
- Bid construction of the Hathaway Park Restroom Upgrade (Sewer Connection) project.
- Reviewed and approved water and other utility plans for development projects. Reviewed, approved, and inspected 115 encroachment permits.
- Conducted regular Technical Traffic Advisory Committee (TTAC) meetings and staffed the Public Safety and Traffic Commission. The TTAC received and evaluated 29-related traffic concerns.
- Continued partnering with Los Angeles County, City of Los Angeles, and other partner cities to administer the Coordinated Integrated Monitoring Program (CIMP) for the Dominguez Channel Watershed Management Area to meet the Los Angeles County Area-wide MS4 Permit requirements. Submitted the City's NPDES annual report to Los Angeles Regional Water Quality Control Board.
- Prepared the 2020 Consumer Confidence Report, distributed it to all water customers via electronic methods, and submitted to the State.
- Completed the City's annual Water Loss Audit, pursuant to SB 555.
- Completed the Electronic Annual Report (eARS) for the water system.

- Prepared the City's 2020 Urban Water Management Plan.

Parks Maintenance Division

The Parks Maintenance Division maintains the landscaped areas in City parks and surrounding City facilities, including irrigation, playground equipment inspection, and trash removal.

- Mowed City grounds 47 times; trimmed hedges 122 times; fertilized turf 13 times.
- Repaired sprinklers/irrigation components 367 times.
- Conducted 48 inspections of playground equipment.
- Conducted weeding, trimming, irrigation repair, and trash pick-up at the Landscape Maintenance District #1 throughout the year.

Street Maintenance Division

The primary functions of the Street Maintenance Division include the installation, maintenance, and repair of street pavement, sidewalk, curb and gutter, street and traffic regulatory signs, curb and street marking, and graffiti removal.

- Replaced 145 street signs and/or posts.
- Cleaned 194 incidents of graffiti.
- Performed 134 repairs to damaged sidewalks, curbs, and gutters.
- Cleaned the City's approximately 260 storm drain catch basins.
- Fixed approximately 134 potholes on various streets throughout the City performing asphalt Zipper work.

Tree Maintenance Division

The Tree Maintenance Division is responsible for managing the City's urban forest, through routine pruning and trimming, removal and replacement of City trees, and planting new trees, in conjunction with contracted tree services.

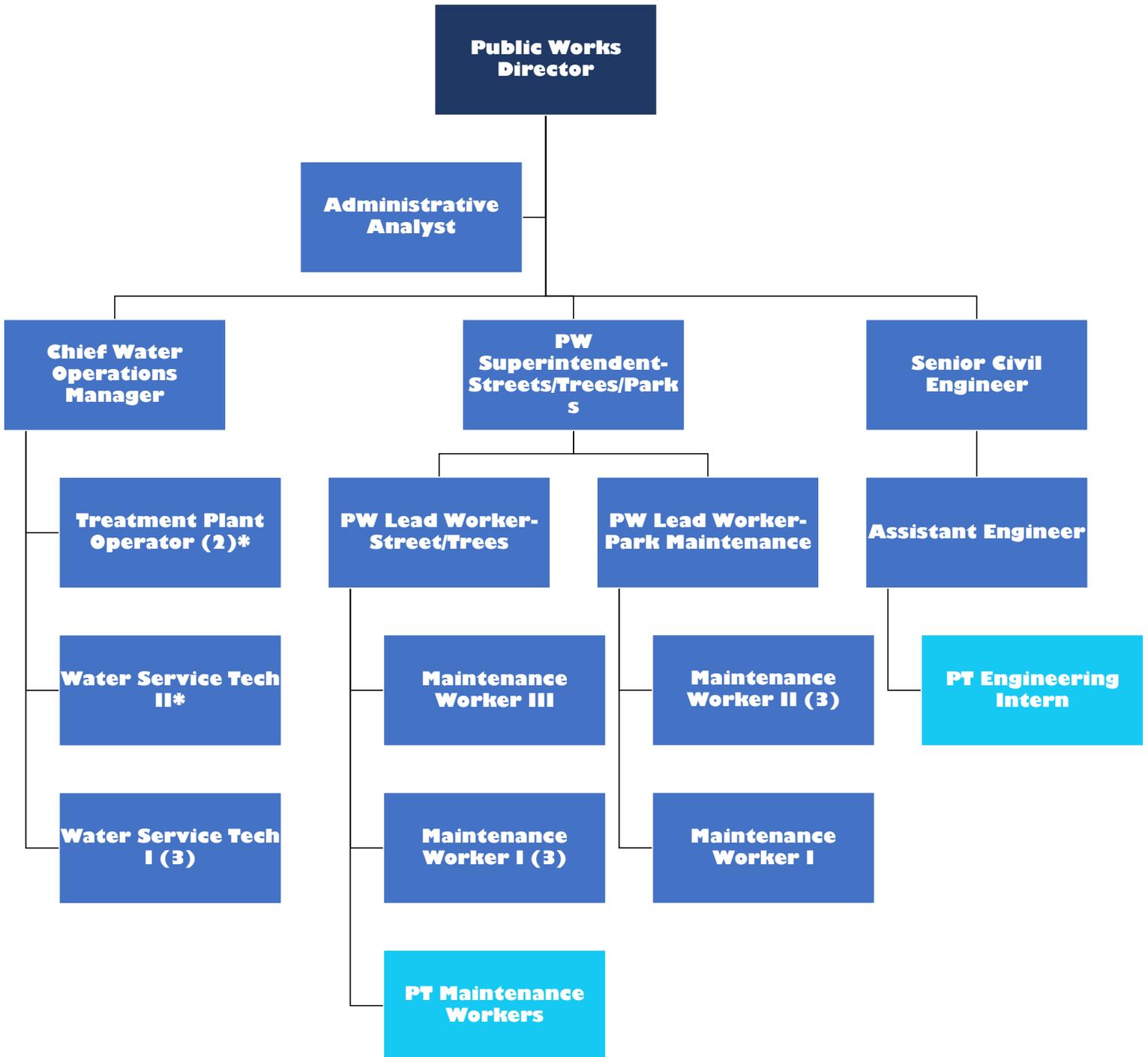
- Removed 28 dead trees and stumps, planted 39 replacement trees, and trimmed 280 trees with City forces.
- Requested proposals for a tree trimming contractor and oversaw contractor for trimming trees along City parkways.

Water System Operations and Maintenance Division

The Water System Operations and Maintenance Division is responsible for all water system operations including distribution, operation of the Cypress Water Production Facility, water quality compliance monitoring and testing, water meter reading, and water system preventive maintenance.

- Performed 35 water main break and service leak repairs, and 100 water meter maintenance repairs/change-outs.
- Executed on-going water main line valve turning and exercising program and flushed all dead-end water mains for water quality per State guidelines.
- Completed water meter reading for all billing cycles. Completed 750 water billing system service requests (verifying meter information, account information, meter re-reads, distribution of late billing notices, water shuts-offs and turn-ons).
- Operated and maintained the Harbor Hills Storage Tank, all import water connections, including West Basin 7 and West Basin 8, and the Cypress Water Production Facility (maintenance only). Maintained and monitored each of the four (4) water pressure zones.

Public Works Department Organization Chart



*One Treatment Operator is being underfilled at the Water Service Tech II.



Fiscal Year 2021/22 Annual Budget City of Lomita

Public Works Administration

The Public Works Administration Division provides engineering coordination and administrative support for public works services; coordinated minor maintenance and operation of City lighting and streets; provides traffic engineering services and serves as consulting staff to the Traffic Technical Advisory Committee and the Public Safety and Traffic Commission.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 84,651 | 166,608 | 178,729 | 223,536 |
| Operating & Maintenance | 127,526 | 145,738 | 110,505 | 87,218 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 212,177 | 312,346 | 289,234 | 310,754 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--------------------------|-----------------------|-------------|-----------------------|
| Public Works Director | 0.25 | - | 0.25 |
| Administrative Clerk III | 0.30 | (0.30) | - |
| Administrative Analyst | - | 0.50 | 0.50 |
| Senior Civil Engineer | 0.45 | 0.15 | 0.60 |
| Assistant Engineer | 0.15 | 0.65 | 0.80 |
| PT Engineering Intern | 0.48 | - | 0.48 |
| Department Total | 1.63 | 1.00 | 2.63 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Public Works Administration

| | | Actual FY 2018/19 | Actual FY 2018/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|-----------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-605-5105.000 | Regular Salaries | 56,324 | 119,822 | 122,686 | 160,761 |
| 100-605-5110.000 | Part-Time Salaries | 11,551 | 12,474 | 15,090 | 16,960 |
| 100-605-5205.000 | Health Insurance | 6,132 | 14,102 | 16,624 | 24,397 |
| 100-605-5207.000 | Medicare | 949 | 1,841 | 2,052 | 2,666 |
| 100-605-5210.000 | Workers' Compensation | 1,851 | 3,293 | 4,286 | 5,103 |
| 100-605-5215.000 | PERS Tier 1 (2.5% @ 55) | 333 | 1,193 | 2,100 | - |
| 100-605-5216.000 | PERS Tier 2 (2% @ 60) | 713 | 3,035 | 3,379 | 6,149 |
| 100-605-5217.000 | PERS Tier 3 (2% @ 62) | 3,012 | 4,855 | 5,149 | 7,074 |
| 100-605-5222.000 | PERS Tier 1 Unfunded Liability | 3,771 | 5,762 | 6,900 | - |
| 100-605-5223.000 | PERS Tier 2 Unfunded Liability | - | 53 | 272 | 280 |
| 100-605-5224.000 | PERS Tier 3 Unfunded Liability | 15 | 177 | 191 | 146 |
| Total Salaries & Benefits | | 84,651 | 166,608 | 178,729 | 223,536 |
| Contract Services | | | | | |
| 100-605-5337.000 | Coordinated Integrated Monitoring | 40,000 | 40,000 | 40,000 | - |
| 100-605-5340.000 | Professional Services | 46,618 | - | - | 10,000 |
| 100-605-5345.000 | Contractual Services | 36,021 | 97,785 | 55,000 | 60,000 |
| Total Contract Services | | 122,640 | 137,785 | 95,000 | 70,000 |
| Other Expenses | | | | | |
| 100-605-5420.000 | Mileage Reimbursement | - | 26 | 600 | - |
| 100-605-5425.000 | Dues and Membership | - | - | 1,000 | - |
| 100-605-5460.000 | Insurance - Liability and Vehicle | 6,496 | 9,480 | 13,705 | 17,018 |
| Total Other Expenses | | 6,496 | 9,506 | 15,305 | 17,018 |
| Supplies | | | | | |
| 100-605-5505.000 | Office Supplies and Expense | 450 | 564 | 200 | 200 |
| Total Supplies | | 450 | 564 | 200 | 200 |
| City Council Expense | | | | | |
| 100-605-5799.000 | Inventory Adjustment | (2,060) | (2,117) | - | - |
| Total City Council Expense | | (2,060) | (2,117) | - | - |
| Total Public Works Administration - General Fund | | 212,177 | 312,346 | 289,234 | 310,754 |



Fiscal Year 2021/22 Annual Budget City of Lomita Public Works Administration

| Object No. | Budget Comment (Personnel) |
|------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5337 | City's share of the Coordinated Integrated Monitoring Program (CIMP) implementation costs for the Dominguez Channel Watershed Management Area. |
| 5340 | Costs for NPDES Inspections |
| 5345 | Costs for Traffic Advisor services, Engineering and Traffic Surveys, and Industrial Waste Inspection Fees. |
| 5420 | Mileage reimbursement. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle insurance. |
| 5505 | Office supplies. |

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Fiscal Year 2021/22 Annual Budget City of Lomita

Street Maintenance

The Street Maintenance Division provides roadway maintenance to City streets, sidewalks, curbs, and gutters; maintains, replaces and installs street and traffic signs; removes, installs and/or changes curb markings as directed by the Public Safety & Traffic Commission; removes graffiti from City property; street sweeping of City streets; annual cleaning of storm drain catch basins and inlet protection maintenance; National Pollutant Discharge Elimination System (NPDES) and Stormwater MS4 permit compliance; and establishes and maintains a cooperative working environment between street, tree and water crews.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 270,105 | 358,630 | 420,611 | 515,628 |
| Operating & Maintenance | 273,595 | 273,483 | 320,592 | 334,482 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 543,700 | 632,113 | 741,203 | 850,110 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|--|-----------------------|-------------|-----------------------|
| PW Superintendent - Streets/Trees/Park Maintenance | 0.75 | - | 0.75 |
| PW Lead Worker Streets & Trees | 0.80 | - | 0.80 |
| Maintenance Worker III | 0.80 | - | 0.80 |
| Maintenance Worker II | - | 1.00 | 1.00 |
| Maintenance Worker I | 1.60 | - | 1.60 |
| PT Maintenance Worker | 0.48 | - | 0.48 |
| Department Total | 4.43 | 1.00 | 5.43 |



Fiscal Year 2021/22 Annual Budget City of Lomita Street Maintenance

| | | Actual | Actual | Adopted | Adopted |
|---|-----------------------------------|------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-610-5105.000 | Regular Salaries | - | 130,861 | 148,188 | 208,952 |
| 100-610-5205.000 | Health Insurance | - | 22,576 | 27,418 | 42,737 |
| 100-610-5207.000 | Medicare | - | 1,892 | 2,193 | 3,134 |
| 100-610-5210.000 | Workers' Compensation | - | 3,434 | 4,559 | 5,988 |
| 100-610-5215.000 | PERS Tier 1 (2.5% @ 55) | - | 2,326 | 2,744 | 2,882 |
| 100-610-5216.000 | PERS Tier 2 (2% @ 60) | - | 5,108 | 6,476 | 6,700 |
| 100-610-5217.000 | PERS Tier 3 (2% @ 62) | - | 3,177 | 3,781 | 8,696 |
| 100-610-5222.000 | PERS Tier 1 Unfunded Liability | - | 6,406 | 7,847 | 12,384 |
| 100-610-5223.000 | PERS Tier 2 Unfunded Liability | - | - | 309 | 351 |
| 100-610-5224.000 | PERS Tier 3 Unfunded Liability | - | 197 | 217 | 183 |
| Total Salaries & Benefits | | - | 175,978 | 203,732 | 292,007 |
| Other Expenses | | | | | |
| 100-610-5430.000 | Travel & Conference | - | - | - | 2,200 |
| 100-610-5460.000 | Insurance - Liability and Vehicle | - | 9,886 | 14,580 | 19,970 |
| Total Other Expenses | | - | 9,886 | 14,580 | 22,170 |
| Total Street & Park Maintenance - General Fund | | - | 185,864 | 218,312 | 314,177 |
| 205-Gas Tax | | | | | |
| Salaries & Benefits | | | | | |
| 205-610-5105.000 | Regular Salaries | 174,201 | 112,298 | 118,818 | 122,024 |
| 205-610-5110.000 | Part-Time Salaries | 10,351 | 7,203 | 14,700 | 16,550 |
| 205-610-5115.000 | Overtime | 6,062 | 5,763 | 15,000 | 15,000 |
| 205-610-5116.000 | Stand By | 12,998 | 13,098 | 13,100 | 13,100 |
| 205-610-5205.000 | Health Insurance | 33,551 | 22,585 | 28,316 | 29,088 |
| 205-610-5207.000 | Medicare | 2,839 | 1,837 | 2,424 | 2,500 |
| 205-610-5210.000 | Workers' Compensation | 4,850 | 3,726 | 5,072 | 4,784 |
| 205-610-5215.000 | PERS Tier 1 (2.5% @ 55) | 5,880 | 3,877 | 4,467 | 4,697 |
| 205-610-5216.000 | PERS Tier 2 (2% @ 60) | 475 | - | - | - |
| 205-610-5217.000 | PERS Tier 3 (2% @ 62) | 7,771 | 5,295 | 6,302 | 6,248 |
| 205-610-5222.000 | PERS Tier 1 Unfunded Liability | 11,049 | 6,761 | 8,446 | 9,490 |
| 205-610-5223.000 | PERS Tier 2 Unfunded Liability | 35 | - | - | - |
| 205-610-5224.000 | PERS Tier 3 Unfunded Liability | 43 | 208 | 234 | 140 |
| Total Salaries & Benefits | | 270,105 | 182,652 | 216,879 | 223,621 |



Fiscal Year 2021/22 Annual Budget City of Lomita Street Maintenance

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| Contract Services | | | | | |
| 205-610-5335.000 | Maintenance & License Agreements | 39,181 | 52,008 | 29,000 | 39,181 |
| 205-610-5340.000 | Professional Services | 2,410 | 3,000 | 10,000 | 2,410 |
| 205-610-5346.000 | Street Sweeping Contract | 80,199 | 80,199 | 81,913 | 80,199 |
| 205-610-5347.000 | Pavement - Catch Basin | - | - | 1,000 | - |
| Total Contract Services | | 121,790 | 135,207 | 121,913 | 121,790 |
| Other Expenses | | | | | |
| 205-610-5405.000 | Utilities | 15,196 | 15,698 | 16,000 | 15,196 |
| 205-610-5415.000 | Communications | 1,057 | 1,814 | 600 | 1,057 |
| 205-610-5420.000 | Mileage Reimbursement | 112 | 15 | 150 | 112 |
| 205-610-5425.000 | Dues and Membership | 250 | 105 | - | 250 |
| 205-610-5435.000 | Training and Education | 705 | - | 2,000 | 705 |
| 205-610-5460.000 | Insurance - Liability and Vehicle | 17,027 | 10,728 | 16,219 | 15,953 |
| Total Other Expenses | | 34,347 | 28,360 | 34,969 | 33,273 |
| Supplies | | | | | |
| 205-610-5505.000 | Office Supplies and Expense | 427 | 189 | 250 | 427 |
| 205-610-5510.000 | Small Tools | 3,258 | 1,775 | 4,000 | 3,258 |
| 205-610-5515.000 | Uniform Expense | 3,338 | 2,794 | 2,200 | 3,338 |
| 205-610-5525.000 | Equipment Under \$5k | 2,128 | - | 2,000 | 2,128 |
| Total Supplies | | 9,151 | 4,758 | 8,450 | 9,151 |
| Rental | | | | | |
| 205-610-5605.000 | Rents and Leases | 6,032 | - | 5,000 | 6,032 |
| Total Rentals | | 6,032 | - | 5,000 | 6,032 |
| Repairs & Maintenance | | | | | |
| 205-610-5705.000 | General Maintenance | 55,302 | 55,693 | 30,000 | 30,000 |
| 205-610-5710.000 | Equipment Maintenance | 22,494 | 9,588 | 15,000 | 19,487 |
| 205-610-5720.000 | Fuel | 11,899 | 9,116 | 10,000 | 11,899 |
| Total Repairs & Maintenance | | 89,695 | 74,396 | 55,000 | 61,386 |
| Total Street Maintenance - Gas Tax Fund | | 531,120 | 425,373 | 442,211 | 455,253 |



Fiscal Year 2021/22 Annual Budget City of Lomita Street Maintenance

| | | Actual | Actual | Adopted | Adopted |
|--|----------------------|----------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 207-Measure R Local Return | | | | | |
| Contract Services | | | | | |
| 207-610-5345.000 | Contractual Services | 5,680 | 5,680 | 5,680 | 5,680 |
| Total Contract Services | | 5,680 | 5,680 | 5,680 | 5,680 |
| Repairs & Maintenance | | | | | |
| 207-610-5705.000 | General Maintenance | - | - | 10,000 | 10,000 |
| 207-610-5706.000 | Asphalt Zipper | - | 7,712 | 40,000 | 40,000 |
| Total Repairs & Maintenance | | - | 7,712 | 50,000 | 50,000 |
| Total Street Maintenance - Measure R Local Return Fund | | 5,680 | 13,392 | 55,680 | 55,680 |
| 311-Street Improvement | | | | | |
| Repairs & Maintenance | | | | | |
| 311-610-5706.000 | Asphalt Zipper | 6,900 | 7,484 | 25,000 | 25,000 |
| Total Repairs & Maintenance | | 6,900 | 7,484 | 25,000 | 25,000 |
| Total Street Maintenance - Streets Improvement Fund | | 6,900 | 7,484 | 25,000 | 25,000 |
| Total Street Maintenance - General Fund, Gas Tax, Measure R, Street Improvement Funds | | 543,700 | 632,113 | 741,203 | 850,110 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Street Maintenance

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5115 | Overtime for Stand-by response time and personnel. |
| 5116 | Stand By pay. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|---|
| 5335 | Caltrans traffic signal maintenance and city-owned signal and street light maintenance. |
| 5336 | National Pollutant Discharge Elimination System (NPDES) annual permit fee; Storm drain system permit fee, Trash Total Maximum Daily Load (Trash TMDL) permit fee. |
| 5340 | Consulting services as needed for street maintenance projects. Pavement Management Program Update, inspection services. |
| 5345 | Iworq Inventory Management software. |
| 5346 | Street sweeping contractor. |
| 5347 | Pavement marking/stripping; Catch Basin cleaning. |
| 5405 | Southern California Edison (SCE) - electricity for traffic signals and streetlights. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement. |
| 5425 | Dues for trade organization memberships: APWA, ASCE and other organizations. |
| 5430 | Travel and conference expense. |
| 5435 | Employee training. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle insurance. |
| 5505 | Office supplies. |
| 5510 | Replacement tools. |
| 5515 | Work clothing: safety shoes and uniforms, safety glasses, and rain gear. |
| 5525 | Cameras and monitoring equipment. |
| 5605 | Heavy equipment, tool rentals; rental of Asphalt Paving machine and other equipment. |
| 5705 | General maintenance supplies, dumping fees, asphalt, concrete, forming material, paint, graffiti removal materials, street/traffic signs and posts, etc. |
| 5706 | Annual expenses for Asphalt Zipper work. |
| 5710 | Equipment repair and maintenance including heavy equipment. |
| 5720 | Vehicle fuel costs. |

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Fiscal Year 2021/22 Annual Budget City of Lomita

Park Maintenance

The Park Maintenance Division maintains all City Parks, the Railroad Museum, City buildings, landscaped areas, senior walking path, tennis courts, softball fields, gymnasium, Community Building, Stephenson Center, playground equipment and the City Hall complex which includes the Rossick Plaza; and establishes and maintains a cooperative working environment between street, tree, and water crews.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2020/21 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 709,314 | 265,677 | 285,160 | 417,745 |
| Operating & Maintenance | 328,951 | 83,888 | 100,947 | 168,665 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 1,038,265 | 349,565 | 386,107 | 586,410 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|------------------------------------|-----------------------|-------------|-----------------------|
| PW Lead Worker Park Maintenance | 0.85 | - | 0.85 |
| Maintenance Worker II | 2.55 | - | 2.55 |
| Maintenance Worker I | 0.85 | 1.00 | 1.85 |
| PT Maintenance Worker | - | 0.96 | 0.96 |
| Department Total | 4.25 | 1.96 | 6.21 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Park Maintenance

| | | Actual | Actual | Adopted | Adopted |
|---------------------------|-----------------------------------|------------|------------|------------|------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 100-General Fund | | | | | |
| Salaries & Benefits | | | | | |
| 100-740-5105.000 | Regular Salaries | 469,070 | 171,923 | 193,559 | 243,331 |
| 100-740-5110.000 | Part-Time Salaries | 40,260 | - | - | 33,100 |
| 100-740-5115.000 | Overtime | 2,206 | 2,826 | 8,000 | 8,000 |
| 100-740-5116.000 | Stand By | 12,998 | 13,098 | 14,000 | 13,100 |
| 100-740-5205.000 | Health Insurance | 93,672 | 39,218 | 36,937 | 64,800 |
| 100-740-5207.000 | Medicare | 4,709 | 2,069 | 2,443 | 4,476 |
| 100-740-5210.000 | Workers' Compensation | 11,672 | 6,381 | 5,104 | 8,558 |
| 100-740-5215.000 | PERS Tier 1 (2.5% @ 55) | 44,574 | 14,221 | 11,900 | 11,862 |
| 100-740-5216.000 | PERS Tier 2 (2% @ 60) | 3,645 | 3,443 | 3,799 | 8,855 |
| 100-740-5217.000 | PERS Tier 3 (2% @ 62) | - | - | - | 3,137 |
| 100-740-5222.000 | PERS Tier 1 Unfunded Liability | 26,425 | 12,382 | 9,061 | 17,760 |
| 100-740-5223.000 | PERS Tier 2 Unfunded Liability | 83 | 115 | 357 | 504 |
| 100-740-5224.000 | PERS Tier 3 Unfunded Liability | - | - | - | 262 |
| Total Salaries & Benefits | | 709,314 | 265,677 | 285,160 | 417,745 |
| Contract Services | | | | | |
| 100-740-5340.000 | Professional Services | 12,605 | - | - | - |
| 100-740-5345.000 | Contractual Services | 17,225 | 9,432 | 15,000 | 15,000 |
| 100-740-5350.000 | Tree Trimming Contract | | | | 50,000 |
| Total Contract Services | | 29,830 | 9,432 | 15,000 | 65,000 |
| Other Expenses | | | | | |
| 100-740-5405.000 | Utilities | 81,619 | 49 | 9,500 | 9,500 |
| 100-740-5415.000 | Communications | 768 | 975 | 450 | 500 |
| 100-740-5420.000 | Mileage Reimbursement | 1,689 | 52 | 1,600 | 1,700 |
| 100-740-5425.000 | Dues and Memberships | 785 | 1,500 | 800 | 800 |
| 100-740-5430.000 | Conferences and Meetings | 475 | - | 1,500 | 3,700 |
| 100-740-5435.000 | Training and Education | 400 | 331 | 1,000 | 1,000 |
| 100-740-5460.000 | Insurance - Liability and Vehicle | 40,973 | 18,370 | 16,322 | 28,540 |
| Total Other Expenses | | 126,709 | 21,277 | 31,172 | 45,740 |
| Supplies | | | | | |
| 100-740-5505.000 | Office Supplies and Expense | 320 | 241 | 400 | 400 |
| 100-740-5510.000 | Small Tools | 1,549 | 100 | 1,000 | 1,100 |
| 100-740-5515.000 | Uniform Expense | 4,352 | 2,284 | 3,500 | 4,400 |
| 100-740-5525.000 | Equipment Under \$5k | 9,459 | 427 | 1,500 | 1,500 |
| Total Supplies | | 15,680 | 3,052 | 6,400 | 7,400 |



Fiscal Year 2021/22 Annual Budget City of Lomita Park Maintenance

| | | Actual | Actual | Adopted | Adopted |
|---|-----------------------------|------------------|----------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| Rentals | | | | | |
| 100-740-5605.000 | Rents and Leases | 1,396 | 550 | 450 | - |
| Total Rentals | | 1,396 | 550 | 450 | - |
| Repairs & Maintenance | | | | | |
| 100-740-5705.000 | General Maintenance | 125,163 | 35,781 | 25,000 | 25,000 |
| 100-740-5710.000 | Equipment Maintenance | 18,592 | 7,929 | 13,000 | 15,000 |
| 100-740-5720.000 | Fuel | 8,889 | 5,793 | 8,000 | 8,600 |
| Total Repairs & Maintenance | | 152,644 | 49,504 | 46,000 | 48,600 |
| Other Expenditures | | | | | |
| 100-740-5755.000 | Special Department Supplies | 2,692 | 74 | 1,925 | 1,925 |
| Total Other Expenditures | | 2,692 | 74 | 1,925 | 1,925 |
| Total Building & Park Maintenance - General Fund | | 1,038,265 | 349,565 | 386,107 | 586,410 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Park Maintenance

| Object No. | Budget Comment (Personnel) |
|------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5116 | Stand By pay. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5345 | Landscape Maintenance for numerous areas throughout the city. |
| 5350 | Tree Trimming Contract |
| 5405 | Southern California Edison and Gas Company. |
| 5415 | Communications expense. |
| 5420 | Mileage reimbursement. |
| 5425 | PAPA memberships for staff. L.A. County Dept. of Pesticide Regulations license renewal. NRPA Playground Safety Inspector Certification and memberships. CPRS memberships. All other related memberships. |
| 5430 | Travel and conference expense. |
| 5435 | Pesticide training classes for maintenance staff. Various NRPA, CPRS, JPIA, and other related trainings. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability & vehicle insurance. |
| 5505 | Office supplies. |
| 5510 | Purchase of small tools. |
| 5515 | Uniform and safety clothing including safety boots. |
| 5525 | Landscaping and facility maintenance equipment. |
| 5605 | Miscellaneous equipment rentals and yearly Metro Park Lease. |
| 5705 | General maintenance supplies and services to maintain and repair all City park softscapes: trees, irrigation, landscaping as well as concrete pathways. |
| 5710 | Repairs to small equipment such as lawn mowers, riding mowers, landscaping equipment, custodial equipment, minor vehicle repairs, tires, etc. |
| 5720 | Vehicle fuel costs. |
| 5730 | Operating contingency. |
| 5755 | Special department expense. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Tree Maintenance

The Tree Maintenance Division maintains City owned street trees by properly trimming them for safety, tree health and aesthetic purposes; responds to all street tree emergencies; assists Street Maintenance crews with sidewalk and/or street repairs; and establishes and maintains a cooperative working environment between tree, street, and water crews.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 14,310 | - | - | - |
| Operating & Maintenance | 77,504 | 61,195 | 75,085 | 75,999 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 91,814 | 61,195 | 75,085 | 75,999 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Tree Maintenance

| | | Actual | Actual | Adopted | Adopted |
|--|-----------------------------------|---------------|---------------|---------------|---------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 205-Gas Tax | | | | | |
| Salaries & Benefits | | | | | |
| 205-620-5105.000 | Regular Salaries | 10,246 | - | - | - |
| 205-620-5205.000 | Health Insurance | 1,960 | - | - | - |
| 205-620-5207.000 | Medicare | 139 | - | - | - |
| 205-620-5210.000 | Workers' Compensation | 308 | - | - | - |
| 205-620-5215.000 | PERS Tier 1 (2.5% @ 55) | 678 | - | - | - |
| 205-620-5216.000 | PERS Tier 2 (2% @ 60) | 297 | - | - | - |
| 205-620-5217.000 | PERS Tier 3 (2% @ 62) | - | - | - | - |
| 205-620-5222.000 | PERS Tier 1 Unfunded Liability | 680 | - | - | - |
| 205-620-5223.000 | PERS Tier 2 Unfunded Liability | 2 | - | - | - |
| 205-620-5224.000 | PERS Tier 3 Unfunded Liability | - | - | - | - |
| Total Salaries & Benefits | | 14,310 | - | - | - |
| Contract Services | | | | | |
| 205-620-5350.000 | Tree Trimming Contract | 52,912 | 40,197 | 54,000 | 55,414 |
| Total Contract Services | | 52,912 | 40,197 | 54,000 | 55,414 |
| Other Expenses | | | | | |
| 205-620-5460.000 | Insurance - Liability and Vehicle | 1,079 | - | - | - |
| Total Other Expenses | | 1,079 | - | - | - |
| Supplies | | | | | |
| 205-620-5505.000 | Office Supplies and Expense | 98 | - | 250 | 250 |
| 205-620-5510.000 | Small Tools | 31 | 153 | 500 | 500 |
| 205-620-5515.000 | Uniform Expense | 529 | 715 | 1,500 | 1,500 |
| 205-620-5525.000 | Equipment Under \$5k | 223 | 1,215 | 1,335 | 1,335 |
| Total Supplies | | 881 | 2,084 | 3,585 | 3,585 |
| Rental | | | | | |
| 205-620-5605.000 | Rents and Leases | - | - | - | - |
| Total Rentals | | - | - | - | - |
| Repairs & Maintenance | | | | | |
| 205-620-5705.000 | General Maintenance | 5,021 | 1,490 | 5,000 | 5,000 |
| 205-620-5710.000 | Equipment Maintenance | 9,008 | 16,779 | 6,000 | 6,000 |
| 205-620-5720.000 | Fuel | - | - | 500 | - |
| Total Repairs & Maintenance | | 14,029 | 18,269 | 11,500 | 11,000 |
| Other Expenditures | | | | | |
| 205-620-5752.000 | Tree Planting | 8,603 | 645 | 6,000 | 6,000 |
| Total Other Expenditures | | 8,603 | 645 | 6,000 | 6,000 |
| Total Tree Maintenance - Gas Tax Fund | | 91,814 | 61,195 | 75,085 | 75,999 |



Fiscal Year 2021/22 Annual Budget City of Lomita Tree Maintenance

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|------|--|
| 5350 | Tree trimming contract. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle insurance. |
| 5505 | Office supplies. |
| 5510 | Replacement tools and supplies. |
| 5515 | Safety shoes, gloves, clothing, rain gear, and other personal protective equipment. |
| 5525 | Equipment and supplies. |
| 5705 | Dump fees for tree trimming/removals, tree-related concrete and asphalt repairs |
| 5710 | Equipment maintenance. |
| 5720 | Vehicle fuel costs for City vehicles and equipment. |
| 5752 | Tree planting. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Safe Clean Water Program

Safe Clean Water Program is dedicated funding to increase local water supply, improve water quality and protect public health.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | - | - | 225,000 | 97,100 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | - | - | 225,000 | 97,100 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Safe Clean Water Program

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|----------------------|----------------------|-----------------------|-----------------------|
| 211 - Measure W Safe Clean Water Program | | | | |
| Contract Services | | | | |
| 211-347-5340.000 Professional Services | - | - | 225,000 | 97,100 |
| Total Contract Services | - | - | 225,000 | 97,100 |
| Total Measure W Safe Clean Water Program | - | - | 225,000 | 97,100 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Safe Clean Water Program

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5340 | City's share of the Coordinated Integrated Monitoring Program (CIMP) implementation costs for the Dominguez Channel Watershed Management Area. |

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Fiscal Year 2021/22 Annual Budget
City of Lomita

Landscape Maintenance District #1

To provide contract maintenance services for the Landscape Maintenance District #1 (Palos Verdes Drive North).

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 6,892 | 13,341 | 22,114 | 10,202 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 6,892 | 13,341 | 22,114 | 10,202 |



Fiscal Year 2021/22 Annual Budget City of Lomita *Landscape Maintenance District #1*

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|---|----------------------|----------------------|-----------------------|-----------------------|
| 245-Landscape Maintenance District #1 | | | | |
| Contract Services | | | | |
| 245-720-5345.000 Contractual Services | 710 | - | 12,540 | 628 |
| Total Contract Services | 710 | - | 12,540 | 628 |
| Other Expenses | | | | |
| 245-720-5405.000 Utilities | 5,379 | 5,341 | 8,574 | 8,574 |
| Total Other Expenses | 5,379 | 5,341 | 8,574 | 8,574 |
| Other Expenditures | | | | |
| 245-720-5755.000 Special Department Supplies | 803 | 8,000 | 1,000 | 1,000 |
| Total Other Expenditures | 803 | 8,000 | 1,000 | 1,000 |
| Total Landscape Maintenance District #1 Fund | 6,892 | 13,341 | 22,114 | 10,202 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Landscape Maintenance District #1

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5345 | Landscape maintenance for the bike path. |
| 5405 | Water and electrical costs for landscape maintenance. |
| 5755 | Supplies not included in any other account such as sprinklers, irrigation supplies, plants, etc. Includes fees charged by the County Assessor for the collection of the assessment. |

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Fiscal Year 2021/22 Annual Budget City of Lomita

Water Maintenance

The Water Maintenance Division ensures the delivery of quality potable water to the citizens of Lomita; operates and maintains the water distribution and treatment systems; repairs damaged water meters; performs water meter reading to provide accurate accounts of water consumed by customers; assists customers requesting emergency water meter turn offs; manages imported water purchased from West Basin Municipal Water District (WBMWD) and groundwater production to ensure proper delivery and accurate billing; operates and maintains the Cypress Water Production Facility, including Well No. 5; performs water quality compliance monitoring; coordinates with state and federal regulatory agencies; provides engineering support of the water system; and establishes and maintains a cooperative working environment between water, street and tree crews.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | 945,386 | 1,077,934 | 1,146,202 | 1,205,465 |
| Operating & Maintenance | 3,059,462 | 3,544,746 | 3,770,698 | 3,760,809 |
| Transfers to Other Funds | - | 500,000 | - | 500,000 |
| Total Expenditures | 4,004,848 | 5,122,680 | 4,916,900 | 5,466,274 |

Personnel Allocation

| | Authorized 2020/21 | Change | Authorized 2021/22 |
|---|-----------------------|---------------|-----------------------|
| Public Works Director | 0.75 | - | 0.75 |
| Senior Civil Engineer | 0.55 | (0.15) | 0.40 |
| Assistant Engineer | 0.85 | (0.65) | 0.20 |
| Administrative Clerk III | 0.70 | (0.70) | - |
| Administrative Analyst | - | 0.50 | 0.50 |
| Chief Water Treatment Operator | 1.00 | - | 1.00 |
| *Water Treatment Plant Operator (2) | 2.00 | - | 2.00 |
| Water Service Technician II | 1.00 | - | 1.00 |
| Water Service Technician I (3) | 3.00 | - | 3.00 |
| PW Superintendent - Streets/Trees/Park Maintenance | 0.25 | - | 0.25 |
| PW Lead Worker Parks Maintenance | 0.15 | - | 0.15 |
| PW Lead Worker Streets & Trees Maintenance Worker III | 0.20 | - | 0.20 |
| Maintenance Worker II (3) | 0.45 | - | 0.45 |
| Maintenance Worker I (3) | 0.55 | - | 0.55 |
| Department Total | 11.65 | (1.00) | 10.65 |

* Water Treatment Plant Operator currently under filled with Water Service Technician II



Fiscal Year 2021/22 Annual Budget City of Lomita Water Maintenance

| | | Actual | Actual | Adopted | Adopted |
|--------------------------------------|-----------------------------------|----------------|------------------|------------------|------------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 510-Water Operations | | | | | |
| Salaries & Benefits | | | | | |
| 510-630-5105.000 | Salaries | 631,811 | 724,031 | 807,690 | 844,062 |
| 510-630-5115.000 | Salaries Overtime | 18,989 | 18,202 | 20,000 | 20,000 |
| 510-630-5116.000 | Salaries Stand By | 12,998 | 13,098 | 13,100 | 13,100 |
| 510-630-5125.000 | Compensated Absences | 43,112 | 62,781 | - | - |
| 510-630-5205.000 | Health Insurance | 123,623 | 126,952 | 147,960 | 161,936 |
| 510-630-5207.000 | Medicare | 8,786 | 9,904 | 12,323 | 13,157 |
| 510-630-5210.000 | Workers' Compensation | 17,182 | 21,408 | 25,725 | 25,192 |
| 510-630-5215.000 | PERS Tier 1 (2.5% @ 55) | 17,924 | 20,270 | 23,958 | 22,283 |
| 510-630-5216.000 | PERS Tier 2 (2% @ 60) | 10,138 | 20,073 | 21,871 | 23,914 |
| 510-630-5217.000 | PERS Tier 3 (2% @ 62) | 22,804 | 19,866 | 26,807 | 28,513 |
| 510-630-5222.000 | PERS Tier 1 UAL | 37,755 | 39,755 | 43,829 | 51,105 |
| 510-630-5223.000 | PERS Tier 2 UAL | 118 | 369 | 1,726 | 1,449 |
| 510-630-5224.000 | PERS Tier 3 UAL | 146 | 1,224 | 1,213 | 754 |
| Total Salaries & Benefits | | 945,386 | 1,077,934 | 1,146,202 | 1,205,465 |
| Contract Services | | | | | |
| 510-630-5335.000 | Maintenance & License Agreements | 4,340 | 4,400 | 7,000 | 7,000 |
| 510-630-5336.000 | Permit & Assessment Fees | 47,850 | 78,767 | 65,000 | 65,000 |
| 510-630-5337.000 | Coordinated Integrated Monitoring | 46,638 | 40,607 | 46,638 | - |
| 510-630-5338.000 | Underground Service Alert | 1,195 | 1,041 | 1,500 | 1,500 |
| 510-630-5339.000 | Water Quality - Clinical Lab | 26,527 | 32,965 | 35,000 | 35,000 |
| 510-630-5340.000 | Professional Services | 71,485 | 94,752 | 99,000 | 99,000 |
| 510-630-5340.345 | Conservation Education | - | 254 | 5,000 | 5,000 |
| 510-630-5341.000 | Professional Services, Reservoir | 7,449 | 2,875 | 25,000 | 25,000 |
| 510-630-5345.000 | Contractual Services | 2,345 | 22,103 | 29,000 | 29,000 |
| Total Contract Services | | 207,829 | 277,765 | 313,138 | 266,500 |
| Other Expenses | | | | | |
| 510-630-5405.000 | Utilities | 17,610 | 19,682 | 20,000 | 20,000 |
| 510-630-5410.000 | Advertising | 950 | - | 800 | 800 |
| 510-630-5411.000 | Customer Notifications | 6,087 | 3,436 | 3,000 | 3,000 |
| 510-630-5415.000 | Communications | 7,726 | 5,653 | 5,000 | 5,000 |
| 510-630-5420.000 | Mileage Reimbursement | 938 | 96 | 1,000 | 1,000 |
| 510-630-5425.000 | Dues and Memberships | 1,161 | 1,048 | 2,000 | 2,000 |
| 510-630-5430.000 | Conferences and Meetings | - | 314 | - | - |
| 510-630-5435.000 | Training and Education | 919 | 2,089 | 3,000 | 3,000 |
| 510-630-5440.000 | Water Purchases - MWD | 2,139,030 | 2,875,483 | 3,000,000 | 3,000,000 |
| 510-630-5441.000 | Water Purchase - WRD | 163,471 | 730 | 5,000 | 5,000 |
| 510-630-5442.000 | Utilities - CWPF | 51,570 | 11,680 | 30,000 | 30,000 |
| 510-630-5443.000 | Water Prod Supply, Reservoir | 75,095 | 158 | 12,000 | 12,000 |
| 510-630-5460.000 | Insurance (Liability/Vehicle) | 60,314 | 61,635 | 82,260 | 84,009 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Water Maintenance

| | | Actual | Actual | Adopted | Adopted |
|--------------------------------|----------------------------------|------------------|------------------|------------------|------------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| Total Other Expenses | | 2,524,871 | 2,982,004 | 3,164,060 | 3,165,809 |
| Supplies | | | | | |
| 510-630-5505.000 | Office Expense | 3,391 | 2,086 | 3,500 | 3,500 |
| 510-630-5510.000 | Small Tools | 7,980 | 3,079 | 4,000 | 4,000 |
| 510-630-5515.000 | Uniforma Expense | 5,531 | 3,251 | 5,000 | 5,000 |
| 510-630-5525.000 | Equipment Under \$5k | 3,724 | 4,937 | 10,000 | 20,000 |
| Total Supplies | | 20,626 | 13,353 | 22,500 | 32,500 |
| Rentals | | | | | |
| 510-630-5605.000 | Rents & Leases | 109,367 | 95,907 | 100,000 | 100,000 |
| Total Rentals | | 109,367 | 95,907 | 100,000 | 100,000 |
| Repairs & Maintenance | | | | | |
| 510-630-5704.000 | Meter Replacement | 10,441 | 14,398 | 22,000 | 22,000 |
| 510-630-5705.000 | General Maintenance | 139,717 | 129,963 | 105,000 | 105,000 |
| 510-630-5709.000 | Equipment Maintenance, Reservoir | 16,906 | 7,874 | 17,000 | 17,000 |
| 510-630-5710.000 | Equipment Maintenance | 19,299 | 14,754 | 18,000 | 18,000 |
| 510-630-5720.000 | Fuel | 10,406 | 8,325 | 9,000 | 9,000 |
| Total Repairs & Maintenance | | 196,769 | 175,315 | 171,000 | 171,000 |
| Other Expenditures | | | | | |
| 510-630-5755.000 | Special Dept. Supplies & Expense | - | 403 | - | 25,000 |
| Total Other Expenditures | | - | 403 | - | 25,000 |
| Transfers to Other Funds | | | | | |
| 510-990-5993.000 | Transfer to Water Capital | - | 500,000 | - | 500,000 |
| Total Transfers to Other Funds | | - | 500,000 | - | 500,000 |
| Total Water Maintenance | | 4,004,848 | 5,122,680 | 4,916,900 | 5,466,274 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Water Maintenance

| Object No. | Budget Comment (Personnel) |
|-------------------|---|
| 5105 | Salaries for full-time personnel. |
| 5110 | Salaries for part-time personnel. |
| 5115 | Salaries for overtime as necessary. |
| 5116 | Stand By pay for stand by personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5216 | Retirement benefit costs for PERS Tier 2 employees (2% @ 60). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| 5222 | Unfunded Accrued Liability costs for Tier 1 employees retirement benefit. |
| 5223 | Unfunded Accrued Liability costs for Tier 2 employees retirement benefit. |
| 5224 | Unfunded Accrued Liability costs for Tier 3 employees retirement benefit. |

Budget Comment (Operations & Maintenance)

| | |
|----------|---|
| 5335 | Meter reading device interface; AutoCad software maintenance; plotter maintenance service; O&M software and training. |
| 5336 | Water System fees payable to the State Water Resources Control Board (SWRCB); National Pollutant Discharge Elimination System (NPDES) fees payable to the SWRCB; West Basin Water Association assessment fees; West Coast Basin Watermaster fees. |
| 5337 | City's share of the Coordinated Integrated Monitoring Program (CIMP) implementation costs for the Dominguez Channel Watershed Management Area. |
| 5338 | DigAlert. |
| 5339 | Water quality compliance testing by independent laboratories. |
| 5340 | Consultant to aid city in preparing regulatory reports to the SWRCB; SCADA System upgrades, operation and maintenance support; NPDES and MS4 permit compliance activities; as-needed engineering services for distribution system. |
| 5340.345 | Conservation education expenses. |
| 5341 | Professional services as needed. |
| 5345 | Engineering services; GIS services. |
| 5405 | Utilities. |
| 5410 | Advertising cost for recruitments. |
| 5411 | Cost for customer notifications. |
| 5415 | Communication costs including mobile service, pagers, telemetry land lines. |
| 5420 | Mileage and parking reimbursement. |
| 5425 | Dues for trade organization memberships: AWWA, APWA, ASCE and other organizations. |
| 5430 | AWWA, ASCE, APWA informational conferences, seminars/activities, etc. |
| 5435 | Work & job specific training. Training for the operation of water treatment facilities, well, pumps, reservoir and tanks, sampling, water quality, customer service. |
| 5440 | Import water purchases from West Basin Municipal Water District. |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Water Maintenance

Budget Comment (Operations & Maintenance) Continued

| | |
|------|---|
| 5441 | Water Replenishment District Assessment for groundwater production. |
| 5442 | Electricity and other utilities for CWPF. |
| 5443 | Water production and treatment supplies for CWPF. |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle insurance. |
| 5505 | Office supplies. |
| 5510 | Small tool and material replacement. |
| 5515 | Boots, shoes, gloves, safety glasses, dust masks, uniforms and related materials. |
| 5525 | Purchases of equipment under 5k, small pump, valves, and fire hydrant diffuser. |
| 5605 | Public Works building lease (\$6,950/month). |
| 5704 | Water meter maintenance including testing, repairs, and replacements. |
| 5705 | Dump fees, water related asphalt and concrete repair costs, valve and meter replacements, main and service pipe repairs, fire hydrant replacements. |
| 5709 | Equipment maintenance for CWPF. |
| 5710 | Equipment maintenance and repairs for water distribution system. |
| 5720 | Vehicle fuel costs for City vehicles and equipment. |
| 5755 | Meter reading software & equipment. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Water Capital Debt Service

Bond financing for the Cypress Reservoir required City's approval and acceptance of Certificates of Participation for the repayment period to repay bond proceeds. Key objectives are to:

- Track depreciation of bond proceeds.
- Ensure interest is accrued annually.
- Monitor the principal balance of the bond.
- Accurately track the amortization schedule for the bond.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | (1,269,744) | 5,837 | 468,288 | 469,838 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | (1,269,744) | 5,837 | 468,288 | 469,838 |



Fiscal Year 2021/22 Annual Budget City of Lomita Water Capital Debt Service

| | | Actual | Actual | Adopted | Adopted |
|--|------------------------------|--------------------|--------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 510-Water Capital | | | | | |
| Operating Expenses | | | | | |
| 520-910-5725.000 | Depreciation | 725,889 | 740,785 | - | - |
| 520-910-5726.000 | Amortization Expense | 11,552 | - | - | - |
| 520-910-5827.000 | Capitalization | (40,536) | (934,317) | - | - |
| 520-910-5890.000 | Construction in Progress | (2,191,462) | (13,972) | - | - |
| 520-910-7100.000 | Debt Service | 218,713 | 210,735 | 463,288 | 464,838 |
| 520-910-7105.000 | COP Amortization Expense | - | - | - | - |
| 520-910-7106.000 | COP Administrative Fees | 6,100 | 2,605 | 5,000 | 5,000 |
| Total Debt Service - Water Capital Fund | | (1,269,744) | 5,837 | 468,288 | 469,838 |
| Transfers to Other Funds | | | | | |
| 520-990-5993.000 | Transfer to Water Operations | - | - | - | - |
| Total Transfers to Other Funds | | - | - | - | - |
| Total Debt Service & Transfers - Water Capital Fund | | (1,269,744) | 5,837 | 468,288 | 469,838 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Water Capital Debt Service

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5993 | Transfer to Water Operations. |
| 7100 | Debt Service principle and interest. |
| 7106 | Certificates of Participation (COP) administration expense. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Equipment Replacement

This Internal Service Fund was established to bill departments for equipment replacement on a scheduled basis. Equipment is defined as major equipment having a multi-year life expectancy and a depreciation value.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | - | 66,339 | - | 90,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | - | 66,339 | - | 90,000 |



Fiscal Year 2021/22 Annual Budget

City of Lomita

Equipment Replacement

| | Actual | Actual | Adopted | Adopted |
|---|------------|---------------|------------|---------------|
| | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 610-Equipment Replacement | | | | |
| Repairs & Maintenance | | | | |
| 610-910-5825.000 Equipment Over 5K | - | 66,339 | - | 90,000 |
| Total Repairs & Maintenance | - | 66,339 | - | 90,000 |
| | | | | |
| Total Equipment Replacement Fund | - | 66,339 | - | 90,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Equipment Replacement

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|---|
| 5825 | To purchase, upgrade or replace equipment over \$5,000. |

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Fiscal Year 2021/22 Annual Budget *City of Lomita*

Railroad Museum Foundation

Fundraising in support of the Lomita Railroad Museum in the form of donations, corporate gifts and grants. Recruits, trains, encourages and recognizes volunteers. Promotes the museum. Plans and develops special events. Prepares annual budget for approval by Railroad Museum Foundation and City Council.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 161,391 | 3,833 | 15,000 | 15,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 161,391 | 3,833 | 15,000 | 15,000 |



Fiscal Year 2021/22 Annual Budget City of Lomita Railroad Museum Foundation

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|----------------------|----------------------|-----------------------|-----------------------|
| 720-Railroad Museum Foundation | | | | |
| Other Expenses | | | | |
| 720-750-5345.000 Other Contractual Services | 484 | 218 | - | - |
| 720-750-5410.000 Advertising | 398 | - | - | - |
| Total Other Expenses | 882 | 218 | - | - |
| Supplies | | | | |
| 720-750-5513.000 Museum Gift Shop Expenses | 780 | - | - | - |
| Total Supplies | 780 | - | - | - |
| Repairs & Maintenance | | | | |
| 720-750-5705.000 General Maintenance | 910 | - | 15,000 | 15,000 |
| Total Repairs & Maintenance | 910 | - | 15,000 | 15,000 |
| Other Expenditures | | | | |
| 720-750-5735.000 Miscellaneous Expense | 5,847 | - | - | - |
| 720-750-5755.000 Special Department Expense | 274 | - | - | - |
| Total Other Expenditures | 6,121 | - | - | - |
| Transfers to Lomita Railroad Museum Foundation | | | | |
| 720-990-5998.000 Transfers to Museum Foundation | 152,698 | 3,615 | - | - |
| Total Transfers to Lomita Railroad Museum Foundation | 152,698 | 3,615 | - | - |
| Total Railroad Museum Foundation Fund | 161,391 | 3,833 | 15,000 | 15,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Railroad Museum Foundation

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5345 | Other Contractual Services |
| 5410 | Museum promotion, advertising, and newsletter. |
| 5513 | Museum gift shop expenses. |
| 5705 | General Maintenance. |
| 5735 | Office and miscellaneous expenses. |
| 5755 | Special department expenses. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Tom Rico Memorial

The Tom Rico Memorial Fund collects and disburses funds for a memorial to former Parks Commissioner Tom Rico. The fund is financed by donations and fundraisers.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/20 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 1,001 | 2,500 | 2,500 | 5,000 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 1,001 | 2,500 | 2,500 | 5,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Tom Rico Memorial

| | Actual FY 2018/19 | Actual FY 2019/20 | Adopted FY 2020/21 | Adopted FY 2021/22 |
|--|----------------------|----------------------|-----------------------|-----------------------|
| <hr/> | | | | |
| 730-Tom Rico Memorial | | | | |
| Other Expenses | | | | |
| 730-920-5755.000 Special Department Expense | 1,001 | 2,500 | 2,500 | 5,000 |
| Total Other Expenses | 1,001 | 2,500 | 2,500 | 5,000 |
| Total Tom Rico Memorial Fund | 1,001 | 2,500 | 2,500 | 5,000 |



Fiscal Year 2021/22 Annual Budget
City of Lomita
Tom Rico Memorial

| Object No. | Budget Comment (Operations & Maintenance) |
|-------------------|--|
| 5755 | Expenditures for Tom Rico Memorial, scholarships for needy children, equipment and supplies. |

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Fiscal Year 2021/22 Annual Budget

City of Lomita

Capital Improvement Projects

The City of Lomita's Capital Improvement Projects are outlined in the City's Capital Improvement Program FY 2012-2017. These improvements include playground areas and installation of park benches, tables, picnic shelters, and park fencing; building security systems; upgrades to the City's water system including water main, water meter, meter valves, and service line replacements, updates to the City's Water Master Plan, undergoing major street repairs, engineering studies, stormwater best management program and other facility improvements.

Expenditures Summary

| | Actual 2018/19 | Actual 2019/2020 | Adopted 2020/21 | Adopted 2021/22 |
|---------------------------|-------------------|---------------------|--------------------|--------------------|
| Salaries & Benefits | - | - | - | - |
| Operating & Maintenance | 16,888 | 55,709 | 80,019 | 78,661 |
| Capital Outlay | 3,417,205 | 1,438,379 | 7,243,099 | 11,184,916 |
| Total Expenditures | 3,434,093 | 1,494,088 | 7,323,118 | 11,263,577 |



Fiscal Year 2021/22 Annual Budget City of Lomita Capital Improvement Projects

| | | Actual | Actual | Adopted | Adopted |
|--|---|----------------|----------------|----------------|------------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 205-Gas Tax Fund | | | | | |
| Capital Outlay | | | | | |
| 205-810-5806.351 | Slurry Seal | - | - | 200,000 | - |
| 205-810-5806.355 | Walnut - PCH to 253rd Place | - | 107,602 | - | - |
| 205-810-5806.361 | 250th Street - Pennsylvania to Eshelman | 167,659 | 30,966 | - | - |
| 205-810-5806.367 | Street Reconstruction - Zone C F | - | - | 244,000 | 489,167 |
| 205-810-5806.369 | Lomita/Narbonne Intersection - ADA | - | - | - | 330,000 |
| 205-810-5806.366 | ADA Projects | - | - | - | 30,000 |
| 205-810-5806.368 | Street Reconstruction - Zone G | - | - | - | 300,000 |
| Total Capital Outlay | | 167,659 | 138,568 | 444,000 | 1,149,167 |
| Total Gas Tax Fund | | 167,659 | 138,568 | 444,000 | 1,149,167 |
| 207-Measure R Local Return | | | | | |
| Capital Outlay | | | | | |
| 207-810-5806.351 | Slurry Seal | - | - | 350,000 | - |
| 207-810-5806.355 | Walnut - PCH to 253rd Place | 59,000 | 185,425 | - | - |
| 207-810-5806.367 | Street Reconstruction - Zone C F | - | - | 419,000 | 719,000 |
| 207-810-5806.366 | ADA Projects | - | - | - | 30,000 |
| 207-810-5806.369 | Lomita/Narbonne Intersection - ADA | - | - | 20,000 | 20,000 |
| Total Capital Outlay | | 59,000 | 185,425 | 789,000 | 769,000 |
| Total Measure R Local Return Fund | | 59,000 | 185,425 | 789,000 | 769,000 |
| 208-Measure R HWY | | | | | |
| Capital Outlay | | | | | |
| 208-810-5806.232 | PCH/Walnut-Western/PV | 641,311 | 64,298 | - | - |
| Total Capital Outlay | | 641,311 | 64,298 | - | - |
| Total Measure R HWY Fund | | 641,311 | 64,298 | - | - |
| 209-Measure M | | | | | |
| Capital Outlay | | | | | |
| 209-810-5806.355 | Walnut - PCH to 253rd Place | 18,019 | 104,741 | - | - |
| 209-810-5806.361 | 250th Street - Pennsylvania to Eshelman | 287,361 | - | - | - |
| 209-810-5806.363 | 248th St/Moon Ave Street Imp. | 6,990 | - | - | - |
| 209-810-5806.367 | Street Reconstruction - Zone C F | - | - | 358,557 | 791,833 |
| Total Capital Outlay | | 312,370 | 104,741 | 358,557 | 791,833 |
| Total Measure M Local Return Fund | | 312,370 | 104,741 | 358,557 | 791,833 |



Fiscal Year 2021/22 Annual Budget City of Lomita Capital Improvement Projects

| | | Actual | Actual | Adopted | Adopted |
|--|---------------------------------------|------------|---------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 211-Measure W Safe Clean Water Program | | | | | |
| Capital Outlay | | | | | |
| 211-810-5806.369 | Lomita/Narbonne Intersection - ADA | - | - | - | 127,900 |
| Total Capital Outlay | | - | - | - | 127,900 |
| Total Measure W Safe Clean Water Fund | | - | - | - | 127,900 |
| 220-Proposition A | | | | | |
| Capital Outlay | | | | | |
| 220-810-5806.369 | Lomita/Narbonne Intersection - ADA | - | - | - | 302,100 |
| Total Capital Outlay | | - | - | - | 302,100 |
| Total Proposition A Fund | | - | - | - | 302,100 |
| 225-Proposition C | | | | | |
| Capital Outlay | | | | | |
| 225-810-5806.326 | Pavement Management Plan | - | - | 125,000 | - |
| 225-810-5806.367 | Street Reconstruction - Zone C F | - | - | - | - |
| 225-810-5806.369 | Lomita/Narbonne Intersection -ADA | - | - | 225,000 | 650,000 |
| 225-810-5806.366 | ADA Projects | - | - | - | 25,000 |
| 225-810-5806.370 | CIP Master Plan | - | - | - | 20,000 |
| Total Capital Outlay | | - | - | 350,000 | 695,000 |
| Total Proposition C Fund | | - | - | 350,000 | 695,000 |
| 230 - Transportation Development Act | | | | | |
| Contract Services | | | | | |
| 230-348-5345.000 | Contractual Services | - | 14,611 | - | 68,661 |
| 230-348-5755.000 | Special Department Supplies & Expense | - | - | 19 | - |
| Total Contract Services | | - | 14,611 | 19 | 68,661 |
| Capital Outlay | | | | | |
| 230-810-5821.355 | Street Reconstruction - Zone C F G | - | - | 12,277 | - |
| Total Capital Outlay | | - | - | 12,277 | - |
| Total Transportation Development Act Fund | | - | 14,611 | 12,296 | 68,661 |
| 235-Air Quality MD AB2766 | | | | | |
| Capital Outlay | | | | | |
| 235-810-5821.355 | Walnut - PCH to 253rd Place | - | 10,810 | - | - |
| Total Capital Outlay | | - | 10,810 | - | - |
| Total Air Quality MD AB2766 Fund | | - | 10,810 | - | - |



Fiscal Year 2021/22 Annual Budget City of Lomita Capital Improvement Projects

| | | Actual | Actual | Adopted | Adopted |
|--|----------------------------------|---------------|---------------|----------------|----------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 310-Capital Improvement | | | | | |
| Capital Outlay | | | | | |
| 310-820-5825.000 | Equipment Over \$5k | - | - | - | 40,000 |
| 310-820-5820.371 | Narbonne Ave Vacant Lot | - | - | 271,249 | - |
| Total Capital Outlay | | - | - | 271,249 | 40,000 |
| Total Capital Improvement Fund | | - | - | 271,249 | 40,000 |
| 311-Streets Improvement | | | | | |
| Capital Outlay | | | | | |
| 311-810-5806.351 | Slurry Seal | 21,755 | - | - | - |
| 311-810-5806.367 | Street Reconstruction - Zone C F | - | - | 400,000 | 600,000 |
| Total Capital Outlay | | 21,755 | - | 400,000 | 600,000 |
| Total Streets Improvement Fund | | 21,755 | - | 400,000 | 600,000 |
| 312-Facilities Improvement | | | | | |
| Capital Outlay | | | | | |
| 312-820-5820.000 | Building Improvement | - | 27,350 | - | - |
| Total Capital Outlay | | - | 27,350 | - | - |
| Total Facilities Improvement Fund | | - | 27,350 | - | - |



Fiscal Year 2021/22 Annual Budget City of Lomita Capital Improvement Projects

| | | Actual | Actual | Adopted | Adopted |
|---|---|------------------|------------------|------------------|-------------------|
| | | FY 2018/19 | FY 2019/20 | FY 2020/21 | FY 2021/22 |
| 520-Water Capital | | | | | |
| Contract Services | | | | | |
| 520-840-5340.108 | Professional Services - Cypress | 16,888 | 41,098 | - | - |
| 520-840-5340.347 | Water Rate Study | - | | 80,000 | - |
| 520-840-5340.370 | CIP Master Plan | - | - | - | 10,000 |
| Total Contract Services | | 16,888 | 41,098 | 80,000 | 10,000 |
| Capital Outlay | | | | | |
| 520-840-5820.134 | Emergency Generator | - | | 103,100 | 125,000 |
| 520-840-5821.218 | Water Master Plan | - | | - | 85,000 |
| 520-840-5821.237 | Harbor Hills Direct Metering | 58,499 | 13,972 | 15,000 | - |
| 520-840-5821.353 | 253rd Place Water Main Replacement | 405,292 | 18,959 | - | - |
| 520-840-5821.355 | Walnut - PCH to 253rd Place | 485,170 | 752,959 | - | - |
| 520-840-5821.357 | 246th St., 247th Pl., 247th St. - Western | - | | 1,499,916 | 1,499,916 |
| 520-840-5821.361 | 250th St. - Pennsylvania to Eshelman | 1,242,501 | 57,509 | - | - |
| 520-840-5821.365 | Cypress Water Production Upgrade | - | 5,470 | 3,000,000 | 5,000,000 |
| 520-840-5825.000 | Equipment Over 5K | 23,648 | 58,318 | - | - |
| Total Capital Outlay | | 2,215,110 | 907,187 | 4,618,016 | 6,709,916 |
| Total Water Capital Fund | | 2,231,998 | 948,285 | 4,698,016 | 6,719,916 |
| Total Capital Improvement Projects | | 3,434,093 | 1,494,088 | 7,323,118 | 11,263,577 |



Fiscal Year 2021/22 Annual Budget City of Lomita Capital Improvement Projects

| Object No. | Budget Comment (Personnel) |
|--|---|
| 5105 | Salaries for full-time personnel. |
| 5205 | Annual health care, vision, dental, life insurance, long-term care benefits and EAP services for employees. |
| 5207 | Medicare insurance benefits. |
| 5210 | Workers' Compensation insurance and claims. |
| 5215 | Retirement benefit costs for PERS Tier 1 employees (2.5% @ 55). |
| 5217 | Retirement benefit costs for PERS Tier 3 employees (2% @ 62). |
| Budget Comment (Operations & Maintenance) | |
| 5340.108 | Cypress Reservoir - Professional Services. |
| 5340.347 | Water Rate Study. |
| 5340.370 | CIP Master Plan |
| 5345 | Contractual Services |
| 5460 | California Joint Powers Insurance Authority (CJPIA) liability and vehicle insurance. |
| Budget Comment (Capital Outlay) | |
| 5806.134 | Emergency Generator - Cypress. |
| 5806.218 | Water Master Plan. |
| 5806.326 | Pavement Management Plan. |
| 5806.366 | ADA Projects. |
| 5806.367 | Street Reconstruction - Zone C F. |
| 5806.368 | Street Reconstruction - Zone G. |
| 5806.369 | Lomita/Narbonne Intersection - ADA. |
| 5806.370 | CIP Master Plan. |
| 5821.237 | Harbor Hills Direct Metering. |
| 5821.353 | 253rd Place Water Main Replacement. |
| 5821.357 | 246th St., 247th Pl., 247th St. - Western. |
| 5821.365 | Cypress Water Production Upgrade - Granular Activated Carbon Filtration Treatment. |
| 5825.000 | Digital Marquee for City Hall. |

**CITY OF LOMITA
FUND DEFINITIONS AND AUTHORIZED USES
2021-2022**

| Fund No. | Fund Title | Definition of Types of Monies Included | Restricted | Authorized Uses |
|-----------------|--|--|-------------------|--|
| 100 | General Fund | Property, sales, franchise & transient occupancy taxes, fines & forfeitures, investment interest, business license fees, planning fees, funds from other agencies, and other fees for service. | No | Primary City Fund for operation expenditures. |
| 201 | OPEB Trust Fund | Designated transfers from General Fund. | Yes | Reserves for Retiree Benefits. |
| 202 | Pension Stabilization Fund | Designated transfers from General Fund. | Yes | Reserves for costs increases related to employee retirement. |
| 203 | Economic Development | Designated transfers from General Fund. | Yes | Reserves for costs increases related to economic development. |
| 205 | Gas Tax Fund | Monies received from the State and County from gas sales. | Yes | Street maintenance and repairs. |
| 206 | Proposition 1B Fund | Monies received from the State for improvements of local streets and roads. | Yes | Street maintenance and repairs. |
| 207 | Measure R Fund | Funds received from the State; Measure R was approved in November 2008. | Yes | Street maintenance and repairs. |
| 209 | Measure M Fund | Funds received from the State; Measure M was approved in November 2016 | Yes | Street maintenance and repairs. |
| 211 | Measure W | City's share of Measure W, Safe Clean Water Program from county of Los Angeles. | Yes | Increase, improve local water supply, & protect public health. |
| 215 | Community Development Block Grant Fund | Federal grant for programs benefiting low-income persons and/or families. | Yes | Housing repairs and public service programs. |
| 220 | Proposition A Fund | City's share of Proposition A Local Return Funds from county sales tax dollars. | Yes | Transportation related projects and programs. |
| 225 | Proposition C Fund | City's share of Proposition C Local Return Funds from county sales tax dollars. | Yes | Transportation related projects and programs. |
| 230 | Transportation Development Act Fund | County Transportation Development Act funds (TDA). | Yes | Approved transportation projects for pedestrian, bicycle, or bicycle-related programs. |
| 235 | Air Quality Plan AB2766 Fund | Funds received from South Coast Air Quality Management District (AQMD) derived from clean air fees. | Yes | Only on approved air quality improvement projects. |

**CITY OF LOMITA
FUND DEFINITIONS AND AUTHORIZED USES
2021-2022**

| Fund No. | Fund Title | Definition of Types of Monies Included | Restricted | Authorized Uses |
|-----------------|---------------------------------|---|-------------------|---|
| 245 | Landscape Maintenance Fund | Assessment funds collected on property tax bill for Landscape Maintenance District #1. | Yes | Only in designated landscape district. |
| 250 | Park Facilities Fee Fund | Park Development Tax and Quimby Act funds. | Yes | Park programs and expenditures only. |
| 255 | Park Athletic Fund | User charges for park athletic programs. | Yes | Park athlete programs. |
| 257 | Park Grant Fund | State of California Parks and Recreation Grant Fund. | Yes | Park improvement programs. |
| 260 | Lomita Manor Development Fund | Federal Housing Funds. | Yes | Capital & operating costs of Lomita Manor. |
| 310 | Capital Improvement Fund | Designated transfers from General Fund. | Yes | Capital Improvement Projects. |
| 311 | Street Improvement Fund | Designated transfers from General Fund | Yes | Street Improvement Projects. |
| 312 | Facilities Improvement Fund | Designated transfers from General Fund. | Yes | Facilities Improvement Projects. |
| 510 | Water Operating Fund | Customer water sales & fee charges, water fund investment interest. | Yes | Water operations. |
| 520 | Water Capital & Facilities Fund | Waterworks District tax, capital improvement fees, water capital investment interest. | Yes | Capital projects for Water Division only. |
| 530 | Rate Stabilization Fund | Designated transfer from Water Capital & Facilities Fund required for Cypress Reservoir Bond. | Yes | Water operations and Water capital projects. |
| 610 | Equipment Replacement Fund | Internal Service Fund established to bill departments for equipment replacement on a scheduled basis. | Yes | Major equipment with a multi-year life expectancy and depreciation value. |
| 611 | Park Equipment Replacement Fund | Internal Service Fund established for park equipment replacement. | Yes | Major equipment with a multi-year life expectancy and depreciation value. |
| 720 | Railroad Museum Foundation Fund | Trust Fund donations for a community center. | Yes | Railroad museum activities. |
| 730 | Tom Rico Memorial Fund | Trust fund donations for park program scholarships. | Yes | Park programming activities including scholarships, supplies and equipment. |

**CITY OF LOMITA
ACRONYMS LIST
2021-2022**

| <u>ACRONYM</u> | <u>DEFINITION</u> |
|-----------------------|---|
| AASLH | American Association of State and Local History |
| AC | Air Conditioning |
| ADA | Americans with Disabilities Act |
| ALPR | Automatic License Plate Recognition |
| APWA | American Public Works Association |
| AQMD | Air Quality Management District |
| ARRA | American Recovery and Reinvestment Act |
| ASCAP | American Society of Composers, Authors and Publishers |
| ASCE | American Society of Civil Engineers |
| AWWA | American Water Works Association |
| BMI | Broadcast Music, Inc. |
| CAFR | Comprehensive Annual Financial Report |
| CalPERS | California Public Employees Retirement System |
| CalTrans | California State Department of Transportation |
| CAM | California Association of Museums |
| CCAC | City Clerks Association California |
| CCHE | California Cultural Historical Endowment |
| CDAB | Community Development Advisory Board |
| CDAR | Continuing Disclosure Annual Report |
| CDBG | Community Development Block Grant |
| CDC | Community Development Commission |
| CEQA | California Environmental Quality Act |
| CERT | Community Emergency Response Team |
| CIP | Capital Improvement Program |
| CIWMB | California Integrated Waste Management Board |
| CJPIA | California Joint Powers Insurance Authority |
| CLEEP | California Law Enforcement Equipment Program |
| COG | South Bay Cities Council of Governments |
| COPS | Citizen's Option for Public Safety |
| CORE | Community Resources (Deputy) |
| CPR | Cardio-Pulmonary Resuscitation |
| CPRS | California Parks and Recreation Society |
| CRA | California Redevelopment Association |
| CSMFO | California Society of Municipal Finance Officers |
| CSTI | California Specialized Training Institute |
| CVC | California Vehicle Code |
| DMAC | Area G Disaster Management Area Coordinator |
| DOJ | U.S. Department of Justice |
| DSL | Digital Subscriber Line |
| DUI | Driving Under the Influence |
| EAC | Environmental Action Committee |
| EAP | Employee Assistance Program |
| E&T | Engineers & Traffic |

**CITY OF LOMITA
ACRONYMS LIST
2021-2022**

| <u>ACRONYM</u> | <u>DEFINITION</u> |
|-----------------------|--|
| EOC | Emergency Operations Center |
| EPA | U.S. Environmental Protection Agency |
| FEMA | Federal Emergency Management Agency |
| FPCC | Fair Political Practices Commission |
| GAAP | Generally Accepted Accounting Principles |
| GAP | Gang Alternative Program |
| GASB | Governmental Accounting Standards Board |
| GEM | Global Electric Motorcars |
| GFOA | Government Finance Officers Association |
| GIS | Geographic Information Systems |
| HACoLA | Housing Authority of the County of Los Angeles |
| HCD | Housing & Community Development |
| HCV | Housing Choice Voucher |
| HHW | Household Hazardous Waste |
| HUD | Housing and Urban Development |
| HVAC | Heating, Ventilation & Air Conditioning |
| ICMA | International City Management Association |
| ICSC | International Council of Shopping Centers |
| IIMC | International Institute of Municipal Clerks |
| IT | Information Technology |
| IWG | Infrastructure Working Group |
| JAG | Justice Assistance Grant |
| LACPWD | Los Angeles County Public Works Department |
| LAFCO | Local Agency Formation Commission |
| LAN | Local Area Network |
| LARCIS | Los Angeles Regional Crime Information System |
| LAUSD | Los Angeles Unified School District |
| LED | Light-Emitting Diode (Lighting) |
| LHA | Lomita Housing Authority |
| LUCA | Local Update of Census Addresses |
| MAX | Municipal Area Express |
| MMASC | Municipal Management Assistants of Southern California |
| MOU | Memorandum of Understanding |
| MTA | L.A. County Metropolitan Transportation Authority |
| MWD | Metropolitan Water District |
| NIMS | National Incident Management System |
| NPDES | National Pollution Discharge Elimination System |
| OARRS | Operational Area Response and Recovery System |
| OSHA | Occupational Safety and Health Administration |
| OTS | Office of Traffic Safety |
| PAPA | Pesticide Applicators Professional Association |
| PCH | Pacific Coast Highway |
| PDF | Portable Document Format |
| PERS | Public Employees Retirement System |

**CITY OF LOMITA
ACRONYMS LIST
2021-2022**

| <u>ACRONYM</u> | <u>DEFINITION</u> |
|-----------------------|--|
| PHA | Public Housing Agency |
| PMS | Pavement Management System |
| PTS | Parking Ticket System |
| RFP | Request for Proposal |
| SBCCOG | South Bay Cities Council of Governments |
| SCADA | Supervisory Control and Data Acquisition |
| SCAG | Southern California Association of Government |
| SCE | Southern California Edison |
| SCMAF | Southern California Municipal Athletic Federation |
| SCTC | Southern California Teen Coalition |
| SCWUA | Southern California Water Utilities Association |
| SESAC | Society of European Stage Authors and Composers |
| SSMP | Sewer System Management Plan |
| SWANA | Solid Waste Association of North America |
| SWAPC | Southwest Area Planning Council |
| SWRCB | State Water Resources Control Board |
| STP-L | (Prop A & Prop C) Surface Transportation Program – Local |
| TDA | Transportation Development Act |
| TMDL | Total Maximum Daily Load |
| TTAC | Technical Traffic Advisory Committee |
| VOP | Volunteers on Patrol |
| WBMWD | West Basin Municipal Water District |
| WBUA | West Basin Utility Association |
| WCA | West Coast Arborists |
| WRD | Water Replenishment District |

GLOSSARY

Account Number - A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

Allocate - To distribute a lump-sum appropriation; that is designated for expenditure by specific organization units and/or for specific purposes, activities, or objects.

Appropriation - An authorization made by the Council which permits the City to incur obligations and to make expenditures of resources.

Audit - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

Budget - A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services.

Budget Message - Included in the opening section of the budget, the Budget Message provides the Council and the public with a general summary of the most important

aspects of the budget, changes from the previous fiscal years, and the views and recommendations of the City Manager.

Capital Improvement Program (CIP) - A program to provide for the maintenance or replacement of existing public facilities and assets and for the construction or acquisition of new ones.

Capital Outlay - Expenditures for the acquisition of capital assets.

Contractual Services - Services rendered to City activities by private firms, individuals, or other governmental agencies. Examples of these services include traffic engineering, law enforcement, and city attorney services.

Department - A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Encumbrance - The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Expenditure - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds.

Fiscal Year - The beginning and ending period for recording financial

GLOSSARY

transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets - Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of five years and an acquisition cost in excess of \$500.

Franchise Fee - A franchise fee is charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City currently assesses franchise fees on cable television, utilities, and trash collection contractors.

Fund - An accounting entity that records all financial transactions for specific activities or government functions. The generic fund types used by the City.

Fund Balance - The excess of current assets over current liabilities and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

Infrastructure - The physical assets of the City, i.e., streets, water and sewer lines, public buildings, and parks, and the support structures within a development.

Line-Item Budget - A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a

program rather than line-item budget, although detail line-item accounts are maintained and recorded for financial reporting and control purposes.

Operating Budget - The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets, in the financial plan, form the operating budget.

Program Budget - A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenue, and interest income.

Subventions - Revenues collected by the State (or other level of government) which are allocated to the City on formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu, cigarette taxes in-lieu, and gasoline taxes.

User Fees - The payment of a fee for direct receipt of service by the party benefiting from the service.

GLOSSARY

transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets - Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of five years and an acquisition cost in excess of \$500.

Franchise Fee - A franchise fee is charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City currently assesses franchise fees on cable television, utilities, and trash collection contractors.

Fund - An accounting entity that records all financial transactions for specific activities or government functions. The generic fund types used by the City.

Fund Balance - The excess of current assets over current liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

Infrastructure - The physical assets of the City, i.e., streets, water and sewer lines, public buildings, and parks, and the support structures within a development.

Line-Item Budget - A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a

program rather than line-item budget, although detail line-item accounts are maintained and recorded for financial reporting and control purposes.

Operating Budget - The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

Program Budget - A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenue, and interest income.

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