

# CITY MANAGER

## Mission Statement

Efficiently and effectively deliver exceptional services, outstanding amenities, quality programs, and foster strong community engagement.

## Overview

The City of Newport Beach operates under a Council-Manager form of government. The elected seven-member City Council appoints the city manager to provide executive leadership and oversee the day-to-day business of the City government. The city manager is responsible for implementing City Council policies, directing City departments and operations, developing and managing the City's capital and operating budgets, and coordinating the preparation of City Council agendas. The City Manager's Office includes the Economic Development, Information Technology and Public Information Divisions, and provides project development and policy implementation support to other City departments.

Report: AUTHORIZED POSITIONS BY ORG  
 Year: JUL To JUN 2020  
 Division: 01020005 - CITY MANAGER ADMIN



Position	Type of Employee	FTE	Base Wages	Special Pays	Retirement Contrib (City)	Other Benefits	Total Salaries and Benefits
ADMINISTR ANALYST PT	Part Time	0.80	\$35,950		\$1,348	\$541	\$37,839
ADMN ASST-AST CTY MG	Full Time	1.00	\$86,776	\$960	\$4,109	\$28,927	\$120,772
ASST CITY MANAGER	Full Time	1.00	\$240,495	\$5,760	\$10,150	\$42,067	\$298,472
CITY MANAGER	Full Time	1.00	\$270,300	\$6,960	\$9,066	\$43,567	\$329,893
DEPUTY CITY MANAGER	Full Time	0.50	\$83,709	\$2,880	\$3,964	\$16,524	\$107,077
EXEC ASST-CITY MGR	Full Time	1.00	\$95,305	\$960	\$4,513	\$29,650	\$130,427
INTERN	Part Time	0.50	\$18,106		\$679	\$272	\$19,058
<b>Total</b>		<b>5.80</b>	<b>\$830,642</b>	<b>\$17,520</b>	<b>\$33,829</b>	<b>\$161,549</b>	<b>\$1,043,539</b>

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 City of Newport Beach  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

## ACCOUNTS FOR:

CITY MANAGER ADMIN	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
70 REGULAR SALARIES							
01020005 711001 SALRY MISC	678,235.38	666,890.12	673,552.22	787,590.02	666,890.12	776,584.80	15.3%
01020005 711003 SALRY P/T	5,805.42	76,054.03	76,054.03	23,995.54	76,054.03	54,056.80	-28.9%
TOTAL REGULAR SALARIES	684,040.80	742,944.15	749,606.25	811,585.56	742,944.15	830,641.60	10.8%
72 BENEFITS							
01020005 721001 CAF ALW FT	93,805.29	91,140.24	91,140.24	103,599.63	91,140.24	100,584.00	10.4%
01020005 722001 PERS MBR M	62,449.72	61,813.28	62,374.07	69,079.95	61,813.28	63,450.94	1.7%
01020005 723002 PERS ER M	45,331.94	48,910.82	49,462.94	58,324.59	48,910.82	66,209.81	33.9%
01020005 723004 RET P/T	.00	1,518.14	1,518.14	803.54	1,518.14	2,027.26	33.5%
01020005 724001 EE CNTRB M	-89,002.54	-91,318.72	-92,184.79	-102,691.87	-91,318.72	-97,859.45	6.2%
01020005 725001 UNFND LB M	156,082.92	154,907.00	154,013.02	154,013.04	154,013.02	178,454.00	15.9%
01020005 725003 DISC UAL M	64,257.84	52,842.00	53,735.98	53,736.00	53,735.98	57,425.00	6.9%
01020005 727001 CAR ALLOW	10,945.18	10,800.00	10,800.00	14,578.28	10,800.00	13,200.00	22.2%
01020005 727003 CELLPHONE	4,016.54	3,840.00	3,840.00	4,494.92	3,840.00	4,320.00	12.5%
01020005 727004 RHS \$2.50	4,180.63	3,837.92	3,837.92	5,211.72	3,837.92	7,123.55	85.6%
01020005 727005 HYBRID DD	1,203.20	1,199.90	1,199.90	204.38	1,199.90	1,200.00	.0%
01020005 727012 LIFE INS	433.12	420.00	420.00	481.25	420.00	472.68	12.5%
01020005 727013 EAP	85.63	83.04	83.04	94.25	83.04	93.42	12.5%
01020005 727014 OTHR BENS	27,677.78	7,656.74	7,656.74	11,706.14	7,656.74	.00	-100.0%
01020005 727016 MEDICARE	10,629.11	13,793.37	13,951.88	12,475.19	13,793.37	15,794.17	13.2%
01020005 727019 SURV BEN	589.70	.00	.00	-285.14	.00	.00	.0%
01020005 727020 DC CITY	.00	.00	.00	.34	.00	10,300.06	.0%
01020005 728001 WC MISC	20,588.16	23,861.00	23,861.00	21,872.62	23,861.00	29,296.00	22.8%
01020005 728003 COMP ABS	23,099.40	23,341.16	23,341.16	21,396.10	23,341.16	27,180.41	16.4%
TOTAL BENEFITS	436,373.62	408,645.89	409,051.24	429,094.93	408,645.89	479,271.85	17.2%
73 LUMP SUM PAYS							
01020005 714001 LUMP SUM	.00	.00	12,369.61	15,130.40	.00	.00	-100.0%
TOTAL LUMP SUM PAYS	.00	.00	12,369.61	15,130.40	.00	.00	-100.0%
74 OTHER PAYS							
01020005 713001 OT MISC	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
TOTAL OTHER PAYS	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
81 CONTRACT SERVICES							
01020005 811008 SVCS PROF	138,054.33	304,000.00	205,070.17	191,582.96	402,929.83	229,000.00	11.7%
01020005 811027 PRNT CONT	727.26	3,527.00	3,527.00	418.09	.00	.00	-100.0%

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 City of Newport Beach  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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## PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

## ACCOUNTS FOR:

CITY MANAGER ADMIN	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
TOTAL CONTRACT SERVICES	138,781.59	307,527.00	208,597.17	192,001.05	402,929.83	229,000.00	9.8%
83 UTILITIES							
01020005 831001 DATALINES	380.10	500.00	500.00	266.07	500.00	500.00	.0%
TOTAL UTILITIES	380.10	500.00	500.00	266.07	500.00	500.00	.0%
84 SUPPLIES & MATERIALS							
01020005 841007 OFC SUPPLS	1,813.55	4,000.00	3,990.88	3,349.23	4,009.12	4,000.00	.2%
01020005 841049 III PROG	2,204.92	5,000.00	5,000.00	1,282.03	5,000.00	5,000.00	.0%
TOTAL SUPPLIES & MATERIALS	4,018.47	9,000.00	8,990.88	4,631.26	9,009.12	9,000.00	.1%
85 MAINTENANCE & REPAIR							
01020005 851010 EQP MNT&RP	.00	650.00	650.00	.00	650.00	650.00	.0%
01020005 851013 PRNTR MNT	.00	900.00	900.00	.00	900.00	900.00	.0%
TOTAL MAINTENANCE & REPAIR	.00	1,550.00	1,550.00	.00	1,550.00	1,550.00	.0%
86 TRAVEL & TRAINING							
01020005 861001 TRVL&MTGS	14,694.90	17,000.00	17,000.00	10,226.50	17,000.00	18,080.00	6.4%
01020005 861003 TRAINING	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
TOTAL TRAVEL & TRAINING	14,694.90	18,000.00	18,000.00	10,226.50	18,000.00	19,080.00	6.0%
87 GENERAL EXPENSES							
01020005 871003 POSTAGE	1,127.79	5,000.00	5,000.00	769.21	5,000.00	5,000.00	.0%
01020005 871004 PUBS&DUES	6,506.54	7,500.00	7,500.00	6,506.21	7,500.00	7,500.00	.0%
01020005 871017 SFTWR RNEW	.00	1,080.00	1,080.00	.00	1,080.00	.00	-100.0%
TOTAL GENERAL EXPENSES	7,634.33	13,580.00	13,580.00	7,275.42	13,580.00	12,500.00	-8.0%
88 INTERNAL SVC PREMIUM							
01020005 726002 ANUAL OPEB	41,094.00	35,329.00	35,329.00	32,384.88	35,329.00	35,297.00	-.1%
01020005 881004 IT OP ISF	45,951.00	29,753.00	29,753.00	27,273.62	29,753.00	45,822.00	54.0%
01020005 881005 IT REPLC I	9,294.96	9,177.00	9,177.00	8,412.25	9,177.00	15,689.00	71.0%
TOTAL INTERNAL SVC PREMIUM	96,339.96	74,259.00	74,259.00	68,070.75	74,259.00	96,808.00	30.4%
89 INSURANCE RESERVE							
01020005 891001 GL INS ISF	43,481.04	58,284.00	58,284.00	53,427.00	58,284.00	43,369.00	-25.6%
01020005 891048 UC CHARGE	.00	.00	.00	.00	.00	12,718.00	.0%
TOTAL INSURANCE RESERVE	43,481.04	58,284.00	58,284.00	53,427.00	58,284.00	56,087.00	-3.8%
90 CAPITAL EXPENDITURES							
01020005 911001 OFC EQUIP	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%



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PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

ACCOUNTS FOR:

CITY MANAGER ADMIN	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
TOTAL CAPITAL EXPENDITURES	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
TOTAL CITY MANAGER ADMIN	1,425,744.81	1,636,290.04	1,556,788.15	1,591,708.94	1,731,701.99	1,736,438.45	11.5%

Report: AUTHORIZED POSITIONS BY ORG  
 Year: JUL To JUN 2020  
 Division: 01020201 - CITY MGR PUBLIC INFO OFFICE



Position	Type of Employee	FTE	Base Wages	Special Pays	Retirement Contrib (City)	Other Benefits	Total Salaries and Benefits
ADMINISTR ANALYST	Full Time	1.00	\$103,139	\$960	\$4,884	\$27,907	\$136,890
DEPUTY CITY MANAGER	Full Time	0.50	\$83,709	\$2,880	\$3,964	\$16,524	\$107,077
<b>Total</b>		<b>1.50</b>	<b>\$186,848</b>	<b>\$3,840</b>	<b>\$8,847</b>	<b>\$44,432</b>	<b>\$243,967</b>

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 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

## ACCOUNTS FOR:

CITY MGR	PUBLIC INFO OFFICE	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
70	REGULAR SALARIES							
01020201	711001 SALRY MISC	252,392.12	262,592.38	265,218.30	97,539.50	262,592.38	186,848.00	-29.5%
	TOTAL REGULAR SALARIES	252,392.12	262,592.38	265,218.30	97,539.50	262,592.38	186,848.00	-29.5%
72	BENEFITS							
01020201	721001 CAF ALW FT	44,656.52	44,592.00	44,592.00	21,332.48	44,592.00	33,528.00	-24.8%
01020201	722001 PERS MBR M	25,715.56	27,361.88	27,607.51	10,747.22	27,361.88	19,469.58	-29.5%
01020201	723002 PERS ER M	14,708.64	15,965.22	16,164.34	5,696.36	15,965.22	12,955.93	-19.8%
01020201	724001 EE CNTRB M	-32,811.00	-33,518.20	-33,859.57	-12,680.21	-33,518.20	-23,578.23	-30.4%
01020201	725001 UNFND LB M	53,611.68	59,975.00	59,628.88	59,628.84	59,628.88	21,558.00	-63.8%
01020201	725003 DISC UAL M	22,071.36	20,459.00	20,805.12	20,805.12	20,805.12	6,937.00	-66.7%
01020201	727001 CAR ALLOW	2,406.66	2,400.00	3,600.00	39.56	3,600.00	2,400.00	-33.3%
01020201	727003 CELLPHONE	1,925.64	1,920.00	1,920.00	917.98	1,920.00	1,440.00	-25.0%
01020201	727004 RHS \$2.50	1,745.94	1,829.93	1,829.93	29.17	1,829.93	944.96	-48.4%
01020201	727012 LIFE INS	210.00	210.00	210.00	96.25	210.00	157.56	-25.0%
01020201	727013 EAP	41.52	41.52	41.52	18.85	41.52	31.14	-25.0%
01020201	727016 MEDICARE	4,046.60	5,032.85	5,070.93	1,640.84	5,032.85	3,230.26	-36.3%
01020201	727019 SURV BEN	190.25	.00	.00	-88.73	.00	.00	.0%
01020201	728001 WC MISC	9,703.20	8,196.00	8,196.00	7,513.00	8,196.00	7,133.00	-13.0%
01020201	728003 COMP ABS	8,809.32	9,031.82	9,031.82	8,279.15	9,031.82	6,539.65	-27.6%
	TOTAL BENEFITS	157,031.89	163,497.02	164,838.48	123,975.88	164,697.02	92,746.85	-43.7%
73	LUMP SUM PAYS							
01020201	714001 LUMP SUM	.00	.00	5,400.00	2,700.00	.00	.00	-100.0%
	TOTAL LUMP SUM PAYS	.00	.00	5,400.00	2,700.00	.00	.00	-100.0%
74	OTHER PAYS							
01020201	713001 OT MISC	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
	TOTAL OTHER PAYS	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
81	CONTRACT SERVICES							
01020201	811008 SVCS PROF	37,960.59	150,000.00	150,000.00	124,350.48	158,085.10	150,000.00	.0%
	TOTAL CONTRACT SERVICES	37,960.59	150,000.00	150,000.00	124,350.48	158,085.10	150,000.00	.0%
84	SUPPLIES & MATERIALS							
01020201	841007 OFC SUPPLS	2,057.14	2,000.00	2,000.00	1,554.23	2,000.00	2,000.00	.0%
01020201	841046 SPCDEPT EX	1,982.87	3,000.00	3,000.00	2,145.17	3,000.00	3,000.00	.0%

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 City of Newport Beach  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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## PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

## ACCOUNTS FOR:

CITY MGR PUBLIC INFO OFFICE	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
TOTAL SUPPLIES & MATERIALS	4,040.01	5,000.00	5,000.00	3,699.40	5,000.00	5,000.00	.0%
85 MAINTENANCE & REPAIR							
01020201 851010 EQP MNT&RP	7,666.00	18,000.00	18,000.00	13,870.38	18,000.00	18,000.00	.0%
TOTAL MAINTENANCE & REPAIR	7,666.00	18,000.00	18,000.00	13,870.38	18,000.00	18,000.00	.0%
86 TRAVEL & TRAINING							
01020201 861001 TRVL&MTGS	3,782.28	5,000.00	5,000.00	2,066.53	5,000.00	5,000.00	.0%
01020201 861003 TRAINING	225.00	2,000.00	2,000.00	705.00	2,000.00	2,000.00	.0%
TOTAL TRAVEL & TRAINING	4,007.28	7,000.00	7,000.00	2,771.53	7,000.00	7,000.00	.0%
87 GENERAL EXPENSES							
01020201 871002 ADVERT&PR	2,134.64	2,500.00	2,500.00	165.00	2,500.00	2,500.00	.0%
01020201 871004 PUBS&DUES	780.41	1,500.00	1,500.00	787.56	1,500.00	1,500.00	.0%
01020201 871041 NBTV OPS	121,853.50	175,000.00	175,000.00	145,364.75	175,000.00	175,000.00	.0%
TOTAL GENERAL EXPENSES	124,768.55	179,000.00	179,000.00	146,317.31	179,000.00	179,000.00	.0%
88 INTERNAL SVC PREMIUM							
01020201 726002 ANUAL OPEB	14,043.00	13,473.00	13,473.00	12,350.03	13,473.00	13,898.00	3.2%
01020201 881001 EQPMNT ISF	.00	.00	.00	.00	.00	4,103.00	.0%
01020201 881004 IT OP ISF	20,423.04	11,845.00	11,845.00	10,857.88	11,845.00	7,050.00	-40.5%
01020201 881005 IT REPLC I	4,131.00	3,671.00	3,671.00	3,365.12	3,671.00	2,414.00	-34.2%
TOTAL INTERNAL SVC PREMIUM	38,597.04	28,989.00	28,989.00	26,573.03	28,989.00	27,465.00	-5.3%
89 INSURANCE RESERVE							
01020201 891001 GL INS ISF	10,404.00	19,012.00	19,012.00	17,427.63	19,012.00	10,560.00	-44.5%
01020201 891048 UC CHARGE	.00	.00	.00	.00	.00	3,097.00	.0%
TOTAL INSURANCE RESERVE	10,404.00	19,012.00	19,012.00	17,427.63	19,012.00	13,657.00	-28.2%
90 CAPITAL EXPENDITURES							
01020201 911055 PEG EQUIP	12,906.65	20,000.00	20,000.00	68,342.42	20,000.00	20,000.00	.0%
TOTAL CAPITAL EXPENDITURES	12,906.65	20,000.00	20,000.00	68,342.42	20,000.00	20,000.00	.0%
TOTAL CITY MGR PUBLIC INFO O	649,774.13	854,090.40	863,457.78	627,567.56	863,375.50	700,716.85	-18.8%



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City of Newport Beach  
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

ACCOUNTS FOR:

CITY MGR ECONOMIC DEVELOPMENT	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
81 CONTRACT SERVICES							
01020202 811008 SVCS PROF	5,675.71	100,000.00	100,000.00	.00	100,000.00	75,000.00	-25.0%
TOTAL CONTRACT SERVICES	5,675.71	100,000.00	100,000.00	.00	100,000.00	75,000.00	-25.0%
84 SUPPLIES & MATERIALS							
01020202 841046 SPCDEPT EX	389,000.00	425,000.00	425,000.00	404,000.00	425,000.00	425,000.00	.0%
TOTAL SUPPLIES & MATERIALS	389,000.00	425,000.00	425,000.00	404,000.00	425,000.00	425,000.00	.0%
86 TRAVEL & TRAINING							
01020202 861001 TRVL&MTGS	261.00	3,000.00	3,000.00	.00	3,000.00	3,000.00	.0%
01020202 861003 TRAINING	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
TOTAL TRAVEL & TRAINING	261.00	4,000.00	4,000.00	.00	4,000.00	4,000.00	.0%
87 GENERAL EXPENSES							
01020202 871003 POSTAGE	.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
01020202 871004 PUBS&DUES	739.51	1,500.00	1,500.00	686.87	1,500.00	1,500.00	.0%
TOTAL GENERAL EXPENSES	739.51	3,000.00	3,000.00	686.87	3,000.00	3,000.00	.0%
TOTAL CITY MGR ECONOMIC DEVE	395,676.22	532,000.00	532,000.00	404,686.87	532,000.00	507,000.00	-4.7%
TOTAL REVENUE	.00	.00	.00	.00	.00	.00	.0%
TOTAL EXPENSE	2,471,195.16	3,022,380.44	2,952,245.93	2,623,963.37	3,127,077.49	3,344,155.30	13.3%
GRAND TOTAL	2,471,195.16	3,022,380.44	2,952,245.93	2,623,963.37	3,127,077.49	3,344,155.30	13.3%

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City of Newport Beach  
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 20201 FY 20 EXPENDITURE - ANNUAL FUNDS

FOR PERIOD 99

ACCOUNTS FOR:

CITY MANAGER AIRPORT ISSUES	2018 ACTUAL	2019 ORIG BUD	2019 REVISED BUD	2019 ACTUAL	2019 PROJECTION	2020 ADOPTED	PCT CHANGE
81 CONTRACT SERVICES							
01020001 811008 SVC PROF	.00	.00	.00	.00	.00	400,000.00	.0%
TOTAL CONTRACT SERVICES	.00	.00	.00	.00	.00	400,000.00	.0%
TOTAL CITY MANAGER AIRPORT I	.00	.00	.00	.00	.00	400,000.00	.0%

FISCAL YEAR 2019-20 DIVISION EXPENDITURES  
CITY MANAGER



<b>DIVISION</b>	<b>SALARIES &amp; BENEFITS</b>	<b>MAINTENANCE &amp; OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL OPERATING BUDGET</b>
City Manager	1,346,210	389,228	1,000	1,736,438
City Manager - PIO	294,493	386,224	20,000	700,717
City Manager - Economic Developmt	-	507,000	-	507,000
City Manager - Airport Mgmt.	-	400,000	-	400,000
<b>TOTALS</b>	<b>1,640,703</b>	<b>1,682,452</b>	<b>21,000</b>	<b>3,344,155</b>