

City of Rolling Hills Estates Budget

**Estimated
Fiscal Year 2013 - 2014
&
Adopted
Fiscal Year 2014 - 2015**



Prepared by
Administrative Services Department



City of Rolling Hills Estates



RollingHillsEstatesCA.gov

**Estimated Budget
FY 2013 – 2014**

**Adopted Budget
FY 2014 – 2015**

**BRITT HUFF
Council Member**

**FRANK V. ZERUNYAN
Council Member**



**STEVEN ZUCKERMAN
Council Member**

**JUDITH M. MITCHELL
Mayor**

**JOHN C. ADDLEMAN
Mayor Pro Tem**



ROLLING HILLS ESTATES

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MEMORANDUM

CITY OF ROLLING HILLS ESTATES

DATE: JUNE 10, 2014
UPDATED: JUNE 24, 2014

TO: MAYOR AND CITY COUNCIL

FROM: DOUGLAS R. PRICHARD,
CITY MANAGER
MICHAEL C. WHITEHEAD,
ADMINISTRATIVE SERVICES DIRECTOR

SUBJECT: PROPOSED FY2014-15 BUDGET

This memorandum will serve to transmit the proposed budget for Fiscal Year 2014-15 for discussion at the June 24 City Council Meeting. The budget document incorporates direction and decisions from Budget Study Session held June 10. This document also includes projected year-end budget numbers for FY2013-14.

OPERATING REVENUES

Total General Fund operating revenues and expenditures for FY2013-14 are projected to be \$6,675,533 and \$6,269,275 respectively, with an estimated net positive operating result for FY2013-14 of \$329,180 (5%). This matches the projected 5% surplus estimated when the budget was adopted in June of 2013. Total General Fund operating revenues and expenditures for FY2014-15 are proposed at \$7,050,307 and \$6,480,502 respectively leading to an estimated year-end net positive operating result of \$469,805 or 7%.

General Fund undesignated, unreserved balance is projected to be \$1,233,165 at June 30, 2014, and \$1,211,713 at June 30, 2015.

Major revenue assumptions come from conservative estimates based on actual revenues received in FY2013-14. Sales tax continues to be flat as projected by MuniServices. Property tax is expected to increase by 5.05% based on calculations provided by the Assessor's office and MuniServices. Building Permit revenues are expected to continue their recent upward trend based on actual projects in the pipeline over the next two years. Specifically, building permit fees, which will total approximately \$1,000,000 in FY2013-14, are expected to total \$1,200,000 in FY2014-15. Further,

planning fees are anticipated to total \$300,000. New construction tax (\$500/residential dwelling unit) will generate approximately \$12,500, which includes the construction of new units in approved residential projects along Deep Valley Drive.

It appears that the State will continue to fund the COPS Grant of \$100,000 for FY2014-15, which will continue to fund our CORE Deputies. Investment interest rates remain at all-time lows (below 1% return) in LAIF and CDs. However, grants and special fund revenues to City remain strong.

The FY2013-14 and FY2014-15 budgets include revenue received from the operation of the stables by the City's concessionaire. This revenue will be used to pay down the Equestrian Fund's negative fund balance over the next several years. When completely paid down, the Equestrian Fund will be eliminated. Progress toward paying down the negative balance in the Equestrian Fund can be charted on the Fund Balance Exhibit G in the line Advance to Other Funds.

OPERATING EXPENDITURES

Expenditure assumptions include maintaining existing service levels in most major expenditure categories.

Sheriff's costs are set to increase by 3.0% due to overall unit cost increases within the department. The City's regional cost percentage is 28%, with Rancho Palos Verdes' share at 68% and Rolling Hills' share at 4%. FY2014-15 will be the first year in which the highly complex regional cost sharing formula is eliminated in favor of the set percentages mentioned here.

The line item for watering of our parks and parkways is substantially overspent for the current fiscal year as the water savings technology which was installed at Ernie Howlett and Highridge parks has helped to monitor usage, but has not resulted in expected savings. Water throughout the City has been cut back due to the drought.

The City Attorney's budget reflects an increase in the overall amount in order to reflect actual costs of providing service. The City Attorney's workload has routinely exceeded the monthly retainer. Additionally, we have budgeted \$30,000 to update the City's personnel ordinances, rules, job descriptions and handbook which are all substantially out of date.

PERSONNEL

The FY2014-15 budget reflects continued reductions in staff levels achieved over the past several years. All told, the City's full-time staff level has decreased from 32 in 2006 to 19 currently, resulting in on-going annual savings of over \$1,000,000.

Similar to Council approved action in FY2012-13 and FY2013-14, the FY2014-15 budget as presented includes a 2.0% cost of living adjustment for staff.

We continue to operate Code Enforcement efforts through utilization of a part-time Zoning and Code Administrator.

With the retirement of our Human Resources Analyst expected in December of 2014, we plan to refocus the position to become an Assistant to the City Manager with an emphasis in Human Resources. This will allow some of the extra burden that has fallen on the Assistant City Manager to be borne by this position, while retaining the needed focus on the complex Human Resources function. We expect administrative support for the Community Services Director, which was previously handled by the Human Resources Analyst, to be picked up by the Records Clerk.

CAPITAL PROJECTS

On the capital side, we have again proposed a fairly aggressive capital projects budget for FY2014-15. The Peter Weber Equestrian Center Improvement Project will finally be constructed through utilization of grant funds, and the spending ahead of future Quimby Funds. Three rail fencing is also programmed at \$20,000.

The streets capital project includes \$90,000 for modifications to the Palos Verdes Drive North Bike Lane Project, and \$328,700 for the Silver Spur Pedestrian Path Project. Other improvements include a curb, gutter and sidewalk project utilizing CDBG funds in the amount of approximately \$40,000.

We have also programmed \$25,000 for a storm drain survey and \$50,000 for any immediate repairs identified.

Of the \$350,000 reserve for contingencies associated with construction of the PVDN Bike Path Project, \$124,323 in General Funds and \$77,000 in Measure R funds were utilized in FY2013-14. We also anticipate a \$400,000 General Fund contribution and \$100,000 in a Highway-Through-Cities Grant for the next street resurfacing project as identified in the 2011 Pavement Management System (PMS) Report which is programmed for FY2014-15. By funding this resurfacing project, we will achieve the major maintenance recommendations for years 1-3 as outlined in the 2011 PMS report and hopefully improve our overall Pavement Condition Index when our next PMS report is completed in FY2014-15.

The land at the corner of PVDN and PVDE donated for park purposes as a condition of the Butcher Development remains undeveloped, but a plan should be in place for final design and construction in FY2014-15, which is reflected by the \$100,000 identified for the project.

FUND BALANCES

Various fund balances have been revised to reflect our best understanding of future obligations. The Undesignated, Unreserved Fund Balance is projected to remain above \$1,200,000, which is consistent with the current fund balance policy. The Fund 02 Capital Projects Designation has been decreased by \$27,375, and the Future Operating Expenditures reserve has been increased to \$300,000 as we rebuild that line item which was reduced to account for the Advance to Other Funds (Equestrian Fund negative balance) line item as required by our auditors. The Advance to Other Funds designated reserve is projected to decrease to \$237,671 with the quarterly payments from the Peter Weber Equestrian Center's concessionaire. Also, the CLEEP Grant reserve will be depleted due to equipment purchases for the Sheriff's Department.

FISCAL FUTURE

With Building Permit fees continuing to show signs of improvement both this year and likely into the next several budget cycles, it may seem that the worst of the recent economic times is behind us. Even so, the large development projects we may see coming on the horizon will provide a revenue stream of limited duration. Building Permits and Planning related fees, although a recurring revenue, fluctuate dramatically with the local economy. The other recurring revenue that is subject to fluctuation is sales tax. With the struggles at The Promenade continuing, sales tax remains stagnant even though the overall state and regional economy has substantially recovered. Renovations at the Peninsula Shopping Center, which will provide short term revenue on the Building Permit side, may also help to provide longer term improvement in the sales tax picture. Taking these fluctuations into account will help the City to maintain a solid financial position.

As for long term capital asset maintenance, the proposed budget for FY2014-15 includes completion of the first three years of the maintenance program recommended by our most recent Pavement Management Survey, undertaking repairs to the most severely damaged curbs, gutters and sidewalks as identified by the survey conducted in FY2013-14, and beginning the assessment of the condition of our storm drains through a video survey. Over the years we have maintained our capital infrastructure through a combination of grant funds and utilization of operating revenue in excess of expenditures. However, a long term plan to address the maintenance needs of these major assets will likely require a new funding source. Discussion of a methodology for any change in the way we fund street maintenance and other capital assets should come after the next Pavement Management Survey is undertaken in FY2014-15. At that time, it may be appropriate to create an Infrastructure Maintenance Finance Committee made up of interested members of the community to assist in identifying a long term funding plan.

SUMMARY

Certain key revenues have seen increases since the worst of the recent economic downturn, and are even showing signs of dramatic upturns over the next several budget cycles. The City's fiscal position has been maintained recently through a combination of cost cutting measures and reliance on previously established reserves, although each of the last three budgets have had positive net operating results without the need to dip into reserves further. There continue to be a number of long-term projects and programs that are in need of identified funding sources. These include such projects as the General Plan Update, street and parks maintenance and other capital infrastructure maintenance as well as on-going program needs and maintenance of the City's competitive position in marketplace for well qualified employees. Given the City's historic reliance on sales tax, property tax and planning and building permit fees, all of which are highly subject to the ups and downs of the economy, we will need to continue to budget conservatively by prudently maintaining appropriate reserves while funneling as much as is available into needed infrastructure maintenance and essential programs.

CITY OF ROLLING HILLS ESTATES



FUND BALANCE POLICY

INTRODUCTION

The purpose of this document is to state the policies regarding the Fund Balance of the General Fund of the City of Rolling Hills Estates and the budgeting practices that maintain such policies.

These policies are intended to provide guidelines for budget decisions as to the appropriate use of General Fund resources and the maintenance of adequate reserves and designations for contingencies, emergencies, capital improvements, and other such uses as determined by the City Council.

After reservations and designations of the General Fund Fund Balance are authorized, the remaining amount is defined as the Unreserved/Undesignated Fund Balance.

Although there is no formula that defines a completely adequate Fund Balance, a conservative approach would enable the City to finance its operations for approximately six months without having to incur short-term debt or raise new revenues.

STATEMENT OF FUND BALANCE POLICY

1. Operating revenues will sufficiently fund current year operating expenditures. (Operating deficits are normally contrary to City policy as well as reasonable financial prudence.) All unreserved Fund Balance designations are eligible for use at the discretion of the City Council at a time of an unforeseen fiscal crisis. Such determinations will be handled by the City Council on a case-by-case basis. Operating revenues are defined as both (a) current year revenues and (b) revenues generated in prior fiscal years and designated for specific operating uses in future years.
2. Special projects expenditures are projects that by nature go beyond on-going operational expenditures but are not capital in nature. (Examples of such expenditures are General Plan revision costs, mediation costs, CEQA costs, and website design costs.) This category of expenditures shall be specifically excluded when computing the operating surplus of a given fiscal year. In the annual budget and Comprehensive Annual Financial Report (CAFR) documents, a schedule showing the operating surplus computation will be made a part of both those publications.

3. Capital improvements will be funded by current year operating surpluses and reserves. (The pay-as-you-go principle for capital project expenditures is the most efficient use of City resources.)
4. A designation of Fund Balance of no greater than \$876,500 (this is equal to approximately two months of operating expenditures) to provide for contingencies is prudent.
5. Specified grant revenues in Special Revenue Funds shall be used to minimize the cost to the General Fund of both qualifying operating and capital expenditures.
6. The Enterprise Funds of the City shall be essentially self-supporting, without need of General Fund resources.
7. Designations of portions of unreserved fund balance for insurance expenditures shall be made.
8. Designations of portions of the unreserved fund balances for City owned vehicle purchases, and capital projects for City Hall complex.
9. The Unreserved, Undesignated Fund Balance of the General Fund will be no less than \$1,200,000 at any time.

FOR APPROVAL: JUNE 24, 2014

CITY OF ROLLING HILLS ESTATES

FY 2014-2015



INVESTMENT POLICY

INTRODUCTION

The purpose of this document is to identify policies and procedures, which enhance opportunities for prudent and systematic investment of City funds, and to organize and formalize investment-related activities.

Activities, which comprise good cash management, include accurate cash projections, expeditious collection and deposit of revenue, control of disbursements, cost-effective banking relations and a short-term borrowing program, which coordinates cash requirements and investment opportunity.

STATEMENT OF INVESTMENT POLICY

This policy shall cover all funds and investments under the direct authority of the City of Rolling Hills Estates.

The primary objective of the City's investment function shall be safety, since the safeguarding of City assets is of paramount importance. Most investments will be highly liquid with maturities selected to anticipate cash needs and avoid the need for forced liquidations. Yield shall be a consideration only after the basic requirements of safety and liquidity have been met.

The City shall strive to achieve a market-average rate of return throughout budgetary and economic cycles. Available cash balances are consolidated for maximum investment. Investment earnings are allocated based on average monthly cash balances. Authorized investment mechanisms for the City of Rolling Hills Estates, in accordance with the California Government Code, shall include the following:

- * LAIF (Sec. 16429.1)
- * Savings Passbook (53632)
- * Treasury Issues (53601 b)
- * Certificates of Deposit (53635)

More detailed descriptions of these vehicles are in the Appendix.

Collateral, as necessary in excess of federally insured limits or as applicable, shall be maintained as specified by the Government Code. All purchased securities shall be physically delivered to a safekeeping account at Bank of America Nationsbank, N.A.

Except as otherwise restricted by the Government Code, the City shall strive to maintain no more than 90% of excess funds in any one-investment mechanism. However, when LAIF yields exceed those of other allowable investment vehicles, the City is permitted to maintain up to 100% of excess funds in LAIF. A maximum of 25% of the total investment portfolio may be invested for a period exceeding five years with City Council approval.

All participants in the investment process shall act as custodians of the public trust. The investment program shall be managed with a degree of professionalism that is worthy of the public trust. The City Treasurer shall be responsible for the management and investment of excess funds. However, all purchases or sales shall require signatures of two City officials, at least one being the City Manager or Assistant City Manager.

Investments shall be disclosed in a schedule of cash and investment report, which is presented to the City Manager and City Council, as part of monthly financial statements. This report shall include the type of investment, a description of the investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and monies held by the City. Also, included shall be the market value of the investment and the source of market value, a statement of compliance with the investment policy established by City Council, and a statement denoting the City's ability to meet all expenditure requirements for the next six months.

Approval: June 24, 2014

CITY OF ROLLING HILLS ESTATES



APPENDIX OF DESCRIPTIONS OF INVESTMENT MECHANISMS

1. LOCAL AGENCY INVESTMENT FUND (LAIF) is a special fund of the State Treasury which local agencies may use to deposit excess funds. There is no minimum investment period and the minimum investment is \$5,000 with a maximum of \$50 million per agency. Funds are available on a same day basis with no loss of interest. Interest is distributed quarterly, based on the agency's proportionate share of deposits and length of deposit. (16429.1)

2. U.S. TREASURY ISSUES (T-BILLS, NOTES, BONDS) are direct obligations of the U.S. Government. Maturities range from 13 to 52 weeks for T-Bills, 1 to 10 years for Notes and 10 to 30 years for T-Bonds. They are highly liquid and considered the safest investment security. (53601 b)

3. CERTIFICATES OF DEPOSIT (CDs) are investments for inactive funds issued by banks, savings and loans and credit unions. Investments of \$250,000 are insured by the following respective insurance agencies (FDIC, FSLIC and NCUFIC). Deposits can be from 14 days to several years. Deposits exceeding \$250,000 can be collateralized with government securities. (53635)

City of Rolling Hills Estates

Budget Revenues 2014- 2015 (General Fund)

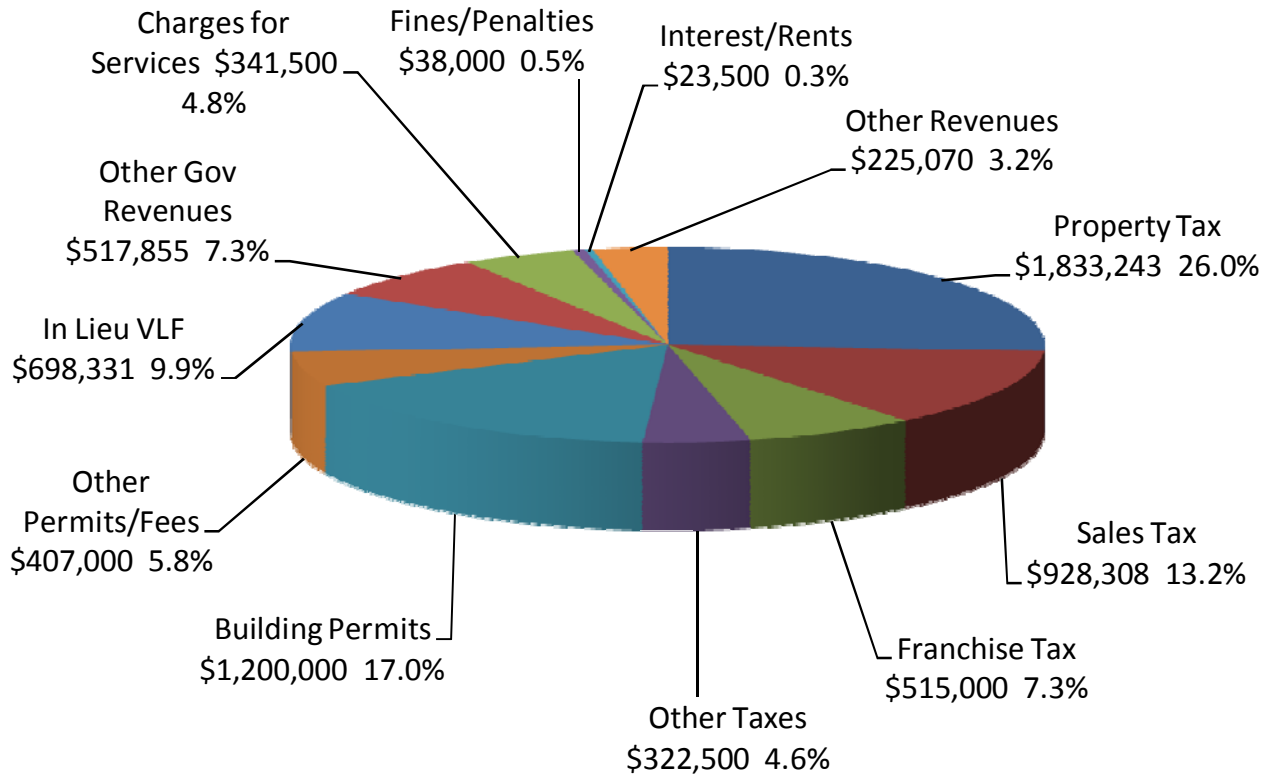


EXHIBIT A
City of Rolling Hills Estates
Revenue Summary
 (by fund within fund type)

REVENUE SUMMARY		2010-11	2011-12	2012-13	2013-14	2014-15
		Actual	Actual	Actual	Estimated	Adopted
GENERAL FUND						
LOCAL TAXES						
Property Tax	3110	1,582,384	1,568,868	1,607,287	1,745,115	1,833,243
Sales Tax	3120	917,016	871,060	893,871	891,793	928,308
Franchise Tax	3130	518,175	551,059	508,991	515,000	515,000
Business License	3140	267,177	236,334	250,668	240,000	240,000
Property Transfer Tax	3160	72,779	69,824	157,310	70,000	70,000
New Construction Tax	3170			500	1,500	12,500
TOTAL		3,357,531	3,297,145	3,418,627	3,463,408	3,599,051
LICENSES & PERMITS						
Landfill Regulation Fees	3210	194,005	214,883	284,332	301,000	300,000
Animal Licenses	3220	7,047	7,969	8,138	7,000	7,000
Building Permits	3230	480,497	722,611	765,472	1,000,000	1,200,000
Street Permits	3240				100,000	100,000
TOTAL		681,549	945,463	1,057,942	1,408,000	1,607,000
INTERGOVERNMENTAL REVENUES						
Property Tax in lieu of Sales Tax - State	3308	309,620	301,499	279,944	306,554	317,855
Property Tax in lieu of VLF Fees - State	3309	602,824	622,162	644,009	671,472	698,331
Motor Vehicle License Fees (VLF)	3310	41,551				
COPS Grant (Policing)	3311	100,000	100,000	100,000	100,000	100,000
Sale of CDBG Grants	3320	16,410	16,371	14,324		
Traffic Safety OTS State Grant	3322	679				
Highway Through Cities Grant	3324		400,000		100,000	100,000
TOTAL		1,071,084	1,440,032	1,038,277	1,178,026	1,216,186
CHARGES FOR SERVICES						
Planning Fees	3410	256,132	250,763	163,670	300,000	300,000
GIS Fees	3420	5,100	6,000	4,350	4,000	4,000
City Celebration & Holiday Parade	3430	3,719	5,658	1,375	2,529	2,500
Recreation Fees	3440	34,723	32,371	43,297	35,000	35,000
TOTAL		299,674	294,792	212,692	341,529	341,500
FINES AND FORFEITURES						
Misc. Fines and Forfeitures	3510	31,357	50,667	12,039	15,000	15,000
False Alarm Fines	3520	15,090	13,300	10,875	13,000	13,000
Business License Penalties	3530	18,286	7,689	9,127	10,000	10,000
TOTAL		64,733	71,656	32,041	38,000	38,000
USE OF MONEY AND PROPERTY						
Interest Income (Funds 01 & 02)	3610	14,176	4,717	3,118	3,500	3,500
Rents and Concessions	3620	16,017	17,635	19,394	21,000	20,000
TOTAL		30,193	22,352	22,512	24,500	23,500
OTHER REVENUES						
State SB 1186	3705			46	70	70
Refunds/Rebates/Reimbursements	3710	77,108	58,074	23,096	10,000	10,000
SB 90 Reimb. of State Mandated Costs	3715					
AB 939/Infrastructure Fees	3720	178,088	179,149	181,759	187,000	190,000
Prior Year Adjustments	3725	(7,164)	25,689			
Miscellaneous Revenues	3730	22,481	13,953	11,459	15,000	15,000
Curbside Recycling/Oil	3740	5,500	8,684	6,587	5,000	5,000
Litter Abatement/Recycling	3750		10,000	5,000	5,000	5,000
TOTAL		276,013	295,549	227,947	222,070	225,070
TOTALS, GENERAL FUND	01	5,780,777	6,366,989	6,010,038	6,675,533	7,050,307

EXHIBIT A
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Revenue Summary
 (by fund within fund type)

REVENUE SUMMARY		2010-11	2011-12	2012-13	2013-14	2014-15
		Actual	Actual	Actual	Estimated	Adopted
EXHIBIT A						
SPECIAL REVENUE FUNDS						
QUIMBY FEES						
Quimby Fees	3180	392,205	47,540			696,000
Interest Income	3610	1,944	1,966	954	500	4,000
QUIMBY FEES	10	394,149	49,506	954	500	700,000
HIGHWAY USERS TAX						
Section 2103	3329	62,515	109,128	71,235	115,936	85,078
Section 2105	3330	45,459	37,657	36,013	38,264	60,840
Section 2106	3340	31,923	28,768	29,802	30,166	38,301
Section 2107	3350	60,452	55,608	57,116	56,970	53,109
Section 2107.5	3360	2,000	2,000	2,000	2,000	2,000
Traffic Congestion Relief Grant	3370					
Prior Year Adjustment	3725	35,845	(7,091)			
HUT SUBTOTAL		238,194	226,070	196,166	243,336	239,328
Interest Income	3610	160	360	391	150	150
HIGHWAY USERS TAX FUND	11	238,354	226,430	196,557	243,486	239,478
LOCAL TRANSPORTATION FUND						
TDA Article 3 Funds	3121	15,250	7,320	5,250	5,000	5,000
Interest Income	3610	37	30	8		
LOCAL TRANS FUND	13	15,287	7,350	5,258	5,000	5,000
TRAFFIC SAFETY						
Traffic Safety Fines	3540	38,524	51,642	54,831	42,000	42,000
Interest Income	3610	32				
TRAFFIC SAFETY FUND	14	38,556	51,642	54,831	42,000	42,000
PEG FEES						
Cox PEG Fees	3760	12,825	26,018	26,086	25,600	25,600
Interest Income	3610	4	58	94	100	100
PEG FUND	16	12,829	26,076	26,180	25,700	25,700
COMMUNITY DEVELOPMENT BLOCK GRANT						
CDBG	3320					40,000
Interest Income	3610					
CDBG FUND	17					40,000
TRANSIT						
PROP A - Transit Improvement	3121	110,213	119,198	126,046	137,545	142,554
Interest Income	3610	203	149	85	100	100
TRANSIT FUND	18	110,416	119,347	126,131	137,645	142,654
PROP C						
PROP C - Transit Tax	3122	100,605	99,097	144,816	114,090	118,245
Interest Income	3610	813	816	336	100	100
PROP C FUND	19	101,418	99,913	145,152	114,190	118,345
AQMD						
Air Quality Funds AB 2766	3390	8,836	10,151	9,768	9,100	9,100
Interest Income	3610	328	47	42	50	50
AQMD FUND	20	9,164	10,198	9,810	9,150	9,150
STPL GRANT						
STPL Fund Exchange	3328				117,653	
Interest Income	3610	28	20			
STPL GRANT	21	28	20		117,653	
PROP 1B TRANSPORTATION						
Transportation Grant	3385					
Interest Income	3610	287				
PROP 1B TRANSPORTATION	22	287				
MEASURE R						
Residential Street Resurfacing	3371	71,333	73,674	108,320	85,567	88,685
Interest Income	3610	313	98	124	50	50
MEASURE R	23	71,646	73,772	108,444	85,617	88,735
FEDERAL STIP						
PVDN Bike Lane Project	3327		231,064	326,242	1,803,000	
Interest Income	3610					
FEDERAL STIP	24		231,064	326,242	1,803,000	
STATE SR2S						
PVDN Bike Lane Project	3372		20,818	34,585	396,495	328,700
Interest Income	3610					
STATE SR2S	25		20,818	34,585	396,495	328,700

EXHIBIT A
City of Rolling Hills Estates
Revenue Summary
 (by fund within fund type)

REVENUE SUMMARY		2010-11	2011-12	2012-13	2013-14	2014-15
		Actual	Actual	Actual	Estimated	Adopted
FEDERAL ARRA						
PVDN Resurfacing	3373	385,464				
Illuminated Street Signs LED	3374	65,472				
Traffic Signals	3375	15,989				
Interest Income	3610	1				
FEDERAL ARRA	26	466,926				
ARRA EECBG						
City Hall Lights & HVAC	3386		43,580			
ARRA EECBG GRANT	27		43,580			
CALRECYCLE ASPHALT						
PVDN Bike Lane Project	3378				198,500	
Interest Income	3610					
GRANT	28				198,500	
PROP 84 STATE PARK GRANT EQUESTRIAN						
Peter Weber Equestrian Center	3387					1,024,000
STATE PARK GRANT	30					1,024,000
PROP 12 PARKS GRANT						
Prop. 12 Roberti-Z'Berg Grant	3395	25,550				
Prop. 12 Riparian Grant (Nature Preserve)	3396		54,296			
Interest Income	3610	148	154	138		
PROP 12 PARKS GRANT FUND	31	25,698	54,450	138		
PROP A COUNTY PARKS						
PROP A - Maintenance/Service	3392	30,950	17,453	21,000	14,000	14,000
PROP A - Howlett Park Pathways	3393					249,500
PROP A - Specified	3394	128,298			349,000	1,139,482
PROP A CNTY PARKS FUND	32	159,248	17,453	21,000	363,000	1,402,982
PROP 40 PARKS GRANT						
Roberti Z'Berg	3391	21,460				
Prop. 40 Per Capita Grant	3397	220,000				
PROP 40 PARKS GRANT FUND	33	241,460				
PROP A 4TH DISTRICT GRANT						
3 Rail Fencing	3399		30,780	119,220		
4TH DISTRICT GRANT	34		30,780	119,220		
PEPPER TREE FOUNDATION						
Donations	3440	46,198	41,546	42,406	44,000	30,000
Interest Income	3610					
PEPPER TREE FUND	95	46,198	41,546	42,406	44,000	30,000
CHANDLER EQUESTRIAN						
Donations/Match	3780		100,000			
Interest Income	3610		291	64		
CHANDLER EQUESTRIAN	97		100,291	64		
TOTALS, SPECIAL REVENUE FUNDS		1,931,664	1,204,236	1,216,972	3,585,936	4,196,744

EXHIBIT A
ENTERPRISE FUNDS

STABLES						
Stable Rental & Concessionaire	3450	565,824	252,758	65,332	88,000	98,031
Western Trainer	3451	9,000	3,750			
English Trainer	3452	10,500	7,500			
Non Resident Surcharge	3453	43,485	17,710			
Horse Show Fees	3454	25,857	23,788			
Pony Camp Fees	3455	34,205	27,600			
CHARGES FOR SERVICES		688,871	333,106	65,332	88,000	98,031
STABLES FUND	50					
TENNIS						
Tennis court fees	3460	43,250	50,646	55,543	57,000	67,800
Tennis membership dues	3461	12,918	10,203	13,064	16,000	16,800
CHARGES FOR SERVICES		56,168	60,849	68,607	73,000	84,600
Interest Income	3610	477	310	206	55	25
TENNIS FUND	51	56,645	61,159	68,813	73,055	84,625
TOTALS, ENTERPRISE FUNDS		745,516	394,265	134,145	161,055	182,656
GRAND TOTALS, ALL FUNDS		8,457,957	7,965,490	7,361,155	10,422,524	11,429,707

City of Rolling Hills Estates

Budget Expenditures 2014- 2015 (All Funds)

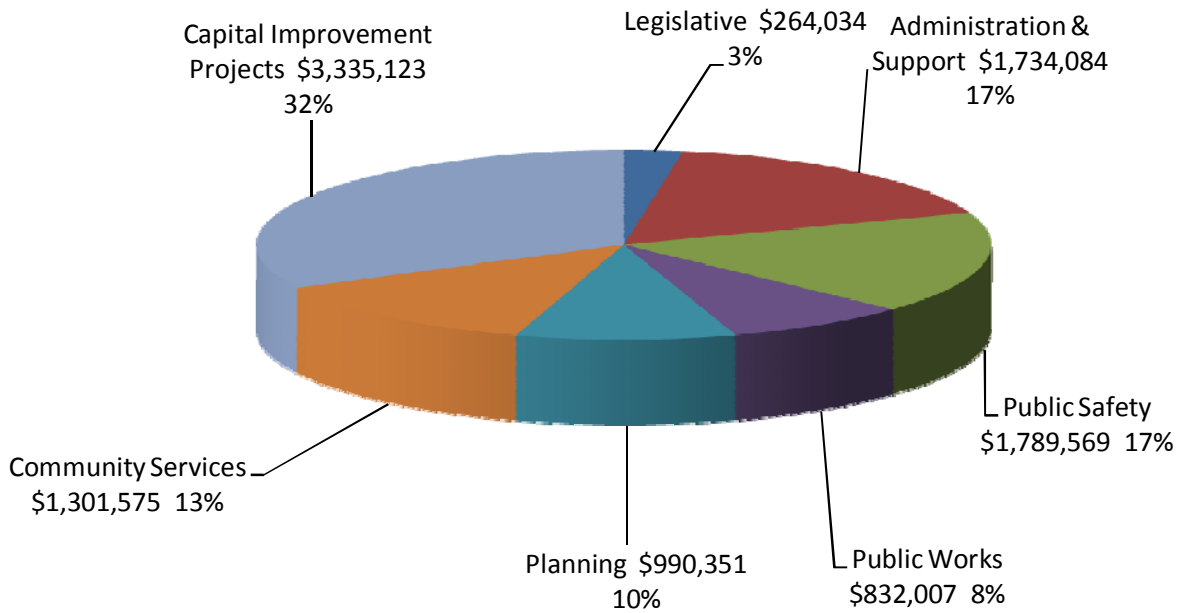


EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary

EXPENDITURES/EXPENSES SUMMARY	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
GENERAL FUND OPERATING EXPENDITURES						
LEGISLATIVE						
CITY COUNCIL	4110	45,710	41,608	38,907	54,149	46,095
PLANNING COMMISSION	4120	28,098	48,494	46,696	46,536	49,171
P&A COMMISSION	4130	65,771	48,452	46,504	45,983	49,068
CITY ATTORNEY	4140	99,622	111,646	79,077	79,443	119,000
ELECTION	4150		751	611	50,994	700
TOTAL		239,201	250,951	211,795	277,105	264,034
ADMINISTRATION & SUPPORT						
CITY MANAGER	4210	706,877	654,971	668,911	637,338	655,408
CENTRAL SERVICES	4220	331,310	317,161	521,963	518,790	440,190
FINANCE	4230	423,813	490,158	453,124	466,593	487,709
ECONOMIC DEVELOPMENT	4235	89,651				
PERSONNEL	4240	75,049	87,170	93,506	91,043	92,828
PUBLIC INFORMATION	4250	34,863	27,523	21,738	22,759	23,233
EMPLOYEE BENEFITS	4260					
OVERHEAD	4270	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
EQUIPMENT	4279	68,246	48,399	50,970	52,774	48,774
TOTAL		1,681,809	1,597,965	1,797,212	1,775,298	1,734,084
PUBLIC SAFETY						
PATROL SERVICES	4310	1,753,856	1,523,374	1,707,122	1,774,753	1,738,239
ANIMAL CONTROL	4330	21,329	16,568	14,781	18,000	15,000
CROSSING GUARDS - GENERAL FUND	4343					
EMERGENCY MANAGEMENT	4350	2,289	10,289	225	1,340	2,330
TOTAL		1,777,474	1,550,231	1,722,128	1,794,093	1,755,569
PUBLIC WORKS						
SIGNALS	4451	40,919	20,688	17,748	111,000	111,000
NPDES	4460	186,747	214,988	185,567	227,427	328,253
SOLID WASTE (RECYCLING)	4625	24,764	19,650	18,772	19,009	19,483
TOTAL		252,430	255,326	222,087	357,436	458,736
PLANNING						
PLANNING ADMINISTRATION	4510	776,568	738,971	623,085	706,458	862,707
ADVANCED PLANNING	4520	60,048	53,479	51,257	76,093	53,928
CODE ADMINISTRATION	4530	98,959	173,466	147,278	72,084	73,715
SUBDIVISION REGULATION	4540	30,024				
TOTAL		965,599	965,916	821,620	854,634	990,351
COMMUNITY SERVICES						
PARKS MAINTENANCE	4610	443,095	789,637	806,221	835,413	851,091
TREE TRIMMING	4615	131,667	120,980	141,905	115,414	116,812
LANDSCAPE MAINTENANCE	4620	362,807				
BRIDLE TRAILS	4630	139,465	83,281	97,253	68,974	71,251
RECREATION PROGRAMS	4640	44,183	37,361	30,915	29,084	30,584
SPECIAL EVENTS	4670	72,241	62,614	65,250	71,634	68,934
PEPPERTREE	4674	8,774	8,787	8,419	8,267	8,917
NATURE CENTER	4676	19,783	19,724	22,643	23,250	23,200
TOTAL		1,222,015	1,122,384	1,172,606	1,152,035	1,170,790
TOTAL OPERATING EXPENDITURES						
		6,138,528	5,742,773	5,947,448	6,210,600	6,373,564

EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary

EXPENDITURES/EXPENSES SUMMARY	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES					
STREETS					
STREET RESURFACING & CURB IMPR. 5103	32,345	184,423	264,565	394,541	590,000
CURB/GUTTER/SIDEWALK IMPR. 5140				50,000	88,000
STORM DRAIN REPAIRS/IMPROVEMENTS 5145		9,151			50,000
BUS SHELTERS 5155					10,000
TRAFFIC SIGNAL IMPROVEMENTS 5180					
ADV. STREET SIGNS REPAINTING 5186					
TOTAL STREETS	32,345	193,574	264,565	444,541	738,000
PARKS & RECREATION					
BRUSH CLEARANCE 5201	25,000	11,898	26,560		7,000
THREE RAIL FENCING 5221	6,824	17,997		21,167	20,000
PARK DEVELOPMENT 5233					100,000
TOTAL PARKS & RECREATION	31,824	29,895	26,560	21,167	127,000
PUBLIC IMPROVEMENTS					
GENERATOR AIR QUALITY FILTER 5305	2,095				
COMPUTER NETWORK UPGRADE 5307				5,000	35,000
PHONE & VOICE MAIL SYSTEM 5326					
GIS 5345					
TOTAL PUBLIC IMPROVEMENTS	2,095			5,000	35,000
TOTAL CAPITAL PROJECTS					
	66,264	223,469	291,125	470,708	900,000
TOTAL GEN. FUND EXPEND.					
	6,204,792	5,966,242	6,238,573	6,681,308	7,273,564
FUND 02 DESIGNATION EXPENDITURES					
CITY HALL HVAC 5395		232			
TOTAL FUND 02 DESIGNATION					
		232			
TOTAL GENERAL FUNDS 01 & 02					
	6,204,792	5,966,474	6,238,573	6,681,308	7,273,564

EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary

EXPENDITURES/EXPENSES SUMMARY	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
SPECIAL REVENUE FUND TYPE EXPENDITURES					
<u>QUIMBY FEES FUND 10</u>					
PVDN BIKE LANE	5261			288,320	
PEPPERWOOD PARK/CIVIC CENTER	5262	4,201	46,780	2,529	
CHANDLER PARK RING FOOTING	5263	8,082			
HOWLETT PARK IMPROVEMENTS	5264	74,192	240,175	34,000	
HIGHRIDGE PARK IMPROVEMENTS	5265		23,995	10,000	
RANCHVIEW PARK	5266	1,000			
NATURE CENTER IMPROVEMENTS	5267	5,130			
PV PENINSULA HIGH POOL	5268		73,000		
TOTAL		92,605	383,950	334,849	
<u>HIGHWAY USERS TAX FUND 11</u>					
STREET REPAIR	4410	29,391	74,325	58,515	60,000
SIGNALS	4454	160,534	102,601	108,777	213,000
TOTAL		189,925	176,926	167,292	230,000
<u>TDA FUND 13</u>					
TRANSIT TDA ARTICLE 3	5113	4,000	16,816	16,320	
<u>TRAFFIC SAFETY FUND 14</u>					
CROSSING GUARDS - TRAFFIC FINES	4340	73,871	55,305	32,120	34,000
<u>PEG FEES FUND 16</u>					
COX PEG FEES	5322		3,074	1,200	80,000
<u>COMM. DEVELOPMENT BLOCK GRANT FUND 17</u>					
CDBG	5190				40,000
<u>TRAFFIC SAFETY FUND 18</u>					
PV TRANSIT	4450	127,577	133,395	132,610	138,471
TOTAL		127,577	133,395	132,610	143,272
<u>TRANSIT PROP C FUND 19</u>					
PVDN BIKE LANE PROJECT	5119		1,730	1,566	292,195
STREET RESURFACING	5120	34,180	78,198	200,000	
STORM DRAIN REPAIR & IMPR	5146				
TRAFFIC SIGNAL IMPROVEMENTS	5182				120,000
TOTAL		34,180	79,928	201,566	120,000
<u>COG DUES AIR QUALITY FUND 20</u>					
MOTOR VEHICLES AIR QUALITY	4280	146,465			
COG DUES	4111	7,435	6,685	6,685	
TOTAL		153,900	6,685	6,685	
<u>STP-L FUND 21</u>					
PVDN BIKE LANE PROJECT	5115			117,653	
TOTAL				117,653	
<u>TRANSPORTATION PROP 1B FUND 22</u>					
STREET RESURFACING & CURB IMPR.	5187	79,413			
STORM DRAIN REPAIRS/IMPROVEMENTS	5188				
TOTAL		79,413			
<u>MEASURE R FUND 23</u>					
RESIDENTIAL STREET RESURFACING	5170	128,167	7,620	61,250	95,000
TRAFFIC SIGNAL IMPROVEMENTS	5171				120,000
TOTAL		128,167	7,620	61,250	120,000
<u>FEDERAL STIP FUND 24</u>					
PVDN BIKE LANE PROJECT	5117	3,309	268,921	336,315	1,803,000
TOTAL		3,309	268,921	336,315	1,803,000

EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary

EXPENDITURES/EXPENSES SUMMARY		2010-11	2011-12	2012-13	2013-14	2014-15
		Actual	Actual	Actual	Estimated	Adopted
<u>STATE SR2S FUND 25</u>						
PVDN BIKE LANE PROJECT	5118		33,894	82,234	292,195	
SILVER SPUR PEDESTRIAN PROJECT	5125				104,300	328,700
TOTAL			33,894	82,234	396,495	328,700
<u>FEDERAL ARRA FUND 26</u>						
PRIOR YEAR ADJUSTMENT	5105		(6,316)			
PVDN RESURFACING	5121	387,869				
TRAFFIC SIGNALS	5178	19,865				
ILLUMINATED STREET SIGNS LED	5183	65,765				
TOTAL		473,499	(6,316)			
<u>ARRA EECBG GRANT FUND 27</u>						
CITY HALL LIGHTS & HVAC	5370		55,701			
TOTAL			55,701			
<u>CALRECYCLE ASPHALT GRANT 28</u>						
PVDN BIKE LANE PROJECT	5116				198,500	
TOTAL					198,500	
<u>PROP 84 STATE GRANT FUND 30</u>						
PETER WEBER EQUESTRIAN CENTER	5251					1,024,000
TOTAL						1,024,000
<u>PROP 12 PARKS GRANT FUND 31</u>						
PROP. 12 GRANT - ADA PLAN	5234					
PROP. 12 RIPARIAN GRANT - NATURE PR.	5236		54,296			
PROP. 12 ADA IMPROVEMENTS	5238					
TOTAL			54,296			
<u>PROP A PARKS FUND 32</u>						
HOWLETT PARK PATHWAYS	5232					249,500
STABLES RENOVATION	5250	50,194	65,567	101,508	82,077	472,923
NATURE CENTER	4680	17,453	17,453	17,453	19,000	19,000
TOTAL		67,647	83,020	118,961	101,077	741,423
<u>PROP 40 PARKS GRANT FUND 33</u>						
HIGHRIDGE HOWLETT PARK IMP	5248	227,154				
HOWLETT PARK EQUESTRIAN CENTER IM	5292					
ROBERTI Z'BERG	5299	24,137				
TOTAL		251,291				
<u>PROP A 4TH DISTRICT GRANT FUND 34</u>						
THREE RAIL FENCING	5220		69,897	81,902		
TOTAL			69,897	81,902		
<u>TENNIS FUND 51</u>						
TENNIS COURT RESURFACING	5285				29,800	
BLEACHERS RETROFIT	5286				54,910	
TOTAL					84,710	
<u>PEPPERTREE FUND 95</u>						
PEPPERTREE FOUNDATION	4675	36,259	29,138	28,961	28,700	28,700
PICNIC TABLES REPLACEMENT	5245					
NATURE CENTER FACILITY	5289	18				
DAPPLEGRAY RIDING ARENA FENCE	5295					
CITY COUNCIL RECOGNITION PLAQUE	5296	5,000	5,077			
HOWLETT PARK DRESSAGE ARENA	5297					
TOTAL		41,277	34,215	28,961	28,700	28,700
TOTAL OPERATIONS		598,985	418,902	385,121	493,171	454,972
TOTAL CAPITAL PROJECTS		1,029,071	747,080	1,248,725	3,421,999	2,435,123
TOTAL SPECIAL FUNDS		1,628,056	1,165,982	1,633,846	3,915,170	2,890,095

EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary

EXPENDITURES/EXPENSES SUMMARY	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
<u>ENTERPRISE FUND TYPE EXPENSES</u>					
<u>STABLES FUND</u>					
STABLES	4650	760,760	431,121	804	804
<u>TENNIS FUND</u>					
TENNIS	4660	75,133	79,372	75,536	82,281
TOTAL ENTERPRISE FUNDS	835,893	510,493	76,340	77,513	83,085
GRAND TOTAL, ALL FUNDS	8,668,741	7,642,949	7,948,759	10,673,990	10,246,744

Exhibits C, D, E, F, G, & H



EXHIBIT C				
City of Rolling Hills Estates				
SOURCES and USES				
ACTUAL BUDGET	General	Special	Enterprise	
FY 2011-12	Fund	Revenue	Funds	Total
SOURCES				
TAXES	3,297,145			3,297,145
LICENSES/PERMITS	945,463			945,463
REV FR OTH AGENCIES	1,440,032	981,195		2,421,227
CHARGES FOR SVCS	294,792		393,955	688,747
FINES/FORFEITURES	71,656	51,642		123,298
USE OF MONEY/PROPERTY	22,352	3,835	310	26,497
OTHER REVENUES	295,549	167,564		463,113
Total Revenues	6,366,989	1,204,236	394,265	7,965,490
USES				
Legislative	250,951	6,685		257,636
Administration/Support	1,597,965			1,597,965
Public Safety	1,550,231	55,305		1,605,536
Public Works	255,326	310,321		565,647
Planning	965,916			965,916
Community Services	1,122,384	46,591	510,493	1,679,468
Operations Expenditures	5,742,773	418,902	510,493	6,672,168
Capital Projects	223,701	747,080		970,781
Total Expenditures	5,966,474	1,165,982	510,493	7,642,949
Net Change	400,515	38,254	(116,228)	322,541
Transfer In/(Out)	7,079	(7,079)		
Fund Balance/RE - 7/1/11	2,392,970	727,067	(221,036)	2,899,001
Fund Balance/RE - 6/30/12	2,800,564	758,242	(337,264)	3,221,542
OPERATING RESULTS:				
Total Revenues	6,366,989	1,204,236	394,265	7,965,490
Less: Capital Grant Revenues	(400,000)	(454,464)		(854,464)
Less: Operations Expenditures	(5,742,773)	(418,902)	(510,493)	(6,672,168)
RESULTS	224,216	330,870	(116,228)	438,858
Add: Note Receivable	80,000			80,000
SUBTOTALS BEFORE SPECIALS	304,216	330,870	(116,228)	518,858
Add: Special Project Costs	35,100			
NET OPERATING RESULTS (\$)	339,316	330,870	(116,228)	518,858
Net Operating Results (%) as a % of Revenues	5%	27%	-29%	7%

EXHIBIT C (Continued) Special Funds																									
City of Rolling Hills Estates		PROP A																		Special Revenue		Enterprise Funds			
SOURCES and USES		Quimby	State	Local	Traffic	PEG	Transit	PROP	AQMD	STPL	Measure	Federal	State	Federal	ARRA	PROP 12	PROP A	PROP 40	PROP A	Pepper	Chandler	Special Revenue	Stables	Tennis	Enterprise
ACTUAL BUDGET		Fees	GT	Trans	Safety	Fees	Imp	C	AB 2766	Grant	R	STIP	SR2S	ARRA	Grant	Grant	Grant	Grant	Tree	Equestrian	TOTAL				
FY 2011-12		10	11	13	14	16	18	19	20	21	23	24	25	26	27	31	32	33	34	95	97				
SOURCES																									
TAXES																									
LICENSES/PERMITS																									
REV FR OTH AGENCIES																									
CHARGES FOR SVCS																									
FINES/FORFEITURES																									
USE OF MONEY/PROPERTY																									
OTHER REVENUES																									
Total Revenues		49,506	226,430	7,350	51,642	26,076	119,347	99,913	10,198	20	73,772	231,064	20,818		43,580	54,450	17,453		30,780	41,546	100,291	1,204,236	333,106	61,159	394,265
USES																									
Legislative																									
Administration/Support																									
Public Safety																									
Public Works																									
Planning																									
Community Services																									
Operations Expenditures		176,926			55,305		133,395		6,685								17,453			29,138		418,902	431,121	79,372	510,493
Capital Projects		92,605		16,816		3,074		79,928			7,620	268,921	33,894	(6,316)	55,701	54,296	65,567		69,897	5,077		747,080			
Total Expenditures		92,605	176,926	16,816	55,305	3,074	133,395	79,928	6,685		7,620	268,921	33,894	(6,316)	55,701	54,296	83,020		69,897	34,215		1,165,982	431,121	79,372	510,493
Net Change		(43,099)	49,504	(9,466)	(3,663)	23,002	(14,048)	19,985	3,513	20	66,152	(37,857)	(13,076)	6,316	(12,121)	154	(65,567)		(39,117)	7,331	100,291	38,254	(98,015)	(18,213)	(116,228)
Transfer In/(Out)										(7,079)												(7,079)			
Fund Balance/RE - 7/1/11		657,079	75,652	11,495	(13,854)	12,829	71,965	245,016	20,107	7,059	(4,439)	(26,372)		(6,316)		61,917	(302,915)	(53,442)		(28,714)		727,067	(348,788)	127,752	(221,036)
Fund Balance/RE - 6/30/12		613,980	125,156	2,029	(17,517)	35,831	57,917	265,001	23,620		61,713	(64,229)	(13,076)		(12,121)	62,071	(368,482)	(53,442)		(39,117)	(21,383)	758,242	(446,803)	109,539	(337,264)

EXHIBIT D				
City of Rolling Hills Estates				
SOURCES and USES				
ACTUAL BUDGET	General	Special	Enterprise	
FY 2012-13	Fund	Revenue	Funds	Total
SOURCES				
TAXES	3,418,627			3,418,627
LICENSES/PERMITS	1,057,942			1,057,942
REV FR OTH AGENCIES	1,038,277	1,091,551		2,129,828
CHARGES FOR SVCS	212,692		133,939	346,631
FINES/FORFEITURES	32,041	54,831		86,872
USE OF MONEY/PROPERTY	22,512	2,034	206	24,752
OTHER REVENUES	227,947	68,492		296,439
Total Revenues	6,010,038	1,216,908	134,145	7,361,091
USES				
Legislative	211,795	6,685		218,480
Administration/Support	1,797,212			1,797,212
Public Safety	1,722,128	32,120		1,754,248
Public Works	222,087	299,902		521,989
Planning	821,620			821,620
Community Services	1,172,606	46,414	76,340	1,295,360
Operations Expenditures	5,947,448	385,121	76,340	6,408,909
Capital Projects	291,125	1,248,725		1,539,850
Total Expenditures	6,238,573	1,633,846	76,340	7,948,759
Net Change	(228,535)	(416,938)	57,805	(587,668)
Transfer In/(Out)		64		64
Fund Balance/RE - 7/1/12	2,800,564	758,242	(337,264)	3,221,542
Fund Balance/RE - 6/30/13	2,572,029	341,368	(279,459)	2,633,938
OPERATING RESULTS:				
Total Revenues	6,010,038	1,216,908	134,145	7,361,091
Less: Capital Grant Revenues		(588,629)		(588,629)
Less: Operations Expenditures	(5,947,448)	(385,121)	(76,340)	(6,408,909)
Add: CLEEP Grant Usage	4,250			4,250
RESULTS AFTER ADD-BACKS	66,840	243,158	57,805	367,803
Add: Note Receivable				
Special Projects UUT	27,500			27,500
SUBTOTALS BEFORE SPECIALS	94,340	243,158	57,805	395,303
NET OPERATING RESULTS (\$)	94,340	243,158	57,805	395,303
Net Operating Results (%) as a % of Revenues	2%	20%	43%	5%

EXHIBIT D	(Continued) Special Funds																		Enterprise Funds				
City of Rolling Hills Estates SOURCES and USES ACTUAL BUDGET FY 2012-13	Quimby Fees 10	State GT 11	PROP A Local Trans 13	Traffic Safety 14	PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 20	Measure R 23	Federal STIP 24	State SR25 25	ARRA EECBG Grant 27	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	PROP A 4th Dist. Grant 34	Pepper Tree 95	Chandler Equestrian 97	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL	
SOURCES																							
TAXES																							
LICENSES/PERMITS																							
REV FR OTH AGENCIES		196,166	5,250			126,046	144,816	9,768	108,320	326,242	34,585		138	21,000		119,220				1,091,551			
CHARGES FOR SVCS																							
FINES/FORFEITURES				54,831																54,831	65,332	68,607	133,939
USE OF MONEY/PROPERTY	954	391	8		94	85	336	42	124											2,034		206	206
OTHER REVENUES					26,086													42,406		68,492			
Total Revenues	954	196,557	5,258	54,831	26,180	126,131	145,152	9,810	108,444	326,242	34,585		138	21,000		119,220	42,406		1,216,908	65,332	68,813	134,145	
USES																							
Legislative								6,685												6,685			
Administration/Support																							
Public Safety				32,120																32,120			
Public Works		167,292				132,610														299,902			
Planning																							
Community Services																17,453		28,961		46,414	804	75,536	76,340
Operations Expenditures		167,292		32,120		132,610		6,685							17,453		28,961		385,121	804	75,536	76,340	
Capital Projects	383,950						201,566		61,250	336,315	82,234			101,508		81,902			1,248,725				
Total Expenditures	383,950	167,292		32,120		132,610	201,566	6,685	61,250	336,315	82,234			118,961		81,902	28,961		1,633,846	804	75,536	76,340	
Net Change	(382,996)	29,265	5,258	22,711	26,180	(6,479)	(56,414)	3,125	47,194	(10,073)	(47,649)		138	(97,961)		37,318	13,445		(416,938)	64,528	(6,723)	57,805	
Transfer In/(Out)	100,355																	(100,291)	64				
Fund Balance/RE - 7/1/12	613,980	125,156	2,029	(17,517)	35,831	57,917	265,001	23,620	61,713	(64,229)	(13,076)	(12,121)	62,071	(368,482)	(53,442)	(39,117)	(21,383)	100,291	758,242	(446,803)	109,539	(337,264)	
Fund Balance/RE - 6/30/13	331,339	154,421	7,287	5,194	62,011	51,438	208,587	26,745	108,907	(74,302)	(60,725)	(12,121)	62,209	(466,443)	(53,442)	(1,799)	(7,938)		341,368	(382,275)	102,816	(279,459)	

EXHIBIT E				
City of Rolling Hills Estates SOURCES and USES ESTIMATED BUDGET FY 2013-14	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,463,408			3,463,408
LICENSES/PERMITS	1,408,000			1,408,000
REV FR OTH AGENCIES	1,178,026	3,473,286		4,651,312
CHARGES FOR SVCS	341,529		161,000	502,529
FINES/FORFEITURES	38,000	42,000		80,000
USE OF MONEY/PROPERTY	24,500	1,050	55	25,605
OTHER REVENUES	222,070	69,600		291,670
Total Revenues	6,675,533	3,585,936	161,055	10,422,524
USES				
Legislative	277,105			277,105
Administration/Support	1,833,973			1,833,973
Public Safety	1,794,093	34,000		1,828,093
Public Works	357,436	411,471		768,906
Planning	854,634			854,634
Community Services	1,152,035	47,700	77,513	1,277,248
Operations Expenditures	6,269,275	493,171	77,513	6,839,958
Capital Projects	470,708	3,337,289	84,710	3,892,707
Total Expenditures	6,739,983	3,830,460	162,223	10,732,665
Net Change	(64,450)	(244,524)	(1,168)	(310,141)
Transfer In/(Out)				
Fund Balance/RE - 7/1/13	2,572,029	341,368	(279,459)	2,633,938
Fund Balance/RE - 6/30/14	2,507,579	96,844	(280,627)	2,323,797
OPERATING RESULTS:				
Total Revenues	6,675,533	3,585,936	161,055	10,422,524
Less: Capital Grant Revenues	(100,000)	(2,812,682)		(2,912,682)
Less: Operations Expenditures	(6,269,275)	(493,171)	(77,513)	(6,839,958)
Add: CLEEP Grant Usage	22,922			22,922
RESULTS	329,180	280,083	83,542	715,728
Add: Note Receivable				
SUBTOTALS BEFORE SPECIALS	329,180	280,083	83,542	715,728
Utilization of Fund Balance				
Add: Special Project Costs				
NET OPERATING RESULTS (\$)	329,180	280,083	83,542	715,728
Net Operating Results (%) as a % of Revenues	5%	8%	52%	7%

EXHIBIT E City of Rolling Hills Estates SOURCES and USES ESTIMATED BUDGET FY 2013-14	(Continued) Special Funds																				Enterprise Funds				
	Quimby Fees 10	State GT 11	PROP A Local Trans 13	Traffic Safety 14	PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 20	STP-L Exchange 21	Measure R Grant 23	Federal STIP Grant 24	State SR2S Grant 25	ARRA EECBG Grant 27	CalRecycle Asphalt Grant 28	PROP 84 State Grant 30	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	PROP A 4th District Grant 34	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL	
SOURCES																									
TAXES																									
LICENSES/PERMITS																									
REV FR OTH AGENCIES		243,336	5,000			137,545	114,090	9,100	117,653	85,567	1,803,000	396,495	198,500				363,000								
CHARGES FOR SVCS																									
FINES/FORFEITURES				42,000																					
USE OF MONEY/PROPERTY	500	150			100	100	100	50	50																
OTHER REVENUES					25,600															44,000					
Total Revenues	500	243,486	5,000	42,000	25,700	137,645	114,190	9,150	117,653	85,617	1,803,000	396,495	198,500				363,000			44,000	3,585,936	88,000	73,055	161,055	
USES																									
Legislative																									
Administration/Support																									
Public Safety				34,000																		34,000			
Public Works		273,000				138,471																411,471			
Planning																									
Community Services																		19,000			28,700	47,700	804	76,709	77,513
Operations Expenditures		273,000		34,000		138,471												19,000			28,700	493,171	804	76,709	77,513
Capital Projects	334,849		16,320		1,200		292,195		117,653	95,000	1,803,000	396,495	198,500				82,077				3,337,289		84,710	84,710	
Total Expenditures	334,849	273,000	16,320	34,000	1,200	138,471	292,195		117,653	95,000	1,803,000	396,495	198,500				101,077			28,700	3,830,460	804	161,419	162,223	
Net Change	(334,349)	(29,514)	(11,320)	8,000	24,500	(826)	(178,005)	9,150	(9,383)								261,923			15,300	(244,524)	87,196	(88,364)	(1,168)	
Transfer In/(Out)																									
Fund Balance/RE - 7/1/13	331,339	154,421	7,287	5,194	62,011	51,438	208,587	26,745	108,907	(74,302)	(60,725)	(12,121)				62,209	(466,443)	(53,442)	(1,799)	(7,938)	341,368	(382,275)	102,816	(279,459)	
Fund Balance/RE - 6/30/14	(3,010)	124,907	(4,033)	13,194	86,511	50,612	30,582	35,895	99,524	(74,302)	(60,725)	(12,121)				62,209	(204,520)	(53,442)	(1,799)	7,362	96,844	(295,079)	14,452	(280,627)	

EXHIBIT F				
City of Rolling Hills Estates SOURCES and USES ADOPTED BUDGET FY 2014-15	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,599,051			3,599,051
LICENSES/PERMITS	1,607,000			1,607,000
REV FR OTH AGENCIES	1,216,186	3,398,594		4,614,780
CHARGES FOR SVCS	341,500		182,631	524,131
FINES/FORFEITURES	38,000	42,000		80,000
USE OF MONEY/PROPERTY	23,500	4,550	25	28,075
OTHER REVENUES	225,070	751,600		976,670
Total Revenues	7,050,307	4,196,744	182,656	11,429,707
USES				
Legislative	264,034			264,034
Administration/Support	1,734,084			1,734,084
Public Safety	1,755,569	34,000		1,789,569
Public Works	458,736	373,272		832,007
Planning	990,351			990,351
Community Services	1,170,790	47,700	83,085	1,301,575
Operations Expenditures	6,373,564	454,972	83,085	6,911,621
Capital Projects	900,000	2,435,123		3,335,123
Total Expenditures	7,273,564	2,890,095	83,085	10,246,744
Net Change	(223,257)	1,306,649	99,571	1,182,964
Transfers In/(Out)				
Fund Balance/RE - 7/1/14	2,566,254	96,844	(280,627)	2,382,472
Fund Balance/RE - 6/30/15	2,342,997	1,403,494	(181,056)	3,565,435
OPERATING RESULTS:				
Total Revenues	7,050,307	4,196,744	182,656	11,429,707
Less: Capital Grant Revenues	(100,000)	(3,028,212)		(3,128,212)
Less: Operations Expenditures	(6,373,564)	(454,972)	(83,085)	(6,911,621)
Add: CLEEP Grant Usage				
RESULTS	576,743	713,560	99,571	1,389,875
SUBTOTALS BEFORE SPECIALS	576,743	713,560	99,571	1,389,875
Utilization of Fund Balance				
Add: Special Project Costs				
NET OPERATING RESULTS (\$)	576,743	713,560	99,571	1,389,875
Net Operating Results (%) as a % of Revenues	8%	17%	55%	12%

EXHIBIT F City of Rolling Hills Estates SOURCES and USES ADOPTED BUDGET FY 2014-15	(Continued) Special Funds																			Enterprise Funds			
	Quimby Fees 10	State GT 11	PROP A Local Trans 13	Traffic Safety 14	PEG Fees 16	CDBG Funds 17	Transit Imp 18	PROP C 19	AQMD AB 2766 20	Measure R Grant 23	Federal STIP Grant 24	State SR2S Grant 25	ARRA EECBG Grant 27	PROP 84 State Grant 30	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	PROP A 4th District Grant 34	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
SOURCES																							
TAXES																							
LICENSES/PERMITS																							
REV FR OTH AGENCIES		239,328	5,000			40,000	142,554	118,245	9,100	88,685		328,700				1,402,982				3,398,594	98,031	84,600	182,631
CHARGES FOR SVCS																				42,000			
FINES/FORFEITURES				42,000																4,550			
USE OF MONEY/PROPERTY	4,000	150					100	100	50	50												25	25
OTHER REVENUES	696,000				25,600														30,000	751,600			
Total Revenues	700,000	239,478	5,000	42,000	25,700	40,000	142,654	118,345	9,150	88,735		328,700				1,402,982			30,000	4,196,744	98,031	84,625	182,656
USES																							
Legislative																							
Administration/Support																							
Public Safety				34,000																34,000			
Public Works	230,000						143,272													373,272			
Planning																							
Community Services																							
Operations Expenditures	230,000			34,000			143,272									19,000			28,700	47,700	804	82,281	83,085
Capital Projects					80,000	40,000		120,000		120,000		328,700				1,024,000				722,423			2,435,123
Total Expenditures	230,000			34,000	80,000	40,000	143,272	120,000		120,000		328,700				1,024,000			741,423	28,700	804	82,281	83,085
Net Change	700,000	9,478	5,000	8,000	(54,300)		(618)	(1,655)	9,150	(31,265)						661,559			1,300	1,306,649	97,227	2,344	99,571
Transfers In/(Out)																							
Fund Balance/RE - 7/1/14	(3,010)	124,907	(4,033)	13,194	86,511		50,612	30,582	35,895	99,524	(74,302)	(60,725)	(12,121)		62,209	(204,520)	(53,442)	(1,799)	7,362	96,844	(295,079)	14,452	(280,627)
Fund Balance/RE - 6/30/15	696,990	134,385	967	21,194	32,211		49,995	28,927	45,045	68,259	(74,302)	(60,725)	(12,121)		62,209	457,039	(53,442)	(1,799)	8,662	1,403,494	(197,852)	16,796	(181,056)



CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2012	EXHIBIT D Actual Year Ending June 30, 2013	EXHIBIT E Estimated Year Ending June 30, 2014	EXHIBIT F Proposed Year Ending June 30, 2015
FUND BALANCE (per Exhibit)	2,800,564	2,570,252	2,566,254	2,342,997
FUND BALANCE, RESERVED:				
Advance to Other Funds		437,671	337,671	237,671
CLEEP Grant	27,172	22,922	5,201	
Traffic Congestion Grant				
Prepaid Costs				
Inventories	10,406	7,914	8,000	8,000
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
Fund Balance, Total Reserved	47,578	478,507	360,872	255,671
FUND BALANCE, UNRESERVED:				
DESIGNATED:				
Future Operating Expenditures	650,000	163,000	250,000	400,000
CIP Other than Streets	173,333	26,560	26,167	
CIP Streets		264,565		
Insurance Claims	50,000	50,000	50,000	50,000
Equipment	100,000	60,000	60,000	60,000
Fund 02 Capital Projects	328,102	327,375	327,375	300,000
PVDN Bike Lane			200,000	
FUND BALANCE, DESIGNATED:	1,301,435	891,500	913,542	810,000
FUND BALANCE, UNRESERVED, UNDESIGNATED:	1,451,551	1,200,245	1,291,840	1,277,326

NOTE: The Fund Balance Policy requirement that the Unreserved, Undesignated fund balance shall be at least \$1,200,000.



CITY OF ROLLING HILLS ESTATES

EXHIBIT H - NEW FORMAT PER GASB STATEMENT No. 54
FUND TYPE DEFINITIONS

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2012	EXHIBIT D Actual Year Ending June 30, 2013	EXHIBIT E Estimated Year Ending June 30, 2014	EXHIBIT F Proposed Year Ending June 30, 2015
Fund Balances:	2,800,564	2,570,252	2,566,254	2,342,997
Nonspendable:				
Advance to Other Funds		437,671	337,671	237,671
Inventories	10,406	7,914	8,000	8,000
Restricted for:				
CLEEP Grant	27,172	22,922	5,201	
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
Assigned to:				
Equipment	100,000	60,000	60,000	60,000
Capital Asset Replacement	328,102	327,375	327,375	300,000
Capital Projects	173,333	291,125	226,167	
Insurance Claims	50,000	50,000	50,000	50,000
Unassigned:				
Future Operating Expenditures	650,000	163,000	250,000	400,000
Fund Balance Policy Reserve	1,451,551	1,200,245	1,291,840	1,277,326
Total Fund Balances	2,800,564	2,570,252	2,566,254	2,342,997

NOTE: The Fund Balance Policy requirement that the Fund Balance Unassigned Reserve balance shall be at least \$1,200,000.

City of Rolling Hills Estates



Gann Appropriations Limit 2014 – 2015

This Year's Limit: \$13,921,748
Amount under Limit: \$9,581,675

PURSUANT to Article XIII-B of Proposition 4, as amended by Proposition 111 and Senate Bill 88, the Appropriations Limit (known as the Gann Limit) for the City of Rolling Hills Estates for Fiscal Year 2014-2015 has been calculated to be \$13,921,748, which is \$9,581,675 under the limit.

THE DOCUMENTATION used in determining the City of Rolling Hills Estates' Appropriations Limit is available for inspection on weekdays at Rolling Hills Estates City Hall, 4045 Palos Verdes Drive North, Rolling Hills Estates, California between the hours of 7:30 a.m. and 5:30 p.m. Monday through Thursday, and Friday 7:30 a.m. and 4:30 p.m. except on holidays.

Supporting documents are also available for viewing online at www.RollingHillsEstatesCA.gov under "Your Government" – "Administrative Services" tab.

**City of Rolling Hills Estates
Summary**

Function					
Legislative					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
TOTAL PERSONNEL	107,385	105,741	103,377	102,663	108,714
TOTAL MATERIALS & OPS	139,251	151,895	115,103	174,442	155,320
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	246,636	257,636	218,480	277,105	264,034

LEGISLATIVE OVERVIEW

This function includes the activities of City Council, Planning Commission, Park and Activities Commission, City Attorney, and Elections.

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Council	4110/4111

Narrative

This activity provides for the legislative operations of the City and includes funding for (1) a Minutes Recorder who attends all City Council meetings and other special meetings; (2) City membership in various associations and organizations; and (3) Council member attendance at local, regional and State-wide meetings.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Deputy City Clerk's time for services as a Minutes Recorder for all City Council meetings (regular monthly meetings, special joint meetings with the City's two Commissions and Homeowners' Association Presidents).
- 405 WAGES/OVERTIME
Provides for City staff to augment Cox Cable crew for broadcast of City Council meetings or to act as a substitute minutes recorder.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for proclamations, awards, and other ceremonial items.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes attendance at various conferences and meetings including the Annual National League of Cities Conference, League of California Cities Conference, California Contract Cities Association Conference, League sponsored Mayors and Council Members Executive Forum, Spring Council Policy Development Session, Legislative Briefings, South Bay Cities Council of Governments Meetings, and other miscellaneous meetings, conferences, and seminars. Funding for the annual Holiday party is also provided in this account.
- 472 MEMBERSHIPS
Provides for various City memberships (National League of Cities, League of California Cities, California Contract Cities Association, Local Government Commission, Los Angeles County LAFCO, SBCCOG, and West Basin Water Association), along with other individual Council memberships/affiliations.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	City Council					4110/4111
Expenditure Classification	2010-11	2011-12	2012-13	2013-14	2014-15	
	Actual	Actual	Actual	Estimated	Adopted	
PERSONNEL						
401 Wages - Full Time	9,874	10,558	11,249	11,466	11,696	
405 Wages - Overtime						
410 Benefits	9,665	2,135	2,370	2,213	2,414	
TOTAL PERSONNEL	19,539	12,693	13,619	13,679	14,110	
MATERIALS & OPERATIONS						
420 Materials & Supplies	2,197	1,568	2,163	3,300	1,500	
463 Mileage	1,522	1,459	1,019	1,200	1,200	
470 Travel & Meetings	11,796	14,810	10,493	11,000	11,000	
472 Dues & Memberships	10,656	11,078	11,613	24,970	18,285	
472 Dues COGFund 20	7,435	6,685	6,685			
TOTAL MATERIALS & OPS	33,606	35,600	31,973	40,470	31,985	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	53,145	48,293	45,592	54,149	46,095	
FUND SOURCE						
01 General Fund 4110	45,710	41,608	38,907	54,149	46,095	
20 Air Quality 4111	7,435	6,685	6,685			
TOTAL	53,145	48,293	45,592	54,149	46,095	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Planning Commission	4120

Narrative

This activity provides the policy framework for the Planning Department through the workings of the Planning Commission. Staff support is provided by the Planning Director, who, under the direction of the City Manager, heads the professional staff and coordinates the work of various contract agencies in carrying out the decisions of the Commission and City Council. This activity also funds Planning Commissioner attendance at various annual meetings and conferences.

Description

- 401 SALARIES/WAGES FT
Planning activity devoted to this activity is a portion of the Planning Secretary's salary and a portion of Planning Director's salary.

- 405 WAGES/OVERTIME
Includes overtime for minutes and transcription of regular Planning Commission meetings.

- 410 BENEFITS
Allocation from employee benefit cost center.

- 430 GENERAL CONTRACTUAL
Provides contractual services for minutes and transcription of regular Planning Commission meetings.

- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.

- 470 MEETINGS/CONFERENCES/TRAVEL
Education and training of Commissioners is supported through this account to allow attendance at local planning related meetings.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Legislative	Planning Commission				4120
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	16,010	34,127	34,817	35,466	36,152
405 Wages - Overtime					
410 Benefits	6,613	11,237	9,052	8,070	10,019
TOTAL PERSONNEL	22,623	45,364	43,869	43,536	46,171
MATERIALS & OPERATIONS					
430 Contractual Services	5,475	3,130	2,827	3,000	3,000
463 Mileage					
470 Travel & Meetings					
TOTAL MATERIALS & OPS	5,475	3,130	2,827	3,000	3,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	28,098	48,494	46,696	46,536	49,171
FUND SOURCE					
01 General Fund	28,098	48,494	46,696	46,536	49,171
TOTAL	28,098	48,494	46,696	46,536	49,171

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity	Code
Legislative	P&A Commission	4130

Narrative

This activity provides for the operations of the Park and Activities Commission, which advises the City Council on all matters relating to parks, landscaping, signage, recreation and special events. Staff support is provided through the Community Services Department, which is responsible for implementing the recommendations of the Commission through the City Council and City Manager.

Description

- 401 SALARIES/WAGES - FT
Includes a portion of the full time salaries of the Community Services Director and Human Resources Analyst to staff the Park and Activities Commission, City Council and various City advisory committees relative to Community Services.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 470 MEETINGS/CONFERENCE FEES
Provides registration fees and related expenses for the Park and Activities Commission members and the Community Services Director at off-site meetings and conferences.
- 472 MEMBERSHIPS
Provides membership in the California Park and Recreation Society and National Recreation and Park Association for the Community Services Director, and the City's membership in the United States Tennis Association.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Legislative	P&A Commission				4130
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	45,700	35,417	36,315	37,040	37,752
410 Benefits	19,523	12,267	9,574	8,408	10,681
TOTAL PERSONNEL	65,223	47,684	45,889	45,448	48,433
MATERIALS & OPERATIONS					
470 Travel & Meetings	213	463	257	200	300
472 Dues & Memberships	335	305	358	335	335
TOTAL MATERIALS & OPS	548	768	615	535	635
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	65,771	48,452	46,504	45,983	49,068
FUND SOURCE					
01 General Fund	65,771	48,452	46,504	45,983	49,068
TOTAL	65,771	48,452	46,504	45,983	49,068

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Attorney	4140

Narrative

This activity provides funding for legal services to the City. The City Attorney performs work on a retainer basis. This activity also includes funding at a separate rate for added legal services beyond the retainer, such as litigation defense, settlement and real property transactions.

Description

- 430 GENERAL CONTRACTUAL SERVICES
Charges are made here for maintenance of Hawthorne Canyon Landfill, with annual expenditures necessary funded through General Fund Reserve Designation when expenditures are required.
- 431 CITY ATTORNEY RETAINER
Covers costs associated with the monthly retainer fee for the City Attorney's services.
- 436 SPECIAL COUNSEL
Covers costs associated with litigation defense, CEQA compliance, settlement and real property transactions that are outside the scope of the above monthly retainer.
- 470 MEETINGS/CONFERENCES/TRAVEL
City Attorney's attendance at City related meetings, seminars, and conferences.
- 476 ADVERTISING
Provides for legal notices and publications as necessary to meet federal, state or local requirements.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	City Attorney					4140
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services					
431 City Attorney Retainer	66,547	66,000	65,972	66,000	80,000
436 Special Counsel	14,287	33,760	6,012	4,443	30,000
470 Travel & Meetings					
476 Advertising	18,788	11,886	7,093	9,000	9,000

TOTAL MATERIALS & OPS	99,622	111,646	79,077	79,443	119,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	99,622	111,646	79,077	79,443	119,000
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FUND SOURCE

01 General Fund	99,622	111,646	79,077	79,443	119,000
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TOTAL	99,622	111,646	79,077	79,443	119,000
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DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Election	4150

Narrative

The general municipal elections are held in November of the odd numbered years (2013, 2015, etc.) and consolidated with the County's other elections.

Description

430 GENERAL CONTRACTUAL SERVICES
Provides for costs associated with general municipal election, and retainer for an election consultant as needed during off-election year.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	Election					4150
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services		751	611	50,994	700
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TOTAL MATERIALS & OPS	0	751	611	50,994	700
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	0	751	611	50,994	700
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FUND SOURCE

01 General Fund		751	611	50,994	700
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TOTAL	0	751	611	50,994	700
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DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

Function					
Administration & Support					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
TOTAL PERSONNEL	1,233,559	1,128,756	1,108,955	1,106,639	1,139,731
TOTAL MATERIALS & OPS	445,615	463,688	685,117	662,659	588,354
TOTAL CAPITAL OUTLAY	149,100	5,521	3,140	6,000	6,000
TOTAL FUNCTION	1,828,274	1,597,965	1,797,212	1,775,298	1,734,084

ADMINISTRATION AND SUPPORT OVERVIEW

This function includes City Manager, Administrative Services, Information Technology, Central Services/Facilities Operations, Finance, Treasury, Personnel, Equipment, Vehicles, and Public Information.

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	City Manager	4210

Narrative

This activity funds the services and activities of the City Manager's Office in carrying out the policies and directions of the City Council and the management of City staff.

Description

- 401 SALARIES/WAGES FT
Includes full time salaries for the City Manager, Assistant City Manager, Deputy City Clerk, Records Clerk, and Human Resources Analyst.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies. FY 2013-14 provided for Council and Staff Badges/IDs.
- 430 GENERAL CONTRACTUAL SERVICES
Special services or projects, as needed.
- 438 RECORDS MANAGEMENT SERVICES
Provides for contracted microfilming, file imaging services, and Municipal Code updates and online access.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 464 EQUIPMENT ASSESSMENT
Refer to the Equipment Assessment Schedule in the front of the budget document for details.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes City Manager's, Assistant City Manager's, and Deputy City Clerk's attendance at events as the League of California Cities conferences and the California Contract Cities Association Annual Conference. Also allows for attendance at other seminars/meetings such as the League's City Managers Department meeting, ongoing California Contract Cities Association, and South Bay City Managers' meetings and the annual International City Management Association Conference.
- 472 MEMBERSHIPS
Accounts for memberships and participation in organizations such as the City Clerk's Association, South Bay City Managers' Association, International City Management Association, International Institute of Municipal Clerks, and PVP Coordinating Council.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	City Manager					4210
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	499,239	490,935	505,795	515,333	525,385	
410 Benefits	197,752	156,672	129,013	112,944	122,623	
TOTAL PERSONNEL	696,991	647,607	634,808	628,277	648,008	
MATERIALS & OPERATIONS						
420 Materials & Supplies	306	186	45	1,610	300	
430 Contractual Services	35		27,500			
438 Records Management Serv	6,789	3,890	3,705	4,806	4,000	
463 Mileage	25					
470 Travel & Meetings	1,196	1,065	1,308	1,100	1,100	
472 Dues & Memberships	1,535	2,223	1,545	1,545	2,000	
TOTAL MATERIALS & OPS	9,886	7,364	34,103	9,061	7,400	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	706,877	654,971	668,911	637,338	655,408	
FUND SOURCE						
01 General Fund	706,877	654,971	668,911	637,338	655,408	
TOTAL	706,877	654,971	668,911	637,338	655,408	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity	Code
Administration & Support	Central Services/Facilities Ops	4220

Narrative

This program provides for all office and custodial supplies, Information Technology, building and grounds repairs and maintenance, telephone lines, Internet service, water, electric, and postage related to activities at City Hall.

Description

- 402 SALARIES/WAGES PT
Provides for a City Hall proctor during certain evening meetings in the Council Chambers.
- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies, custodial supplies and maintenance supplies used at City Hall.
- 430 CONTRACTUAL SERVICE
Provides for computer consultant assistance, network & server support, website hosting & maintenance.
- 434 REPAIRS AND MAINTENANCE SERVICES
Provides for janitorial services, landscape maintenance, and generator maintenance. Including telephone, fax machine, related equipment, and copier. Copier monthly and overage usage billings too.
- 435 BUILDING MAINTENANCE AND REPAIRS
Provides building repairs and maintenance such as carpet cleaning, HVAC, alarm system, and pest control. Landscaped median lighting in the Commercial District, and property tax for City's house.
- 439 SOFTWARE & TRAINING
Provides for software, software training and software licensing or maintenance fees including GIS.
- 440 PROPERTY INSURANCE
Property insurance costs, including earthquake coverage.
- 441 LIABILITY INSURANCE
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 443 PUBLIC OFFICIAL & EMPLOYEE BONDS
Covers management errors and omissions insurance and a blanket bond for all other employees.
- 445 PENSION OBLIGATION BOND
Covers the principle.
- 446 PENSION OBLIGATION BOND INTEREST
Covers the interest.
- 450 VOICE & DATA SERVICES
Cost for telephone & Internet services at City Hall and Council Chambers.
- 451 WATER
Cost of water service for City Hall and grounds.
- 452 ELECTRICITY
Cost of Edison's electric services for City Hall, Council Chambers and outside lighting.
- 475 POSTAGE
Provides for all mailing costs (including FED-EX) except for the newsletters and calendars.
- 478 EQUIPMENT RENTAL
Provides for monthly rental of the postage meter on our postage machine.
- 484 OFFICE FURNITURE, ETC.
Includes cost of new office furniture.
- 485 IT & SPECIAL EQUIPMENT
Provides for computer workstations, printers, and related equipment costing less than \$5,000 per item.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Administration & Support	Central Services/Facilities Ops				4220
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
402 Wages - Part Time			112		
410 Benefits			11		
TOTAL PERSONNEL	0	0	123	0	0
MATERIALS & OPERATIONS					
420 Materials & Supplies	25,895	24,700	28,303	25,000	25,000
430 Contractual Services	12,545	10,250	12,904	15,000	17,000
434 Repairs & Maint. Services	18,102	20,952	17,020	20,000	20,000
435 Building Maint. & Repair	19,574	17,412	25,676	20,000	20,000
439 Software & Training Serv	13,916	11,163	10,586	11,008	15,000
440 Property Insurance	21,517	22,862	23,550	23,550	23,550
441 Liability Insurance	155,586	139,539	131,852	110,673	18,642
443 Public Official Bonds	755	700	1,400	700	700
445 Pension Obligation Bond			206,335	155,000	168,000
446 Pension Bond Interest				58,359	52,798
450 Voice & Data Services	20,868	20,931	20,986	29,000	29,000
451 Water Utility	4,780	7,856	8,718	8,500	8,500
452 Electric Utility	22,852	22,907	20,738	23,000	23,000
475 Postage	8,882	9,486	7,640	10,000	10,000
478 Equipment Rental	3,403	2,882	2,992	3,000	3,000
TOTAL MATERIALS & OPS	328,675	311,640	518,700	512,790	434,190
CAPITAL OUTLAY					
484 Office Furniture, Etc.		920		1,000	1,000
485 IT & Special Equipment	2,635	4,601	3,140	5,000	5,000
TOTAL CAPITAL OUTLAY	2,635	5,521	3,140	6,000	6,000
TOTAL ACTIVITY	331,310	317,161	521,963	518,790	440,190
FUND SOURCE					
01 General Fund	331,310	317,161	521,963	518,790	440,190
TOTAL	331,310	317,161	521,963	518,790	440,190

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Administrative Services	4230

Narrative

This activity provides for operations of the Administrative Services Department consisting of the Finance Division, Information Technology Division, and City Treasurer, accounts receivable, accounts payable, payroll, investments, financial reporting, budgeting and data processing.

Description

- 401 SALARIES/WAGES FT
Provides for Administrative Services Director’s salary, Accountant, and Account Clerk positions.

- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.

- 420 MATERIALS & SUPPLIES
Small equipment and supplies for Administrative Services.

- 430 GENERAL CONTRACTUAL SERVICES
Provides for the annual external audit and accounting temporary services, for the purchase of materials and submission fees related to preparation of budget document, CAFR, and other agency reports.

- 439 COMPUTER SOFTWARE AND TRAINING
Provides for software support and training related to Administrative Services Department accounting system. The annual maintenance contract with Pentamation, the City’s accounting software provider, is also budgeted in this account

- 463 MILEAGE
Includes mileage reimbursement for the Administrative Services Department staff’s use of personal automobiles while on City-related business.

- 470 MEETINGS/CONFERENCES/TRAVEL
Provides for Administrative Services Director and Department Staff attendance at meetings and annual conferences.

- 472 MEMBERSHIPS
Covers Administrative Services Director and Department Staff memberships in the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), the California Municipal Treasurers’ Association (CMTA), California Municipal Revenue & Tax Association (CMRTA), Municipal Information Systems Association of California (MISAC), and other related organizations. Also provides for CAFR awards programs.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Administrative Services				4230
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	231,595	268,695	272,921	280,616	286,056
402 Wages - Part Time					
405 Wages - Overtime	2,593	184	2,522	2,888	3,000
410 Benefits	113,841	106,525	86,424	85,024	91,468
TOTAL PERSONNEL	348,029	375,404	361,867	368,528	380,524
MATERIALS & OPERATIONS					
420 Materials & Supplies	83	227	460	500	500
430 Contractual Services	52,225	90,000	65,546	70,000	75,000
439 Software & Training Serv	22,012	22,561	22,571	25,000	29,000
463 Mileage	106	101	173	100	100
470 Travel & Meetings	208	635	1,242	1,200	1,200
472 Dues & Memberships	1,150	1,230	1,265	1,265	1,385
TOTAL MATERIALS & OPS	75,784	114,754	91,257	98,065	107,185
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	423,813	490,158	453,124	466,593	487,709
FUND SOURCE					
01 General Fund	423,813	490,158	453,124	466,593	487,709
TOTAL	423,813	490,158	453,124	466,593	487,709

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Business Support	4235

Narrative

Business Support has been eliminated starting FY 2011-12.

This activity is intended to reflect the City’s ongoing program activities in the area of business support in the commercial district and enhancement of the local economy. Funding is provided by the annual sale of the City’s Community Development Block Grant allocations and by other General Fund revenues.

Description

- 401 SALARIES/WAGES FT
Provides for City Manager, Assistant City Manager, Administrative Services Director, Planning Director, and Principle Planner salaries.

- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.

- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies.

- 430 GENERAL CONTRACTUAL SERVICES
Provides Contractual services as needed for Economic Development, and promotional activities.

- 470 MEETINGS/CONFERENCES/TRAVEL
Includes attendance at meetings of the California Association for Local Economic Development, the League of California Cities and National Town Meeting on Main Street as well as necessary meetings of local Economic Development Commission and committees.

- 472 MEMBERSHIPS
Provides for various memberships for the City in organizations promoting economic development.

- 474 GRANTS TO OTHER AGENCIES
Provides for funding to the Chamber of Commerce on a per project basis.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Business Support				4235
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted

PERSONNEL

401 Wages - Full Time	61,627
410 Benefits	23,183

TOTAL PERSONNEL	84,810	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	
430 Contractual Services	1,841
470 Travel & Meetings	
472 Dues & Memberships	
474 Grants to Other Agencies	3,000

TOTAL MATERIALS & OPS	4,841	0	0	0	0
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	89,651	0	0	0	0
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FUND SOURCE

01 General Fund	89,651
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TOTAL	89,651	0	0	0	0
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DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Personnel Administration	4240

Narrative

This activity provides for all activities related to personnel administration including recruitment, selection, processing and maintenance of personnel records, job-related education and training of City staff

Description

- 401 SALARIES AND WAGES FT
Wages for a portion of the Human Resources Analyst's time.
- 410 BENEFITS
Allocation of employee benefits from the benefits cost center. Employee benefits allocated to this division include all benefits not directly allocated to other City divisions.
- 420 MATERIALS & SUPPLIES
Purchase of employment applications, employee data calendars and payroll forms.
- 430 GENERAL CONTRACTUAL SERVICES
Pre-employment physical examinations as required as a condition of employment.
- 470 TRAVEL AND MEETINGS
Funding is provided to support staff training activities through attendance at local seminars.
- 471 TUITION REIMBURSEMENT
Funding provided to support continuing education efforts by staff under City guidelines established for eligibility.
- 472 DUES AND MEMBERSHIPS
Provides for Memberships in various professional organizations.
- 476 ADVERTISING
Advertisement of career opportunity announcements in local newspapers and State and National Municipal publications.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Personnel Administration				4240
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	30,023	42,128	44,725	45,824	46,716
410 Benefits	43,527	43,967	48,661	45,000	45,000
TOTAL PERSONNEL	73,550	86,095	93,386	90,824	91,716
MATERIALS & OPERATIONS					
420 Materials & Supplies	210			100	300
430 Contractual Services	1,240	1,034	120	150	400
470 Travel & Meetings	49	41		(31)	100
471 Tuition Reimbursement					
472 Dues & Memberships					
476 Advertising					312
TOTAL MATERIALS & OPS	1,499	1,075	120	219	1,112
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	75,049	87,170	93,506	91,043	92,828
FUND SOURCE					
01 General Fund	75,049	87,170	93,506	91,043	92,828
TOTAL	75,049	87,170	93,506	91,043	92,828

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Public Information	4250

Narrative

This activity provides for Public Information duties related to production of City newsletters as well as broadcast of City Council meetings.

Description

- 401 SALARIES AND WAGES FT
Includes a portion of Assistant City Manager’s salary.

- 410 BENEFITS
Allocation of employee benefits from the Benefit Cost Center.

- 420 MATERIALS & SUPPLIES
Provides for supplies as needed.

- 430 GENERAL CONTRACTUAL SERVICES
Provides contractual service as needed for Public Information, including video production of City Council meetings.

- 475 POSTAGE

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Public Information					4250
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	21,694	15,306	15,641	15,852	16,160	
410 Benefits	8,485	4,344	3,130	3,157	3,323	
TOTAL PERSONNEL	30,179	19,650	18,771	19,009	19,483	
MATERIALS & OPERATIONS						
420 Materials & Supplies	100					
430 Contractual Services	4,399	7,683	2,779	3,500	3,500	
475 Postage	185	190	188	250	250	
TOTAL MATERIALS & OPS	4,684	7,873	2,967	3,750	3,750	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	34,863	27,523	21,738	22,759	23,233	
FUND SOURCE						
01 General Fund	34,863	27,523	21,738	22,759	23,233	
TOTAL	34,863	27,523	21,738	22,759	23,233	

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Employee Benefits	4260

Narrative

The City provides a full range of employee benefits including retirement contributions, medical insurance, dental insurance, life insurance, and long-term disability insurance. This activity also records the cost of workers' compensation and general liability insurance. Benefit costs are accumulated here and charged back to the operating and general governmental programs in relation to their wage and salary budgets.

Description

- 410 BENEFITS
The negative amount equals the charges to the other programs -- a reimbursement "receipt" here.
- 411, 412 RETIREMENT
Retirement benefits are provided to full-time employees through the Public Employees Retirement System (PERS).
- 413 WORKERS' COMPENSATION
Workers' Compensation insurance cost premiums paid to the CJPIA insurance pool.
- 414 GROUP HEALTH INSURANCE
Medical, dental and prescription premiums are paid at 100% for each full-time employee. 75% of spousal and dependent coverage's are paid by the City while 25% of such coverage's are paid by the employee.
- 415 LIFE INSURANCE
Coverage for employee life insurance.
- 416 DISABILITY INSURANCE
Long-term disability benefits of 60% of salary are paid sixty days after being unable to work. The City self-insures for first 30 days following elimination period, after which coverage is provided by CIGNA.
- 417 UNEMPLOYMENT INSURANCE
The City self-insures for unemployment insurance compensation.
- 418 FICA/MEDICARE
The City's social security contribution for part-time employees and Medicare contributions for full-time employees, as required by federal law.
- 419 AUTO ALLOWANCE
\$300 monthly Auto Allowance each to the Administrative Services, Planning, and Community Services Directors.
- 428 PARS Retirement
A longevity retirement enhancement program, based on years of service.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Employee Benefits				4260
	2010-11	2011-12	2012-13	2013-14	2014-15
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted
PERSONNEL					
410 Benefits	(981,040)	(749,542)	(560,162)	(566,732)	(561,923)
411 Employee Share Retirement	142,433	5,118			
412 Employer Share Retirement	391,415	380,763	233,957	207,735	207,735
413 Worker's Compensation	64,366	46,749	37,440	44,997	40,188
414 Group Health Insurance	258,563	240,398	221,283	245,000	245,000
415 Life Insurance	11,540	8,486	6,846	10,000	10,000
416 Disability Insurance	18,324	15,880	14,134	15,000	15,000
417 Unemployment Insurance	3,746	6,772	4,305	4,300	4,300
418 Medicare	24,525	28,029	26,597	24,100	24,100
419 Auto Allowance	10,800	10,800	10,800	10,800	10,800
428 PARS Retirement	55,328	6,547	4,800	4,800	4,800
TOTAL PERSONNEL	0	0	0	0	0
MATERIALS & OPERATIONS					
TOTAL MATERIALS & OPS					
	0	0	0	0	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY					
	0	0	0	0	0
TOTAL ACTIVITY					
	0	0	0	0	0
FUND SOURCE					
01 General Fund					
TOTAL					
	0	0	0	0	0

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Overhead	4270

Narrative

This program represents charges to other funds for general governmental administrative support. Such support includes the administration, personnel, accounting, budgeting, payroll and financial reporting services provided by City Departments to any Enterprise Funds.

Description

467

OVERHEAD ASSESSMENT

Charges for general governmental overhead are credited to the General Fund for expenditures reimbursed by the Tennis Fund. Since FY 2012-13, only the Tennis Fund (no Equestrian Fund 50), and the formula as changed in FY 2014-15 to 21% charge of expenditures.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Overhead					4270
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

467 Overhead Assessment	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
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TOTAL MATERIALS & OPS	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
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FUND SOURCE

01 General Fund	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
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TOTAL	(48,000)	(27,417)	(13,000)	(14,000)	(14,057)
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DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Equipment	4279/4281

Narrative

This fund provides for the purchase and maintenance of the City's vehicles and field equipment.

Description

- 420 MATERIALS & SUPPLIES
Provides for purchase of materials and supplies related to vehicle repairs and related equipment repairs.

- 442 AUTO COMPREHENSIVE/COLLISION INSURANCE
Covers property insurance for vehicles and related equipment as charged by the California Joint Powers Insurance Authority (CJPIA).

- 461 EQUIPMENT & VEHICLE MAINTENANCE
All repair and maintenance costs for the City's fleet and related equipment are charged here, except for gas and oil expenses.

- 462 GAS AND OIL
Reflects costs for petroleum products for city-owned vehicles.

- 482 MOTOR VEHICLES (General Fund)
Provides for the purchase of City owned vehicles from the Assigned Equipment Fund.

- 482 MOTOR VEHICLES (Air Quality Fund)
Provides for the purchase of City owned alternative fueled vehicles and propane fueling facility from AB 2766 Funds.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Equipment					4279/4281
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	5,481	890	3,325	6,000	2,000
442 Auto Comp/Coll Insurance	1,108	1,817	1,774	1,774	1,774
461 Vehicle Maintenance	32,489	17,356	22,761	20,000	20,000
462 Gas and Oil	29,168	28,336	23,110	25,000	25,000

TOTAL MATERIALS & OPS	68,246	48,399	50,970	52,774	48,774
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CAPITAL OUTLAY

482 Motor Vehicles					
482 Motor Vehicles Fund 20	146,465				

TOTAL CAPITAL OUTLAY	146,465	0	0	0	0
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TOTAL ACTIVITY	214,711	48,399	50,970	52,774	48,774
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FUND SOURCE

01 General Fund (4279)	214,711	48,399	50,970	52,774	48,774
20 AQMD Fund (4281)	146,465				

TOTAL	146,465	48,399	50,970	52,774	48,774
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DEPARTMENT RESPONSIBLE
Administrative Services Director

**City of Rolling Hills Estates
Summary**

Function					
Public Safety					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Estimated	2013-14 Proposed	2014-15 Adopted
TOTAL PERSONNEL	26,879	176	0	0	0
TOTAL MATERIALS & OPS	1,824,266	1,605,256	1,749,933	1,810,372	1,784,368
TOTAL CAPITAL OUTLAY	200	104	4,315	17,721	5,201
TOTAL FUNCTION	1,851,345	1,605,536	1,754,248	1,828,093	1,789,569

PUBLIC SAFETY OVERVIEW

This function consists of Police Services, Animal Control, Crossing Guards, and Emergency Management. The Crossing Guards program is funded by Traffic Safety Special Revenue Fund revenues and supplemented by General Fund resources to the extent that the Fund does not cover all program costs.

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Patrol Services	4310

Narrative

This activity provides for police services under the Regional Policing Agreement between Los Angeles County and the cities of Rolling Hills Estates, Rancho Palos Verdes, and Rolling Hills. In addition to police services provided by the Sheriff's Lomita Station, this activity provides for a commercial vehicle enforcement program; computerized parking citation collection services.

Under the Regional Policing Agreement, this activity covers costs for crime investigation and prevention under the Multi-Jurisdictional Criminal Apprehension Detail (M.C.A.D.), as well as funding for special police services such as the Sobriety Check Point. Also included in this activity are the Dedicated Detective, Community Services Officer, and CORE Deputies (funded primarily through State and Federal grants).

Description

- 430 GENERAL CONTRACTUAL SERVICES
Under the regional policing arrangement, the City contributes approximately 28% of total Regional Service costs. Provides funding for the following: (1) M.C.A.D. operation costs, (2) City's share, including 5% liability insurance, of a Community Services Officer; (3) City's share of CORE Deputies; and (4) costs associated with special services such as Sobriety Check Point.
- 438 RECORDS MANAGEMENT SERVICES
Provides for computerized parking citation collection services and a citation-hearing officer.
- 485 IT & SPECIAL EQUIPMENT
Public Safety computer and equipment technology upgrades constitute the expenditures from this account.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Safety	Patrol Services					4310
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Estimated	Proposed	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	1,749,133	1,520,519	1,700,196	1,754,032	1,730,038
438 Records Management Serv	4,523	2,751	2,611	3,000	3,000

TOTAL MATERIALS & OPS	1,753,656	1,523,270	1,702,807	1,757,032	1,733,038
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CAPITAL OUTLAY

484 Office Furniture, Etc.					
485 IT & Special Equipment	200	104	4,315	17,721	5,201

TOTAL CAPITAL OUTLAY	200	104	4,315	17,721	5,201
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TOTAL ACTIVITY	1,753,856	1,523,374	1,707,122	1,774,753	1,738,239
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FUND SOURCE

01 General Fund	1,753,856	1,523,374	1,707,122	1,774,753	1,738,239
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TOTAL	1,753,856	1,523,374	1,707,122	1,774,753	1,738,239
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DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity	Code
Public Safety	Animal Control	4330

Narrative

Animal Control services are provided through contract with Los Angeles County and include (1) field services for animal ordinance enforcement, impoundment, cruelty investigations and dead animal pick-up; (2) animal shelter services; (3) and other special programs such as spay and neuter clinics. The costs of services are partially offset through animal license fees and housing shelter revenues. Additionally, pest management is provided by County of Los Angeles Department of Agricultural Commissioner/Weights and Measurements.

Description

430 GENERAL CONTRACTUAL SERVICES
Provides animal control, animal sheltering and collection of all licensing fees through a contract with the Los Angeles County Department of Animal Control. Pest management services with the Los Angeles County Department of Agricultural Commissioner/Weights and Measurements.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Safety	Animal Control				4330
	2010-11	2011-12	2012-13	2013-14	2014-15
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	21,329	16,568	14,781	18,000	15,000
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TOTAL MATERIALS & OPS	21,329	16,568	14,781	18,000	15,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	21,329	16,568	14,781	18,000	15,000
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FUND SOURCE

01 General Fund	21,329	16,568	14,781	18,000	15,000
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TOTAL	21,329	16,568	14,781	18,000	15,000
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DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Crossing Guards	4340/4343

Narrative

This activity provides for Crossing Guards to assist school children at various intersections.

Description

- 402 SALARIES/WAGES PT-Discontinued FY 2011-12- All Contractual Personnel Starting in FY2011-12
Wages for part-time Crossing Guards at various locations throughout the city.
- 410 BENEFITS-Discontinued FY 2011-12
Allocation of employee benefits from the benefits cost center.
- 420 MATERIALS & SUPPLIES
Purchase of miscellaneous safety equipment and supplies.
- 430 CONTRACTUAL SERVICES
Payments for contractual Crossing Guards at various locations throughout the City.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Safety	Crossing Guards					4340/4343
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Estimated	2013-14 Proposed	2014-15 Adopted	
PERSONNEL						
402 Wages - Part Time	21,143	134				
410 Benefits	5,736	42				
TOTAL PERSONNEL	26,879	176	0	0	0	
MATERIALS & OPERATIONS						
420 Materials & Supplies						
430 Contractual Services	46,992	55,129	32,120	34,000	34,000	
TOTAL MATERIALS & OPS	46,992	55,129	32,120	34,000	34,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	73,871	55,305	32,120	34,000	34,000	
FUND SOURCE						
01 General Fund (4343)						
14 Traffic Safety Fund (4340)	73,871	55,305	32,120	34,000	34,000	
TOTAL	73,871	55,305	32,120	34,000	34,000	

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Emergency Management	4350

Narrative

This activity provides for membership in the Area G Disaster Preparedness program and support of the Neighborhood Watch groups.

Description

- 420 MATERIALS & SUPPLIES
Provides for materials supplies in support of the Neighborhood Watch program, Disaster Preparedness Information, City Hall Emergency Supplies, and miscellaneous emergency supplies.

- 430 CONTRACTUAL SERVICES
Provides for membership in Area G Disaster Preparedness program.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Safety	Emergency Management					4350
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Estimated	Proposed	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies			109		
430 Contractual Services	2,289	10,289	116	1,340	2,330

TOTAL MATERIALS & OPS	2,289	10,289	225	1,340	2,330
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	2,289	10,289	225	1,340	2,330
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FUND SOURCE

01 General Fund	2,289	10,289	225	1,340	2,330
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TOTAL	2,289	10,289	225	1,340	2,330
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DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

Function					
Public Works					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
TOTAL PERSONNEL	94,616	70,551	61,028	67,346	69,165
TOTAL MATERIALS & OPS	475,316	495,096	460,961	701,560	762,842
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	569,932	565,647	521,989	768,906	832,007

PUBLIC WORKS OVERVIEW

This function contains streets related operating activities of the City, including Street Repair, Transit, Signs, Traffic Signals, Traffic Engineering, and Compliance with NPDES. Also included in this function are Solid Waste and recycling programs.

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Street Repair	4410

Narrative

This activity provides for routine road repairs and scheduled maintenance of various City streets.

Description

434 REPAIRS AND MAINTENANCE SERVICES
Routine road maintenance provided by Los Angeles County Public Works crews as directed by City staff.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Works	Street Repair					4410
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

434 Repairs & Maint. Services	29,391	74,325	58,515	60,000	60,000
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TOTAL MATERIALS & OPS	29,391	74,325	58,515	60,000	60,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	29,391	74,325	58,515	60,000	60,000
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FUND SOURCE

11 Highway Users Tax Fund	29,391	74,325	58,515	60,000	60,000
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TOTAL	29,391	74,325	58,515	60,000	60,000
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DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Transit	4450

Narrative

This activity provides for City participation in the Palos Verdes Peninsula Transit Authority that provides general demand transit through PV Transit and demand transit through Dial-a-Ride.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the administration staff time, however, personnel costs cannot exceed 20% of expenditures.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 430 GENERAL CONTRACTUAL SERVICES
Participation in PV Transit and Dial-a-Ride is provided through membership in the Palos Verdes Peninsula Transit Authority.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Transit				4450
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	12,468	16,741	17,205	17,437	17,775
410 Benefits	3,147	4,692	3,443	3,474	3,655
TOTAL PERSONNEL	15,615	21,433	20,648	20,911	21,430
MATERIALS & OPERATIONS					
430 Contractual Services	111,962	111,962	111,962	117,560	121,842
TOTAL MATERIALS & OPS	111,962	111,962	111,962	117,560	121,842
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	127,577	133,395	132,610	138,471	143,272
FUND SOURCE					
18 Transit Fund	127,577	133,395	132,610	138,471	143,272
TOTAL	127,577	133,395	132,610	138,471	143,272

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Signals	4451/4454

Narrative

This activity provides for operation and installation of street signs, markings, striping and traffic signals as well as professional engineering services.

Description

- 430 ENGINEERING PLAN CHECKING & INSPECTION SERVICES
Professional engineering service for plan checking, permit issuance, and inspections services for public works projects in the right-of-way.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
Professional traffic engineering service is provided by contractual service. Service includes review of existing facilities and proposed projects with reports and recommendations prepared for the City's management staff, Traffic and Safety Committee, and City Council.
- 434 REPAIRS/MAINTENANCE SERVICES
Maintenance and repair of street signs and street striping is provided by County crews and private contractors. Maintenance and repair of traffic signals and overhead safety lights at intersections is provided through a contract with a private contractor.
- 452 ELECTRICITY
Electricity for City operated overhead safety lights throughout the City and electricity for operation of signalized intersections.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Works	Signals					4451/4454
	2010-11	2011-12	2012-13	2013-14	2014-15	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services				85,000	85,000
432 Eng/Arch Design	69,170	48,700	38,758	90,000	90,000
434 Repairs & Maint. Services	115,197	60,131	75,250	133,000	90,000
452 Electric Utility	17,086	14,458	12,517	16,000	16,000

TOTAL MATERIALS & OPS	201,453	123,289	126,525	324,000	281,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	201,453	123,289	126,525	324,000	281,000
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FUND SOURCE

01 General Fund (4451)	40,919	20,688	17,748	26,000	26,000
11 HUT Fund (4454)	160,534	102,601	108,777	213,000	170,000

TOTAL	201,453	123,289	126,525	239,000	196,000
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DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity	Code
Public Works	Compliance w/ NPDES	4460

Narrative

This activity reflects charges related to compliance with state and national storm water requirements.

Description

- 401 SALARIES/WAGES FT
Salaries and wages of City personnel, including a portion of the salaries of the Assistant City Manager and maintenance staff wages.

- 410 BENEFITS
Allocation of employee benefits from the benefits cost center.

- 430 GENERAL CONTRACTUAL SERVICES
To provide contractual services for the implementation of NPDES/TMDL programs, including Program Administration, Water Quality Monitoring, Street Sweeping, Storm Drain Inspection, and Used Oil Recycling.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Works	Compliance w/ NPDES				4460
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	39,783	22,098	17,725	22,163	22,600
410 Benefits	14,454	7,370	3,883	5,264	5,653
TOTAL PERSONNEL	54,237	29,468	21,608	27,427	28,253
MATERIALS & OPERATIONS					
430 Contractual Services	132,510	185,520	163,959	200,000	300,000
TOTAL MATERIALS & OPS	132,510	185,520	163,959	200,000	300,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	186,747	214,988	185,567	227,427	328,253
FUND SOURCE					
01 General Fund	186,747	214,988	185,567	227,427	328,253
TOTAL	186,747	214,988	185,567	227,427	328,253

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Solid Waste	4625

Narrative

This activity provides for AB 939 administration and the purchase of recycling cans.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Assistant City Manager’s salary.

- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.

- 430 GENERAL CONTRACTUAL SERVICES
AB 939 reporting provided by Waste Management at no cost to the City.

- 485 MACHINERY/SPECIAL EQUIPMENT
Provides for the purchase of recycling bins (Department of Conservation Beverage Container/Litter Abatement Grant).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Solid Waste				4625
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	17,856	15,306	15,641	15,852	16,160
410 Benefits	6,908	4,344	3,131	3,157	3,323
TOTAL PERSONNEL	24,764	19,650	18,772	19,009	19,483
MATERIALS & OPERATIONS					
430 Contractual Services					
485 IT & Special Equipment					
TOTAL MATERIALS & OPS	0	0	0	0	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	24,764	19,650	18,772	19,009	19,483
FUND SOURCE					
01 General Fund	24,764	19,650	18,772	19,009	19,483
TOTAL	24,764	19,650	18,772	19,009	19,483

DEPARTMENT RESPONSIBLE
Assistant City Manager

**City of Rolling Hills Estates
Summary**

Function					
Planning					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
TOTAL PERSONNEL	597,278	599,002	570,951	498,134	523,851
TOTAL MATERIALS & OPS	368,321	366,914	250,669	356,500	466,500
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	965,599	965,916	821,620	854,634	990,351

PLANNING OVERVIEW

This function contains all of the activities of the Planning Department including Planning Administration, Advanced Planning, Code Administration, and Subdivision Regulation.

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Planning Administration	4510

Narrative

This activity represents the majority of Planning Department workload including the review, processing and approval of all planning permits, development regulations and public assistance at the City Hall counter and over the telephone. This function also provides for contracted technical service for building plan checks, permit issuance and inspections throughout the City in conjunction with the administration of the various building codes. This activity also represents staff support to the Planning Commission in zoning administration matters and is self-funded through building and plan check fees.

Description

- 401 SALARIES/WAGES FT
Full-time wages for Planning Administration, Building Regulation, and Zoning have been combined into this activity. Portion of the Department's planning staff salaries are allocated here.
- 410 BENEFITS FT
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides funding for resources related to presentation materials, including: graphic supplies, photography, blueprinting, public hearing banners, document reproduction printing, and equipment rental for public hearings.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for professional services for special studies as directed by the City Council. Also provides for environmental consultants to perform CEQA related work, including legal counsel review. All such costs are subject to a 21% administrative overhead fee, all of which is paid by the applicant.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
Provides for professional engineering services needed from time to time including preparation of legal and boundary descriptions, easement research, traffic analysis, drainage analysis, etc. Also includes traffic and landscape consultant services as required and the review of waste discharge permits issued by the County engineer for compliance with State and County standards. Costs are recovered through permit fees.
- 437 BUILDING INSPECTION SERVICES
This provides for plan check and inspection services for both residential and commercial areas in the City. Services are provided by Los Angeles County Building and Safety for general commercial and residential construction and by Willdan Associates for projects related to The Promenade on the Peninsula, The Peninsula Shopping Center, and other projects as assigned. Charges are offset by revenues collected for plan check and building inspection fees.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes funding for attendance for local meetings, and semi-monthly South Bay Planning Director's meetings.
- 472 DUES AND MEMBERSHIPS
Accounts for Director's membership in American Planning Association.
- 473 PUBLICATIONS AND SUBSCRIPTIONS
Annual subscriptions to the Journal of American Planning Association, the California Planning Journal and Zoning Bulletin, and other publications as needed.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Planning	Planning Administration					4510
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	318,563	298,724	303,370	309,290	315,411	
410 Benefits	138,184	107,502	84,691	75,668	90,796	
TOTAL PERSONNEL	456,747	406,226	388,061	384,958	406,207	
MATERIALS & OPERATIONS						
420 Materials & Supplies	1,491	684	1,122	2,000	2,000	
430 Contractual Services	103,781	118,309	49,270	125,000	200,000	
432 Eng/Arch Design						
437 Building Inspection Serv	207,105	209,939	182,336	190,000	250,000	
463 Mileage	1,099	830	824	1,000	1,000	
470 Travel & Meetings	4,895	1,583	262	2,000	2,000	
472 Dues & Memberships	1,450	1,400	1,210	1,500	1,500	
473 Publications/Subscriptions						
TOTAL MATERIALS & OPS	319,821	332,745	235,024	321,500	456,500	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	776,568	738,971	623,085	706,458	862,707	
FUND SOURCE						
01 General Fund	776,568	738,971	623,085	706,458	862,707	
TOTAL	776,568	738,971	623,085	706,458	862,707	

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Advanced Planning	4520

Narrative

This activity provides consultant support and staff time for advanced planning projects.

Description

- 401 SALARIES/WAGES FT
This account provides the funding necessary for all General Plan amendments and special studies. Allocations to this activity are a portion of planning staff salaries.
- 410 BENEFITS
Allocation of employee benefits from benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes graphic supplies and blueprint costs.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for consultant services related to the preparation of the General Plan revisions. Also includes other special studies as directed by the City Council.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
This account provides for design and technical services as needed for advanced planning studies.
- 477 PRINTING AND BINDING
Provides for the reproduction of reports and special studies.
- 484 FURNITURE/OFFICE EQUIPMENT
This account provides for furniture or office equipment for specific use by the Planning Department.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Planning	Advanced Planning				4520
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	42,060	39,695	40,355	41,138	41,949
410 Benefits	17,988	13,784	10,902	9,955	11,979
TOTAL PERSONNEL	60,048	53,479	51,257	51,093	53,928
MATERIALS & OPERATIONS					
420 Materials & Supplies					
430 Contractual Services				25,000	
432 Eng/Arch Design					
477 Printing & Binding					
TOTAL MATERIALS & OPS	0	0	0	25,000	0
CAPITAL OUTLAY					
484 Office Furniture, Etc.					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	60,048	53,479	51,257	76,093	53,928
FUND SOURCE					
01 General Fund	60,048	53,479	51,257	76,093	53,928
TOTAL	60,048	53,479	51,257	76,093	53,928

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity	Code
Planning	Code Administration	4530

Narrative

This activity includes processing of all Municipal Code violations and includes enforcement of the False Alarm Ordinance and other applicable ordinances in conjunction with the City Prosecutor and County Sheriff's Department.

Description

- 401 SALARIES/WAGES FT
Provides staffing to administer the City's Code Enforcement Program, under the supervision of the Planning Director.

- 410 BENEFITS
Allocation of employee benefits from benefit cost center.

- 420 MATERIALS & SUPPLIES
Includes acquisition of photographic equipment and other related supplies.

- 430 GENERAL CONTRACTUAL SERVICES
Provides for the services of a City Prosecutor who represents the City in criminal violations of the City's Municipal Code, City related surveying contractual work, and a part-time code administrator.

- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.

- 470 TRAVEL AND MEETINGS
Provides for travel and meetings expenses at various local conferences.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Planning	Code Administration				4530
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	35,577	104,108	105,482	25,485	25,984
402 Wages - Part Time				30,000	30,000
410 Benefits	14,882	35,189	26,151	6,599	7,731
TOTAL PERSONNEL	50,459	139,297	131,633	62,084	63,715
MATERIALS & OPERATIONS					
420 Materials & Supplies	137				
430 Contractual Services	48,171	34,066	15,645	10,000	10,000
463 Mileage	16	53			
470 Travel & Meetings	176	50			
TOTAL MATERIALS & OPS	48,500	34,169	15,645	10,000	10,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	98,959	173,466	147,278	72,084	73,715
FUND SOURCE					
01 General Fund	98,959	173,466	147,278	72,084	73,715
TOTAL	98,959	173,466	147,278	72,084	73,715

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Subdivision Regulation	4540

Narrative

Subdivision Regulations has been merged into Planning Administration (4510).

In the past, this activity provides resources for review of subdivision applications submitted to the City under requirements of the California Subdivision Map Act.

Description

- 401 SALARIES/WAGES FT
This account provides staff services to perform duties required by the Subdivision Map Act (to process requests for subdivision permits). Activity under this account will involve mainly minor subdivision requests. Allocation to this activity is 5% of planning staff salaries, along with a portion of Planning Director's salary.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 DEPARTMENTAL SUPPLIES/EQUIPMENT
This account will provide the department staff with the graphic presentation resources, including blueprint costs, photo reproduction and artwork.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
Provides contractual services of engineering staff to review technical requirements of proposed subdivision plans.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Planning	Subdivision Regulation					4540
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	

PERSONNEL

401 Wages - Full Time	21,030
410 Benefits	8,994

TOTAL PERSONNEL	30,024	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	
432 Eng/Arch Design	

TOTAL MATERIALS & OPS	0	0	0	0	0
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	30,024	0	0	0	0
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FUND SOURCE

01 General Fund	30,024
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TOTAL	30,024	0	0	0	0
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DEPARTMENT RESPONSIBLE
Planning Director

**City of Rolling Hills Estates
Summary**

Function					
Community Services					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
TOTAL PERSONNEL	1,114,789	861,806	591,047	576,109	592,585
TOTAL MATERIALS & OPS	994,782	817,662	704,117	699,477	707,190
TOTAL CAPITAL OUTLAY	2,049	0	196	1,662	1,800
TOTAL FUNCTION	2,111,620	1,679,468	1,295,360	1,277,248	1,301,575

COMMUNITY SERVICES OVERVIEW

This function features all of the activities of the Community Services Department including the Maintenance Division, Parks & Landscape Maintenance, Tree Trimming, Bridle Trails, Recreation Programs, Tennis, Special Events, Pepper Tree Foundation, and Nature Center.

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Parks & Landscape Maintenance	4610

Narrative

This activity provides for the maintenance of the seven City parks, and for the maintenance of parkways and medians. Activities are performed by City maintenance staff and contractors according to established maintenance standards.

Description

- 401 SALARIES/WAGES FT
Includes an allocation of the maintenance staff's wages and the Maintenance Supervisor's salary, and a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Includes an allocation for summer part-time staff.
- 405 OVERTIME
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes cost of irrigation supplies, welding, safety equipment, fertilizer, herbicide, decomposed granite, tree stakes and fence repair material. Also, provides for purchase of custodial supplies for Howlett Park restrooms and materials needed to maintain sports fields at Highridge and Howlett Parks. Groups using these fields partially reimburse the City for maintenance.
- 430 GENERAL/CONTRACTUAL SERVICES
Provides contractual mowing services for City parks, and landscaping maintenance of parkways, medians, and HOA entryways, and flower changes on Silver Spur. Also includes portable restrooms in Highridge, Dapplegray and Chandler Parks.
- 434 REPAIRS/MAINTENANCE SERVICE
Includes repair contract for irrigation controllers and flow valves, insect control for the maintenance yard, irrigation controllers, backflow certifications, and herbicide applications. Also, the cleaning of Highridge Park restrooms.
- 450 VOICE & DATA SERVICES
Provides for the cost of the maintenance yard's phone, fax, and Internet service.
- 451 WATER
Provides for watering of City parks, horse arenas, medians, and parkways
- 452 ELECTRICITY
Provides electrical service to irrigation control valves in parks, medians, and parkways
- 453 REFUSE REMOVAL
Provides for park & landscape refuse not removed by WM under City franchise agreement, and landfill disposal fees.
- 470 MEETINGS/CONFERENCE FEES
Provides registration and related expenses for Maintenance staff to maintain Herbicide Applicator's Licenses, Certified Playground Safety Inspector Certification, and attend safety seminars.
- 478 EQUIPMENT RENTAL
Provides for the rental of miscellaneous equipment and vehicles such as trucks and concrete finishing tools. Also provides for equipment used to renovate sports fields at Highridge and Howlett Parks.
- 485 SPECIAL EQUIPMENT
Budgeted capital outlay includes an irrigation controller (\$800) annually.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Parks & Landscape Maintenance				4610
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	231,879	256,470	260,546	300,269	297,799
402 Wages - Part Time	1,417	6,768	1,007	2,850	3,123
405 Wages - Overtime	4,322	2,272	1,992	6,500	2,000
410 Benefits	109,854	112,798	92,274	82,962	93,612
TOTAL PERSONNEL	347,472	378,308	355,819	392,581	396,534
MATERIALS & OPERATIONS					
420 Materials & Supplies	28,788	28,464	27,810	30,000	30,000
430 Contractual Services	7,801	215,123	205,655	210,000	221,707
434 Repairs & Maint. Services	5,748	6,151	5,046	9,100	9,000
450 Voice & Data Services	418	564	640	550	550
451 Water Utility	46,264	153,991	201,904	180,000	180,000
452 Electric Utility	3,423	6,214	7,172	6,300	6,300
453 Refuse Removal	517	75	314	520	500
470 Travel & Meetings	785	329	338	1,000	1,000
478 Equipment Rental	1,731	418	1,523	4,000	4,000
TOTAL MATERIALS & OPS	95,475	411,329	450,402	441,470	453,057
CAPITAL OUTLAY					
485 IT & Special Equipment	148			1,362	1,500
TOTAL CAPITAL OUTLAY	148	0	0	1,362	1,500
TOTAL ACTIVITY	443,095	789,637	806,221	835,413	851,091
FUND SOURCE					
01 General Fund	443,095	789,637	806,221	835,413	851,091
TOTAL	443,095	789,637	806,221	835,413	851,091

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Tree Trimming	4615

Narrative

The City's public vegetation guidelines provide for trees located in the public right-of-way or City parks to be maintained on a four-year cycle. View preservation and restoration are also a component of the guidelines, which permit the City to respond to resident requests for public right-of-way tree trimming to restore scenic views.

Description

- 401 SALARIES/WAGES FT
Includes the cost of full-time personnel to maintain street and parkway trees not completed under private contract. An allocation of 8% of both the City maintenance staff's wages and the Maintenance Superintendent's salary is included in this program.
- 402 SALARIES/WAGES PT
Provides an allocation for summer part-time staff.
- 405 OVERTIME
Provides for emergency removal of trees after regular work hours.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for the purchase of replacement trees and tree trimming repair supplies such as bar oil, chain saw parts, clipper blades, and deep-root fertilization.
- 427 STREET TREES
P&A Commission approved street tree removals that are reimbursed by residents.
- 430 GENERAL CONTRACTUAL SERVICES
Includes miscellaneous and emergency tree removals, plantings, and annual contract street tree trimming program. Also, includes "as needed" tree limb raising services.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Tree Trimming					4615
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	30,705	25,163	39,333	25,248	25,755	
402 Wages - Part Time	864	255	212	535	535	
405 Wages - Overtime	484	275	404	200	200	
410 Benefits	13,901	11,491	13,555	8,431	9,322	
TOTAL PERSONNEL	45,954	37,184	53,504	34,414	35,812	
MATERIALS & OPERATIONS						
420 Materials & Supplies	460	2,566	10,469	2,500	2,500	
427 Street Trees	2,949		3,638	3,500	3,500	
430 Contractual Services	82,304	81,230	74,294	75,000	75,000	
TOTAL MATERIALS & OPS	85,713	83,796	88,401	81,000	81,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	131,667	120,980	141,905	115,414	116,812	
FUND SOURCE						
01 General Fund	131,667	120,980	141,905	115,414	116,812	
TOTAL	131,667	120,980	141,905	115,414	116,812	

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Landscape Maintenance	4620

Narrative

Landscape Maintenance has been merged in 4610 Parkway and Landscape Maintenance

In the past, this activity provides for the maintenance of parkways and medians using a combination of City staff and contract services.

Description

- 401 SALARIES/WAGES FT
Includes 20% allocation of both the maintenance staff's wages and the Maintenance Superintendent's salary.
- 402 SALARIES/WAGES PT
Provides an allocation for summer part-time staff.
- 405 OVERTIME
Provides overtime as needed.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes the cost of herbicide, soil amendments, irrigation supplies, safety tools and equipment, welding supplies, fabrication materials and weed cutting machines.
- 430 GENERAL CONTRACTUAL SERVICES
Provides contract services for rights-of-way, intersections, medians, and homeowner entryways. The City is reimbursed by Homeowner Associations for the cost of the entryway maintenance. Includes three flower changes annually in the Silver Spur Road commercial district medians (\$9,000).
- 434 REPAIRS/MAINTENANCE SERVICES
Provides for irrigation controller and line repairs, and backflow certification.
- 451 WATER
Provides water service to medians, parkways, and parks.
- 452 ELECTRICITY
Provides electrical service to irrigation control valves in medians and parkways.
- 453 REFUSE REMOVAL
Provides for debris removal.
- 464 EQUIPMENT ASSESSMENT
Refer to Equipment Assessment Schedule in the front section of this budget document for details.
- 474 GRANTS TO OTHER AGENCIES
Provides matching grants to Homeowners' Associations for entryway improvements.
- 485 MACHINERY/SPECIAL EQUIPMENT
Provides for equipment replacement or purchase.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Landscape Maintenance				4620
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	47,971				
402 Wages - Part Time	825				
405 Wages - Overtime					
410 Benefits	21,791				
TOTAL PERSONNEL	70,587	0	0	0	0
MATERIALS & OPERATIONS					
420 Materials & Supplies	7,011				
430 Contractual Services	196,015				
434 Repairs & Maint. Services	157				
451 Water Utility	85,650				
452 Electric Utility	3,239				
453 Refuse Removal					
474 Grants to Other Agencies					
TOTAL MATERIALS & OPS	292,072	0	0	0	0
CAPITAL OUTLAY					
485 IT & Special Equipment	148				
TOTAL CAPITAL OUTLAY	148	0	0	0	0
TOTAL ACTIVITY	362,807	0	0	0	0
FUND SOURCE					
01 General Fund	362,807				
TOTAL	362,807	0	0	0	0

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Bridle Trails	4630

Narrative

This program provides for the maintenance of the over twenty-five miles of City bridle trails, including the trail surfaces and three-rail fencing adjacent to the trails.

Description

- 401 SALARIES/WAGES FT
Includes a 13% allocation of both the maintenance staff's wages and the Maintenance Superintendent's salary.
- 402 SALARIES/WAGES PT
Provides an allocation for summer part-time staff.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for materials and supplies for 3-rail fence repairs and bridle trail maintenance. Includes cost of "as needed" fence repair services.
- 478 EQUIPMENT RENTAL
Provides for rental of brush clearing equipment.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Bridle Trails				4630
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	86,693	50,484	63,498	41,025	41,851
402 Wages - Part Time		85			
410 Benefits	39,954	21,422	23,120	13,699	15,150
TOTAL PERSONNEL	126,647	71,991	86,618	54,724	57,001
MATERIALS & OPERATIONS					
420 Materials & Supplies	11,302	11,290	9,991	12,000	12,000
478 Equipment Rental	1,516		644	2,250	2,250
TOTAL MATERIALS & OPS	12,818	11,290	10,635	14,250	14,250
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	139,465	83,281	97,253	68,974	71,251
FUND SOURCE					
01 General Fund	139,465	83,281	97,253	68,974	71,251
TOTAL	139,465	83,281	97,253	68,974	71,251

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Recreation Programs	4640

Narrative

The activity provides for over twenty-five different recreational programs including sports camps, which are operated using independent contractors on a fee-recovery basis.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.

- 402 SALARIES/WAGES PT
Includes the cost of City Hall proctor. Wage costs are reimbursed by facility rental fees.

- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.

- 420 MATERIALS & SUPPLIES
Includes small equipment and supplies for parks and recreation class materials.

- 430 GENERAL CONTRACTUAL SERVICES
Provided for payment of more than 10 independent contractors on a fee recovery basis. Programs include equestrian, sports camps, soccer, basketball, golf, nature, and tennis classes. Also includes State mandated fingerprinting of Recreation staff supervising youth, at a cost of \$72 per employee.

- 477 PRINTING/BINDING
Provided for printing of year-round recreation program and the distribution to all Rolling Hills Estates residents on a quarterly basis (discontinued).

- 478 EQUIPMENT RENTAL
Fees for rental of gymnasiums, classrooms and areas for recreation programs at school facilities.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Recreation Programs				4640
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	12,128	12,971	13,188	13,429	13,686
402 Wages - Part Time	1,463	136	140		200
410 Benefits	5,875	4,614	3,664	3,105	4,148
TOTAL PERSONNEL	19,466	17,721	16,992	16,534	18,034
MATERIALS & OPERATIONS					
420 Materials & Supplies	128			50	50
430 Contractual Services	24,589	19,640	13,923	12,000	12,000
477 Printing & Binding					
478 Equipment Rental				500	500
TOTAL MATERIALS & OPS	24,717	19,640	13,923	12,550	12,550
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	44,183	37,361	30,915	29,084	30,584
FUND SOURCE					
01 General Fund	44,183	37,361	30,915	29,084	30,584
TOTAL	44,183	37,361	30,915	29,084	30,584

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Stables	4650

Narrative

Peter Weber Equestrian Center - Operated by a Concessionaire as of December 1, 2011
Now, Only Depreciation Expense is Charged to the Fund

This activity provided for the operation of the Municipal Stables, which are located at 26401 Crenshaw Boulevard.

Description

- 401 SALARIES/WAGES FT
- 402 SALARIES/WAGES PT
- 405 SALARIES/WAGES OVERTIME
- 410 BENEFITS
- 420 MATERIALS & SUPPLIES
- 430** **GENERAL CONTRACTUAL SERVICES**
Rent payments for PWEC to the County.
- 441 LIABILITY INSURANCE
- 450 VOICE & DATA SERVICES
- 451 WATER
- 452 ELECTRICITY
- 453 REFUSE REMOVAL
- 461 EQUIPMENT MAINTENANCE
- 462 GAS & OIL
- 463 MILEAGE
- 466** **DEPRECIATION EXPENSE**
Depreciation of Equestrian Fund Fixed Assets to allocate the cost of the assets over their estimated useful lives.
- 467 OVERHEAD ASSESSMENT
- 485 MACHINERY/SPECIAL EQUIPMENT

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Stables					4650
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	256,181	194,106				
402 Wages - Part Time	3,753	740				
405 Wages - Overtime	3,218	5,660				
410 Benefits	152,428	63,359				
TOTAL PERSONNEL	415,580	263,865	0	0	0	
MATERIALS & OPERATIONS						
420 Materials & Supplies	196,946	86,716				
430 Contractual Services	36,124	27,540	2	2	2	
441 Liability Insurance	18,476	17,082				
450 Voice & Data Services	1,748	858				
451 Water Utility	3,181	2,050				
452 Electric Utility	4,923	2,612				
453 Refuse Removal	32,700	13,625				
461 Vehicle Maintenance	10,408					
462 Gas and Oil	2,345	554				
463 Mileage						
466 Depreciation Expense	802	802	802	802	802	
467 Overhead Assessment	37,000	15,417				
TOTAL MATERIALS & OPS	344,653	167,256	804	804	804	
CAPITAL OUTLAY						
485 IT & Special Equipment	527					
TOTAL CAPITAL OUTLAY	527	0	0	0	0	
TOTAL ACTIVITY	760,760	431,121	804	804	804	
FUND SOURCE						
50 Equestrian Fund	760,760	431,121	804	804	804	
TOTAL	760,760	431,121	804	804	804	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Tennis	4660

Narrative

This activity provides for operation of the City's Tennis Center located at Ernie Howlett Park. The facility of eight courts is open from 8:00 a.m. to dusk, 363 days per year and includes an instructional program for all skill levels offered by a contract Tennis Pro.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Tennis Clerks to staff RHE Tennis Club.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes tennis court nets, staff shirts, and office and court maintenance supplies.
- 423 RESALE SUPPLIES
Provides for the purchase of tennis balls that are sold to Tennis Center players.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for promotional flyers to market Tennis Center facilities and services, contractual janitorial services for the Center's restrooms and periodic cash register repairs.
- 441 LIABILITY INSURANCE
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 450 VOICE & DATA SERVICES
Provides office phone and Internet service.
- 466 DEPRECIATION
Depreciation of Tennis fixed assets to allocate the cost of the assets over their estimated useful lives.
- 467 OVERHEAD ASSESSMENT
The formula was changed in FY 2014-15 to using 21% overhead charges for general governmental administrative support to tennis operations that are paid by General Fund operation.
- 485 IT & SPECIAL EQUIPMENT
Provides for signage improvements (\$300).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Tennis					4660
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted	
PERSONNEL						
401 Wages - Full Time	14,371	14,874	14,230	16,585	16,905	
402 Wages - Part Time	24,124	26,825	25,733	24,372	27,775	
405 Wages - Overtime	716	130	90	200	200	
410 Benefits	11,076	9,811	8,918	8,299	9,972	
TOTAL PERSONNEL	50,287	51,640	48,971	49,456	54,852	
MATERIALS & OPERATIONS						
420 Materials & Supplies	1,704	5,098	2,874	1,941	1,700	
423 Resale Supplies				200	200	
430 Contractual Services	4,500	4,782	4,500	5,000	5,000	
441 Liability Insurance	2,092	1,678	1,601	1,402	226	
450 Voice & Data Services	1,264	1,114	1,334	1,350	1,600	
466 Depreciation Expense	3,060	3,060	3,060	3,060	4,346	
467 Overhead Assessment	11,000	12,000	13,000	14,000	14,057	
TOTAL MATERIALS & OPS	23,620	27,732	26,369	26,953	27,129	
CAPITAL OUTLAY						
485 IT & Special Equipment	1,226		196	300	300	
TOTAL CAPITAL OUTLAY	1,226	0	196	300	300	
TOTAL ACTIVITY	75,133	79,372	75,536	76,709	82,281	
FUND SOURCE						
51 Tennis Fund	75,133	79,372	75,536	76,709	82,281	
TOTAL	75,133	79,372	75,536	76,709	82,281	

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Special Events	4670

Narrative

This activity includes the City Celebration, and the Annual Holiday Parade. The Annual Peninsula Holiday Parade supports the City's Commercial District, drawing thousands of spectators during the peak holiday shopping period.

Description

- 401 SALARIES/WAGES FT
Includes an allocation of a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Includes part-time workers to assist with City Celebration and Holiday Parade.
- 405 SALARIES/WAGES OVERTIME
Includes the overtime cost for maintenance workers assigned the day of City Celebration and Holiday Parade.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes City Celebration and Parade supplies.
- 430 GENERAL CONTRACTUAL SERVICES
Provides contract management services, insurance, and Sheriff Services for the Holiday Parade, contractual entertainment services and insurance for the City Celebration, and Holiday Banners in the Commercial District.
- 474 GRANTS TO OTHER AGENCIES
Provides grants to local organizations providing social services to Peninsula residents.
- 476 ADVERTISING
Provides for newspaper ads for the City Celebration and Parade events.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Special Events				4670
Expenditure Classification	2010-11	2011-12	2012-13	2013-14	2014-15
	Actual	Actual	Actual	Estimated	Adopted
PERSONNEL					
401 Wages - Full Time	16,642	19,810	13,188	13,429	13,686
402 Wages - Part Time	72	0	0	100	100
405 Wages - Overtime	4,120	3,572	2,972	3,500	3,500
410 Benefits	9,188	8,928	4,564	3,105	4,148
TOTAL PERSONNEL	30,022	32,310	20,724	20,134	21,434
MATERIALS & OPERATIONS					
420 Materials & Supplies	3,794	2,749	1,747	1,500	1,500
430 Contractual Services	38,005	26,830	41,524	50,000	46,000
474 Grants to Other Agencies					
476 Advertising	420	725	1,255		
TOTAL MATERIALS & OPS	42,219	30,304	44,526	51,500	47,500
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	72,241	62,614	65,250	71,634	68,934
FUND SOURCE					
01 General Fund	72,241	62,614	65,250	71,634	68,934
TOTAL	72,241	62,614	65,250	71,634	68,934

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Pepper Tree Foundation	4674,4675

Narrative

This activity provides for special annual recreational events including the Tracy Austin Tennis Tournament, and Cross Country Runs, conducted as fund raising activities of the Pepper Tree Foundation. Personnel costs are funded by the General Fund out of division 4674, while Materials & Operations costs are funded by the Pepper Tree Fund, a special revenue fund, from division 4675.

Description

- 401 SALARIES/WAGES FT
Includes the personnel cost of the Community Services Director associated with administering the Tracy Austin Tennis Tournament, Cross Country Runs and other Pepper Tree Foundation activities.

- 405 SALARIES/WAGES OVERTIME
Includes the cost of overtime for maintenance workers for the Cross Country Runs.

- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.

- 420 MATERIALS & SUPPLIES
Provides for awards, t-shirts, resale refreshments, tennis balls, and assorted paper supplies associated with the Cross Country Runs, and tennis tournaments. Also provides for the purchase of resolutions and plaques associated with recognition of citizens and officials.

- 430 GENERAL CONTRACTUAL SERVICES
Includes costs for tennis pro and umpires associated with Tracy Austin Tennis Tournament, and costs of a consultant and other services related to the Cross Country Runs. Additionally, the annual preparation of taxes by Moreland & Associates.

- 476 ADVERTISING
Provides publicity flyers, advertising, and entry forms for the Cross Country Runs and Tracy Austin Tennis Tournament.

- 478 EQUIPMENT RENTAL
Includes the cost of timing equipment on the day of the Cross Country Runs.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Pepper Tree Foundation				4674,4675
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
PERSONNEL					
401 Wages - Full Time	6,064	6,486	6,594	6,714	6,843
405 Wages - Overtime					
410 Benefits	2,710	2,301	1,825	1,553	2,074
TOTAL PERSONNEL	8,774	8,787	8,419	8,267	8,917
MATERIALS & OPERATIONS					
420 Materials & Supplies	10,154	12,223	13,950	12,500	12,500
430 Contractual Services	25,650	16,813	14,633	15,000	15,000
476 Advertising	455	102	378	1,200	1,200
478 Equipment Rental					
TOTAL MATERIALS & OPS	36,259	29,138	28,961	28,700	28,700
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	45,033	37,925	37,380	36,967	37,617
FUND SOURCE					
01 General Fund (4674)	8,774	8,787	8,419	8,267	8,917
95 Pepper Tree Fund (4675)	36,259	29,138	28,961	28,700	28,700
TOTAL	45,033	37,925	37,380	36,967	37,617

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Nature Center Ops/Prop A MTC	4676,4680

Narrative

This activity provides for the anticipated operating costs of the George F. Canyon Nature Center, funded by the General Fund and charged to division 4676. This activity also provides for grant-reimbursable contractual service costs charged to division 4680 of the Proposition A (Parks) Special Revenue Fund. The City has entered into an agreement with the Palos Verdes Peninsula Land Conservancy to provide management services for the Nature Center.

Description

- 420 MATERIALS & SUPPLIES
Provided by PVPLC, except for minor City repair items.
- 423 RESALE SUPPLIES
Provided by PVPLC.
- 430 GENERAL CONTRACT SERVICES
The PVPLC is reimbursed a portion of the annual per year management fee. Contractual service costs of a Naturalist and an Assistant Naturalist, including administrative fees, are charged to the Special Revenue Fund 430 account in division 4680. The Los Angeles County Parks and Open Space District provides a Proposition A – Parks grant to reimburse the City for the costs of these services at the Nature Center. Division 4676, account 430 in the General Fund is charged for the portion of these costs not covered by the grant, as well as other services needed at the Nature Center such as janitorial services and fingerprint check costs.
- 434 REPAIRS/MAINTENANCE SERVICE
Includes HVAC maintenance contract at the Nature Center.
- 450 VOICE & DATA SERVICES
Provides for payment of telephone and Internet services at the Nature Center.
- 451 WATER
Provides for water at the Nature Center and Community Center.
- 452 ELECTRICITY
Provides for electricity at the Nature Center.
- 470 TRAVEL AND MEETINGS
Provided by PVPLC.
- 476 ADVERTISING
Provided by PVPLC.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Nature Center Ops/Prop A MTC				4676,4680
	2010-11	2011-12	2012-13	2013-14	2014-15
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	786	95	509	2,050	2,000
430 Contractual Services	31,840	31,964	32,005	32,000	32,000
434 Repairs & Maint. Services	1,897	1,234	4,423	5,000	5,000
450 Voice & Data Services	505	848	1,004	1,000	1,000
451 Water Utility	936	1,656	675	800	800
452 Electric Utility	1,272	1,380	1,480	1,400	1,400
470 Travel & Meetings					
476 Advertising					

TOTAL MATERIALS & OPS	37,236	37,177	40,096	42,250	42,200
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	37,236	37,177	40,096	42,250	42,200
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FUND SOURCE

01 General Fund (4676)	19,783	19,724	22,643	23,250	23,200
32 Prop A Fund (4680)	17,453	17,453	17,453	19,000	19,000

TOTAL	37,236	37,177	40,096	42,250	42,200
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DEPARTMENT RESPONSIBLE
Community Services Director

**City of Rolling Hills Estates
Summary**

Function					
Capital Improvements					
Expenditure Classification	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

TOTAL CAPITAL OUTLAY 1,095,335 977,097 1,539,850 3,892,707 3,335,123

TOTAL FUNCTION 1,095,335 977,097 1,539,850 3,892,707 3,335,123

CAPITAL IMPROVEMENT PROJECTS OVERVIEW

Capital improvement projects are divided into various functions depending on the type of project. This budget includes capital improvement projects for Streets, Parks and Recreation, and Public Improvements. Capital improvement projects estimated for FY 2013-14 total \$3,882,707 and a total of \$2,402,123 for FY 2014-15, and the General Fund's portion is \$470,708 for FY 2013-14 and \$207,000 for FY 2014-15.

City of Rolling Hills Estates

Capital Improvements - Streets
(5100 Capital Projects)

Descriptions

This section contains Capital Improvements related to streets.

FY 2014-15 includes General Fund expenditures for miscellaneous modification to the Pales Verdes Drive North Bike Lane Project (01-5103).

FY 2014-15 includes General Fund expenditures for Escape Lane Repairs (01-5140).

FY 2014-15 includes General Fund expenditures for Storm Drain Repairs (01-5145).

Community Development Block Grants (CDBG) will be used for sidewalk and access repair (17-5190).

The Silver Spur Pedestrian Project will be completed in FY 2014-15 with State Safe Route to School Grant Funds (SR2S) (25-5125).

Signal improvements at PVDN and Rolling Hills Road at a cost of \$240,000 (19-5182 & 23-51xx).

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
5103					
Street Resurfacing (General Fund)					
430 Contractual Services	32,345	184,423	264,565	394,541	590,000
5113					
Street Resurfacing (TDA, Fund 13)					
430 Contractual Services	4,000	16,816		16,320	
5115					
PVDN Bike Lane Project (STP-L Fund 21)					
430 Contractual Services				117,653	
5116					
PVDN Bike Lane Project (CalRecycle Grant, Fund 28)					
430 Contractual Services				198,500	
5117					
PVDN Bike Lane Project (Federal STIP, Fund 24)					
430 Contractual Services	3,309	268,921	336,315	1,803,000	
5118					
PVDN Bike Lane Project (State SR2S, Fund 25)					
430 Contractual Services		33,894	82,234	292,195	
5119					
PVDN Bike Lane (Prop C, Fund 19)					
430 Contractual Services		1,730	1,566	292,195	
5120					
Street Resurfacing (Prop C, Fund 19)					
430 Contractual Services	34,180	78,198	200,000		
5121					
PVDN Resurfacing (Federal ARRA, Fund 26)					
430 Contractual Services	387,869				
5125					
Silver Spur Pedestrian Project (State SR2S, Fund 25)					
430 Contractual Services				104,300	328,700
PAGE TOTAL	461,703	583,982	884,680	3,218,704	918,700

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets (Continued)				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
5140					
Curb/Gutter/Sidewalk Improvements (General Fund)					
430 Contractual Services				50,000	88,000
5145					
Storm Drain Repairs & Improvements (General Fund)					
430 Contractual Services		9,151			50,000
5155					
Bus Shelters (General Fund)					
430 Contractual Services					10,000
5170					
Street Resurfacing (Measure R, Fund 23)					
430 Contractual Services	128,167	7,620	61,250	95,000	
5171					
Traffic Signal Improvements (Measure R, Fund 23)					
430 Contractual Services					120,000
5178					
Traffic Signals (Federal ARRA, Fund 26)					
430 Contractual Services	19,865				
5182					
Traffic Signal Improvements (Prop C, Fund 19)					
430 Contractual Services					120,000
5183					
Illuminated Street Signs LED (Federal ARRA, Fund 26)					
430 Contractual Services	65,765				
5187					
Street Resurfacing (Prop 1B, Fund 22)					
430 Contractual Services	79,413				
PAGE TOTAL					
	293,210	16,771	61,250	145,000	388,000

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets (Continued)				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted

5190					
Community Development Block Grant (CDBG, Fund 17)					
430 Contractual Services					40,000

TOTAL FUNCTION	754,913	600,753	945,930	3,363,704	1,346,700
FUND SOURCE					
01 General Fund	32,345	193,574	264,565	444,541	738,000
13 TDA	4,000	16,816		16,320	
17 CDBG					40,000
19 Prop C Transit Fund	34,180	79,928	201,566	292,195	120,000
21 STP-L				117,653	
22 Transportation Prop 1B	79,413				
23 Measure R	128,167	7,620	61,250	95,000	120,000
24 Federal STIP	3,309	268,921	336,315	1,803,000	
25 State SR2S		33,894	82,234	396,495	328,700
26 Federal ARRA	473,499				
28 CalRecycle Asphalt				198,500	
TOTAL	754,913	600,753	945,930	3,363,704	1,346,700

DEPARTMENT RESPONSIBLE

City of Rolling Hills Estates

Capital Improvements – Parks and Recreation (5200 Capital Projects)

Descriptions

This section includes all Parks and Recreation Capital Improvement projects.

FY 2014-15 provides for replacement of three-rail fence along City's trails and parkways (\$20,000)(01-5221).

FY 2014-15 provides for \$555,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (32-5250).

FY 2014-15 provides \$1,024,000 in renovation costs for the Peter Weber Equestrian Center from State Prop. 84 grant funds (30-5251).

FY 2014-15 provides for mandatory brush clearance in George F Canyon Nature Preserve (\$7,000)(01-5201).

FY 2014-15 provides for pathway improvements in Howlett Park (\$249,500)(32-5232).

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
5201					
Brush Clearance (General Fund)					
430 Contractual Services	25,000	11,898	26,560		7,000
5220					
3 Rail Fencing (Fund 34)					
430 Contractual Services		69,897	81,902		
5221					
Three Rail Fencing (General Fund)					
430 Contractual Services	6,824	17,997		21,167	20,000
5232					
Howlett Park Pathways (Fund 32)					
430 Contractual Services					249,500
5233					
Park Development (General Fund)					
430 Contractual Services					100,000
5236					
Riparian Grant - Nature Preserve (Fund 31)					
430 Contractual Services		54,296			
5248					
Highridge & Howlett Park Center Improvements (Prop 40, Fund 33)					
430 Contractual Services	227,154				
5250					
Stables Renovation (Fund 32)					
430 Contractual Services	50,194	65,567	101,508	82,077	472,923
5251					
Peter Weber Equestrian Center (Fund 30)					
430 Contractual Services					1,024,000
PAGE TOTAL					
	309,172	219,655	209,970	103,244	1,873,423

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
5261					
PVDN Bike Lane (Quimby Fees, Fund 10)					
430 Contractual Services				288,320	
5262					
Pepperwood Park / Civic Center Improvements (Quimby Fees, Fund 10)					
430 Contractual Services		4,201	46,780	2,529	
5263					
Chandler Park Ring Footing (Quimby Fees, Fund 10)					
430 Contractual Services		8,082			
5264					
Howlett Park Improvements (Quimby Fees, Fund 10)					
430 Contractual Services		74,192	240,175	34,000	
5265					
Highridge Park Improvements (Quimby Fees, Fund 10)					
430 Contractual Services			23,995	10,000	
5266					
Ranchview Park (Quimby Fees, Fund 10)					
430 Contractual Services		1,000			
5267					
Nature Center Improvements (Quimby Fees, Fund 10)					
430 Contractual Services		5,130			
5268					
PV Peninsula High Pool (Quimby Fees, Fund 10)					
430 Contractual Services			73,000		

PAGETOTAL	0	92,605	383,950	334,849	0
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(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted

5285

Tennis Court Resurfacing (Fund 51)

430 Contractual Services 29,800

5286

Tennis Court Bleachers Retrofit (Fund 51)

430 Contractual Services 54,910

5289

Nature Center Facility (Pepper Tree Fund 95)

430 Contractual Services 18

5296

City Council Recognition Plaque (Pepper Tree Fund 95)

430 Contractual Services 5,000 5,077

5299

Roberti Z'Berg (Prop 40, Fund 33)

430 Contractual Services 24,137

TOTAL FUNCTION	338,327	317,337	593,920	522,803	1,873,423
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FUND SOURCE

01 General Fund	31,824	29,895	26,560	21,167	127,000
10 Quimby Fees		92,605	383,950	334,849	
30 State Park Grant Equestrian					1,024,000
31 Prop. 12 Parks Grant Fund		54,296			
32 Prop. A Parks Grant Fund	50,194	65,567	101,508	82,077	722,423
33 Prop. 40 Parks Grant Fund	251,291				
34 Prop. A 4th District Grant		69,897	81,902		
51 Tennis Fund				84,710	
95 Pepper Tree Fund	5,018	5,077			

TOTAL	338,327	317,337	593,920	522,803	1,873,423
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DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Capital Improvements – Public Improvements
(5300 Capital Projects)

Descriptions

This section includes Capital Improvement projects, which are designed to improve the overall aesthetics of the City, provide for City Hall capital improvements, and equipment.

FY 2014-15 provides for replacement of network equipment (\$35,000)(01-5307).

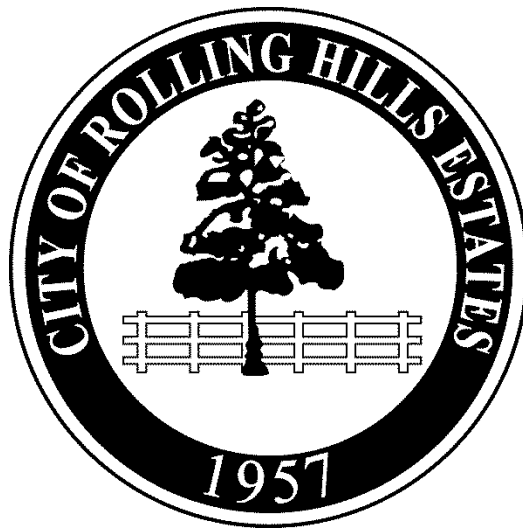
FY 2014-15 provides for upgrade and replacement of audio and visual equipment for cable TV broadcasts of meetings (\$80,000) (16-5322).

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Improvements				
Activity Title	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimated	2014-15 Adopted
5305					
Generator Air Quality Filter (General Fund)					
430 Contractual Services	2,095				
5307					
Computer Network Upgrades (General Fund)					
430 Contractual Services				5,000	35,000
5322					
Cox PEG Fees (Fund 16)					
430 Contractual Services		3,074		1,200	80,000
5370					
City Hall Lights & HVAC (Fund 27)					
430 Contractual Services		55,701			
5395					
City Hall Retro and Update (Fund 02)					
430 Contractual Services		232			
TOTAL FUNCTION					
	2,095	59,007	0	6,200	115,000
FUND SOURCE					
01 General Fund	2,095			5,000	35,000
02 Capital Projects Designation		232			
16 Cox PEG Fees		3,074		1,200	80,000
27 ARRA City Hall Lights		55,701			
TOTAL					
	2,095	59,007	0	6,200	115,000

DEPARTMENT RESPONSIBLE
Various Department Managers

Reference



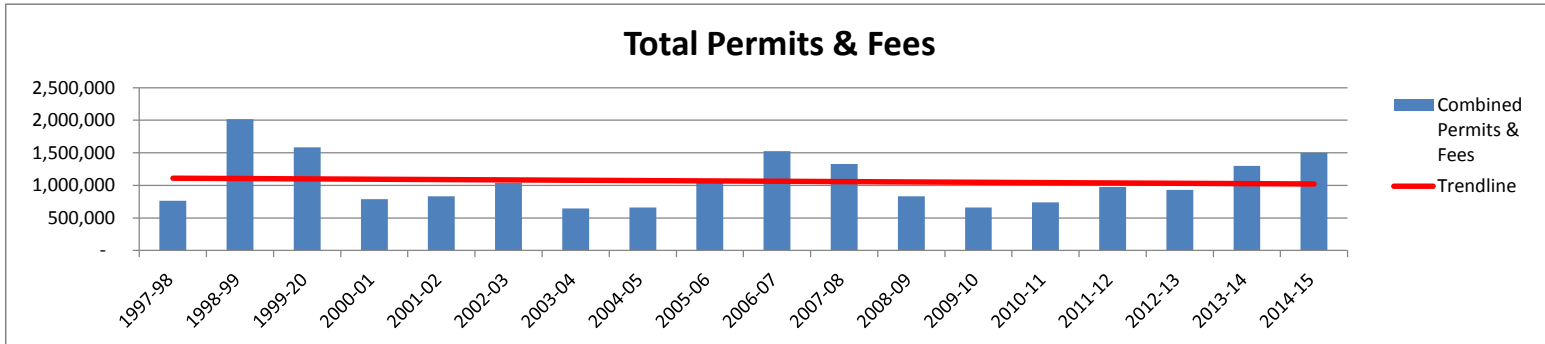
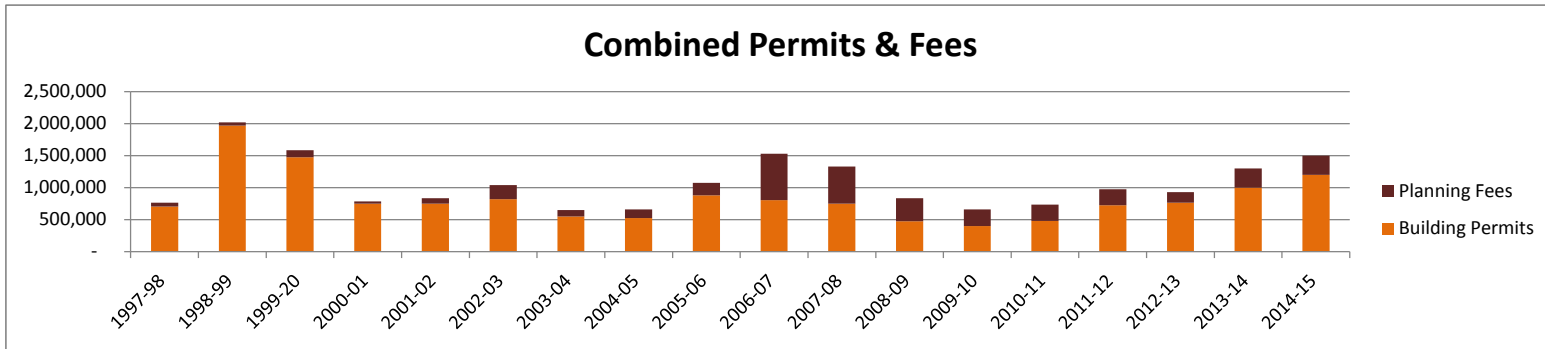


**City of Rolling Hills Estates
Building Permits & Planning Fees**

Date: 6/4/2014

	1997-98	1998-99	1999-20	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06
01-3230 Building Permits	703,685	1,969,095	1,475,159	748,605	748,672	817,854	550,176	524,001	881,168
01-3410 Planning Fees	58,173	49,034	108,851	37,543	83,501	219,183	97,611	137,624	191,792
Total Planning	\$ 761,858	\$ 2,018,129	\$ 1,584,010	\$ 786,148	\$ 832,173	\$ 1,037,037	\$ 647,787	\$ 661,625	\$ 1,072,960
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>

	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	18 Year Average
01-3230 Building Permits	801,800	748,239	474,017	400,413	480,497	722,611	765,472	1,000,000	1,200,000	833,970
01-3410 Planning Fees	725,010	581,331	358,342	257,568	256,132	250,763	163,670	300,000	300,000	232,007
Total Planning	\$ 1,526,810	\$ 1,329,570	\$ 832,359	\$ 657,981	\$ 736,629	\$ 973,374	\$ 929,142	\$ 1,300,000	\$ 1,500,000	\$ 1,065,977
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Projected</i>	<i>Proposed</i>	



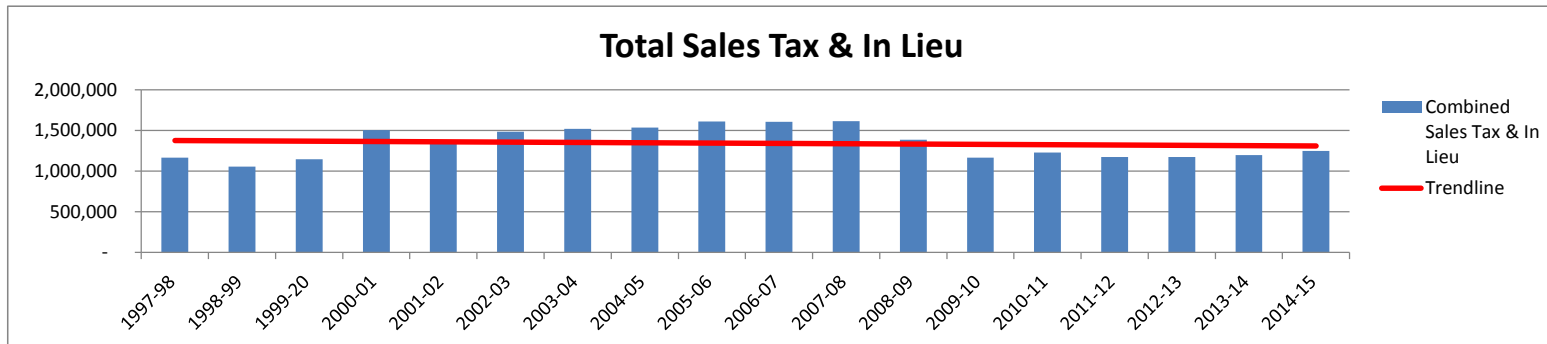
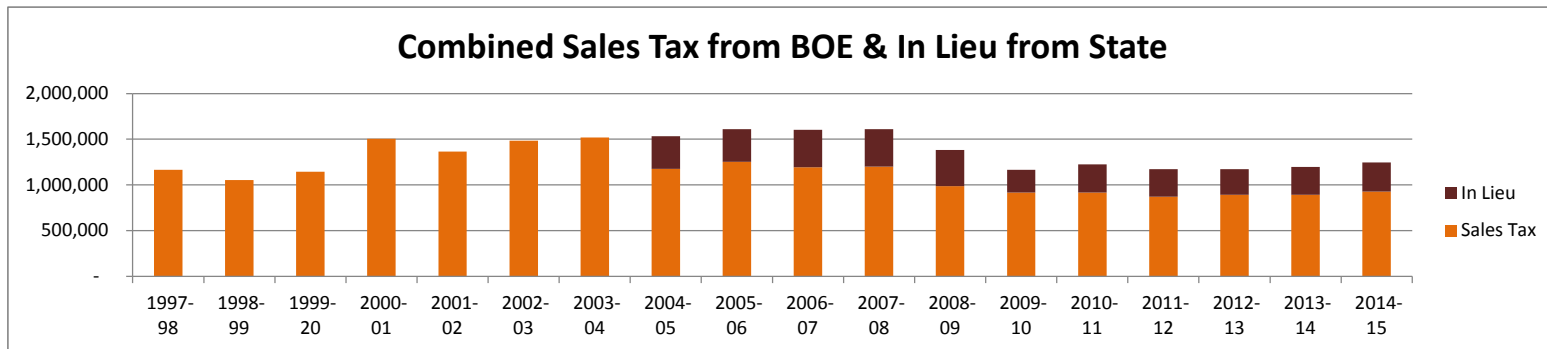


City of Rolling Hills Estates Sales Tax

Date: 6/4/2014

	1997-98	1998-99	1999-20	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06
01-3120 Sales Tax	1,166,139	1,054,298	1,144,678	1,504,096	1,363,802	1,482,518	1,519,280	1,176,372	1,252,817
01-3308 Sales Tax in lieu of Property Tax							(Begin Triple Flip)	356,899	355,611
Total Sales Tax	\$ 1,166,139	\$ 1,054,298	\$ 1,144,678	\$ 1,504,096	\$ 1,363,802	\$ 1,482,518	\$ 1,519,280	\$ 1,533,271	\$ 1,608,428
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>

	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	18 Year Average
01-3120 Sales Tax	1,192,703	1,199,467	986,408	917,855	917,016	871,060	893,871	891,793	928,308	1,136,805
01-3308 Sales Tax in lieu	411,979	412,238	397,750	246,996	309,620	301,499	279,944	306,554	317,855	217,467
Total Sales Tax	\$ 1,604,682	\$ 1,611,705	\$ 1,384,158	\$ 1,164,851	\$ 1,226,636	\$ 1,172,559	\$ 1,173,815	\$ 1,198,347	\$ 1,246,163	\$ 1,354,272
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Projected</i>	<i>Proposed</i>	



City of Rolling Hills Estates
Contractual Services

Date: 6/2/2014

	UUT			POB		Linares			4310-430 + 4320-430						
General Fund	1 2014-15	2 2013-14	3 2012-13	4 2011-12	5 2010-11	6 2009-10	7 2008-09	8 2007-08	9 2006-07	10 2005-06	11 2004-05	12 2003-04	13 2002-03	14 2001-02	15 2000-01
4120-430 Planning - Minutes	3,000	300	2,827	330	5,475	2,741	3,684	4,756	5,784	6,631	12,231	11,829	2,510	1,690	2,939
4140-431 City Attorney	80,000	66,000	65,972	66,000	66,547	66,934	66,000	66,000	74,956	83,647	66,000	80,000	80,000	80,000	80,000
4140-436 Special Counsel	30,000	4,443	6,012	33,760	14,287	163	1,631	99,843	33,142	465	528	9,310	10,980	3,570	18,940
4150-430 Election	700	50,994	611	751	-	82	605	98	865	24	797	71	624	6	602
4210-430 City Manager			27,500				300	395		1,171	67,500				
4220-430 Computer Consultants/Hosting/etc	17,000	15,000	12,904	10,250	12,545	10,853	25,653	30,506	32,254	9,358	New from consolidating other various accts				
4230-430 Admin Audit/Consultants/CAFR	75,000	70,000	65,546	90,000	52,225	55,385	54,143	51,232	64,393	78,684	85,106	32,651	30,756	27,247	22,531
4250-430 Public Info/Cable TV for Meetings	3,500	3,500	2,779	7,683	4,399	8,920	38,853	33,219	38,173	30,240	40,614	41,924	29,577	25,454	25,053
4310-430 LA County Sheriff	1,808,289	1,754,032	1,700,196	1,520,519	1,749,133	1,691,030	1,968,450	1,729,534	1,708,871	1,513,314	1,494,836	1,468,020	1,374,774	1,294,170	1,234,684
4330-430 Animal Control	15,000	18,000	14,781	16,568	21,329	34,059	28,101	24,148	44,290	37,026	34,968	31,600	43,112	25,178	31,304
4460-430 NPDES	300,000	200,000	163,959	185,520	132,510	143,134	124,342	138,297	85,647	85,800	135,597	86,319	104,820	67,696	48,914
4510-430 Planning Projects: Applicant bears cost +21%	200,000	125,000	49,270	118,309	103,781	117,175	231,793	381,599	94,196	39,439	12,834	106,768	218,549	69,029	16,073
4530-430 Code Prosecutor	15,000	10,000	15,645	34,066	48,171	36,140	63,095	46,289	26,939	29,021	13,797	9,040	9,000	20,146	12,077
4610-430 Landscape	217,360	210,000	205,655	215,123	203,816	245,862	201,402	201,838	201,002	201,468	196,325	199,342	190,954	190,266	191,006
4615-430 Tree Trimming	75,000	75,000	74,294	81,230	82,304	60,504	32,212	100,742	88,276	51,222	40,418	40,997	37,673	44,221	40,214
4640-430 Recreation Contractors	12,000	12,000	13,923	19,640	24,589	20,230	28,899	27,356	40,597	42,762	49,618	31,552	31,646	44,839	58,682
4670-430 Special Events	46,000	50,000	41,524	26,830	38,005	26,291	23,204	61,733	63,399	19,679	21,806	24,067	49,599	48,115	43,411

Storm Drain Survey

4610-430 + 4620-430

Date Terminated		4/7/2006	1/31/2007	12/31/2008	12/29/2009	12/3/2010	5/3/2011	12/1/2011	12/1/2011	12/1/2011	12/1/2011	12/1/2011	12/1/2011	6/8/2013
Dept		Maint	Clerical	Maint	Planning	Asst to CM	Maint Sup	Stables	Stables	Stables	Stables	Stables	Stables	Zoning & Code
Salary		27.68	27.43	22.08	3,171.69	3,362.31	3,849.23	2,784.46	1,957.38	11.67	14.84	11.50	13.36	3,120.00
Annual		57,574.40	57,054.40	45,926.40	82,463.94	87,420.06	100,079.98	72,395.96	50,891.88	24,273.60	30,867.20	23,920.00	27,788.80	81,120.00
2005-06	Wages	14,393.60												
	Benefits	4,893.82												
	Savings	19,287.42												
	Raise	5%												
2006-07	Wages	60,453.12	23,772.67											
	Benefits	20,615.90	8,107.02											
	Savings	81,069.02	31,879.69											
	Raise	5%	5%											
2007-08	Wages	63,475.78	59,907.12											
	Benefits	21,811.81	20,585.54											
	Savings	85,287.59	80,492.66											
	Raise	5%	5%											
2008-09	Wages	66,649.56	62,902.48	22,963.20										
	Benefits	23,546.95	22,223.12	8,112.78										
	Savings	90,196.51	85,125.60	31,075.98										
	Raise													
2009-10	Wages	66,649.56	62,902.48	45,926.40	41,231.97									
	Benefits	23,546.95	19,591.18	15,770.80	14,158.12									
	Savings	90,196.51	82,493.66	61,697.20	55,390.09									
	Raise													
2010-11	Wages	66,649.56	62,902.48	45,926.40	82,463.94	50,995.04	16,680.00							
	Benefits	23,546.95	20,700.00	16,662.25	29,918.88	18,501.60	6,051.70							
	Savings	90,196.51	83,602.48	62,588.65	112,382.82	69,496.64	22,731.70							
	Raise													
2011-12	Wages	66,649.56	62,902.48	45,926.40	82,463.94	87,420.06	100,079.98	42,230.98	29,686.93	14,159.60	18,005.87	13,953.33	16,210.13	6,760.00
	Benefits	23,546.95	20,700.00	16,662.25	29,918.88	31,717.03	36,310.20	12,698.58	13,398.00	8,512.58	11,007.50	8,569.75	8,934.33	18,000.00
	Savings	90,196.51	83,602.48	62,588.65	112,382.82	119,137.09	136,390.18	54,929.56	43,084.93	22,672.18	29,013.37	22,523.08	25,144.47	24,760.00
	Raise	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
2012-13	Wages	67,982.56	64,160.53	46,844.93	84,113.22	89,168.46	102,081.58	73,843.88	51,909.72	24,759.07	31,484.54	24,398.40	28,344.58	82,742.40
	Benefits	23,546.95	20,700.00	16,662.25	29,918.88	31,717.03	36,310.20	21,769.00	22,968.00	14,593.00	18,870.00	14,691.00	15,316.00	18,572.00
	Savings	91,529.51	84,860.53	63,507.18	114,032.10	120,885.49	138,391.78	95,612.88	74,877.72	39,352.07	50,354.54	39,089.40	43,660.58	101,314.40
Subtotal Wages	2,275,128.47	472,903.31	399,450.22	207,587.33	290,273.07	227,583.56	218,841.56	116,074.86	81,596.65	38,918.67	49,490.41	38,351.73	44,554.71	89,502.40
Subtotal Benefits	843,955.74	165,056.28	132,606.86	73,870.33	103,914.76	81,935.66	78,672.10	34,467.58	36,366.00	23,105.58	29,877.50	23,260.75	24,250.33	36,572.00
Total	3,119,084.20	637,959.59	532,057.08	281,457.66	394,187.83	309,519.21	297,513.66	150,542.44	117,962.65	62,024.26	79,367.91	61,612.48	68,805.04	126,074.40
On-Going Annual Savings	1,057,468.17	91,529.51	84,860.53	63,507.18	114,032.10	120,885.49	138,391.78	95,612.88	74,877.72	39,352.07	50,354.54	39,089.40	43,660.58	101,314.40

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	19	20	21		
	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY		
	95-96	94-95	95-96	96-97	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Benefits	354,776	362,155	354,776	350,501	339,243	363,725	322,189	353,192	483,764	511,557	642,058	789,882	923,174	922,781	963,501	1,038,759	956,967	981,042	749,542	560,162	566,732	561,923
Wages	1,265,715	1,193,067	1,265,715	1,287,909	1,311,591	1,406,331	1,486,370	1,603,715	1,747,391	1,812,912	1,857,738	1,899,169	2,008,491	2,121,761	2,175,156	2,293,032	2,211,127	2,174,844	2,021,238	1,867,004	1,855,771	1,885,645
PERS		12.7%	13.0%	12.8%	12.2%	11.6%	7.3%	7.4%	6.5%	6.4%	10.4%	16.4%	23.0%	23.1%	23.9%	24.7%	24.8%	24.5%	19.1%	12.5%	11.2%	11.0%
PARS		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	3.8%	4.1%	4.3%	4.7%	4.4%	4.3%	4.3%	4.3%	2.3%	2.5%	0.3%	0.3%	0.3%	0.3%
Health		10.7%	8.6%	8.5%	8.1%	9.7%	9.3%	8.6%	9.0%	9.9%	11.0%	10.7%	10.0%	9.9%	10.7%	10.9%	11.0%	11.9%	11.9%	11.9%	13.2%	13.0%
POB																				206335	213517	220798
Benefits/Wages	28.0%	30.4%	28.0%	27.2%	25.9%	25.9%	21.7%	22.0%	27.7%	28.2%	34.6%	41.6%	46.0%	43.5%	44.3%	45.3%	43.3%	45.1%	37.1%	41.1%	42.0%	41.5%
Benefits/Total Compensation		23%	22%	21%	21%	21%	18%	18%	22%	22%	26%	29%	31%	30%	31%	31%	30%	31%	27%	29%	30%	29%

