

City of Rolling Hills Estates Budget

**Estimated
Fiscal Year 2015 - 2016
&
Adopted
Fiscal Year 2016 - 2017**



Prepared by
Administrative Services Department



City of Rolling Hills Estates



RHE.city

**Estimated Budget
FY 2015 – 2016**

**Adopted Budget
FY 2016 – 2017**

**BRITT HUFF
Council Member**

**STEVEN ZUCKERMAN
Mayor**

**JUDITH M. MITCHELL
Council Member**

**VELVETH SCHMITZ
Council Member**

**FRANK V. ZERUNYAN
Mayor Pro Tem**



ROLLING HILLS ESTATES

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MEMORANDUM

CITY OF ROLLING HILLS ESTATES

DATE: JUNE 17, 2016

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: PROPOSED FY2016-17 BUDGET

This memorandum will serve to transmit the proposed budget for Fiscal Year 2016-17 for discussion at the June 17 City Council Budget Study Session. The budget document incorporates direction and decisions from Budget Subcommittee, which met on June 8. This document also includes projected year-end budget numbers for FY 2015-16.

OPERATING REVENUES

Total General Fund operating revenues and expenditures for FY 2015-16 are projected to be \$8,962,053 and \$6,937,307 respectively, with an estimated net positive operating result for FY 2015-16 of \$2,029,947 (23%). This is slightly higher than the projected 22% surplus estimated when the budget was adopted in June of 2015. Total General Fund operating revenues for FY 2016-17 are proposed at \$9,891,589. Total General Fund operating expenditures are proposed at \$9,598,798, which includes an extraordinary expenditure of \$1,814,634 to pay off in full the Pre-2013 PERS Unfunded Accrued Liability. Net estimated year end operating result will be \$2,289,626 or 23% after taking into account the PERS UAL pay-off.

General Fund unassigned fund balance is projected to be \$2,569,894 at June 30, 2016, and \$2,408,998 at June 30, 2017, while several other designated reserves have been increased to reflect budget priorities.

Major revenue assumptions come from conservative estimates based on actual revenues received in FY2015-16. Sales tax continues to be flat as projected by MuniServices, however the "triple flip," a complex, decade-old mechanism affecting state and local finances in California, has ended. As such, all of sales tax revenue is reported in the Sales Tax (01-3120) account and the Property Tax in lieu of Sales Tax – State (01-3308) has been eliminated. Sales tax may see some improvement late in FY

2016-17 as tenants should begin to occupy the spaces currently under remodel at the Peninsula Shopping Center.

Property tax is expected to increase based on calculations provided by the Assessor's office and MuniServices. Building Permit revenues are expected to remain at historically high levels for the next few years based on actual and anticipated developments projects. Specifically, building permit fees, which will total approximately \$3,000,000 in FY 2015-16, are expected to total \$4,000,000 in FY 2016-17. Further, planning fees are anticipated to total \$300,000, new construction tax (\$500/residential dwelling unit) will generate approximately \$50,000, which includes the construction of new units in approved residential projects along Deep Valley Drive and the start of the building of homes at Chandler Ranch.

The loss of the landfill regulations revenue from the closure of Chandler Sand and Gravel will be offset by the increase in property tax from the new development of the property, but we do not expect a large increase revenue as the City's share of property tax is minimal.

Investment interest rates remain at all-time lows (below 1% return) in LAIF and Certificates of Deposit. However, competitive grants and special fund revenues continue to remain strong, funding the recently completed Silver Spur Pedestrian Pathway Project and three-rail fencing replacement, as well as the Traffic Signal Modification Project on Palos Verdes Drive North at Rolling Hills Road and various Resurfacing Projects.

The budget includes revenue received from the operation of the stables by the City's concessionaire. This revenue has been paying down the Equestrian Fund's negative fund balance over the past few years. It is estimated that the Equestrian Fund will be completely paid down in the second half of FY2016-17. After that, the fund will be eliminated and the concessionaire fees will be credited to the General Fund. Progress toward paying down the negative balance in the Equestrian Fund can be charted on the Fund Balance Exhibit H in the line Advance to Other Funds.

Quimby Fees have generated \$1,000,000 in FY2015-16 allowing for citywide park improvements. The City has received \$800,000 in revenue from the Special Chandler Contribution for equestrian-related projects as identified in the Capital Improvement Budget. The fund has a current balance of approximately \$765,000, but has been identified as the source of funds for several proposed capital projects as well as the backfill source of revenue for any shortfall between grant revenues and the actual cost of the PWEC improvement project completed in FY2015-16.

OPERATING EXPENDITURES

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

Public Safety shows a substantial increase in FY2016-17 as a result of a number of factors. Sheriff's costs are set to go up by 3.7% due to contracted salary increases for deputies and an additional 3.5% due to increases to the Liability Trust Fund Surcharge (9.5% total surcharge). On-going increases will also be attributable to the addition of one detective for the Lomita Station Surveillance and Apprehension Team (SAT) in the amount of \$55,000. A one-time increase of \$80,000 for installation of the Automatic License Plate Recognition (ALPR) cameras is also reflected in this cost center.

The City's regional cost percentage is 28%, with Rancho Palos Verdes' share at 68% and Rolling Hills' share at 4%.

The line item for watering of our parks and parkways continues to be reduced due to elimination of turf watering in the City's medians in response to the Governor's executive order.

Funds in the amount of \$300,000 have been included in the FY 2016-17 Budget to begin the process of updating the City's General Plan as specified revenues will start to be received from development projects subject to the surcharge levied for that purpose.

Funding for tree trimming projects has been increased from \$120,000 to \$131,000 in FY2016-17 due to the new State Prevailing Wages adopted for various categories of tree workers

PERSONNEL

The FY 2016-17 Budget reflects an additional contribution to the PERS Unfunded Accrued Liability (UAL) in the amount of \$1,814,634, which would eliminate the amortization base for the City's share of the Pre-2013 Pool UAL, resulting in long-term interest savings of approximately \$1,900,000.

PERS FY 2016-17 contributions for Tier I employees (those hired prior to July 1, 2011) will be 9.558%. Contribution rates Tier II employees (those hired after July 2011) will be 7.807%. Contribution rate for Tier III employees (new to PERS after PEPR) 6.930%.

Salary administration reflects a proposed Hybrid Merit System whereby all staff would receive a 2.5% cost of living salary adjustment and employees will be eligible for a performance bonus at the City Manager's discretion. Cost of the proposed system is approximately \$88,896 for FY 2016-17.

The FY 2016-17 Budget includes funds for the purchase of a new vehicle for the City Manager. The Assistant City Manager (whose vehicle is also due for replacement) has requested a monthly car allowance in lieu of a City-provided vehicle, resulting in a net savings of approximately \$30,000. The FY 2016-17 Budget reflects an increase to \$500 for the monthly car allowance for department heads and the addition of the Assistant City Manager. The car allowance has been in place for nearly 25 years and the current \$300 amount has remained unchanged since 2002.

CAPITAL PROJECTS

The Peter Weber Equestrian Center Project has been completed and the remaining grant reimbursement payments will be forthcoming in FY 2016-17 from the State Proposition 84 Grant and the Los Angeles County Proposition "A" Grant.

The upgrading and replacement of the City's I.T. equipment and software will continue for next fiscal year. Major projects include replacing the main server, adding an additional network switch, upgrading the Windows Server software, and evaluating the telecommunication's system. The City's PEG fees will be utilized to upgrade and replace the audio, visual, and broadcast systems located in the Council Chambers and server room in the early part of FY 2016-17.

The Howlett Park Pathways project has funds available through a Proposition A Competitive Grant (\$249,500).

The Quimby Fees and Chandler Contribution Fund will allow for park, recreational and equestrian improvements over the next several years as identified in the Capital Projects Budget.

The Special Chandler Contribution Fund, which can only be used for equestrian related projects, is proposed to provide improvements at Howlett Park, including: new arena base (\$75,000); warmup arena (\$40,000); new booths (\$36,000); and a new show office (\$25,000). Additionally, this fund may provide a new restroom facility (\$50,000), and a capital projects match (\$25,000) and/or meet project revenue shortfall needs at the Peter Weber Equestrian Center. Lastly, three rail fencing replacement along the City's bridle trails (\$100,000) is also proposed for this funding source.

The Public Works Capital Improvements includes approximately \$1,200,000 for Street Resurfacing work (doubling typical annual efforts during this time of exceptional revenues to make headway on long-term streets improvements) and \$500,000 in Storm Drain repairs, if needed. An additional \$600,000 has been assigned to Capital Projects reserves, which can be used for streets, storm drains or any other capital project.

Curb, gutter and sidewalk repair, utilizing a combination of CDBG and General Funds, is proposed in the amount of \$50,000.

FUND BALANCES

Various fund balances have been revised to reflect our best understanding of future obligations. The newly adopted Fund Balance Policy calls for \$1.2 million be allocated towards an Emergency Reserve, with the balance of Unassigned Fund Balance allocated towards a Contingency Reserve. Total Unassigned Fund Balance should represent at least 25% of operating expenditures. Any amount above the required 25% combined Emergency and Contingency Reserve is available for any use designated by Council. The budget as proposed anticipates utilizing this excess fund balance to pay off the Pre-2013 UAL and increase expenditures for street capital projects.

The Assigned Capital Projects reserve has been increased to \$600,000 for new roofs on the City Hall and Council Chambers, and City Hall office upgrades. The Advance to Other Funds designated reserve is decreasing faster than projected from the quarterly payments from the Peter Weber Equestrian Center's concessionaire exceeding estimates. Also, the CLEEP Grant reserve will be depleted with the ALPR unit purchase for the Sheriff's Department.

FISCAL FUTURE

With Building Permit fees strong both this year and the next couple budget cycles, the City is in a strong fiscal position. Even so, the large development projects we continue to see will provide a revenue stream of limited duration. Building Permits and Planning related fees, although recurring revenues, will fluctuate dramatically with the local economy. The other recurring revenue that is subject to fluctuation is sales tax. Taking these fluctuations into account in our financial planning will help the City to maintain a solid financial position.

As for long term capital asset maintenance, we have been to this point and expect in the foreseeable future to continue to keep pace with the recommendations of our most recent Pavement Management System (PMS) report. During these flush times we expect to get ahead of schedule on maintenance of this, our most costly, capital asset. The next PMS analysis should take place in FY2017-18.

We will also continue to undertake repairs to the most severely damages curbs, gutters and sidewalks as identified by the survey conducted in FY2013-14. Storm drain cleaning and inspection is also scheduled in FY2016-17 following this year's survey of our storm drain system.

Over the years we have maintained our capital infrastructure through a combination of grant funds and utilization of operating revenue in excess of expenditures. During this period of unprecedented revenues, we will be able to continue the "pay as you go" method of capital asset management. However, a long term plan to maximize the effectiveness of maintenance efforts and minimize future costs as we address the maintenance needs of these major assets may require a new funding source at some point in the future.

SUMMARY

Key revenues are at historic highs, while operating expenditures remain well within revenue projections. This will allow the opportunity for increased capital investment, replenishment of critical reserves and recognition of outstanding employee performance during this, and the next several, budget cycles.

CITY OF ROLLING HILLS ESTATES



FUND BALANCE POLICY

INTRODUCTION

The purpose of this document is to state the policy goals of the City of Rolling Hills Estates' General Fund reserves, and the budgeting practices that maintain such reserves. Although there is no formula that defines a completely adequate Fund Balance, a conservative approach should enable the City to finance its operations and meet unplanned expenditures without having to incur short-term debt or raise new revenues.

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 for contingencies, emergencies, capital improvements, and other such uses as determined by the City Council. After amounts projected to be available from the year-end fund balance of the General Fund are allocated to Assigned categories, the remaining amount, referred to as the Unassigned Fund Balance, will be reserved for contingencies as further set forth below.

STATEMENT OF FINANCIAL POLICIES

1. BUDGET POLICIES

- a. The Adopted Budget will be balanced, so that current-year operating revenues will sufficiently fund current-year operating expenditures. Operating revenues are defined as both (a) current year revenues and (b) revenues generated in prior fiscal years, and if in excess of the amount required to fully fund Reserve targets, designated for specific operating or capital uses in future years. Operating deficits are normally contrary to City policy as well as reasonable financial prudence.
- b. Capital improvements will be funded by anticipated current-year operating surpluses and reserves available from prior years. The City will favor pay-as-you-go financing for capital project expenditures, minimizing its use of debt to only extraordinary circumstances.
- c. One-time revenue and fund balance will be used to finance one-time expenditures, except under the most extraordinary of circumstances.

- d. 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.
- e. The Enterprise Funds of the City shall be essentially self-supporting, without need of General Fund resources.

2. RESERVE POLICIES

- a. Available funding will be assigned for identified projects that are not appropriated in the current fiscal year, such as long-term street maintenance in accordance with the City's Pavement Management System, storm drain repairs, storm water management capital requirements, improvements to the City Hall complex and purchase of City fleet vehicles.
- b. No less than \$1.2 million will remain unassigned in the General Fund for an "Emergency Reserve" as a part of the annual budget.
- c. An additional amount will remain unassigned in the General Fund as a "Contingency Reserve" such that the sum of the "Emergency Reserve" and the "Contingency Reserve" will be no less than 25% of General Fund operating expenditures.
- d. All Fund Balance and reserve allocations are eligible for use at the discretion of the City Council at a time of unforeseen fiscal crisis. Such determinations will be made by the City Council on a case-by-case basis.
- e. In determining whether reserves meet the goals of this policy, they will be measured as a percent of General Fund operating expenditures. For this purpose, operating expenditures will exclude capital improvement projects as well as "Special Projects" that by their nature would not be considered ongoing operational expenditures in terms of either multi-year budget allocations, long-term value and/or useful life span. Examples of "Special Projects" would include but not be limited to such issues as General Plan update/revision costs, excessive insurance, judgment, settlement, mediation and other litigation costs, CEQA costs associated with large-scale projects outside the normal scope of expected Planning activity, and website and other information technology or social media design/upgrade costs.

CITY OF ROLLING HILLS ESTATES



**FY 2016-
2017**

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 28, 2016

CITY OF ROLLING HILLS ESTATES



APPENDIX OF DESCRIPTIONS OF INVESTMENT MECHANISMS

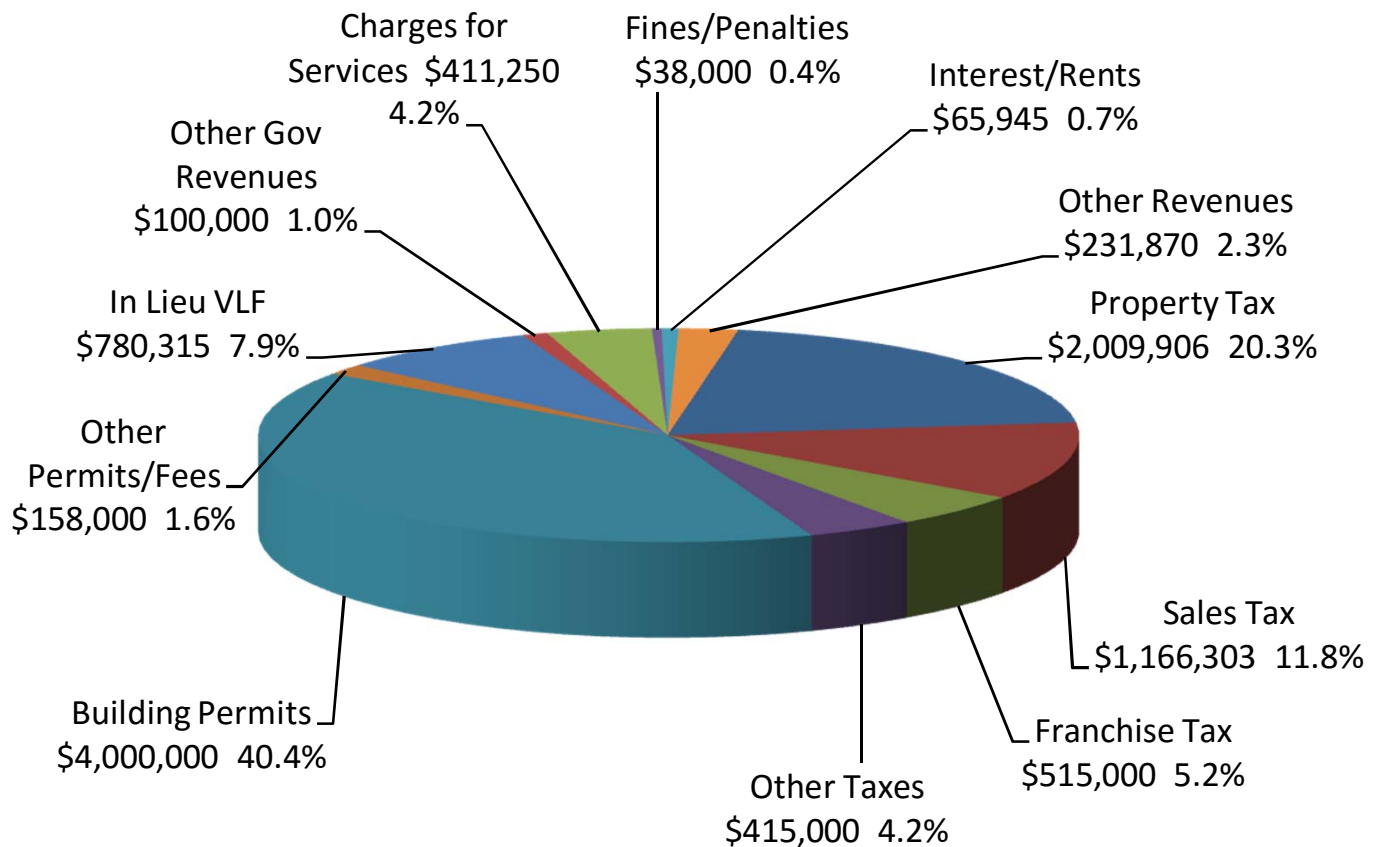
1. LOCAL AGENCY INVESTMENT FUND (LAIF) is a special fund of the State Treasury which local agencies may use to deposit excess funds. There is no minimum investment period and the minimum investment is \$5,000 with a maximum of \$65 million per agency. Funds are available on a same day basis with no loss 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 2016- 2017 (General Fund)



Total General Fund Revenue \$9,891,589

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

| REVENUE SUMMARY | | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|---|-----------|------------------|------------------|------------------|------------------|------------------|
| | | Actual | Actual | Actual | Revised | Adopted |
| GENERAL FUND | | | | | | |
| LOCAL TAXES | | | | | | |
| Property Tax | 3110 | 1,607,287 | 1,746,847 | 1,933,173 | 1,970,496 | 2,009,906 |
| Sales Tax | 3120 | 893,871 | 902,838 | 908,399 | 925,636 | 1,166,303 |
| Franchise Tax | 3130 | 508,991 | 558,571 | 564,891 | 515,000 | 515,000 |
| Business License | 3140 | 250,668 | 247,188 | 236,503 | 240,000 | 240,000 |
| Property Transfer Tax | 3160 | 157,310 | 85,328 | 105,140 | 140,000 | 125,000 |
| New Construction Tax | 3170 | 500 | 1,500 | 1,000 | 32,000 | 50,000 |
| TOTAL | | 3,418,627 | 3,542,272 | 3,749,106 | 3,823,132 | 4,106,209 |
| LICENSES & PERMITS | | | | | | |
| Landfill Regulation Fees | 3210 | 284,332 | 382,081 | 535,208 | | |
| Animal Licenses | 3220 | 8,138 | 9,377 | 8,820 | 8,000 | 8,000 |
| Building Permits | 3230 | 765,472 | 1,153,319 | 1,367,428 | 3,000,000 | 4,000,000 |
| Street Permits | 3240 | | 84,177 | 162,905 | 266,000 | 150,000 |
| TOTAL | | 1,057,942 | 1,628,954 | 2,074,361 | 3,274,000 | 4,158,000 |
| INTERGOVERNMENTAL REVENUES | | | | | | |
| Property Tax in lieu of Sales Tax - State | 3308 | 279,944 | 306,554 | 305,100 | 243,503 | |
| Property Tax in lieu of VLF Fees - State | 3309 | 644,009 | 671,472 | 714,967 | 765,015 | 780,315 |
| COPS Grant (Policing) | 3311 | 100,000 | 100,000 | 106,230 | 100,000 | 100,000 |
| Sale of CDBG Grants | 3320 | 14,324 | | | | |
| Traffic Safety OTS State Grant | 3322 | | | | | |
| Highway Through Cities Grant | 3324 | | 100,000 | | | |
| TOTAL | | 1,038,277 | 1,178,026 | 1,126,297 | 1,108,518 | 880,315 |
| CHARGES FOR SERVICES | | | | | | |
| Planning Fees | 3410 | 163,670 | 325,241 | 287,500 | 300,000 | 300,000 |
| GIS Fees | 3420 | 4,350 | 6,300 | 3,600 | 4,000 | 4,000 |
| City Celebration & Holiday Parade | 3430 | 1,375 | 2,529 | 1,260 | 1,250 | 1,250 |
| Recreation Fees | 3440 | 43,297 | 36,843 | 45,498 | 30,000 | 30,000 |
| Tennis Court Fees | 3460 | | | | | 60,000 |
| Tennis Membership Dues | 3461 | | | | | 16,000 |
| TOTAL | | 212,692 | 370,913 | 337,858 | 335,250 | 411,250 |
| FINES & FORFEITURES | | | | | | |
| Misc. Fines and Forfeitures | 3510 | 12,039 | 11,183 | 15,320 | 15,000 | 15,000 |
| False Alarm Fines | 3520 | 10,875 | 15,821 | 15,207 | 13,000 | 13,000 |
| Business License Penalties | 3530 | 9,127 | 6,309 | 8,561 | 10,000 | 10,000 |
| TOTAL | | 32,041 | 33,313 | 39,088 | 38,000 | 38,000 |
| USE OF MONEY & PROPERTY | | | | | | |
| Interest Income (Funds 01 & 02) | 3610 | 3,118 | 1,008 | 2,524 | 3,500 | 3,500 |
| Rents and Concessions | 3620 | 19,394 | 24,250 | 18,882 | 21,000 | 62,445 |
| TOTAL | | 22,512 | 25,258 | 21,406 | 24,500 | 65,945 |
| OTHER REVENUES | | | | | | |
| State SB 1186 | 3705 | 46 | 51 | 334 | 70 | 70 |
| Refunds/Rebates/Reimbursements | 3710 | 23,096 | 5,764 | 40,369 | 110,000 | 10,000 |
| SB 90 Reimb. of State Mandated Costs | 3715 | | | 27,731 | 30,183 | |
| AB 939/Infrastructure Fees | 3720 | 181,759 | 183,788 | 186,577 | 193,400 | 196,800 |
| Prior Year Adjustments | 3725 | | (201) | | | |
| Miscellaneous Revenues | 3730 | 11,459 | 9,734 | 38,887 | 15,000 | 15,000 |
| Curbside Recycling/Oil | 3740 | 6,587 | | 5,000 | 5,000 | 5,000 |
| Litter Abatement/Recycling | 3750 | 5,000 | 5,000 | | 5,000 | 5,000 |
| TOTAL | | 227,947 | 204,136 | 298,898 | 358,653 | 231,870 |
| TOTALS, GENERAL FUND | 01 | 6,010,038 | 6,982,872 | 7,647,014 | 8,962,053 | 9,891,589 |

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

| REVENUE SUMMARY | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|--|-----------|----------------|------------------|------------------|----------------|
| | Actual | Actual | Actual | Revised | Adopted |
| EXHIBIT A | | | | | |
| SPECIAL REVENUE FUNDS | | | | | |
| QUIMBY FEES | | | | | |
| Quimby Fees | 3180 | 15,000 | 1,016,082 | 1,000,000 | |
| Interest Income | 3610 | 954 | 337 | 2,000 | 2,000 |
| QUIMBY FEES | 10 | 954 | 15,337 | 1,016,082 | 2,000 |
| HIGHWAY USERS TAX | | | | | |
| Section 2103 | 3329 | 71,235 | 108,429 | 86,670 | 115,936 |
| Section 2105 | 3330 | 36,013 | 53,842 | 48,554 | 38,264 |
| Section 2106 | 3340 | 29,802 | 29,638 | 33,424 | 30,166 |
| Section 2107 | 3350 | 57,116 | 57,290 | 62,526 | 56,970 |
| Section 2107.5 | 3360 | 2,000 | 2,000 | 4,000 | 2,000 |
| Traffic Congestion Relief Grant | 3370 | | | | |
| Prior Year Adjustment | 3725 | | | | |
| HUT SUBTOTAL | | 196,166 | 251,199 | 235,174 | 243,336 |
| Interest Income | 3610 | 391 | 235 | 147 | 150 |
| HIGHWAY USERS TAX FUND | 11 | 196,557 | 251,434 | 235,321 | 243,486 |
| LOCAL TRANSPORTATION FUND | | | | | |
| TDA Article 3 Funds | 3121 | 5,250 | 15,900 | (7,293) | 5,000 |
| Interest Income | 3610 | 8 | 1 | 3 | 5,000 |
| LOCAL TRANS FUND | 13 | 5,258 | 15,901 | (7,290) | 5,000 |
| TRAFFIC SAFETY | | | | | |
| Traffic Safety Fines | 3540 | 54,831 | 55,648 | 37,444 | 42,000 |
| Interest Income | 3610 | | 21 | 49 | 42,000 |
| TRAFFIC SAFETY FUND | 14 | 54,831 | 55,669 | 37,493 | 42,000 |
| PEG FEES | | | | | |
| Cox PEG Fees | 3760 | 26,086 | 27,656 | 29,361 | 25,600 |
| Interest Income | 3610 | 94 | 93 | 156 | 100 |
| PEG FUND | 16 | 26,180 | 27,749 | 29,517 | 25,700 |
| COMMUNITY DEVELOPMENT BLOCK GRANT | | | | | |
| CDBG | 3320 | | | 44,318 | 25,000 |
| Interest Income | 3610 | | | | |
| CDBG FUND | 17 | | | 44,318 | 25,000 |
| TRANSIT | | | | | |
| PROP A - Transit Improvement | 3121 | 126,046 | 138,167 | 143,976 | 137,545 |
| Interest Income | 3610 | 85 | 96 | 88 | 100 |
| TRANSIT FUND | 18 | 126,131 | 138,263 | 144,064 | 137,645 |
| PROP C | | | | | |
| PROP C - Transit Tax | 3122 | 144,816 | 114,516 | 189,356 | 118,245 |
| Interest Income | 3610 | 336 | 198 | 117 | 100 |
| PROP C FUND | 19 | 145,152 | 114,714 | 189,473 | 118,345 |
| AQMD | | | | | |
| Air Quality Funds AB 2766 | 3390 | 9,768 | 7,339 | 12,777 | 9,100 |
| Interest Income | 3610 | 42 | 33 | 75 | 50 |
| AQMD FUND | 20 | 9,810 | 7,372 | 12,852 | 9,150 |
| STPL GRANT | | | | | |
| STPL Fund Exchange | 3328 | | 117,653 | | 142,246 |
| Interest Income | 3610 | | 94 | | |
| STPL GRANT | 21 | | 117,747 | | 142,246 |
| MEASURE R | | | | | |
| Residential Street Resurfacing | 3371 | 108,320 | 85,530 | 139,589 | 85,567 |
| Interest Income | 3610 | 124 | 126 | 143 | 50 |
| MEASURE R | 23 | 108,444 | 85,656 | 139,732 | 85,617 |
| FEDERAL STIP | | | | | |
| PVDN Bike Lane Project | 3327 | 326,242 | 1,803,000 | | |
| Interest Income | 3610 | | | | |
| FEDERAL STIP | 24 | 326,242 | 1,803,000 | | |
| STATE SR2S | | | | | |
| PVDN Bike Lane & Silver Spur Pathway | 3372 | 34,585 | 489,188 | 84,173 | 328,700 |
| Interest Income | 3610 | | | | |
| STATE SR2S | 25 | 34,585 | 489,188 | 84,173 | 328,700 |

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

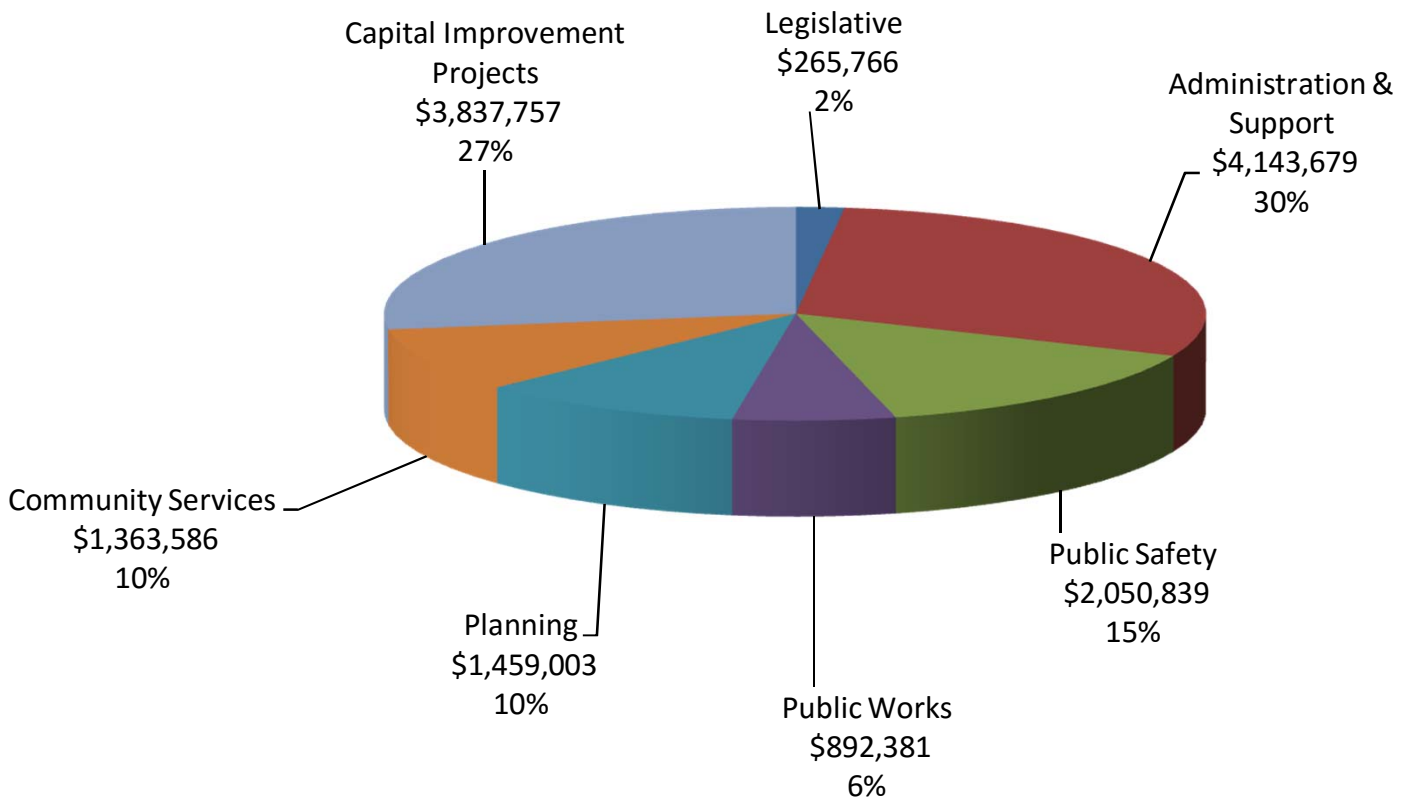
| REVENUE SUMMARY | | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|--|-----------|------------------|------------------|------------------|------------------|----------------|
| | | Actual | Actual | Actual | Revised | Adopted |
| CALRECYCLE GRANT | | | | | | |
| Street Resurfacing Grant | 3378 | | 198,500 | | | 83,123 |
| Interest Income | 3610 | | | | | |
| GRANT | 28 | | 198,500 | | | 83,123 |
| PROP 84 STATE PARK GRANT EQUESTRIAN | | | | | | |
| Peter Weber Equestrian Center | 3387 | | | 263,981 | 829,299 | |
| Interest Income | 3610 | | | 179 | | |
| STATE PARK GRANT | 30 | | | 264,160 | 829,299 | |
| PROP 12 PARKS GRANT | | | | | | |
| Prop. 12 Riparian Grant (Nature Preserve) | 3396 | | | | | |
| Interest Income | 3610 | 138 | 85 | 102 | | |
| PROP 12 PARKS GRANT FUND | 31 | 138 | 85 | 102 | | |
| PROP A COUNTY PARKS | | | | | | |
| PROP A - Maintenance/Service | 3392 | 21,000 | 42,000 | | 21,000 | 14,000 |
| PROP A - Howlett Park Pathways | 3393 | | | | 249,500 | |
| PROP A - Specified | 3394 | | | | 950,000 | |
| PROP A CNTY PARKS FUND | 32 | 21,000 | 42,000 | | 1,220,500 | 14,000 |
| PROP A 4TH DISTRICT GRANT | | | | | | |
| Equestrian Improvements | 3399 | 119,220 | | | 300,000 | |
| 4TH DISTRICT GRANT | 34 | 119,220 | | | 300,000 | |
| JR. NATURALIST STATE GRANT | | | | | | |
| Nature Center Youth Programs | 3389 | | | | 45,000 | |
| 4TH DISTRICT GRANT | 35 | | | | 45,000 | |
| PEPPER TREE FOUNDATION | | | | | | |
| Donations | 3440 | 42,406 | 45,227 | 25,782 | 30,000 | 30,000 |
| Interest Income | 3610 | | 9 | 28 | | |
| PEPPER TREE FUND | 95 | 42,406 | 45,236 | 25,810 | 30,000 | 30,000 |
| CHANDLER CONTRIBUTION FUND | | | | | | |
| Donations/Match | 3780 | | | 900,000 | 800,000 | |
| Interest Income | 3610 | 64 | | 78 | 1,000 | 500 |
| CHANDLER CONTRIBUTION FUND | 97 | 64 | | 900,078 | 801,000 | 500 |
| TOTALS, SPECIAL REVENUE FUNDS | | 1,216,972 | 3,407,851 | 3,071,567 | 5,222,760 | 902,543 |

EXHIBIT A
ENTERPRISE FUNDS

| | | | | | | |
|---------------------------------|-----------|------------------|-------------------|-------------------|-------------------|-------------------|
| STABLES | | | | | | |
| Stable Rental & Concessionaire | 3450 | 65,332 | 101,524 | 104,389 | 100,000 | 123,140 |
| CHARGES FOR SERVICES | | 65,332 | 101,524 | 104,389 | 100,000 | 123,140 |
| STABLES FUND | 50 | | | | | |
| TENNIS | | | | | | |
| Tennis Court Fees | 3460 | 55,543 | 52,484 | 64,514 | 67,800 | |
| Tennis Membership Dues | 3461 | 13,064 | 16,370 | 13,065 | 16,000 | |
| CHARGES FOR SERVICES | | 68,607 | 68,854 | 77,579 | 83,800 | |
| Interest Income | 3610 | 206 | 53 | 18 | 55 | |
| TENNIS FUND | 51 | 68,813 | 68,907 | 77,597 | 83,855 | |
| TOTALS, ENTERPRISE FUNDS | | 134,145 | 170,431 | 181,986 | 183,855 | 123,140 |
| GRAND TOTALS, ALL FUNDS | | 7,361,155 | 10,561,154 | 10,900,567 | 14,368,668 | 10,917,272 |

City of Rolling Hills Estates

Budget Expenditures 2016- 2017 (All Funds)



Total All Funds Expenditures \$14,013,011

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

| EXPENDITURES/EXPENSES SUMMARY | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
|--|-------------------|-------------------|-------------------|--------------------|--------------------|
| GENERAL FUND OPERATING EXPENDITURES | | | | | |
| LEGISLATIVE | | | | | |
| CITY COUNCIL | 4110 | 38,907 | 50,682 | 63,426 | 65,481 |
| PLANNING COMMISSION | 4120 | 46,696 | 49,511 | 46,205 | 53,108 |
| P&A COMMISSION | 4130 | 46,504 | 47,920 | 45,585 | 42,578 |
| CITY ATTORNEY | 4140 | 79,077 | 86,590 | 113,559 | 104,000 |
| ELECTION | 4150 | 611 | 50,994 | 575 | 600 |
| TOTAL | | 211,795 | 285,697 | 269,350 | 308,155 |
| ADMINISTRATION & SUPPORT | | | | | |
| CITY MANAGER | 4210 | 668,911 | 645,794 | 704,227 | 701,051 |
| CENTRAL SERVICES | 4220 | 521,963 | 504,583 | 453,748 | 490,625 |
| FINANCE | 4230 | 453,124 | 472,468 | 465,178 | 526,201 |
| PERSONNEL | 4240 | 93,506 | 87,314 | 72,870 | 2,119,947 |
| PUBLIC INFORMATION | 4250 | 21,738 | 22,550 | 24,157 | 25,080 |
| OVERHEAD | 4270 | (13,000) | (14,000) | (14,057) | (14,000) |
| EQUIPMENT | 4279 | 50,970 | 62,850 | 56,743 | 240,774 |
| TOTAL | | 1,797,212 | 1,781,559 | 1,762,866 | 4,103,679 |
| PUBLIC SAFETY | | | | | |
| PATROL SERVICES | 4310 | 1,707,122 | 1,773,789 | 1,742,152 | 1,985,864 |
| ANIMAL CONTROL | 4330 | 14,781 | 26,478 | 25,422 | 20,000 |
| CROSSING GUARDS - GENERAL FUND | 4343 | | | | |
| EMERGENCY MANAGEMENT | 4350 | 225 | 9,140 | 6,282 | 7,330 |
| TOTAL | | 1,722,128 | 1,809,407 | 1,773,856 | 2,013,194 |
| PUBLIC WORKS | | | | | |
| SIGNALS & STRIPING | 4451 | 17,748 | 115,686 | 108,977 | 106,000 |
| STORMWATER PERMIT | 4460 | 185,567 | 215,292 | 255,465 | 328,125 |
| SOLID WASTE/RECYCLING | 4625 | 18,772 | 19,198 | 18,991 | 21,878 |
| TOTAL | | 222,087 | 350,176 | 383,433 | 456,002 |
| PLANNING | | | | | |
| PLANNING ADMINISTRATION | 4510 | 623,085 | 709,404 | 808,227 | 1,008,773 |
| ADVANCED PLANNING | 4520 | 51,257 | 69,816 | 51,262 | 352,153 |
| CODE ADMINISTRATION | 4530 | 147,278 | 67,815 | 83,201 | 98,077 |
| TOTAL | | 821,620 | 847,035 | 942,690 | 1,459,003 |
| COMMUNITY SERVICES | | | | | |
| PARKS MAINTENANCE | 4610 | 806,221 | 859,378 | 781,488 | 858,531 |
| TREE TRIMMING | 4615 | 141,905 | 156,691 | 161,581 | 172,042 |
| BRIDLE TRAILS | 4630 | 97,253 | 84,485 | 92,351 | 66,364 |
| TENNIS RECREATION | 4645 | | | | 77,686 |
| RECREATION PROGRAMS | 4640 | 30,915 | 32,462 | 37,877 | 28,113 |
| SPECIAL EVENTS | 4670 | 65,250 | 72,286 | 63,201 | 72,263 |
| PEPPERTREE | 4674 | 8,419 | 8,634 | 8,532 | 9,182 |
| NATURE CENTER | 4676 | 22,643 | 21,789 | 25,121 | 30,900 |
| TOTAL | | 1,172,606 | 1,235,725 | 1,170,151 | 1,315,082 |
| TOTAL OPERATING EXPENDITURES | | 5,947,448 | 6,309,599 | 6,302,346 | 6,937,307 |

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

| EXPENDITURES/EXPENSES SUMMARY | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
|--|-------------------|-------------------|-------------------|--------------------|--------------------|
| GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES | | | | | |
| PUBLIC WORKS | | | | | |
| STREET RESURFACING & ROAD IMPR. 5103 | 264,565 | 394,541 | 92,430 | 750,000 | 860,000 |
| CURB/GUTTER/SIDEWALK IMPR. 5140 | | 673 | 151,255 | 60,000 | 25,000 |
| STORM DRAIN REPAIRS/IMPROVEMENTS 5145 | | | 26,366 | 100,000 | 500,000 |
| BUS SHELTERS 5155 | | | 14,388 | 7,900 | |
| TRAFFIC SIGNAL IMPROVEMENTS 5180 | | | | | |
| ADV. STREET SIGNS REPAINTING 5186 | | | | | |
| TOTAL STREETS | 264,565 | 395,214 | 284,439 | 917,900 | 1,385,000 |
| PARKS & RECREATION | | | | | |
| BRUSH CLEARANCE 5201 | 26,560 | | 7,160 | 9,479 | 9,500 |
| THREE RAIL FENCING 5221 | | 21,167 | 36,240 | | |
| TOTAL PARKS & RECREATION | 26,560 | 21,167 | 43,400 | 9,479 | 9,500 |
| PUBLIC IMPROVEMENTS | | | | | |
| SHERIFF'S ALPR 5302 | | | | 1,799 | 80,000 |
| CITY HALL RENOVATION & DESIGN 5303 | | | | 15,000 | 85,388 |
| COMPUTER NETWORK UPGRADE 5307 | | 4,442 | 35,486 | 35,000 | 49,000 |
| SPEED BOARD 5315 | | | | | 15,000 |
| WEBSITE UPGRADE AND REDESIGN 5316 | | | | 27,030 | 15,000 |
| TOTAL PUBLIC IMPROVEMENTS | | 4,442 | 35,486 | 78,829 | 244,388 |
| TOTAL CAPITAL PROJECTS | | | | | |
| | 291,125 | 420,823 | 363,325 | 1,006,208 | 1,638,888 |
| TOTAL GENERAL FUND EXPENDITURES | | | | | |
| | 6,238,573 | 6,730,422 | 6,665,671 | 7,943,515 | 11,251,614 |

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

| EXPENDITURES/EXPENSES SUMMARY | | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
|---|------|-------------------|-------------------|-------------------|--------------------|--------------------|
| SPECIAL REVENUE FUND TYPE EXPENDITURES | | | | | | |
| <u>QUIMBY FEES FUND 10</u> | | | | | | |
| PVDN/SILVER SPUR PATHWAYS | 5130 | | | | 100,000 | 550,000 |
| PVDN BIKE LANE | 5261 | | 288,320 | | | |
| PEPPERWOOD PARK/CIVIC CENTER | 5262 | 46,780 | 2,529 | | 22,591 | |
| CHANDLER PARK & CIVIC CENTER | 5263 | | | | | 80,000 |
| HOWLETT PARK IMPROVEMENTS | 5264 | 240,175 | 54,250 | | | 160,500 |
| HIGHRIDGE PARK IMPROVEMENTS | 5265 | 23,995 | 10,000 | | | 51,000 |
| NATURE & COMMUNITY CENTERS | 5267 | | | | | |
| PV PENINSULA HIGH POOL | 5268 | 73,000 | | | | |
| BUTCHER PARK DEVELOPMENT | 5269 | | | | | |
| TOTAL | | 383,950 | 355,099 | | 122,591 | 841,500 |
| <u>HIGHWAY USERS TAX FUND 11</u> | | | | | | |
| STREET REPAIR | 4410 | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
| SIGNALS & STRIPING | 4454 | 108,777 | 225,753 | 182,814 | 200,000 | 200,000 |
| TOTAL | | 167,292 | 348,484 | 225,726 | 290,000 | 280,000 |
| <u>TDA FUND 13</u> | | | | | | |
| TRANSIT TDA ARTICLE 3 | 5113 | | 15,900 | | 15,773 | 5,000 |
| <u>TRAFFIC SAFETY FUND 14</u> | | | | | | |
| CROSSING GUARDS - TRAFFIC FINES | 4340 | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |
| <u>PEG FEES FUND 16</u> | | | | | | |
| PEG FEES UPGRADES & IMPROVEMENTS | 5322 | | 687 | 10,248 | 6,840 | 210,000 |
| <u>COMM. DEVELOPMENT BLOCK GRANT FUND 17</u> | | | | | | |
| CDBG | 5190 | | | | 25,000 | 25,000 |
| <u>TRAFFIC SAFETY FUND 18</u> | | | | | | |
| PV TRANSIT | 4450 | 132,610 | 138,678 | 142,732 | 152,170 | 156,379 |
| TOTAL | | 132,610 | 138,678 | 142,732 | 152,170 | 156,379 |
| <u>TRANSIT PROP C FUND 19</u> | | | | | | |
| PVDN BIKE LANE PROJECT | 5119 | 1,566 | 336,253 | | | |
| STREET RESURFACING | 5120 | 200,000 | | | 75,000 | 100,000 |
| TRAFFIC SIGNAL IMPROVEMENTS | 5182 | | | | 135,000 | |
| TOTAL | | 201,566 | 336,253 | | 210,000 | 100,000 |
| <u>AIR QUALITY FUND 20</u> | | | | | | |
| TURF UTILITY VEHICLES | 4281 | | | | | 40,000 |
| COG DUES | 4111 | 6,685 | | | | |
| TOTAL | | 6,685 | | | | 40,000 |
| <u>STP-L FUND 21</u> | | | | | | |
| STREET RESURFACING PROJECT | 5115 | | 117,747 | | | 142,246 |
| TOTAL | | | 117,747 | | | 142,246 |
| <u>MEASURE R FUND 23</u> | | | | | | |
| RESIDENTIAL STREET RESURFACING | 5170 | 61,250 | 170,000 | | 75,000 | 75,000 |
| TRAFFIC SIGNAL IMPROVEMENTS | 5171 | | | | 105,770 | |
| TOTAL | | 61,250 | 170,000 | | 180,770 | 75,000 |
| <u>FEDERAL STIP FUND 24</u> | | | | | | |
| PVDN BIKE LANE PROJECT | 5117 | 336,315 | 1,427,393 | | | |
| TOTAL | | 336,315 | 1,427,393 | | | |

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

| EXPENDITURES/EXPENSES SUMMARY | | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
|--|------|-----------------------|-----------------------|-----------------------|------------------------|------------------------|
| <u>STATE SR2S FUND 25</u> | | | | | | |
| PVDN BIKE LANE PROJECT | 5118 | 82,234 | 443,488 | | | |
| SILVER SPUR PEDESTRIAN PROJECT | 5125 | | 104,300 | | 328,700 | |
| TOTAL | | 82,234 | 547,788 | | 328,700 | |
| <u>CALRECYCLE GRANT 28</u> | | | | | | |
| STREET RESURFACING GRANT | 5116 | | 198,500 | | | 83,123 |
| TOTAL | | | 198,500 | | | 83,123 |
| <u>PROP 84 STATE GRANT FUND 30</u> | | | | | | |
| PETER WEBER EQUESTRIAN CENTER | 5251 | | | 758,093 | | |
| TOTAL | | | | 758,093 | | |
| <u>PROP 12 PARKS GRANT FUND 31</u> | | | | | | |
| PROP. 12 RIPARIAN GRANT - NATURE PR. | 5236 | | | | | |
| TOTAL | | | | | | |
| <u>PROP A PARKS FUND 32</u> | | | | | | |
| HOWLETT PARK PATHWAYS | 5232 | | | | | 249,500 |
| STABLES RENOVATION | 5250 | 101,508 | 104,407 | 823,658 | 343,011 | |
| NATURE CENTER | 4680 | 17,453 | 17,127 | 13,547 | 19,000 | 19,000 |
| TOTAL | | 118,961 | 121,534 | 837,205 | 362,011 | 268,500 |
| <u>PROP A 4TH DISTRICT GRANT FUND 34</u> | | | | | | |
| Equestrian Improvements | 5220 | 81,902 | | | 229,000 | 71,000 |
| TOTAL | | 81,902 | | | 229,000 | 71,000 |
| <u>JR. NATURALIST STATE GRANT FUND 35</u> | | | | | | |
| Youth Programs at Nature Center | 4677 | | | | 45,000 | |
| TOTAL | | | | | 45,000 | |
| <u>PEPPERTREE FUND 95</u> | | | | | | |
| PEPPERTREE FOUNDATION | 4675 | 28,961 | 25,862 | 22,605 | 28,700 | 28,700 |
| SPECIAL EQUIPMENT | 5231 | | | | 5,652 | |
| TOTAL | | 28,961 | 25,862 | 22,605 | 34,352 | 28,700 |
| <u>CHANDLER CONTRIBUTION FUND 97</u> | | | | | | |
| EQUESTRIAN & PARK IMPROVEMENTS | 5255 | | | | 160,617 | 196,500 |
| PWEC BARN PROJECT | 5256 | | | | | 200,000 |
| TOTAL | | | | | 160,617 | 396,500 |
| TOTAL OPERATIONS | | 385,121 | 564,383 | 438,947 | 568,870 | 561,724 |
| TOTAL CAPITAL PROJECTS | | 1,248,725 | 3,273,774 | 1,591,999 | 1,627,954 | 2,198,869 |
| TOTAL SPECIAL FUNDS | | 1,633,846 | 3,838,157 | 2,030,946 | 2,196,824 | 2,760,593 |
| <u>ENTERPRISE FUND TYPE EXPENSES</u> | | | | | | |
| <u>STABLES FUND</u> | | | | | | |
| STABLES | 4650 | 804 | 802 | 802 | 804 | 804 |
| <u>TENNIS FUND</u> | | | | | | |
| TENNIS | 4660 | 75,536 | 75,137 | 77,577 | 101,949 | |
| TOTAL ENTERPRISE FUNDS | | 76,340 | 75,939 | 78,379 | 102,753 | 804 |
| GRAND TOTAL, ALL FUNDS | | 7,948,759 | 10,644,518 | 8,774,996 | 10,243,092 | 14,013,011 |

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



| EXHIBIT C | | | | |
|---|---------------------|------------------------------|-------------------------|------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | | | | |
| FY 2012-13 | General Fund | Special Revenue Funds | Enterprise 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 | 2,098 | 206 | 24,816 |
| OTHER REVENUES | 227,947 | 68,492 | | 296,439 |
| Total Revenues | 6,010,038 | 1,216,972 | 134,145 | 7,361,155 |
| 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) | (416,874) | 57,805 | (587,604) |
| Transfer In/(Out) | | 64 | | 64 |
| Fund Balance/RE - 7/1/12 | 2,800,565 | 758,245 | (337,263) | 3,221,547 |
| Fund Balance/RE - 6/30/13 | 2,572,030 | 341,435 | (279,458) | 2,634,007 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,010,038 | 1,216,972 | 134,145 | 7,361,155 |
| Less: Capital Grant Revenues | | (628,981) | | (628,981) |
| Less: Operations Expenditures | (5,947,448) | (385,121) | (76,340) | (6,408,909) |
| Add Cleep Appropriation | 4,250 | | | 4,250 |
| RESULTS | 66,840 | 202,870 | 57,805 | 327,515 |
| Special Projects UUT | 27,500 | | | 27,500 |
| SUBTOTALS BEFORE SPECIALS | 94,340 | 202,870 | 57,805 | 355,015 |
| Add: Special Project Costs | | | | |
| NET OPERATING RESULTS (\$) | 94,340 | 202,870 | 57,805 | 355,015 |
| Net Operating Results (%) as a % of Revenues | 2% | 17% | 43% | 5% |

| EXHIBIT C City of Rolling Hills Estates SOURCES and USES FY 2012-13 | (Continued) Special Funds | | | | | | | | | | | | | | | | | | Enterprise Funds | | | |
|--|---------------------------|----------------|--------------------------|----------------------------|----------------|-------------------|--------------|--------------------|-----------------------|--------------------------|------------------|------------------------|---------------------------|--------------------------|---------------------------|------------------------------|-------------------|---------------------------|-----------------------|---------------|--------------|------------------------|
| | Quimby Fees 10 | State GT 11 | PROP A Local Trans 13 | Traffic Safety Fines 14 | PEG Fees 16 | Transit Imp 18 | PROP C 19 | AQMD AB 2766 20 | Measure R Grant 23 | Federal STIP Grant 24 | State SR2S 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 | | | | | | | | | | | | | | | | | | | 54,831 | 65,332 | 68,607 | 133,939 |
| FINES/FORFEITURES | | | | 54,831 | | | | | | | | | | | | | | | | | | |
| USE OF MONEY/PROPERTY | 954 | 391 | 8 | | 94 | 85 | 336 | 42 | 124 | | | | | | | | | | 2,098 | | 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 | 64 | 1,216,972 | 65,332 | 68,813 | 134,145 |
| USES | | | | | | | | | | | | | | | | | | | | | | |
| Legislative Administration/Support | | | | | | | | 6,685 | | | | | | | | | | | 6,685 | | | |
| 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 | 64 | (416,874) | 64,528 | (6,723) | 57,805 |
| Transfer In/(Out) | 100,355 | | | | | | | | | | | | | | | | | (100,291) | 64 | | | |
| Fund Balance/RE - 7/1/12 | 613,980 | 125,157 | 2,028 | (17,514) | 35,831 | 57,918 | 265,000 | 23,623 | 61,713 | (64,229) | (13,076) | (12,121) | 62,070 | (368,482) | (53,442) | (39,117) | (21,385) | 100,291 | 758,245 | (446,801) | 109,538 | (337,263) |
| Fund Balance/RE - 6/30/13 | 331,339 | 154,422 | 7,286 | 5,197 | 62,011 | 51,439 | 208,586 | 26,748 | 108,907 | (74,302) | (60,725) | (12,121) | 62,208 | (466,443) | (53,442) | (1,799) | (7,940) | 64 | 341,435 | (382,273) | 102,815 | (279,458) |

| EXHIBIT D | | | | |
|---|------------------|------------------|-------------------|-------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | General | Special | Enterprise | |
| FY 2013-14 | Fund | Funds | Funds | Total |
| SOURCES | | | | |
| TAXES | 3,542,272 | | | 3,542,272 |
| LICENSES/PERMITS | 1,628,954 | | | 1,628,954 |
| REV FR OTH AGENCIES | 1,178,026 | 3,277,992 | | 4,456,018 |
| CHARGES FOR SVCS | 370,913 | | 170,378 | 541,291 |
| FINES/FORFEITURES | 33,313 | 55,648 | | 88,961 |
| USE OF MONEY/PROPERTY | 25,258 | 1,328 | 53 | 26,639 |
| OTHER REVENUES | 204,136 | 72,883 | | 277,019 |
| Total Revenues | 6,982,872 | 3,407,851 | 170,431 | 10,561,154 |
| | 450 | | | |
| USES | | | | |
| Legislative | 285,697 | | | 285,697 |
| Administration/Support | 1,781,559 | | | 1,781,559 |
| Public Safety | 1,809,407 | 34,232 | | 1,843,639 |
| Public Works | 350,176 | 487,162 | | 837,338 |
| Planning | 847,035 | | | 847,035 |
| Community Services | 1,235,725 | 42,989 | 75,939 | 1,354,653 |
| Operations Expenditures | 6,309,599 | 564,383 | 75,939 | 6,949,921 |
| Capital Projects | 420,823 | 3,273,774 | | 3,694,597 |
| Capital Assets | | | | |
| Total Expenditures | 6,730,422 | 3,838,157 | 75,939 | 10,644,518 |
| Net Change | 252,450 | (430,306) | 94,492 | (83,364) |
| Transfer In/(Out) | (20,605) | | | (20,605) |
| Fund Balance/RE - 7/1/13 | 2,570,252 | 40,066 | (279,459) | 2,330,859 |
| Fund Balance/RE - 6/30/14 | 2,802,097 | (390,240) | (184,967) | 2,226,890 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,982,872 | 3,407,851 | 170,431 | 10,561,154 |
| Less: Capital Grant Revenues | (100,000) | (2,576,429) | | (2,676,429) |
| Less: Operations Expenditures | (6,309,599) | (564,383) | (75,939) | (6,949,921) |
| Add: CLEEP Grant Usage | 17,721 | | | 17,721 |
| RESULTS | 590,994 | 267,039 | 94,492 | 952,525 |
| Add: Note Receivable | | | | |
| SUBTOTALS BEFORE SPECIALS | 590,994 | 267,039 | 94,492 | 952,525 |
| Add: Special Project Costs | | | | |
| NET OPERATING RESULTS (\$) | 590,994 | 267,039 | 94,492 | 952,525 |
| Net Operating Results (%) as a % of Revenues | 8% | 8% | 55% | 9% |

| EXHIBIT D | | (Continued) Special Funds | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------------|--|----------------------------------|----------|--------|---------|--------|---------|-----------|---------|----------|-----------|-----------|----------|--------|------------|-----------|----------|---------|---------|--------|-----------|-----------|---------|------------|--------|
| City of Rolling Hills Estates | | PROP A | | | | | | | | | | | | | | | | | | | | | | | |
| SOURCES and USES | | Quimby | State | Local | Traffic | PEG | Transit | PROP | AQMD | STPL | Measure | Federal | State | ARRA | CalRecycle | PROP 12 | PROP A | PROP 40 | PROP A | Pepper | Special | | | Enterprise | |
| FY 2013-14 | | Fees | GT | Trans | Safety | Fees | Imp | C | AB 2766 | Grant | R | STIP | SR2S | EECBG | Grant | Grant | Grant | Grant | Grant | Tree | Revenue | Stables | Tennis | Funds | |
| | | 10 | 11 | 13 | 14 | 16 | 18 | 19 | 20 | 21 | 23 | 24 | 25 | 27 | 28 | 31 | 32 | 33 | 34 | 95 | TOTAL | 50 | 51 | TOTAL | |
| SOURCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | | 15,000 | 251,199 | 15,900 | | | 138,167 | 114,516 | 7,339 | 117,653 | 85,530 | 1,803,000 | 489,188 | | 198,500 | | 42,000 | | | | 3,277,992 | 101,524 | 68,854 | 170,378 | |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | | | | | | | | | | | | | | | | | | | | | | | |
| USE OF MONEY/PROPERTY | | 337 | 235 | 1 | 55,648 | 93 | 96 | 198 | 33 | 94 | 126 | | | | | 85 | | | | 9 | 55,648 | | 53 | 53 | |
| OTHER REVENUES | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Revenues | | 15,337 | 251,434 | 15,901 | 55,669 | 27,749 | 138,263 | 114,714 | 7,372 | 117,747 | 85,656 | 1,803,000 | 489,188 | | 198,500 | 85 | 42,000 | | | 45,236 | 3,407,851 | 101,524 | 68,907 | 170,431 | |
| USES | | | | | | | | | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | | | | | | | | | |
| Public Safety | | | | | | | | | | | | | | | | | | | | | | | | | |
| Public Works | | 348,484 | | | 34,232 | | 138,678 | | | | | | | | | | | | | | | 34,232 | | | |
| Planning | | | | | | | | | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | | | | | | | | | | | | | | | |
| Operations Expenditures | | 348,484 | | | 34,232 | | 138,678 | | | | | | | | | | | | | 17,127 | 25,862 | 42,989 | 802 | 75,137 | 75,939 |
| Capital Projects | | 355,099 | | 15,900 | | 687 | | 336,253 | | 117,747 | 170,000 | 1,427,393 | 547,788 | | 198,500 | | 104,407 | | | | | 3,273,774 | | | |
| Capital Assets | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Expenditures | | 355,099 | 348,484 | 15,900 | 34,232 | 687 | 138,678 | 336,253 | | 117,747 | 170,000 | 1,427,393 | 547,788 | | 198,500 | | 121,534 | | | 25,862 | 3,838,157 | 802 | 75,137 | 75,939 | |
| Net Change | | (339,762) | (97,050) | 1 | 21,437 | 27,062 | (415) | (221,539) | 7,372 | (84,344) | 375,607 | (58,600) | | | | 85 | (79,534) | | | 19,374 | (430,306) | 100,722 | (6,230) | 94,492 | |
| Transfer In/(Out) | | (53,442) | | | | | | | 6,685 | | | | | 12,121 | | | 53,442 | 1,799 | | | 20,605 | | | | |
| Fund Balance/RE - 7/1/13 | | 331,339 | 154,422 | 7,286 | 5,197 | 62,011 | 51,439 | 208,586 | 26,748 | 108,907 | (375,607) | (60,725) | (12,121) | | 62,208 | (466,443) | (53,442) | (1,799) | (7,940) | | 40,066 | (382,275) | 102,816 | (279,459) | |
| Fund Balance/RE - 6/30/14 | | (61,865) | 57,372 | 7,287 | 26,634 | 89,073 | 51,024 | (12,953) | 40,805 | 24,563 | | (119,325) | | | 62,293 | (545,977) | | | | 11,434 | (369,635) | (281,553) | 96,586 | (184,967) | |

| EXHIBIT E | | | | |
|---|---------------------|------------------------------|-------------------------|-------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | | | | |
| FY 2014-15 | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| SOURCES | | | | |
| TAXES | 3,749,106 | | | 3,749,106 |
| LICENSES/PERMITS | 2,074,361 | | | 2,074,361 |
| REV FR OTH AGENCIES | 1,126,297 | 1,061,733 | | 2,188,030 |
| CHARGES FOR SVCS | 337,858 | | 181,968 | 519,826 |
| FINES/FORFEITURES | 39,088 | 37,444 | | 76,532 |
| USE OF MONEY/PROPERTY | 21,406 | 1,165 | 18 | 22,589 |
| OTHER REVENUES | 298,898 | 1,971,225 | | 2,270,123 |
| Total Revenues | 7,647,014 | 3,071,567 | 181,986 | 10,900,567 |
| USES | | | | |
| Legislative | 269,350 | | | 269,350 |
| Administration/Support | 1,762,866 | | | 1,762,866 |
| Public Safety | 1,773,856 | 34,337 | | 1,808,193 |
| Public Works | 383,433 | 368,458 | | 751,891 |
| Planning | 942,690 | | | 942,690 |
| Community Services | 1,170,151 | 36,152 | 78,379 | 1,284,682 |
| Operations Expenditures | 6,302,346 | 438,947 | 78,379 | 6,819,672 |
| Capital Projects | 363,325 | 1,591,999 | | 1,955,324 |
| Total Expenditures | 6,665,671 | 2,030,946 | 78,379 | 8,774,996 |
| Net Change | 981,343 | 1,040,621 | 103,607 | 2,125,571 |
| Transfer In/(Out) | | | | |
| Fund Balance/RE - 7/1/14 | 2,802,097 | (369,633) | (184,966) | 2,247,498 |
| Fund Balance/RE - 6/30/15 | 3,783,440 | 670,988 | (81,359) | 4,373,069 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 7,647,014 | 3,071,567 | 181,986 | 10,900,567 |
| Less: Capital Grant Revenues | | (224,007) | | (224,007) |
| Less: Operations Expenditures | (6,302,346) | (438,947) | (78,379) | (6,819,672) |
| RESULTS AFTER ADD-BACKS | 1,344,668 | 2,408,613 | 103,607 | 3,856,888 |
| SUBTOTALS BEFORE SPECIALS | 1,344,668 | 2,408,613 | 103,607 | 3,856,888 |
| NET OPERATING RESULTS (\$) | 1,344,668 | 2,408,613 | 103,607 | 3,856,888 |
| Net Operating Results (%) as a % of Revenues | 18% | 78% | 57% | 35% |

| EXHIBIT E City of Rolling Hills Estates SOURCES and USES 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 23 | State SR25 25 | PROP 84 State Grant 30 | PROP 12 Parks Grant 31 | PROP A Parks Grant 32 | Pepper Tree 95 | Chandler Equestrian 97 | Special Revenue TOTAL | Stables 50 | Tennis 51 | Enterprise Funds TOTAL | | |
| SOURCES | | | | | | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | | 235,174 | (7,293) | | | | | 143,976 | 189,356 | 12,777 | 139,589 | 84,173 | 263,981 | | | | | | | | | |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | | 37,444 | | | | | | | | | | | | | | | | | | |
| USE OF MONEY/PROPERTY | | 147 | 3 | 49 | 156 | | 88 | 117 | 75 | 143 | | 179 | 102 | | 28 | 78 | | | 18 | 18 | | |
| OTHER REVENUES | 1,016,082 | | | | 29,361 | | | | | | | | | | 25,782 | 900,000 | | | | | | |
| Total Revenues | 1,016,082 | 235,321 | (7,290) | 37,493 | 29,517 | | 144,064 | 189,473 | 12,852 | 139,732 | 84,173 | 264,160 | 102 | | 25,810 | 900,078 | | | 104,389 | 77,579 | 181,968 | |
| USES | | | | | | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | | | | | | |
| Public Safety | | | | 34,337 | | | | | | | | | | | | | | | | | | |
| Public Works | | 225,726 | | | | | 142,732 | | | | | | | | | | | | | | | |
| Planning | | | | | | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | | | | | | | | | | | | |
| Operations Expenditures | | 225,726 | | 34,337 | | | 142,732 | | | | | | | 13,547 | 22,605 | | | | 802 | 77,577 | 78,379 | |
| Capital Projects | | | | | 10,248 | | | | | | 758,093 | | | 823,658 | | | | | | | | |
| Total Expenditures | | 225,726 | | 34,337 | 10,248 | | 142,732 | | | | 758,093 | | | 837,205 | 22,605 | | | | 802 | 77,577 | 78,379 | |
| Net Change | 1,016,082 | 9,595 | (7,290) | 3,156 | 19,269 | | 1,332 | 189,473 | 12,852 | 139,732 | 84,173 | (493,933) | 102 | (837,205) | 3,205 | 900,078 | | | 103,587 | 20 | 103,607 | |
| Transfer In/(Out) | | | | | | | | | | | | | | | | | | | | | | |
| Fund Balance/RE - 7/1/14 | (61,865) | 57,372 | 7,290 | 26,635 | 89,073 | | 51,022 | (12,954) | 40,805 | 24,563 | (119,325) | | 62,293 | (545,978) | 11,436 | | | | (369,633) | (281,550) | 96,584 | (184,966) |
| Fund Balance/RE - 6/30/15 | 954,217 | 66,967 | | 29,791 | 108,342 | | 52,354 | 176,519 | 53,657 | 164,295 | (35,152) | (493,933) | 62,395 | (1,383,183) | 14,641 | 900,078 | | | 670,988 | (177,963) | 96,604 | (81,359) |

| EXHIBIT F | | | | |
|---|---------------------|------------------------------|-------------------------|-------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | | | | |
| FY 2015-16 | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| SOURCES | | | | |
| TAXES | 3,823,132 | | | 3,823,132 |
| LICENSES/PERMITS | 3,274,000 | | | 3,274,000 |
| REV FR OTH AGENCIES | 1,108,518 | 3,366,610 | | 4,475,128 |
| CHARGES FOR SVCS | 335,250 | | 183,800 | 519,050 |
| FINES/FORFEITURES | 38,000 | 42,000 | | 80,000 |
| USE OF MONEY/PROPERTY | 24,500 | 3,550 | 55 | 28,105 |
| OTHER REVENUES | 358,653 | 1,855,600 | | 2,214,253 |
| Total Revenues | 8,962,053 | 5,267,760 | 183,855 | 14,413,668 |
| USES | | | | |
| Legislative | 308,155 | | | 308,155 |
| Administration/Support | 2,202,112 | | | 2,202,112 |
| Public Safety | 1,818,678 | 34,000 | | 1,852,678 |
| Public Works | 365,622 | 442,170 | | 807,791 |
| Planning | 977,572 | | | 977,572 |
| Community Services | 1,265,168 | 47,700 | 102,753 | 1,415,622 |
| Operations Expenditures | 6,937,307 | 523,870 | 102,753 | 7,563,930 |
| Capital Projects | 1,006,208 | 1,672,954 | | 2,679,162 |
| Total Expenditures | 7,943,515 | 2,196,824 | 102,753 | 10,243,092 |
| Net Change | 1,018,538 | 3,070,936 | 81,102 | 4,170,576 |
| Transfer In/(Out) | | | | |
| Fund Balance/RE - 7/1/15 | 3,783,440 | 670,988 | (21,361) | 4,433,067 |
| Fund Balance/RE - 6/30/16 | 4,801,978 | 3,741,924 | 59,741 | 8,603,643 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 8,962,053 | 5,267,760 | 183,855 | 14,413,668 |
| Less: Capital Grant Revenues | | (2,383,499) | | (2,383,499) |
| Less: Operations Expenditures | (6,937,307) | (523,870) | (102,753) | (7,563,930) |
| Add: CLEEP Grant Usage | 5,201 | | | 5,201 |
| RESULTS | 2,029,947 | 2,360,391 | 81,102 | 4,476,641 |
| SUBTOTALS BEFORE SPECIALS | 2,029,947 | 2,360,391 | 81,102 | 4,476,641 |
| Special Project | | | | |
| NET OPERATING RESULTS (\$) | 2,029,947 | 2,360,391 | 81,102 | 4,476,641 |
| Net Operating Results (%) as a % of Revenues | 23% | 45% | 44% | 31% |

| EXHIBIT F City of Rolling Hills Estates SOURCES and USES FY 2015-16 | (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 | State SR2S Grant 25 | PROP 84 State Grant 30 | PROP 12 Parks Grant 31 | PROP A Parks Grant 32 | PROP A 4th District Grant 34 | State Naturalist Grant 35 | Pepper Tree 95 | Chandlerian Equestrian 97 | Special Revenue TOTAL | Stables 50 | Tennis 51 | Enterprise Funds TOTAL |
| SOURCES | | | | | | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | | 243,336 | 5,000 | | | 44,318 | 137,545 | 118,245 | 9,100 | 85,567 | 328,700 | 829,299 | | 1,220,500 | 300,000 | 45,000 | | | 3,366,610 | 100,000 | 83,800 | 183,800 |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | | 42,000 | | | | | | | | | | | | | | | 42,000 | | | |
| USE OF MONEY/PROPERTY | 2,000 | 150 | | | 100 | | 100 | 50 | 50 | | | | | | | | | 1,000 | | 3,550 | 55 | 55 |
| OTHER REVENUES | 1,000,000 | | | | 25,600 | | | | | | | | | | | | 30,000 | 800,000 | 1,855,600 | | | |
| Total Revenues | 1,002,000 | 243,486 | 5,000 | 42,000 | 25,700 | 44,318 | 137,645 | 118,345 | 9,150 | 85,617 | 328,700 | 829,299 | | 1,220,500 | 300,000 | 45,000 | 30,000 | 801,000 | 5,267,760 | 100,000 | 83,855 | 183,855 |
| USES | | | | | | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | | | | | | |
| Public Safety | | | | 34,000 | | | | | | | | | | | | | | | 34,000 | | | |
| Public Works | 290,000 | | | | | | 152,170 | | | | | | | | | | | | 442,170 | | | |
| Planning | | | | | | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | | | | | | | | | | | | |
| Operations Expenditures | | 290,000 | | 34,000 | | | 152,170 | | | | | | | 19,000 | | | 28,700 | | 47,700 | 804 | 101,949 | 102,753 |
| Capital Projects | 122,591 | | 15,773 | | 6,840 | 25,000 | | 210,000 | | 180,770 | 328,700 | | | 343,011 | 229,000 | 45,000 | 5,652 | 160,617 | 1,672,954 | | | |
| Total Expenditures | 122,591 | 290,000 | 15,773 | 34,000 | 6,840 | 25,000 | 152,170 | 210,000 | | 180,770 | 328,700 | | | 362,011 | 229,000 | 45,000 | 34,352 | 160,617 | 2,196,824 | 804 | 101,949 | 102,753 |
| Net Change | 879,409 | (46,514) | (10,773) | 8,000 | 18,860 | 19,318 | (14,525) | (91,655) | 9,150 | (95,153) | | 829,299 | | 858,489 | 71,000 | | (4,352) | 640,383 | 3,070,936 | 99,196 | (18,094) | 81,102 |
| Transfer In/(Out) | | | | | | | | | | | | | | | | | | | | | | |
| Fund Balance/RE - 7/1/15 | 954,217 | 66,967 | | 29,791 | 108,342 | | 52,354 | 176,519 | 53,657 | 164,295 | (35,152) | (493,933) | 62,395 | (1,383,183) | | | 14,641 | 900,078 | 670,988 | (117,964) | 96,603 | (21,361) |
| Fund Balance/RE - 6/30/16 | 1,833,626 | 20,453 | (10,773) | 37,791 | 127,202 | 19,318 | 37,829 | 84,864 | 62,807 | 69,142 | (35,152) | 335,366 | 62,395 | (524,694) | 71,000 | | 10,289 | 1,540,461 | 3,741,924 | (18,768) | 78,509 | 59,741 |

| EXHIBIT G | | | | |
|---|-------------------------|--------------------------------------|-----------------------------|--------------------|
| City of Rolling Hills Estates SOURCES and USES | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| FY 2016-17 | | | | |
| SOURCES | | | | |
| TAXES | 4,106,209 | | | 4,106,209 |
| LICENSES/PERMITS | 4,158,000 | | | 4,158,000 |
| REV FR OTH AGENCIES | 880,315 | 801,893 | | 1,682,208 |
| CHARGES FOR SVCS | 411,250 | | 123,140 | 534,390 |
| FINES/FORFEITURES | 38,000 | 42,000 | | 80,000 |
| USE OF MONEY/PROPERTY | 65,945 | 3,050 | | 68,995 |
| OTHER REVENUES | 231,870 | 55,600 | | 287,470 |
| Total Revenues | 9,891,589 | 902,543 | 123,140 | 10,917,272 |
| USES | | | | |
| Legislative | 265,766 | | | 265,766 |
| Administration/Support | 4,103,679 | 40,000 | | 4,143,679 |
| Public Safety | 2,013,194 | 37,645 | | 2,050,839 |
| Public Works | 456,002 | 436,379 | | 892,381 |
| Planning | 1,459,003 | | | 1,459,003 |
| Community Services | 1,315,082 | 47,700 | 804 | 1,363,586 |
| Operations Expenditures | 9,612,726 | 561,724 | 804 | 10,175,254 |
| Capital Projects | 1,638,888 | 2,198,869 | | 3,837,757 |
| Total Expenditures | 11,251,614 | 2,760,593 | 804 | 14,013,011 |
| Net Change | (1,360,025) | (1,858,050) | 122,336 | (3,095,739) |
| Transfers In/(Out) | | | | |
| Fund Balance/RE - 7/1/16 | 4,801,978 | 3,741,924 | 59,741 | 8,603,643 |
| Fund Balance/RE - 6/30/17 | 3,441,953 | 1,883,874 | 182,077 | 5,507,904 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 9,891,589 | 902,543 | 123,140 | 10,917,272 |
| Less: Capital Grant Revenues | | (264,369) | | (264,369) |
| Less: Operations Expenditures | (9,612,726) | (561,724) | (804) | (10,175,254) |
| RESULTS | 278,863 | 76,450 | 122,336 | 477,649 |
| SUBTOTALS BEFORE SPECIALS | 278,863 | 76,450 | 122,336 | 477,649 |
| Cleap | 5,201 | | | 5,201 |
| UAL 4240-410 | 1,814,634 | | | 1,814,634 |
| Vehicles | 177,000 | | | 177,000 |
| NET OPERATING RESULTS (\$) | 2,275,698 | 76,450 | 122,336 | 2,474,484 |
| Net Operating Results (%) as a % of Revenues | 23% | 8% | 99% | 23% |

| EXHIBIT G City of Rolling Hills Estates SOURCES and USES FY 2016-17 | (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 | STPL Grant 21 | Measure R Grant 23 | State SR2S Grant 25 | State Calrecycle Grant 28 | PROP 84 State Grant 30 | PROP 12 Parks Grant 31 | PROP A Parks Grant 32 | PROP A 4th District Grant 34 | State Naturalist Grant 35 | Pepper Tree 95 | Chandler Equestrian 97 | Special Revenue TOTAL | Stables 50 | Tennis 51 | Enterprise Funds TOTAL |
| SOURCES | | | | | | | | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | | 173,940 | 5,000 | | | 25,000 | 142,554 | 118,245 | 9,100 | 142,246 | 88,685 | | 83,123 | | | 14,000 | | | | | 801,893 | | | |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | | | | | | | | | | | | | | | | | | | | | | |
| USE OF MONEY/PROPERTY | 2,000 | 150 | | 42,000 | | | | 100 | | 100 | | 50 | | | | | | | | 500 | 3,050 | | | |
| OTHER REVENUES | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Revenues | 2,000 | 174,090 | 5,000 | 42,000 | 25,700 | 25,000 | 142,654 | 118,345 | 9,150 | 142,246 | 88,735 | | 83,123 | | | 14,000 | | | 30,000 | 500 | 902,543 | 123,140 | | 123,140 |
| USES | | | | | | | | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | | | | | | | | |
| Public Safety | | | | | | | | | | | | | | | | | | | | | | | | |
| Public Works | | 280,000 | | 37,645 | | | 156,379 | | | | | | | | | | | | | | 436,379 | | | |
| Planning | | | | | | | | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | | | | | | | | | | | | | | |
| Operations Expenditures | | 280,000 | | 37,645 | | | 156,379 | | | 40,000 | | | | | | 19,000 | | | 28,700 | | 47,700 | 804 | | 804 |
| Capital Projects | 841,500 | | 5,000 | | 210,000 | 25,000 | | 100,000 | | 142,246 | 75,000 | | 83,123 | | | 249,500 | 71,000 | | | 396,500 | 2,198,869 | | | |
| Total Expenditures | 841,500 | 280,000 | 5,000 | 37,645 | 210,000 | 25,000 | 156,379 | 100,000 | 40,000 | 142,246 | 75,000 | | 83,123 | | 268,500 | 71,000 | | | 28,700 | 396,500 | 2,760,593 | 804 | | 804 |
| Net Change | (839,500) | (105,910) | | 4,355 | (184,300) | | (13,725) | 18,345 | (30,850) | | 13,735 | | | | | (254,500) | (71,000) | | 1,300 | (396,000) | (1,858,050) | 122,336 | | 122,336 |
| Transfers In/(Out) | | | | | | | | | | | | | | | | | | | | | | | | |
| Fund Balance/RE - 7/1/16 | 1,833,626 | 20,453 | (10,773) | 37,791 | 127,202 | 19,318 | 37,829 | 84,864 | 62,807 | 69,142 | (35,152) | | 335,366 | 62,395 | (524,694) | 71,000 | | | 10,289 | 1,540,461 | 3,741,924 | (18,768) | 78,509 | 59,741 |
| Fund Balance/RE - 6/30/17 | 994,126 | (85,457) | (10,773) | 42,146 | (57,098) | 19,318 | 24,104 | 103,209 | 31,957 | | 82,877 | (35,152) | | 335,366 | 62,395 | (779,194) | | | 11,589 | 1,144,461 | 1,883,874 | 103,568 | | 182,077 |

CITY OF ROLLING HILLS ESTATES



EXHIBIT H

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

| | Exhibit D Actual Year Ending June 30, 2014 | Exhibit E Actual Year Ending June 30, 2015 | Exhibit F Revised Year Ending June 30, 2016 | Exhibit G Adopted Year Ending June 30, 2017 | |
|-------------------------------------|---|---|--|--|-------------------------------------|
| Fund Balances: | 2,802,089 | 3,783,435 | 4,801,978 | 3,441,953 | Fund Balances: |
| Nonspendable: | | | | | Nonspendable: |
| Advance to Other Funds | 339,506 | 267,883 | 167,883 | | Advance to Other Funds |
| Inventories | 8,797 | 11,104 | 9,000 | 9,000 | Inventories |
| Restricted for: | | | | | Restricted for: |
| CLEEP Grant | 5,201 | 5,201 | 5,201 | | CLEEP Grant |
| Maintenance of Hawthorne Canyon | 10,000 | 10,000 | 10,000 | 10,000 | Maintenance of Hawthorne Canyon |
| Assigned to: | | | | | Assigned to: |
| Equipment | 60,000 | 170,000 | 240,000 | 60,000 | Equipment |
| Capital Asset Replacement (Fd 02) | 329,284 | 329,819 | 600,000 | 100,000 | Capital Asset Replacement |
| Capital Projects | 420,824 | 600,000 | 900,000 | 600,000 | Capital Projects |
| PERS UAL | | 300,000 | 300,000 | 100,000 | PERS UAL |
| Insurance Claims | 50,000 | 50,000 | | | Other Assigned Reserves |
| | | | | 100,000 | ALPR Replacement Fund |
| Unassigned: | | | | | Unassigned: |
| Future Operating Expenditures | 350,000 | 600,000 | 1,369,894 | 1,262,953 | Contingency Reserve |
| Fund Balance Policy Reserve | 1,228,477 | 1,439,428 | 1,200,000 | 1,200,000 | Emergency Reserve |
| Total Unassigned | 1,578,477 | 2,039,428 | 2,569,894 | 2,462,953 | Total Unassigned |
| Total Fund Balances | 2,802,089 | 3,783,435 | 4,801,978 | 3,441,953 | Total Fund Balances |
| Operating Expenditures | 6,309,559 | 6,302,344 | 6,937,307 | 9,612,726 | Operating Expenditures |
| % of Operating Expenditures* | 25.0% | 32.4% | 37.0% | 25.6% | % of Operating Expenditures* |

*NOTE: The Fund Balance Policy calls for \$1.2 million be allocated towards an Emergency Reserve, with the balance of Unassigned Fund Balance allocated towards a Contingency Reserve. Total Unassigned Fund Balance should represent at least 25% of operating expenditures.

City of Rolling Hills Estates



Gann Appropriations Limit 2016 – 2017

This Year's Limit: \$15,485,113
Amount under Limit: \$10,874,948

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 2016-2017 has been calculated to be \$15,485,113, which is \$10,874,948 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 on the City's website at www.RollingHillsEstatesCA.gov.

**City of Rolling Hills Estates
Summary**

| Function Legislative | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 103,377 | 105,998 | 101,620 | 96,028 | 98,816 |
| TOTAL MATERIALS & OPS | 115,103 | 179,699 | 167,730 | 212,127 | 166,950 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 218,480 | 285,697 | 269,350 | 308,155 | 265,766 |

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 Legislative | Activity Title City Council | Activity 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 11,249 | 11,554 | 11,318 | 12,049 | 12,411 | |
| 405 Wages - Overtime | | | | | | |
| 410 Benefits | 2,370 | 2,368 | 2,362 | 2,020 | 2,070 | |
| TOTAL PERSONNEL | 13,619 | 13,922 | 13,680 | 14,069 | 14,481 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 2,163 | 3,342 | 4,877 | 5,000 | 5,000 | |
| 463 Mileage | 1,019 | 1,997 | 3,163 | 2,000 | 2,000 | |
| 470 Travel & Meetings | 10,493 | 14,983 | 26,150 | 25,000 | 25,000 | |
| 472 Dues & Memberships | 11,613 | 16,438 | 15,556 | 18,000 | 19,000 | |
| 472 Dues COG Fund 20 | 6,685 | | | | | |
| TOTAL MATERIALS & OPS | 31,973 | 36,760 | 49,746 | 50,000 | 51,000 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 45,592 | 50,682 | 63,426 | 64,069 | 65,481 | |
| FUND SOURCE | | | | | | |
| 01 General Fund 4110 | 38,907 | 50,682 | 63,426 | 64,069 | 65,481 | |
| 20 Air Quality 4111 | 6,685 | | | | | |
| TOTAL | 45,592 | 50,682 | 63,426 | 64,069 | 65,481 | |

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 planning related meetings.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|-----------------------------------|----------------------------|-------------------|-------------------|--------------------|--------------------|-------------|
| Legislative | Planning Commission | | | | | 4120 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 34,817 | 35,643 | 34,776 | 37,402 | 38,376 | |
| 405 Wages - Overtime | | | | | | |
| 410 Benefits | 9,052 | 9,248 | 9,264 | 8,778 | 9,232 | |
| TOTAL PERSONNEL | 43,869 | 44,891 | 44,040 | 46,180 | 47,608 | |
| MATERIALS & OPERATIONS | | | | | | |
| 430 Contractual Services | 2,827 | 3,620 | 2,165 | 3,000 | 3,000 | |
| 463 Mileage | | | | | | |
| 470 Travel & Meetings | | 1,000 | | 2,500 | 2,500 | |
| TOTAL MATERIALS & OPS | 2,827 | 4,620 | 2,165 | 5,500 | 5,500 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 46,696 | 49,511 | 46,205 | 51,680 | 53,108 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 46,696 | 49,511 | 46,205 | 51,680 | 53,108 | |
| TOTAL | 46,696 | 49,511 | 46,205 | 51,680 | 53,108 | |

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 Community Services Director salary.

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

- 430 CONTRACTUAL SERVICES
Provides Minute Secretary services for Park and Activities Commission meetings.

- 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 36,315 | 37,374 | 35,164 | 28,427 | 29,055 |
| 410 Benefits | 9,574 | 9,811 | 8,736 | 7,352 | 7,673 |
| TOTAL PERSONNEL | 45,889 | 47,185 | 43,900 | 35,779 | 36,728 |
| MATERIALS & OPERATIONS | | | | | |
| 430 Contractual Services | | | | 3,000 | 3,000 |
| 470 Travel & Meetings | 257 | 406 | 1,328 | 2,500 | 2,500 |
| 472 Dues & Memberships | 358 | 329 | 357 | 350 | 350 |
| TOTAL MATERIALS & OPS | 615 | 735 | 1,685 | 5,850 | 5,850 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 46,504 | 47,920 | 45,585 | 41,629 | 42,578 |
| FUND SOURCE | | | | | |
| 01 General Fund | 46,504 | 47,920 | 45,585 | 41,629 | 42,578 |
| TOTAL | 46,504 | 47,920 | 45,585 | 41,629 | 42,578 |

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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| 430 Contractual Services | | | | | |
| 431 City Attorney Retainer | 65,972 | 66,000 | 66,000 | 80,000 | 80,000 |
| 436 Special Counsel | 6,012 | 10,912 | 42,989 | 30,000 | 15,000 |
| 470 Travel & Meetings | | | | | |
| 476 Advertising | 7,093 | 9,678 | 4,570 | 9,000 | 9,000 |

| | | | | | |
|----------------------------------|---------------|---------------|----------------|----------------|----------------|
| TOTAL MATERIALS & OPS | 79,077 | 86,590 | 113,559 | 119,000 | 104,000 |
|----------------------------------|---------------|---------------|----------------|----------------|----------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|---------------|---------------|----------------|----------------|----------------|
| TOTAL ACTIVITY | 79,077 | 86,590 | 113,559 | 119,000 | 104,000 |
|-----------------------|---------------|---------------|----------------|----------------|----------------|

FUND SOURCE

| | | | | | |
|-----------------|--------|--------|---------|---------|---------|
| 01 General Fund | 79,077 | 86,590 | 113,559 | 119,000 | 104,000 |
|-----------------|--------|--------|---------|---------|---------|

| | | | | | |
|--------------|---------------|---------------|----------------|----------------|----------------|
| TOTAL | 79,077 | 86,590 | 113,559 | 119,000 | 104,000 |
|--------------|---------------|---------------|----------------|----------------|----------------|

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 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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|-----|--------|-----|--------|-----|
| 430 Contractual Services | 611 | 50,994 | 575 | 31,777 | 600 |
|--------------------------|-----|--------|-----|--------|-----|

| | | | | | |
|----------------------------------|------------|---------------|------------|---------------|------------|
| TOTAL MATERIALS & OPS | 611 | 50,994 | 575 | 31,777 | 600 |
|----------------------------------|------------|---------------|------------|---------------|------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|------------|---------------|------------|---------------|------------|
| TOTAL ACTIVITY | 611 | 50,994 | 575 | 31,777 | 600 |
|-----------------------|------------|---------------|------------|---------------|------------|

FUND SOURCE

| | | | | | |
|-----------------|-----|--------|-----|--------|-----|
| 01 General Fund | 611 | 50,994 | 575 | 31,777 | 600 |
|-----------------|-----|--------|-----|--------|-----|

| | | | | | |
|--------------|------------|---------------|------------|---------------|------------|
| TOTAL | 611 | 50,994 | 575 | 31,777 | 600 |
|--------------|------------|---------------|------------|---------------|------------|

DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|-------------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Administration & Support | | | | | |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 1,108,955 | 1,109,760 | 1,152,130 | 1,361,325 | 3,209,960 |
| TOTAL MATERIALS & OPS | 685,117 | 670,596 | 609,412 | 834,787 | 710,719 |
| TOTAL CAPITAL OUTLAY | 3,140 | 1,203 | 1,324 | 6,000 | 223,000 |
| TOTAL FUNCTION | 1,797,212 | 1,781,559 | 1,762,866 | 2,202,112 | 4,143,679 |

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 Assistant to the City Manager.

- 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, Assistant to the 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 505,795 | 512,834 | 570,079 | 561,717 | 573,036 | |
| 410 Benefits | 129,013 | 117,844 | 122,212 | 106,878 | 110,216 | |
| TOTAL PERSONNEL | 634,808 | 630,678 | 692,291 | 668,595 | 683,251 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 45 | 1,610 | 12 | 300 | 300 | |
| 430 Contractual Services | 27,500 | | | 20,000 | | |
| 438 Records Management Serv | 3,705 | 10,677 | 6,636 | 5,000 | 5,000 | |
| 463 Mileage | | 27 | 275 | | 500 | |
| 470 Travel & Meetings | 1,308 | 1,257 | 3,358 | 10,000 | 10,000 | |
| 472 Dues & Memberships | 1,545 | 1,545 | 1,655 | 2,000 | 2,000 | |
| TOTAL MATERIALS & OPS | 34,103 | 15,116 | 11,936 | 37,300 | 17,800 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 668,911 | 645,794 | 704,227 | 705,895 | 701,051 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 668,911 | 645,794 | 704,227 | 705,895 | 701,051 | |
| TOTAL | 668,911 | 645,794 | 704,227 | 705,895 | 701,051 | |

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 the Civic Center.
- 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 402 Wages - Part Time | 112 | 269 | 389 | 350 | 350 |
| 410 Benefits | 11 | 28 | 38 | 30 | 30 |
| TOTAL PERSONNEL | 123 | 297 | 427 | 380 | 380 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 28,303 | 25,655 | 30,462 | 29,000 | 32,000 |
| 430 Contractual Services | 12,904 | 11,725 | 13,892 | 30,000 | 35,000 |
| 434 Repairs & Maint. Services | 17,020 | 18,482 | 20,645 | 20,000 | 20,000 |
| 435 Building Maint. & Repair | 25,676 | 17,003 | 26,246 | 25,000 | 25,000 |
| 439 Software & Training Serv | 10,586 | 11,008 | 14,791 | 15,000 | 28,500 |
| 440 Property Insurance | 23,550 | 24,171 | 24,805 | 25,166 | 25,500 |
| 441 Liability Insurance | 131,852 | 110,673 | 19,788 | 138,141 | 1,189 |
| 443 Public Official Bonds | 1,400 | 700 | 700 | 700 | 700 |
| 445 Pension Obligation Bond | 206,335 | 155,700 | 168,700 | 182,000 | 197,000 |
| 446 Pension Bond Interest | | 58,359 | 52,707 | 46,589 | 39,856 |
| 450 Voice & Data Services | 20,986 | 31,161 | 32,159 | 29,000 | 29,000 |
| 451 Water Utility | 8,718 | 9,180 | 7,359 | 8,500 | 8,500 |
| 452 Electric Utility | 20,738 | 20,459 | 20,613 | 23,000 | 23,000 |
| 475 Postage | 7,640 | 5,716 | 15,164 | 15,000 | 15,000 |
| 478 Equipment Rental | 2,992 | 3,091 | 3,966 | 4,000 | 4,000 |
| TOTAL MATERIALS & OPS | 518,700 | 503,083 | 451,997 | 591,096 | 484,245 |
| CAPITAL OUTLAY | | | | | |
| 484 Office Furniture, Etc. | | | | 1,000 | 1,000 |
| 485 IT & Special Equipment | 3,140 | 1,203 | 1,324 | 5,000 | 5,000 |
| TOTAL CAPITAL OUTLAY | 3,140 | 1,203 | 1,324 | 6,000 | 6,000 |
| TOTAL ACTIVITY | 521,963 | 504,583 | 453,748 | 597,476 | 490,625 |
| FUND SOURCE | | | | | |
| 01 General Fund | 521,963 | 504,583 | 453,748 | 597,476 | 490,625 |
| TOTAL | 521,963 | 504,583 | 453,748 | 597,476 | 490,625 |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 272,921 | 282,293 | 279,104 | 294,377 | 306,825 |
| 402 Wages - Part Time | | | | | 3,000 |
| 405 Wages - Overtime | 2,522 | 3,200 | 3,275 | 2,888 | 3,200 |
| 410 Benefits | 86,424 | 87,348 | 86,423 | 81,145 | 84,076 |
| TOTAL PERSONNEL | 361,867 | 372,841 | 368,802 | 378,410 | 397,101 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 460 | 349 | 570 | 500 | 500 |
| 430 Contractual Services | 65,546 | 73,276 | 84,511 | 100,000 | 90,000 |
| 439 Software & Training Serv | 22,571 | 23,328 | 7,787 | 30,000 | 32,000 |
| 463 Mileage | 173 | 360 | 62 | 175 | 200 |
| 470 Travel & Meetings | 1,242 | 929 | 2,336 | 5,000 | 5,000 |
| 472 Dues & Memberships | 1,265 | 1,385 | 1,110 | 1,385 | 1,400 |
| TOTAL MATERIALS & OPS | 91,257 | 99,627 | 96,376 | 137,060 | 129,100 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 453,124 | 472,468 | 465,178 | 515,470 | 526,201 |
| FUND SOURCE | | | | | |
| 01 General Fund | 453,124 | 472,468 | 465,178 | 515,470 | 526,201 |
| TOTAL | 453,124 | 472,468 | 465,178 | 515,470 | 526,201 |

DEPARTMENT RESPONSIBLE
Administrative Services Director

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 Assistant to the City Manager'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. Includes lump sum payments to PERS. FY2016-17 includes a UAL payment to PERS for share of pre-2013 pool.

- 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, such as the South Bay Employment Consortium.

- 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 44,725 | 46,683 | 38,841 | 53,177 | 53,488 | |
| 410 Benefits | 48,661 | 40,062 | 32,778 | 247,000 | 2,060,909 | |
| TOTAL PERSONNEL | 93,386 | 86,745 | 71,619 | 300,177 | 2,114,397 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | 97 | 67 | 345 | 500 | |
| 430 Contractual Services | 120 | 360 | 340 | 555 | 400 | |
| 470 Travel & Meetings | | (30) | 31 | 18 | 1,000 | |
| 471 Tuition Reimbursement | | | | | | |
| 472 Dues & Memberships | | | | 3,148 | 3,150 | |
| 476 Advertising | | 142 | 813 | 500 | 500 | |
| TOTAL MATERIALS & OPS | 120 | 569 | 1,251 | 4,566 | 5,550 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 93,506 | 87,314 | 72,870 | 304,743 | 2,119,947 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 93,506 | 87,314 | 72,870 | 304,743 | 2,119,947 | |
| TOTAL | 93,506 | 87,314 | 72,870 | 304,743 | 2,119,947 | |

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 to the 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 and quarterly newsletters.

- 475 POSTAGE

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|-------------------------------------|---------------------------|-------------------|-------------------|--------------------|--------------------|-------------|
| Administration & Support | Public Information | | | | | 4250 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 15,641 | 16,063 | 15,851 | 11,817 | 11,886 | |
| 410 Benefits | 3,130 | 3,136 | 3,140 | 1,946 | 2,944 | |
| TOTAL PERSONNEL | 18,771 | 19,199 | 18,991 | 13,763 | 14,830 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | | | | 2,500 | |
| 430 Contractual Services | 2,779 | 3,151 | 5,166 | 4,601 | 7,500 | |
| 475 Postage | 188 | 200 | | 250 | 250 | |
| TOTAL MATERIALS & OPS | 2,967 | 3,351 | 5,166 | 4,851 | 10,250 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 21,738 | 22,550 | 24,157 | 18,614 | 25,080 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 21,738 | 22,550 | 24,157 | 18,614 | 25,080 | |
| TOTAL | 21,738 | 22,550 | 24,157 | 18,614 | 25,080 | |

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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 410 Benefits | (560,162) | (531,040) | (532,420) | (660,260) | (528,055) | |
| 411 Employee Share Retirement | | | | | | |
| 412 Employer Share Retirement | 233,957 | 203,509 | 219,285 | 348,012 | 235,855 | |
| 413 Worker's Compensation | 37,440 | 44,997 | 40,188 | 29,748 | | |
| 414 Group Health Insurance | 221,283 | 218,524 | 208,179 | 210,000 | 210,000 | |
| 415 Life Insurance | 6,846 | 6,482 | 6,216 | 10,000 | 10,000 | |
| 416 Disability Insurance | 14,134 | 13,786 | 13,856 | 15,000 | 15,000 | |
| 417 Unemployment Insurance | 4,305 | | | 4,300 | 4,300 | |
| 418 Medicare | 26,597 | 28,142 | 29,096 | 24,100 | 24,100 | |
| 419 Auto Allowance | 10,800 | 10,800 | 10,800 | 10,800 | 24,000 | |
| 428 PARS Retirement | 4,800 | 4,800 | 4,800 | 8,300 | 4,800 | |
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 | 0 |
| MATERIALS & OPERATIONS | | | | | | |
| TOTAL MATERIALS & OPS | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | 0 |
| FUND SOURCE | | | | | | |
| 01 General Fund | | | | | | |
| TOTAL | | | | | | |
| | 0 | 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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|-------------------------|----------|----------|----------|----------|--|
| 467 Overhead Assessment | (13,000) | (14,000) | (14,057) | (14,000) | |
|-------------------------|----------|----------|----------|----------|--|

| | | | | | |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|----------|
| TOTAL MATERIALS & OPS | (13,000) | (14,000) | (14,057) | (14,000) | 0 |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|----------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|-----------------|-----------------|-----------------|-----------------|----------|
| TOTAL ACTIVITY | (13,000) | (14,000) | (14,057) | (14,000) | 0 |
|-----------------------|-----------------|-----------------|-----------------|-----------------|----------|

FUND SOURCE

| | | | | | |
|-----------------|----------|----------|----------|----------|--|
| 01 General Fund | (13,000) | (14,000) | (14,057) | (14,000) | |
|-----------------|----------|----------|----------|----------|--|

| | | | | | |
|--------------|-----------------|-----------------|-----------------|-----------------|----------|
| TOTAL | (13,000) | (14,000) | (14,057) | (14,000) | 0 |
|--------------|-----------------|-----------------|-----------------|-----------------|----------|

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. Tractor replacement budgeted for FY 2015-16.

- 482 MOTOR VEHICLES (Air Quality Fund)
Provides for the purchase of City owned alternative fueled vehicles and propane fueling facility from AB 2766 Funds. Two turf utility vehicles are budgeted for FY 2015-16 for Ernie Howlett and Highridge Parks.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|-------------------------------------|------------------|---------|---------|---------|---------|------------------|
| Administration & Support | Equipment | | | | | 4279/4281 |
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | |
| Expenditure Classification | Actual | Actual | Actual | Revised | Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|------------------------------|--------|--------|--------|--------|--------|
| 420 Materials & Supplies | 3,325 | 7,185 | 704 | 2,140 | 2,000 |
| 442 Auto Comp/Coll Insurance | 1,774 | 1,774 | 1,733 | 1,774 | 1,774 |
| 461 Vehicle Maintenance | 22,761 | 29,000 | 33,445 | 45,000 | 35,000 |
| 462 Gas and Oil | 23,110 | 24,891 | 20,861 | 25,000 | 25,000 |

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 50,970 | 62,850 | 56,743 | 73,914 | 63,774 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

| | | | | | |
|----------------------------|--|--|--|--|---------|
| 482 Motor Vehicles | | | | | 177,000 |
| 482 Motor Vehicles Fund 20 | | | | | 40,000 |

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 217,000 |
|-----------------------------|----------|----------|----------|----------|----------------|

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|----------------|
| TOTAL ACTIVITY | 50,970 | 62,850 | 56,743 | 73,914 | 280,774 |
|-----------------------|---------------|---------------|---------------|---------------|----------------|

FUND SOURCE

| | | | | | |
|------------------------|--------|--------|--------|--------|---------|
| 01 General Fund (4279) | 50,970 | 62,850 | 56,743 | 73,914 | 240,774 |
| 20 AQMD Fund (4281) | | | | | 40,000 |

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|----------------|
| TOTAL | 50,970 | 62,850 | 56,743 | 73,914 | 280,774 |
|--------------|---------------|---------------|---------------|---------------|----------------|

DEPARTMENT RESPONSIBLE
Administrative Services Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Public Safety | | | | | |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| TOTAL MATERIALS & OPS | 1,749,933 | 1,825,682 | 1,808,013 | 1,852,446 | 2,048,839 |
| TOTAL CAPITAL OUTLAY | 4,315 | 17,957 | 180 | 232 | 2,000 |
| TOTAL FUNCTION | 1,754,248 | 1,843,639 | 1,808,193 | 1,852,678 | 2,050,839 |

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 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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|
| 430 Contractual Services | 1,700,196 | 1,753,328 | 1,739,993 | 1,790,590 | 1,980,864 |
| 438 Records Management Serv | 2,611 | 2,504 | 1,979 | 3,026 | 3,000 |

| | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL MATERIALS & OPS | 1,702,807 | 1,755,832 | 1,741,972 | 1,793,616 | 1,983,864 |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|

CAPITAL OUTLAY

| | | | | | |
|----------------------------|-------|--------|-----|-----|-------|
| 484 Office Furniture, Etc. | | | | | |
| 485 IT & Special Equipment | 4,315 | 17,957 | 180 | 232 | 2,000 |

| | | | | | |
|-----------------------------|--------------|---------------|------------|------------|--------------|
| TOTAL CAPITAL OUTLAY | 4,315 | 17,957 | 180 | 232 | 2,000 |
|-----------------------------|--------------|---------------|------------|------------|--------------|

| | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL ACTIVITY | 1,707,122 | 1,773,789 | 1,742,152 | 1,793,848 | 1,985,864 |
|-----------------------|------------------|------------------|------------------|------------------|------------------|

FUND SOURCE

| | | | | | |
|-----------------|-----------|-----------|-----------|-----------|-----------|
| 01 General Fund | 1,707,122 | 1,773,789 | 1,742,152 | 1,793,848 | 1,985,864 |
|-----------------|-----------|-----------|-----------|-----------|-----------|

| | | | | | |
|--------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL | 1,707,122 | 1,773,789 | 1,742,152 | 1,793,848 | 1,985,864 |
|--------------|------------------|------------------|------------------|------------------|------------------|

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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Estimated | 2016-17 Adopted |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|--------|--------|--------|--------|--------|
| 430 Contractual Services | 14,781 | 26,478 | 25,422 | 20,000 | 20,000 |
|--------------------------|--------|--------|--------|--------|--------|

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 14,781 | 26,478 | 25,422 | 20,000 | 20,000 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 14,781 | 26,478 | 25,422 | 20,000 | 20,000 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|-----------------|--------|--------|--------|--------|--------|
| 01 General Fund | 14,781 | 26,478 | 25,422 | 20,000 | 20,000 |
|-----------------|--------|--------|--------|--------|--------|

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 14,781 | 26,478 | 25,422 | 20,000 | 20,000 |
|--------------|---------------|---------------|---------------|---------------|---------------|

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 schoolchildren 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

402 Wages - Part Time
410 Benefits

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|--------|--------|--------|--------|--------|
| 420 Materials & Supplies | | | | | |
| 430 Contractual Services | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| 01 General Fund (4343) | | | | | |
| 14 Traffic Safety Fund (4340) | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 32,120 | 34,232 | 34,337 | 34,000 | 37,645 |
|--------------|---------------|---------------|---------------|---------------|---------------|

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 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|-----|-------|-------|-------|-------|
| 420 Materials & Supplies | 109 | | 252 | 2,500 | 5,000 |
| 430 Contractual Services | 116 | 9,140 | 6,030 | 2,330 | 2,330 |

| | | | | | |
|----------------------------------|------------|--------------|--------------|--------------|--------------|
| TOTAL MATERIALS & OPS | 225 | 9,140 | 6,282 | 4,830 | 7,330 |
|----------------------------------|------------|--------------|--------------|--------------|--------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|------------|--------------|--------------|--------------|--------------|
| TOTAL ACTIVITY | 225 | 9,140 | 6,282 | 4,830 | 7,330 |
|-----------------------|------------|--------------|--------------|--------------|--------------|

FUND SOURCE

| | | | | | |
|-----------------|-----|-------|-------|-------|-------|
| 01 General Fund | 225 | 9,140 | 6,282 | 4,830 | 7,330 |
|-----------------|-----|-------|-------|-------|-------|

| | | | | | |
|--------------|------------|--------------|--------------|--------------|--------------|
| TOTAL | 225 | 9,140 | 6,282 | 4,830 | 7,330 |
|--------------|------------|--------------|--------------|--------------|--------------|

DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Public Works | | | | | |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 61,028 | 62,524 | 61,853 | 73,286 | 74,993 |
| TOTAL MATERIALS & OPS | 460,961 | 774,814 | 690,038 | 734,505 | 817,388 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 521,989 | 837,338 | 751,891 | 807,791 | 892,381 |

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 & Sidewalk Repair | 4410 |

Narrative

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

Description

434 REPAIRS AND MAINTENANCE SERVICES
Routine road and sidewalk 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 & Sidewalk Repair | | | | | 4410 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|-------------------------------|--------|---------|--------|--------|--------|
| 434 Repairs & Maint. Services | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
|-------------------------------|--------|---------|--------|--------|--------|

| | | | | | |
|----------------------------------|---------------|----------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
|----------------------------------|---------------|----------------|---------------|---------------|---------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|---------------|----------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
|-----------------------|---------------|----------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|---------------------------|--------|---------|--------|--------|--------|
| 11 Highway Users Tax Fund | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
|---------------------------|--------|---------|--------|--------|--------|

| | | | | | |
|--------------|---------------|----------------|---------------|---------------|---------------|
| TOTAL | 58,515 | 122,731 | 42,912 | 90,000 | 80,000 |
|--------------|---------------|----------------|---------------|---------------|---------------|

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 17,205 | 17,669 | 17,436 | 21,828 | 22,299 | |
| 410 Benefits | 3,443 | 3,449 | 3,454 | 3,648 | 4,192 | |
| TOTAL PERSONNEL | 20,648 | 21,118 | 20,890 | 25,476 | 26,491 | |
| MATERIALS & OPERATIONS | | | | | | |
| 430 Contractual Services | 111,962 | 117,560 | 121,842 | 126,694 | 129,888 | |
| TOTAL MATERIALS & OPS | 111,962 | 117,560 | 121,842 | 126,694 | 129,888 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 132,610 | 138,678 | 142,732 | 152,170 | 156,379 | |
| FUND SOURCE | | | | | | |
| 18 Transit Fund | 132,610 | 138,678 | 142,732 | 152,170 | 156,379 | |
| TOTAL | 132,610 | 138,678 | 142,732 | 152,170 | 156,379 | |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|--------------|--------------------|-----------|
| Public Works | Signals & Striping | 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 & Striping | | | | 4451/4454 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|-------------------------------|--------|---------|--------|---------|---------|
| 430 Contractual Services | | 89,496 | 88,032 | 101,426 | 85,000 |
| 432 Eng/Arch Design | 38,758 | 72,157 | 92,997 | 90,000 | 90,000 |
| 434 Repairs & Maint. Services | 75,250 | 161,723 | 94,282 | 110,350 | 115,000 |
| 452 Electric Utility | 12,517 | 18,063 | 16,480 | 16,000 | 16,000 |

| | | | | | |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL MATERIALS & OPS | 126,525 | 341,439 | 291,791 | 317,776 | 306,000 |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL ACTIVITY | 126,525 | 341,439 | 291,791 | 317,776 | 306,000 |
|-----------------------|----------------|----------------|----------------|----------------|----------------|

FUND SOURCE

| | | | | | |
|------------------------|---------|---------|---------|---------|---------|
| 01 General Fund (4451) | 17,748 | 115,686 | 108,977 | 117,776 | 106,000 |
| 11 HUT Fund (4454) | 108,777 | 225,753 | 182,814 | 200,000 | 200,000 |

| | | | | | |
|--------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL | 126,525 | 341,439 | 291,791 | 317,776 | 306,000 |
|--------------|----------------|----------------|----------------|----------------|----------------|

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity | Code |
|---------------------|-------------------------------------|-------------|
| Public Works | Stormwater Permit Compliance | 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 | Stormwater Permit Compliance | | | | 4460 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 17,725 | 18,267 | 18,061 | 23,327 | 23,017 |
| 410 Benefits | 3,883 | 3,941 | 3,911 | 4,887 | 5,108 |
| TOTAL PERSONNEL | 21,608 | 22,208 | 21,972 | 28,214 | 28,125 |
| MATERIALS & OPERATIONS | | | | | |
| 430 Contractual Services | 163,959 | 193,084 | 233,493 | 200,000 | 300,000 |
| TOTAL MATERIALS & OPS | 163,959 | 193,084 | 233,493 | 200,000 | 300,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 185,567 | 215,292 | 255,465 | 228,214 | 328,125 |
| FUND SOURCE | | | | | |
| 01 General Fund | 185,567 | 215,292 | 255,465 | 228,214 | 328,125 |
| TOTAL | 185,567 | 215,292 | 255,465 | 228,214 | 328,125 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------|------------------------------|-------------|
| Public Works | Solid Waste/Recycling | 4625 |

Narrative

This activity provides for AB 939 administration and promotion of recycling.

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 materials to promote beverage container recycling (CalRecycle Beverage Container Recycling Grant).

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|-----------------------------------|------------------------------|-------------------|-------------------|--------------------|--------------------|-------------|
| Public Works | Solid Waste/Recycling | | | | | 4625 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 15,641 | 16,063 | 15,851 | 16,791 | 17,153 | |
| 410 Benefits | 3,131 | 3,135 | 3,140 | 2,806 | 3,225 | |
| TOTAL PERSONNEL | 18,772 | 19,198 | 18,991 | 19,597 | 20,378 | |
| MATERIALS & OPERATIONS | | | | | | |
| 430 Contractual Services | | | | | | |
| 485 IT & Special Equipment | | | | 35 | 1,500 | |
| TOTAL MATERIALS & OPS | 0 | 0 | 0 | 35 | 1,500 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 18,772 | 19,198 | 18,991 | 19,632 | 21,878 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 18,772 | 19,198 | 18,991 | 19,632 | 21,878 | |
| TOTAL | 18,772 | 19,198 | 18,991 | 19,632 | 21,878 | |

DEPARTMENT RESPONSIBLE
Assistant City Manager

**City of Rolling Hills Estates
Summary**

| Function Planning | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 570,951 | 512,459 | 500,314 | 526,012 | 531,403 |
| TOTAL MATERIALS & OPS | 250,669 | 334,576 | 442,376 | 451,560 | 927,600 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 821,620 | 847,035 | 942,690 | 977,572 | 1,459,003 |

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

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 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 303,370 | 310,599 | 305,912 | 308,310 | 333,956 |
| 410 Benefits | 84,691 | 86,656 | 83,427 | 75,918 | 68,217 |
| TOTAL PERSONNEL | 388,061 | 397,255 | 389,339 | 384,228 | 402,173 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 1,122 | 383 | 201 | 2,000 | 2,000 |
| 430 Contractual Services | 49,270 | 100,735 | 117,032 | 200,000 | 200,000 |
| 432 Eng/Arch Design | | | | | |
| 437 Building Inspection Serv | 182,336 | 208,020 | 300,392 | 225,000 | 400,000 |
| 463 Mileage | 824 | 320 | 288 | 1,000 | 1,000 |
| 470 Travel & Meetings | 262 | 2,081 | 355 | 2,500 | 2,500 |
| 472 Dues & Memberships | 1,210 | 610 | 620 | 1,060 | 1,100 |
| 473 Publications/Subscriptions | | | | | |
| TOTAL MATERIALS & OPS | 235,024 | 312,149 | 418,888 | 431,560 | 606,600 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 623,085 | 709,404 | 808,227 | 815,788 | 1,008,773 |
| FUND SOURCE | | | | | |
| 01 General Fund | 623,085 | 709,404 | 808,227 | 815,788 | 1,008,773 |
| TOTAL | 623,085 | 709,404 | 808,227 | 815,788 | 1,008,773 |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 40,355 | 41,316 | 40,342 | 41,387 | 42,973 | |
| 410 Benefits | 10,902 | 11,199 | 10,920 | 10,089 | 9,180 | |
| TOTAL PERSONNEL | 51,257 | 52,515 | 51,262 | 51,476 | 52,153 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | | | | | |
| 430 Contractual Services | | 17,301 | | | 300,000 | |
| 432 Eng/Arch Design | | | | | | |
| 477 Printing & Binding | | | | | | |
| TOTAL MATERIALS & OPS | 0 | 17,301 | 0 | 0 | 300,000 | |
| CAPITAL OUTLAY | | | | | | |
| 484 Office Furniture, Etc. | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 51,257 | 69,816 | 51,262 | 51,476 | 352,153 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 51,257 | 69,816 | 51,262 | 51,476 | 352,153 | |
| TOTAL | 51,257 | 69,816 | 51,262 | 51,476 | 352,153 | |

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 conferences.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity | | | | Code |
|-----------------------------------|----------------------------|-------------------|-------------------|--------------------|--------------------|
| Planning | Code Administration | | | | 4530 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 105,482 | 25,603 | 24,783 | 78,769 | 67,056 |
| 402 Wages - Part Time | | 27,753 | 25,893 | | |
| 410 Benefits | 26,151 | 9,333 | 9,037 | 11,539 | 10,021 |
| TOTAL PERSONNEL | 131,633 | 62,689 | 59,713 | 90,308 | 77,077 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | | | | | |
| 430 Contractual Services | 15,645 | 5,126 | 23,488 | 20,000 | 20,000 |
| 463 Mileage | | | | | |
| 470 Travel & Meetings | | | | | 1,000 |
| TOTAL MATERIALS & OPS | 15,645 | 5,126 | 23,488 | 20,000 | 21,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 147,278 | 67,815 | 83,201 | 110,308 | 98,077 |
| FUND SOURCE | | | | | |
| 01 General Fund | 147,278 | 67,815 | 83,201 | 110,308 | 98,077 |
| TOTAL | 147,278 | 67,815 | 83,201 | 110,308 | 98,077 |

DEPARTMENT RESPONSIBLE
Planning Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Community Services | | | | | |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| TOTAL PERSONNEL | 591,047 | 598,993 | 600,275 | 623,039 | 586,582 |
| TOTAL MATERIALS & OPS | 704,117 | 754,300 | 682,060 | 836,083 | 775,504 |
| TOTAL CAPITAL OUTLAY | 196 | 1,362 | 0 | 1,500 | 1,500 |
| TOTAL FUNCTION | 1,295,360 | 1,354,655 | 1,282,335 | 1,460,622 | 1,363,586 |

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, & HOA entryways, and flower changes on Silver Spur. Provides for portable restrooms in Highridge, Dapplegray and Chandler Parks. Provides for annual brush clearance in George F. Canyon Nature Preserve.
- 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.
- 474 **GRANTS TO OTHER AGENCIES**
Provides matching grants to Homeowners' Associations for entryway improvements.
- 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 **IT & SPECIAL EQUIPMENT**
Budgeted capital outlay includes an irrigation controller (\$800) annually & parks' wireless equip.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | Activity |
|-----------------------------------|--|-------------------|-------------------|--------------------|--------------------|
| Community Services | Parks & Landscape Maintenance | | | | 4610 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 260,546 | 257,863 | 247,953 | 312,380 | 291,148 |
| 402 Wages - Part Time | 1,007 | 2,826 | 5,472 | 3,100 | 3,100 |
| 405 Wages - Overtime | 1,992 | 1,850 | 1,783 | 2,290 | 2,000 |
| 410 Benefits | 92,274 | 91,889 | 87,614 | 95,606 | 90,033 |
| TOTAL PERSONNEL | 355,819 | 354,428 | 342,822 | 413,376 | 386,281 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 27,810 | 30,515 | 24,431 | 35,000 | 35,000 |
| 430 Contractual Services | 205,655 | 213,134 | 216,368 | 234,400 | 244,400 |
| 434 Repairs & Maint. Services | 5,046 | 14,004 | 7,723 | 12,580 | 12,000 |
| 450 Voice & Data Services | 640 | 702 | 606 | 650 | 650 |
| 451 Water Utility | 201,904 | 233,988 | 177,446 | 160,000 | 160,000 |
| 452 Electric Utility | 7,172 | 7,392 | 7,905 | 8,000 | 8,000 |
| 453 Refuse Removal | 314 | 519 | 242 | 500 | 500 |
| 470 Travel & Meetings | 338 | 1,265 | 662 | 1,000 | 1,000 |
| 474 Grants to Other Agencies | | | | 5,000 | 5,000 |
| 478 Equipment Rental | 1,523 | 2,069 | 3,283 | 4,500 | 4,500 |
| TOTAL MATERIALS & OPS | 450,402 | 503,588 | 438,666 | 461,630 | 471,050 |
| CAPITAL OUTLAY | | | | | |
| 485 IT & Special Equipment | | 1,362 | | 1,200 | 1,200 |
| TOTAL CAPITAL OUTLAY | 0 | 1,362 | 0 | 1,200 | 1,200 |
| TOTAL ACTIVITY | 806,221 | 859,378 | 781,488 | 876,206 | 858,531 |
| FUND SOURCE | | | | | |
| 01 General Fund | 806,221 | 859,378 | 781,488 | 876,206 | 858,531 |
| TOTAL | 806,221 | 859,378 | 781,488 | 876,206 | 858,531 |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 39,333 | 56,289 | 60,967 | 26,150 | 23,457 | |
| 402 Wages - Part Time | 212 | | | 550 | 550 | |
| 405 Wages - Overtime | 404 | 143 | 497 | 411 | 500 | |
| 410 Benefits | 13,555 | 19,336 | 21,286 | 8,323 | 7,535 | |
| TOTAL PERSONNEL | 53,504 | 75,768 | 82,750 | 35,434 | 32,042 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 10,469 | 1,534 | 4,400 | 4,000 | 4,000 | |
| 427 Street Trees | 3,638 | 2,679 | 5,626 | 5,000 | 5,000 | |
| 430 Contractual Services | 74,294 | 76,710 | 68,805 | 120,000 | 131,000 | |
| TOTAL MATERIALS & OPS | 88,401 | 80,923 | 78,831 | 129,000 | 140,000 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 141,905 | 156,691 | 161,581 | 164,434 | 172,042 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 141,905 | 156,691 | 161,581 | 164,434 | 172,042 | |
| TOTAL | 141,905 | 156,691 | 161,581 | 164,434 | 172,042 | |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 63,498 | 56,637 | 58,127 | 42,493 | 38,118 | |
| 402 Wages - Part Time | | | | | | |
| 410 Benefits | 23,120 | 18,479 | 20,319 | 13,524 | 12,246 | |
| TOTAL PERSONNEL | 86,618 | 75,116 | 78,446 | 56,017 | 50,364 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 9,991 | 9,211 | 12,128 | 12,000 | 12,000 | |
| 478 Equipment Rental | 644 | 158 | 1,777 | 4,000 | 4,000 | |
| TOTAL MATERIALS & OPS | 10,635 | 9,369 | 13,905 | 16,000 | 16,000 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 97,253 | 84,485 | 92,351 | 72,017 | 66,364 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 97,253 | 84,485 | 92,351 | 72,017 | 66,364 | |
| TOTAL | 97,253 | 84,485 | 92,351 | 72,017 | 66,364 | |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted | |
| PERSONNEL | | | | | | |
| 401 Wages - Full Time | 13,188 | 13,500 | 13,267 | 14,214 | 14,527 | |
| 402 Wages - Part Time | 140 | | | 200 | 200 | |
| 410 Benefits | 3,664 | 3,767 | 3,797 | 3,676 | 3,836 | |
| TOTAL PERSONNEL | 16,992 | 17,267 | 17,064 | 18,090 | 18,563 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | | | 50 | 50 | |
| 430 Contractual Services | 13,923 | 15,195 | 20,813 | 12,000 | 9,000 | |
| 477 Printing & Binding | | | | | | |
| 478 Equipment Rental | | | | 500 | 500 | |
| TOTAL MATERIALS & OPS | 13,923 | 15,195 | 20,813 | 12,550 | 9,550 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 30,915 | 32,462 | 37,877 | 30,640 | 28,113 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 30,915 | 32,462 | 37,877 | 30,640 | 28,113 | |
| TOTAL | 30,915 | 32,462 | 37,877 | 30,640 | 28,113 | |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity | Code |
|---------------------------|--------------------------|-------------|
| Community Services | Tennis Recreation | 4645 |

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.

Tennis Fund (51-4660) was closed starting in Fiscal Year 2016-17 and is now General Fund Account 4645.

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.
- 450 VOICE & DATA SERVICES
Provides office phone and Internet service.
- 485 IT & SPECIAL EQUIPMENT
Provides for signage improvements (\$300).

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity | | | | Code |
|-----------------------------------|--------------------------|-------------------|-------------------|--------------------|--------------------|
| Community Services | Tennis Recreation | | | | 4645 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | | | | | 14,527 |
| 402 Wages - Part Time | | | | | 44,888 |
| 405 Wages - Overtime | | | | | 200 |
| 410 Benefits | | | | | 7,271 |
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 66,886 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | | | | | 1,800 |
| 423 Resale Supplies | | | | | 200 |
| 430 Contractual Services | | | | | 7,000 |
| 450 Voice & Data Services | | | | | 1,500 |
| TOTAL MATERIALS & OPS | 0 | 0 | 0 | 0 | 10,500 |
| CAPITAL OUTLAY | | | | | |
| 485 IT & Special Equipment | | | | | 300 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 300 |
| TOTAL ACTIVITY | 0 | 0 | 0 | 0 | 77,686 |
| FUND SOURCE | | | | | |
| 01 General Fund | | | | | 77,686 |
| TOTAL | 0 | 0 | 0 | 0 | 77,686 |

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

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

Description

- 430 GENERAL CONTRACTUAL SERVICES
Rent payments for PWEC to the County.
- 466 DEPRECIATION EXPENSE
Depreciation of Equestrian Fund Fixed Assets to allocate the cost of the assets over their estimated useful lives.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|----------------------------|----------------|---------|---------|---------|---------|-------------|
| Community Services | Stables | | | | | 4650 |
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | |
| Expenditure Classification | Actual | Actual | Actual | Revised | Adopted | |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|-----|-----|-----|-----|-----|
| 430 Contractual Services | 2 | 2 | | 2 | 2 |
| 466 Depreciation Expense | 802 | 802 | 802 | 802 | 802 |

| | | | | | |
|----------------------------------|------------|------------|------------|------------|------------|
| TOTAL MATERIALS & OPS | 804 | 804 | 802 | 804 | 804 |
| CAPITAL OUTLAY | | | | | |

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|------------|------------|------------|------------|------------|
| TOTAL ACTIVITY | 804 | 804 | 802 | 804 | 804 |
|-----------------------|------------|------------|------------|------------|------------|

FUND SOURCE

| | | | | | |
|--------------------|-----|-----|-----|-----|-----|
| 50 Equestrian Fund | 804 | 804 | 802 | 804 | 804 |
|--------------------|-----|-----|-----|-----|-----|

| | | | | | |
|--------------|------------|------------|------------|------------|------------|
| TOTAL | 804 | 804 | 802 | 804 | 804 |
|--------------|------------|------------|------------|------------|------------|

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|----------------|-------------|
| Community Services | Tennis | 4660 |

Narrative

Tennis Fund (51-4660) was closed starting in Fiscal Year 2016-17 and is now General Fund Account 4645.

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

- 402 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 14,230 | 14,602 | 14,371 | 17,483 | |
| 402 Wages - Part Time | 25,733 | 25,319 | 27,708 | 42,525 | |
| 405 Wages - Overtime | 90 | 162 | 20 | 200 | |
| 410 Benefits | 8,918 | 6,731 | 6,893 | 8,194 | |
| TOTAL PERSONNEL | 48,971 | 46,814 | 48,992 | 68,402 | 0 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 2,874 | 2,490 | 1,249 | 1,800 | |
| 423 Resale Supplies | | 74 | | 200 | |
| 430 Contractual Services | 4,500 | 4,675 | 5,005 | 7,243 | |
| 441 Liability Insurance | 1,601 | 1,402 | 226 | 1,961 | |
| 450 Voice & Data Services | 1,334 | 1,336 | 1,355 | 1,350 | |
| 466 Depreciation Expense | 3,060 | 4,346 | 4,346 | 6,693 | |
| 467 Overhead Assessment | 13,000 | 14,000 | 14,057 | 14,000 | |
| TOTAL MATERIALS & OPS | 26,369 | 28,323 | 26,238 | 33,247 | 0 |
| CAPITAL OUTLAY | | | | | |
| 485 IT & Special Equipment | 196 | | | 300 | |
| TOTAL CAPITAL OUTLAY | 196 | 0 | 0 | 300 | 0 |
| TOTAL ACTIVITY | 75,536 | 75,137 | 75,230 | 101,949 | 0 |
| FUND SOURCE | | | | | |
| 51 Tennis Fund | 75,536 | 75,137 | 75,230 | 101,949 | |
| TOTAL | 75,536 | 75,137 | 75,230 | 101,949 | 0 |

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 Events.
- 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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 13,188 | 13,500 | 13,338 | 14,214 | 14,527 |
| 402 Wages - Part Time | | 0 | 0 | 700 | 700 |
| 405 Wages - Overtime | 2,972 | 3,540 | 4,012 | 4,185 | 4,200 |
| 410 Benefits | 4,564 | 3,926 | 4,319 | 3,675 | 3,836 |
| TOTAL PERSONNEL | 20,724 | 20,966 | 21,669 | 22,774 | 23,263 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 1,747 | 1,523 | 1,681 | 3,880 | 3,000 |
| 430 Contractual Services | 41,524 | 49,797 | 39,300 | 54,750 | 46,000 |
| 474 Grants to Other Agencies | | | | | |
| 476 Advertising | 1,255 | | 551 | 872 | |
| TOTAL MATERIALS & OPS | 44,526 | 51,320 | 41,532 | 59,502 | 49,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 65,250 | 72,286 | 63,201 | 82,276 | 72,263 |
| FUND SOURCE | | | | | |
| 01 General Fund | 65,250 | 72,286 | 63,201 | 82,276 | 72,263 |
| TOTAL | 65,250 | 72,286 | 63,201 | 82,276 | 72,263 |

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 | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| PERSONNEL | | | | | |
| 401 Wages - Full Time | 6,594 | 6,750 | 6,633 | 7,107 | 7,264 |
| 405 Wages - Overtime | | | | | |
| 410 Benefits | 1,825 | 1,884 | 1,899 | 1,838 | 1,918 |
| TOTAL PERSONNEL | 8,419 | 8,634 | 8,532 | 8,945 | 9,182 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 13,950 | 12,590 | 6,926 | 12,500 | 12,500 |
| 430 Contractual Services | 14,633 | 12,468 | 15,679 | 15,000 | 15,000 |
| 476 Advertising | 378 | 804 | | 1,200 | 1,200 |
| 478 Equipment Rental | | | | | |
| TOTAL MATERIALS & OPS | 28,961 | 25,862 | 22,605 | 28,700 | 28,700 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 37,380 | 34,496 | 31,137 | 37,645 | 37,882 |
| FUND SOURCE | | | | | |
| 01 General Fund (4674) | 8,419 | 8,634 | 8,532 | 8,945 | 9,182 |
| 95 Pepper Tree Fund (4675) | 28,961 | 25,862 | 22,605 | 28,700 | 28,700 |
| TOTAL | 37,380 | 34,496 | 31,137 | 37,645 | 37,882 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|-------------------------------------|-----------------------|
| Community Services | Nature Center Ops/Prop A MTC | 4676/4677/4680 |

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 | | | | 4676/4677/4680 |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |

PERSONNEL

| | | | | | |
|------------------------|----------|----------|----------|----------|----------|
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
|------------------------|----------|----------|----------|----------|----------|

MATERIALS & OPERATIONS

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| 420 Materials & Supplies | 509 | 2,734 | 1,644 | 2,150 | 2,000 |
| 430 Contractual Services | 32,005 | 32,174 | 31,840 | 37,500 | 37,500 |
| 434 Repairs & Maint. Services | 4,423 | 780 | 952 | 5,000 | 5,000 |
| 450 Voice & Data Services | 1,004 | 1,194 | 1,919 | 1,500 | 2,000 |
| 451 Water Utility | 675 | 783 | 869 | 2,100 | 2,000 |
| 452 Electric Utility | 1,480 | 1,251 | 1,444 | 1,400 | 1,400 |
| 470 Travel & Meetings | | | | | |
| 474 Grants to Other Agencies | | | | 45,000 | |
| 476 Advertising | | | | | |
| TOTAL MATERIALS & OPS | 40,096 | 38,916 | 38,668 | 94,650 | 49,900 |

CAPITAL OUTLAY

| | | | | | |
|-----------------------------|----------|----------|----------|----------|----------|
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
|-----------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 40,096 | 38,916 | 38,668 | 94,650 | 49,900 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|--------------------------------------|--------|--------|--------|--------|--------|
| 01 General Fund (4676) | 22,643 | 21,789 | 25,121 | 30,650 | 30,900 |
| 32 Prop A Fund (4680) | 17,453 | 17,127 | 13,547 | 19,000 | 19,000 |
| 35 Jr. Naturalist State Grant (4677) | | | | 45,000 | |

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 40,096 | 38,916 | 38,668 | 94,650 | 49,900 |
|--------------|---------------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
Community Services Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | | | | | |
| Expenditure Classification | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

TOTAL CAPITAL OUTLAY 1,539,850 3,694,597 1,955,324 2,634,162 3,837,757

TOTAL FUNCTION 1,539,850 3,694,597 1,955,324 2,634,162 3,837,757

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 projected for FY 2015-16 total \$2,634,162 and a total of \$3,837,757 for FY 2016-17, and the General Fund's portion is \$1,011,860 for FY 2015-16 and \$1,638,888 for FY 2016-17.

City of Rolling Hills Estates

Capital Improvements – Public Works (5100 Capital Projects)

Descriptions

This section contains Capital Improvements related to streets.

FY 2016-17 includes General Fund, Prop C and Measure R expenditures for Major Street Maintenance (01-5103, 19-430 & 23-5170).

FY 2016-17 includes General Fund expenditures for Storm Drain Inspection and Repairs (01-5145).

Community Development Block Grants (CDBG) and General Funds will be used for Sidewalk, Curb, Gutter and Access Ramp Repairs (17-5190 & 01-5140).

FY 2016-17 includes Quimby Fund expenditures for asphalt pathway maintenance on PVDN and Silver Spur Road and parking lot maintenance at Ernie Howlett Park, Northridge Park and the lot for Chandler Park, Pepperwood Park, and Civic Center (10-5130).

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|---------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Public Works | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| 5103 | | | | | |
| Street Resurfacing & Road Improvements (General Fund) | | | | | |
| 430 Contractual Services | 264,565 | 394,541 | 92,430 | 750,000 | 860,000 |
| 5113 | | | | | |
| Street Resurfacing (TDA, Fund 13) | | | | | |
| 430 Contractual Services | | 15,900 | | 15,773 | 5,000 |
| 5115 | | | | | |
| Street Resurfacing Project (STP-L Fund 21) | | | | | |
| 430 Contractual Services | | 117,747 | | | 142,246 |
| 5116 | | | | | |
| Street Resurfacing Project (CalRecycle Grant, Fund 28) | | | | | |
| 430 Contractual Services | | 198,500 | | | 83,123 |
| 5117 | | | | | |
| PVDN Bike Lane Project (Federal STIP, Fund 24) | | | | | |
| 430 Contractual Services | 336,315 | 1,427,393 | | | |
| 5118 | | | | | |
| PVDN Bike Lane Project (State SR2S, Fund 25) | | | | | |
| 430 Contractual Services | 82,234 | 443,488 | | | |
| 5119 | | | | | |
| PVDN Bike Lane (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | 1,566 | 336,253 | | | |
| 5120 | | | | | |
| Street Resurfacing (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | 200,000 | | | 75,000 | 100,000 |
| 5125 | | | | | |
| Silver Spur Pedestrian Project (State SR2S, Fund 25) | | | | | |
| 430 Contractual Services | | 104,300 | | 328,700 | |
| PAGE TOTAL | | | | | |
| | 884,680 | 3,038,122 | 92,430 | 1,169,473 | 1,190,369 |

(Public Works - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|---------------------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Public Works (Continued) | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| 5130 | | | | | |
| PVDN/Silver Spur Pathways (Quimby Fees Fund 10) | | | | | |
| 430 Contractual Services | | | | 100,000 | 550,000 |
| 5140 | | | | | |
| Curb/Gutter/Sidewalk Improvements (General Fund) | | | | | |
| 430 Contractual Services | | 673 | 151,255 | 60,000 | 25,000 |
| 5145 | | | | | |
| Storm Drain Repairs & Improvements (General Fund) | | | | | |
| 430 Contractual Services | | | 26,366 | 100,000 | 500,000 |
| 5155 | | | | | |
| Bus Shelters (General Fund) | | | | | |
| 430 Contractual Services | | | 14,388 | 7,900 | |
| 5170 | | | | | |
| Street Resurfacing (Measure R, Fund 23) | | | | | |
| 430 Contractual Services | 61,250 | 170,000 | | 75,000 | 75,000 |
| 5171 | | | | | |
| Traffic Signal Improvements (Measure R, Fund 23) | | | | | |
| 430 Contractual Services | | | | 105,770 | |
| 5182 | | | | | |
| Traffic Signal Improvements (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | | | | 135,000 | |
| 5190 | | | | | |
| Community Development Block Grant (CDBG, Fund 17) | | | | | |
| 430 Contractual Services | | | | 25,000 | 25,000 |
| PAGE TOTAL | | | | | |
| | 61,250 | 170,673 | 192,009 | 608,670 | 1,175,000 |

(Public Works - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|-----------------------------|---------------------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Public Works (Continued) | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |

| | | | | | |
|-----------------------|----------------|------------------|----------------|------------------|------------------|
| TOTAL FUNCTION | 945,930 | 3,208,795 | 284,439 | 1,778,143 | 2,365,369 |
|-----------------------|----------------|------------------|----------------|------------------|------------------|

| FUND SOURCE | | | | | |
|------------------------|----------------|------------------|----------------|------------------|------------------|
| 01 General Fund | 264,565 | 395,214 | 284,439 | 917,900 | 1,385,000 |
| 10 Quimby Fees | | | | 100,000 | 550,000 |
| 13 TDA | | 15,900 | | 15,773 | 5,000 |
| 17 CDBG | | | | 25,000 | 25,000 |
| 19 Prop C Transit Fund | 201,566 | 336,253 | | 210,000 | 100,000 |
| 21 STP-L | | 117,747 | | | 142,246 |
| 23 Measure R | 61,250 | 170,000 | | 180,770 | 75,000 |
| 24 Federal STIP | 336,315 | 1,427,393 | | | |
| 25 State SR2S | 82,234 | 547,788 | | 328,700 | |
| 28 CalRecycle Asphalt | | 198,500 | | | 83,123 |
| TOTAL | 945,930 | 3,208,795 | 284,439 | 1,778,143 | 2,365,369 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

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 2015-16 provided for the renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (32-5250).

FY 2015-16 provided the renovation costs for the Peter Weber Equestrian Center from State Prop. 84 grant funds (30-5251).

FY 2015-16 provided for mandatory brush clearance in George F Canyon Nature Preserve (\$9,479) and provides for brush clearance (\$9,500) in FY 2016-17 (01-5201).

FY 2016-17 provides for pathway improvements in Howlett Park (\$249,500) from LA County Trail Grant Funds (32-5232).

FY 2015-16 provided for improvements from the Chandler Development Contribution Fund (97-5255) including and PWEC Concessionaire's improvements funding match (\$25,000), Howlett Park's Warm-Up Arena all-weather footing replacement (\$40,000), and replacement of three-rail fence along City's trails and parkways (\$100,000). In FY 2016-17 provides for a Citywide bridle trails conditions survey (\$20,000), replacement of non-compliant drinking fountains in Howlett and Dapplegray Parks (\$6,500), painting Dapplegray Park arenas (\$3,000), and a Peter Weber Equestrian Center public restroom building (\$50,000). In-roadway warning light/equestrian crossings on Rolling Hills Road and on PVDN (\$80,000).

FY 2015-16 provided for the purchase of 2 Race Time Clocks (\$1,232), a replacement portable Public Address System (\$1,289), and a new drinking fountain in Rockbluff Park (\$3,131) from the Pepper Tree Foundation Fund (95-5231).

FY 2016-17 provides for the purchase of two alternative fuel Turf Utility Vehicles for Highridge and Howlett Parks from the COG Dues Air Quality Fund (\$40,000) (20-4821).

FY 2015-16 provided for the repaving of the Highridge Park parking lot (\$60,000) (10-5265). Provided for improvements from the Quimby Fees Fund (10-5262) to develop Pepperwood Park/Civic Center (\$22,591).

FY 2015-16 provided for improvements from the Quimby Fees Fund (10-5263) to repave the Chandler Park/Civic Center parking lot and install new lighting (\$75,000). FY 2016-17 provides for replacement the Storage Unit (\$20,000).

FY 2015-16 provided for improvements from the LA County 4th District Excess Prop. "A" Grant funds (34-5220) including Howlett Park's Arena #1 base renovation (\$99,000) and replacement of three-rail fence along City's trails and parkways (\$130,000). FY 2016-17 provides for replacement of 2 Judges Booths in Howlett Park (\$36,000) and the Horse Show Office (\$25,000).

FY 2015-16 provided for Howlett Park improvements from the Quimby Fees Fund (10-5264) to repave the Maintenance Yard's parking lot and installing security lights (\$60,000). FY 2016-17 provides for improvements including replacement of Howlett Park's Maintenance Yard roof (\$40,000), repaving the Maintenance Yard's parking lot and installing security lights (\$30,000); WiFi installation (\$5,000), maintenance hazard lights \$5,500 and to replace the Basketball Court restroom's main sewer line (\$30,000).

FY 2016-17 provides for a Nature Center Replacement Study from the Quimby Fees Fund (\$20,000) (10-5267).

FY 2015-16 provided for a 3-year Jr. Naturalist Grant from the State Parks & Recreation Dept. (\$45,000) (35-4677).

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|---|-------------------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Parks & Recreation | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| 5201 | | | | | |
| Brush Clearance (General Fund) | | | | | |
| 430 Contractual Services | 26,560 | | 7,160 | 9,479 | 9,500 |
| 5220 | | | | | |
| Equestrian Improvements (Prop. A Fund 34) | | | | | |
| 430 Contractual Services | 81,902 | | | 229,000 | 71,000 |
| 5221 | | | | | |
| Three Rail Fencing (General Fund) | | | | | |
| 430 Contractual Services | | 21,167 | 36,240 | | |
| 5231 | | | | | |
| Special Equipment (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | | | 5,652 | |
| 5232 | | | | | |
| Howlett Park Pathways (Prop. A Fund 32) | | | | | |
| 430 Contractual Services | | | | | 249,500 |
| 5236 | | | | | |
| Riparian Grant - Nature Preserve (Prop. 12 Fund 31) | | | | | |
| 430 Contractual Services | | | | | |
| 5250 | | | | | |
| Stables Renovation (Prop. A Fund 32) | | | | | |
| 430 Contractual Services | 101,508 | 104,407 | 823,658 | 343,011 | |
| 5251 | | | | | |
| Peter Weber Equestrian Center (Prop. 84 Fund 30) | | | | | |
| 430 Contractual Services | | | 758,093 | | |
| 5255 | | | | | |
| Equestrian & Park Improvements (Chandler Contribution Fund 97) | | | | | |
| 430 Contractual Services | | | | 160,617 | 196,500 |
| PAGE TOTAL | | | | | |
| | 209,970 | 125,574 | 1,625,151 | 747,759 | 526,500 |

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|---|---|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Parks & Recreation (Continued) | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| 5256 | | | | | |
| PWEC Barn Project (Chandler Contribution Fund 97) | | | | | |
| 430 Contractual Services | | | | | 200,000 |
| 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 | 46,780 | 2,529 | | 22,591 | |
| 5263 | | | | | |
| 430 Chandler Park & Civic Center (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | | | | | 80,000 |
| 5264 | | | | | |
| Howlett Park Improvements (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | 240,175 | 54,250 | | | 160,500 |
| 5265 | | | | | |
| Highridge Park Improvements (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | 23,995 | 10,000 | | | 51,000 |
| 5267 | | | | | |
| Nature & Community Centers (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | | | | | |
| 5268 | | | | | |
| PV Peninsula High Pool (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | 73,000 | | | | |
| 5269 | | | | | |
| Butcher Park Development (Quimby Fees, Fund 10) | | | | | |
| 430 Contractual Services | | | | | |

| | | | | | |
|-------------------|----------------|----------------|----------|---------------|----------------|
| PAGE TOTAL | 383,950 | 355,099 | 0 | 22,591 | 491,500 |
|-------------------|----------------|----------------|----------|---------------|----------------|

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|-----------------------------|---|---------|---------|---------|---------|
| Capital Improvements | Parks & Recreation (Continued) | | | | |
| Activity Title | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
| | Actual | Actual | Actual | Revised | Adopted |

| | | | | | |
|-----------------------|----------------|----------------|------------------|----------------|------------------|
| TOTAL FUNCTION | 593,920 | 480,673 | 1,625,151 | 770,350 | 1,018,000 |
|-----------------------|----------------|----------------|------------------|----------------|------------------|

| FUND SOURCE | | | | | |
|-------------------------------|----------------|----------------|------------------|----------------|------------------|
| 01 General Fund | 26,560 | | 7,160 | 15,131 | 9,500 |
| 10 Quimby Fees | 383,950 | 355,099 | | 22,591 | 291,500 |
| 30 Prop. 84 Grant Equestrian | | | 758,093 | | |
| 32 Prop. A Parks Grant Fund | 101,508 | 104,407 | 823,658 | 343,011 | 249,500 |
| 34 Prop. A 4th District Grant | 81,902 | | | 229,000 | 71,000 |
| 95 Pepper Tree Fund | | 21,167 | 36,240 | | |
| 97 Chandler Contribution | | | | 160,617 | 396,500 |
| TOTAL | 593,920 | 480,673 | 1,625,151 | 770,350 | 1,018,000 |

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, Information Technology, Information Systems, Business Systems, and equipment.

FY 2016-17 provides the City's share for the purchase of a Sheriff's Advanced License Plate Recognition (ALPR) unit. The remaining CLEEP grant balance will be used to supplement the General Fund (\$80,000)(01-5302).

FY 2016-17 provides City Hall and Council Chambers redesign project. This amount is for Design Phases 1 & 2, lighting design, and signage design (\$85,388)(01-5303).

FY 2016-17 provides for new, upgrading, and replacement for I.T. including, but not limited to: computers, local area and wide area network, WiFi, phone system and related equipment (\$35,000)(01-5307).

FY 2016-17 provides for a new portable, electronic speed board (\$15,000)(01-5315).

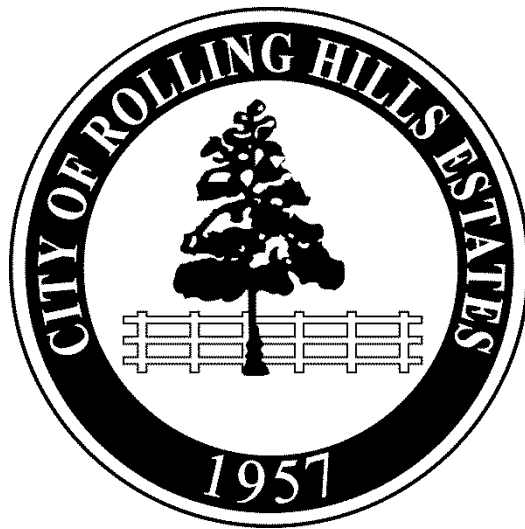
FY 2016-17 provides for upgrade and replacement of audio and visual equipment for cable TV broadcasts of meetings with PEG fees, which is the only use these funds can be utilized for expenditures (\$210,000) (16-5322).

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|---|----------------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvements | Public Improvements | | | | |
| Activity Title | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Revised | 2016-17 Adopted |
| 5302 | | | | | |
| Sheriff's ALPR Unit (General Fund) | | | | | |
| 430 Contractual Services | | | | 1,799 | 80,000 |
| 5303 | | | | | |
| City Hall Renovation & Design (General Fund) | | | | | |
| 430 Contractual Services | | | | 15,000 | 85,388 |
| 5307 | | | | | |
| Computer Network Upgrades (General Fund) | | | | | |
| 430 Contractual Services | | 4,442 | 35,486 | 35,000 | 49,000 |
| 5315 | | | | | |
| Speed Board (General Fund) | | | | | |
| 430 Contractual Services | | | | | 15,000 |
| 5316 | | | | | |
| Website Upgrade & Redesign (General Fund) | | | | | |
| 430 Contractual Services | | | | 27,030 | 15,000 |
| 5322 | | | | | |
| PEG Fees (Fund 16) | | | | | |
| 430 Contractual Services | | 687 | 10,248 | 6,840 | 210,000 |
| TOTAL FUNCTION | | | | | |
| | 0 | 5,129 | 45,734 | 85,669 | 454,388 |
| FUND SOURCE | | | | | |
| 01 General Fund | | 4,442 | 35,486 | 78,829 | 244,388 |
| 16 PEG Fees | | 687 | 10,248 | 6,840 | 210,000 |
| TOTAL | | | | | |
| | 0 | 5,129 | 45,734 | 85,669 | 454,388 |

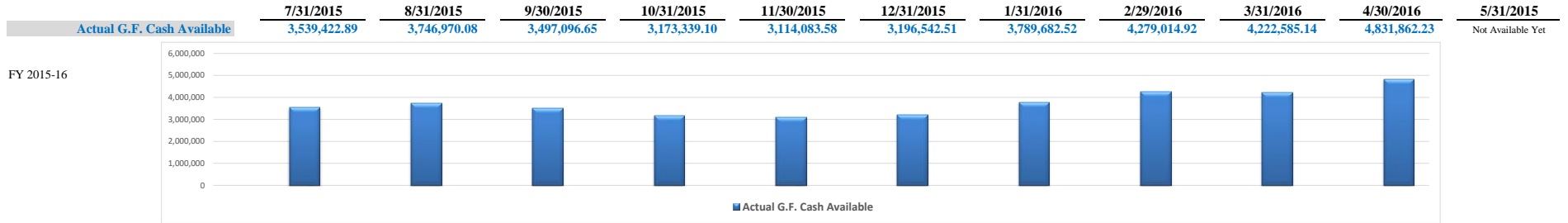
DEPARTMENT RESPONSIBLE
Various Department Managers

Reference

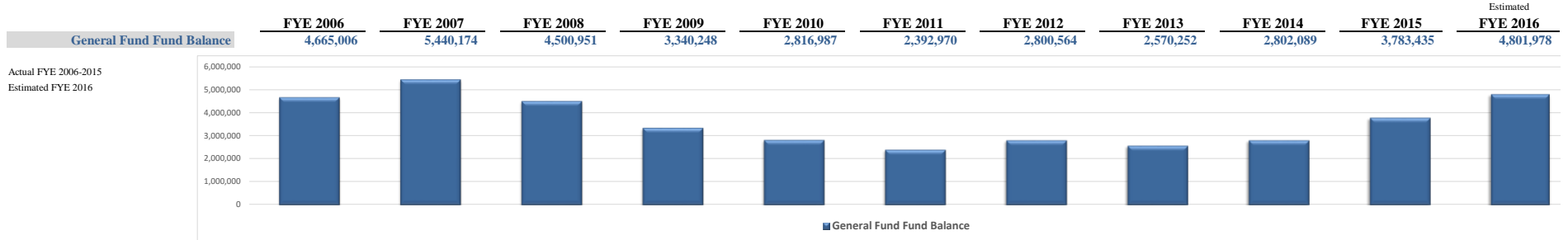


City of Rolling Hills Estates

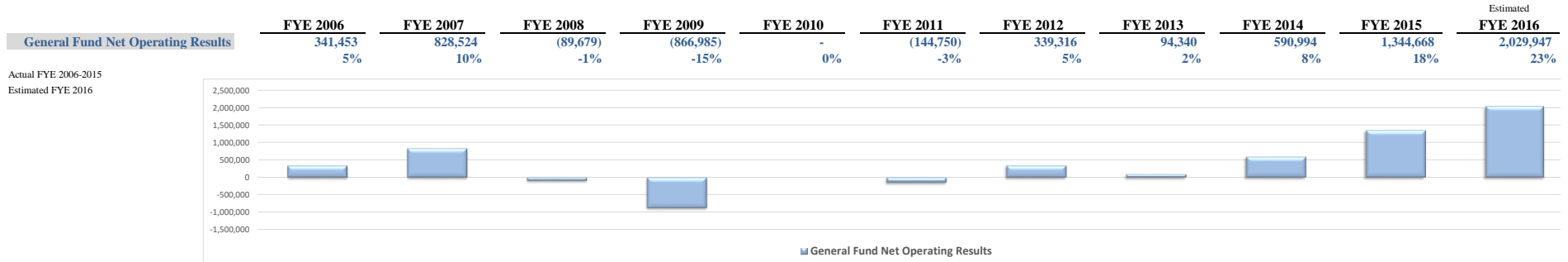
General Fund Monthly Cash Balance FY 2015-16



General Fund Year Ending Fund Balance



General Fund Year Ending Net Operating Results





City of Rolling Hills Estates Personnel Costs 1995-96 to 2015-16

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | FY 95-96 | FY 94-95 | FY 95-96 | FY 96-97 | FY 97-98 | FY 98-99 | FY 99-00 | FY 00-01 | FY 01-02 | FY 02-03 | FY 03-04 | FY 04-05 | FY 05-06 | FY 06-07 | FY 07-08 | FY 08-09 | FY 09-10 | FY 10-11 | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
| 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 | 981,040 | 749,542 | 560,162 | 531,040 | 532,420 | 660,000 |
| 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 | 1,856,167 | 1,891,221 | 1,980,132 |
| 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% | 11.0% | 11.6% | 17.6% |
| 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% | 0.2% |
| 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% | 11.8% | 11.0% | 10.6% |
| POB | | | | | | | | | | | | | | | | | | | | 206,335 | 214,059 | 221,407 | 229,229 |
| 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% | 40.1% | 39.9% | 44.9% |
| Benefits/Total Compensation | | 23% | 22% | 21% | 21% | 21% | 18% | 18% | 22% | 22% | 26% | 29% | 31% | 30% | 31% | 31% | 30% | 31% | 27% | 29% | 29% | 28% | 31% |
| PERS Employer Rates | | | | | | | | | | | 11.538% | 17.295% | 23.797% | 24.410% | 24.922% | 26.291% | 26.094% | 19.100% | 20.502% | 11.040% | 11.603% | 12.330% | 9.353% |
| PERS Second Tier Rates | | | | | | | | | | | | | | | | | | | | | | | 7.510% |

Note: Benefits and PERS lines for FY 2015-16 include UAL monthly payments.

