

# City of Rolling Hills Estates Budget

**Adopted  
Fiscal Year 2017 - 2018  
&  
Proposed  
Fiscal Year 2018 - 2019**

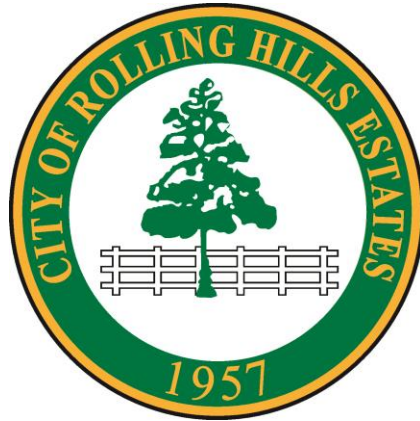


**Prepared by  
Administrative Services Department**





# City of Rolling Hills Estates



**RHE.city**

**Adopted Budget  
FY 2017 – 2018**

**Proposed Budget  
FY 2018 – 2019**

**FRANK V. ZERUNYAN  
Mayor**

**BRITT HUFF  
Mayor Pro Tem**

**STEVEN ZUCKERMAN  
Council Member**

**JUDITH M. MITCHELL  
Council Member**

**VELVETH SCHMITZ  
Council Member**





# ROLLING HILLS ESTATES

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# MEMORANDUM

## CITY OF ROLLING HILLS ESTATES

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DATE: JUNE 27, 2017

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: PROPOSED FY2017-18 BUDGET

This memorandum will serve to transmit the adopted budget for Fiscal Year 2017-18 at the June 27 City Council Meeting. Also, the budget document incorporates direction and decisions from Budget Study Session held June 6. Additionally, this document includes projected year-end budget numbers for FY 2016-17.

### OPERATING REVENUES

Total General Fund operating revenues and expenditures for FY2016-17 are projected to be \$8,559,539 and \$7,214,550 respectively, with an estimated net positive operating result for FY2016-17 of \$1,350,190 (16%). This is lower than the projected 23% surplus estimated when the budget was adopted in June of 2016, which is primarily due to deferred building permit revenues. Total General Fund operating revenues for FY2017-18 are proposed at \$9,458,789. Total General Fund operating expenditures are proposed at \$7,666,495, and the net estimated year end operating result will be \$1,792,294 or 19%.

General Fund unassigned fund balance is projected to be \$1,806,582 at June 30, 2017, and \$1,915,876 at June 30, 2018, while several other designated reserves have been adjusted to reflect budget priorities.

Major revenue assumptions come from conservative estimates based on actual revenues received in FY2016-17. Sales tax continues to be stable as projected by MuniServices, however the "triple flip," a complex, decade-old mechanism affecting state and local finances in California, has ended. Since FY2016-17, all of sales tax revenue is now reported only in the Sales Tax (01-3120) account. The former fiscal years of splitting the revenue between the Sales Tax Account and the Property Tax in lieu of Sales Tax account (01-3308) has been eliminated. Sales tax should see some improvement

late in FY2016-17 and early FY2017-18 as tenants are occupying the spaces currently under remodel at the Peninsula Shopping Center, and new restaurants have opened in the commercial district.

Property tax revenue continues to increase annually based on assessed value 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 totaled \$2,813,754 in FY2015-16 and are expected to total approximately \$2,600,000 for FY2016-17. Further, planning fees are anticipated to total \$400,000, new construction tax (\$500/residential dwelling unit) will generate approximately \$25,000 in FY2017-18, which includes the construction of new units in approved residential projects along Deep Valley Drive and homes at Chandler Ranch.

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, and three new special funding sources will begin in FY2017-18. These include the State's Road Maintenance and Rehabilitation Account (RMRA), the three-year State's General Fund loan repayment to the Highway Users Tax Account, and the Los Angeles County Traffic Improvement Plan (LACTIP) or known as Measure M. The three accounts are estimated to bring in additional revenue of \$230,627 in FY2017-18 and \$325,912 in FY2018-19 that can be used for local street maintenance.

General Fund revenue now includes concession payments received from the operation of the Peter Weber Equestrian Center by the City's concessionaire. The Equestrian Fund's negative fund balance was eliminated in FY2016-17, and as such, Fund 50, Equestrian Fund, has been closed.

Quimby Fees have a beginning Fund Balance of \$238,490 in FY2017-18 allowing for citywide park improvements. The City has \$720,000 remaining in the Special Chandler Contribution which 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 FY2017-18 as a result of a number of factors. Sheriff's costs are set to go up by 3.8% due to contracted salary increases for deputies and an additional 0.5% due to increases to the Liability Trust Fund Surcharge from 9.5% to 10% total surcharge.

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 FY2017-18 Budget to begin the process of updating the City's General Plan as specified revenues continue to be received from development projects subject to the surcharge levied for that purpose. Additionally, the budget includes \$30,000 for a public facility impact fee update report.



Funding for tree trimming projects are estimated to remain at \$131,000 in FY2017-18 since the new State Prevailing Wages was adopted for various categories of tree workers.

## PERSONNEL

The FY2016-17 Budget reflects the additional contribution to the PERS Unfunded Accrued Liability (UAL) in the amount of \$1,814,634, which eliminated 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 FY2017-18 contributions for Tier I employees (those hired prior to July 1, 2011) will be 9.599%. Contribution rates Tier II employees (those hired after July 2011) will be 7.850%. Contribution rate for Tier III employees (new to PERS after PEPR) 6.908%.

In keeping with Council direction following the recent salary administration study, FY2017-18 proposes a salary increase of 2.7% for employees receiving a standard performance evaluation (consistent with the change in CPI from April 2016 to April 2017). An additional 2.7% merit salary increase pool is proposed for employees exceeding standard performance which will be awarded at the City Manager's discretion.

Starting in FY2018-19 the City will start to see increase in PERS contributions attributable to the City's current Unfunded Actuarial Liability and the PERS Board's action to reduce the anticipated return on investment. These increases will ramp up over five years as a way to ease into the thirty year amortization period. Council had previously taken action to pay down the Pre-2013 Pool UAL in a lump sum and may want to consider similar action or partial payments to reduce the current UAL.

## CAPITAL PROJECTS

The FY 2016-17 Budget includes funds for the capital purchase of a new vehicle for the City Manager and a new pickup truck for the Maintenance Supervisor. The FY 2017-18 Budget reflects an Assigned Equipment Reserve of \$110,000 for the capital purchase of a new tractor.

The Peter Weber Equestrian Center Project has been completed and the remaining grant reimbursement payments should be forthcoming in FY 2016-17 from the State Proposition 84 Grant and the Los Angeles County Proposition "A" Grant. When received, this will allow for computation of the funding shortfall to be reimbursed from the Chandler Special Equestrian Contribution.

The upgrading and replacement of the City's I.T. equipment and software will continue for next fiscal year. Major projects include purchase of a database for the Planning Department, public and staff WiFi at selected parks, security cameras, iPads for Commissioners, and replacement schedule for staff's desktops. The City's PEG fees will be utilized to upgrade and add additional equipment to the audio, visual, and broadcast systems located in the Council Chambers and server room.

Competitive grants, Quimby Fees and the balance of the Chandler Special Equestrian Contribution will allow for park, recreational and equestrian improvements over the next several years as identified in the Capital Projects Budget.

The Special Chandler Equestrian Contribution, which can only be used for equestrian related projects, is proposed to provide installation of equestrian crossings (\$150,000) and a trails survey (\$20,000) in addition to the previously mentioned Peter Weber Equestrian Center improvement project shortfall.

The Public Works Capital Improvements includes approximately \$1,000,000 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. An additional \$250,000 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 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 FY2016-17 budget utilized these excess fund balance to pay off the Pre-2013 UAL and dramatically increased expenditures for street and storm drain capital projects. FY2017-18 proposes to maintain the enhanced expenditures for public works projects.

The Assigned Reserves have been adjusted to reflect the increase in capital projects for the past two-years and the timing of receiving Building Permit revenue. The new roofs on the City Hall and Council Chambers, and City Hall office upgrades are on temporary hold as estimated storm drain repair costs are developed. The Advance to Other Funds designated reserve is now zero as the quarterly payments from the Peter Weber Equestrian Center's concessionaire exceeded projected estimates. Also, the remaining CLEEP Grant reserve was used to partially fund the ALPR camera purchase for the Sheriff's Department.

### FISCAL FUTURE

With Building Permit fees expected to remain strong through the next several 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 continue to fluctuate 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 and, in fact, exceed the recommendations of our Pavement Management System (PMS) planning document, which will be updated next fiscal year.

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 has begun

in will continue for the next few years with substantial capital investment identified for the highest priority drains.

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. Two new long-term funding sources eligible for capital projects include the State’s RMRA and the County’s Measure M. These two new revenue sources will annually cover approximately half of the recommend annual costs of the PMS. Additional restricted funds eligible for this purpose include HUTA, TDA, CDBG, Prop C, and Measure R. In the event these sources, when combined with General Fund revenues, do not meet our capital budgeting goals, it may be necessary to identify 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 2017-  
2018**

### 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 27, 2017

## 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)

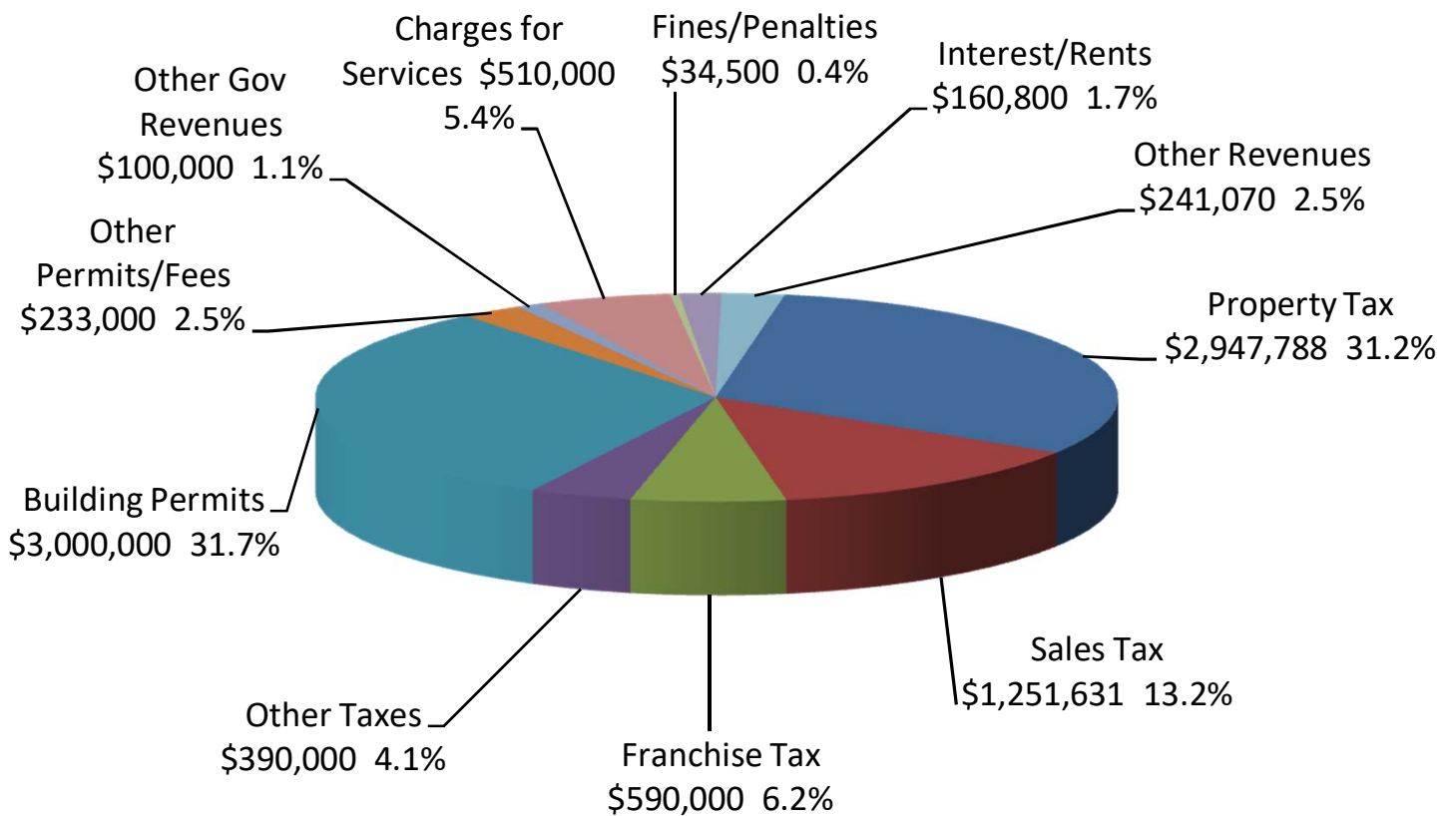
**2. U.S. TREASURY ISSUES (T-BILLS, NOTES, BONDS)** are direct obligations of the U.S. Government. Maturities range from 13 to 52 weeks for T-Bills, 1 to 10 years for Notes and 10 to 30 years for T-Bonds. They are highly liquid and considered the safest investment security. (53601 b)

**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 2017- 2018 (General Fund)



**Total General Fund Revenue \$9,458,789**





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

<b>REVENUE SUMMARY</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Proposed</b>
<b>GENERAL FUND</b>						
<b>LOCAL TAXES</b>						
Property Tax	3110	1,933,173	2,004,146	2,060,292	2,139,347	2,224,921
Property Tax	3115				808,441	840,779
Sales Tax	3120	908,399	906,872	1,150,436	1,251,631	1,293,599
Franchise Tax	3130	564,891	618,698	590,000	590,000	590,000
Business License Tax	3140	236,503	237,784	240,000	240,000	240,000
Property Transfer Tax	3160	105,140	158,705	125,000	125,000	125,000
New Construction Tax	3170	1,000	32,000	5,000	25,000	25,000
<b>TOTAL</b>		<b>3,749,106</b>	<b>3,958,205</b>	<b>4,170,728</b>	<b>5,179,419</b>	<b>5,339,299</b>
<b>LICENSES &amp; PERMITS</b>						
Landfill Regulation Fees	3210	535,208				
Animal Licenses	3220	8,820	7,168	8,000	8,000	8,000
Building Permits	3230	1,367,428	2,813,754	2,600,000	3,000,000	4,000,000
Street Permits	3240	162,905	308,593	225,000	225,000	225,000
<b>TOTAL</b>		<b>2,074,361</b>	<b>3,129,515</b>	<b>2,833,000</b>	<b>3,233,000</b>	<b>4,233,000</b>
<b>INTERGOVERNMENTAL REVENUES</b>						
Property Tax in lieu of Sales Tax - State	3308	305,100	211,155			
Property Tax in lieu of VLF Fees - State	3309	714,967	744,688	777,347		
COPS Grant (Policing)	3311	106,230	114,618	129,324	100,000	100,000
Highway Through Cities Grant	3324					
<b>TOTAL</b>		<b>1,126,297</b>	<b>1,070,461</b>	<b>906,671</b>	<b>100,000</b>	<b>100,000</b>
<b>CHARGES FOR SERVICES</b>						
Planning Fees	3410	287,500	320,324	165,000	400,000	300,000
GIS Fees	3420	3,600	3,600	5,100	7,000	7,000
City Celebration & Holiday Parade	3430	1,260	995	2,131	2,000	2,000
Recreation Fees	3440	45,498	44,798	30,000	30,000	30,000
Tennis Court Fees	3460			55,000	55,000	55,000
Tennis Membership Dues	3461			16,000	16,000	16,000
<b>TOTAL</b>		<b>337,858</b>	<b>369,717</b>	<b>273,231</b>	<b>510,000</b>	<b>410,000</b>
<b>FINES &amp; FORFEITURES</b>						
Misc. Fines and Forfeitures	3510	15,320	10,462	32,563	15,000	15,000
False Alarm Fines	3520	15,207	17,600	13,000	13,000	13,000
Business License Penalties	3530	8,561	5,519	6,500	6,500	6,500
<b>TOTAL</b>		<b>39,088</b>	<b>33,581</b>	<b>52,063</b>	<b>34,500</b>	<b>34,500</b>
<b>USE OF MONEY &amp; PROPERTY</b>						
Interest Income	3610	2,524	5,450	3,500	3,500	3,500
Rents and Concessions	3620	18,882	20,750	22,500	24,300	26,100
PWEC Concessionaire's Fee	3630			53,000	133,000	136,325
<b>TOTAL</b>		<b>21,406</b>	<b>26,200</b>	<b>79,000</b>	<b>160,800</b>	<b>165,925</b>
<b>OTHER REVENUES</b>						
State SB 1186	3705	334	58	70	70	70
Refunds/Rebates/Reimbursements	3710	40,369	175,433	22,000	25,000	25,000
SB 90 Reimb. of State Mandated Costs	3715	27,731	48,327	6,769		
AB 939/Infrastructure Fees	3720	186,577	186,744	191,000	191,000	191,000
Prior Year Adjustments	3725			7		
Miscellaneous Revenues	3730	38,887	8,930	15,000	15,000	15,000
Curbside Recycling/Oil	3740	5,000	5,000	5,000	5,000	5,000
Litter Abatement/Recycling	3750		5,000	5,000	5,000	5,000
<b>TOTAL</b>		<b>298,898</b>	<b>429,492</b>	<b>244,846</b>	<b>241,070</b>	<b>241,070</b>
<b>TOTALS, GENERAL FUND</b>	<b>01</b>	<b>7,647,014</b>	<b>9,017,171</b>	<b>8,559,539</b>	<b>9,458,789</b>	<b>10,523,794</b>

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

REVENUE SUMMARY		2014-15	2015-16	2016-17	2017-18	2018-19
		Actual	Actual	Estimated	Adopted	Proposed
<b>EXHIBIT A</b>						
<b>SPECIAL REVENUE FUNDS</b>						
<b>QUIMBY FEES</b>						
Quimby Fees	3180	1,016,082	35,652			240,000
Interest Income	3610		3,006	2,000	2,000	2,000
<b>TOTAL</b>	<b>10</b>	<b>1,016,082</b>	<b>38,658</b>	<b>2,000</b>	<b>2,000</b>	<b>242,000</b>
<b>HIGHWAY USERS TAX &amp; RMRA</b>						
Section 2103 - HUTA	3329	86,670	42,241	19,395	32,299	35,528
Section 2105 - HUTA	3330	48,554	46,168	51,358	46,887	46,887
Section 2106 - HUTA	3340	33,424	31,875	29,868	33,119	33,119
Section 2107- HUTA	3350	62,526	60,117	71,319	60,572	60,572
Section 2107.5 - HUTA	3360	4,000	2,000	2,000	2,000	2,000
Section 2030 - RMRA	3365				46,520	138,576
HUTA Loan Repayment for 3 years	3366				9,230	9,230
<b>HUT &amp; RMRA SUBTOTAL</b>		<b>235,174</b>	<b>182,401</b>	<b>173,940</b>	<b>230,627</b>	<b>325,912</b>
Interest Income	3610	147	104		150	150
<b>TOTAL</b>	<b>11</b>	<b>235,321</b>	<b>182,505</b>	<b>173,940</b>	<b>230,777</b>	<b>326,062</b>
<b>LOCAL TRANSPORTATION FUND</b>						
TDA Article 3 Funds	3121	(7,293)	15,773			
Interest Income	3610		3			
<b>TOTAL</b>	<b>13</b>	<b>(7,290)</b>	<b>15,773</b>			
<b>TRAFFIC SAFETY FUND</b>						
Traffic Safety Fines	3540	37,444	27,799	30,000	30,000	30,000
Interest Income	3610	49	99			
<b>TOTAL</b>	<b>14</b>	<b>37,493</b>	<b>27,898</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>PEG FEES</b>						
Cox PEG Fees	3760	29,361	29,307	29,500	29,500	29,500
Interest Income	3610	156	382	250	250	250
<b>TOTAL</b>	<b>16</b>	<b>29,517</b>	<b>29,689</b>	<b>29,750</b>	<b>29,750</b>	<b>29,750</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>						
CDBG	3320		44,317	45,745	25,000	25,000
Interest Income	3610		7	39		
<b>TOTAL</b>	<b>17</b>		<b>44,324</b>	<b>45,784</b>	<b>25,000</b>	<b>25,000</b>
<b>TRANSIT FUND</b>						
PROP A - Transit Improvement	3121	143,976	147,723	142,554	165,692	165,000
Interest Income	3610	88	161	100	100	100
<b>TOTAL</b>	<b>18</b>	<b>144,064</b>	<b>147,884</b>	<b>142,654</b>	<b>165,792</b>	<b>165,100</b>
<b>PROP C</b>						
PROP C - Transit Tax	3122	189,356	122,406	170,000	137,437	140,000
Interest Income	3610	117	556	500	100	100
<b>TOTAL</b>	<b>19</b>	<b>189,473</b>	<b>122,962</b>	<b>170,500</b>	<b>137,537</b>	<b>140,100</b>
<b>AQMD</b>						
Air Quality Funds AB 2766	3390	12,777	10,341	9,100	9,100	9,100
Interest Income	3610	75	189	50	50	50
<b>TOTAL</b>	<b>20</b>	<b>12,852</b>	<b>10,530</b>	<b>9,150</b>	<b>9,150</b>	<b>9,150</b>
<b>STPL GRANT</b>						
STPL Fund Exchange	3328			142,246		
Interest Income	3610					
<b>TOTAL</b>	<b>21</b>			<b>142,246</b>		
<b>MEASURE R</b>						
Residential Street Resurfacing	3371	139,589	91,955	127,376	103,078	105,000
Interest Income	3610	143	632	475	50	50
<b>TOTAL</b>	<b>23</b>	<b>139,732</b>	<b>92,587</b>	<b>127,851</b>	<b>103,128</b>	<b>105,050</b>
<b>STATE SR2S</b>						
PVDN Bike Lane & Silver Spur Pathways	3372	84,173	298,710	19,117		
Interest Income	3610					
<b>TOTAL</b>	<b>25</b>	<b>84,173</b>	<b>298,710</b>	<b>19,117</b>		

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

<b>REVENUE SUMMARY</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Proposed</b>
<b>MEASURE M</b>						
Street Resurfacing	3369				116,822	116,822
Interest Income	3610					
<b>TOTAL</b>	<b>26</b>				<b>116,822</b>	<b>116,822</b>
<b>CALRECYCLE GRANT</b>						
Street Resurfacing Grant	3378			44,960	38,163	
Interest Income	3610					
<b>TOTAL</b>	<b>28</b>			<b>44,960</b>	<b>38,163</b>	
<b>PROP 84 STATE PARK GRANT EQUESTRIAN</b>						
Peter Weber Equestrian Center	3387	263,981	465,376	197,924		
Interest Income	3610	179		15		
<b>TOTAL</b>	<b>30</b>	<b>264,160</b>	<b>465,376</b>	<b>197,939</b>		
<b>PROP 12 PARKS GRANT</b>						
Prop. 12 Riparian Grant (Nature Preserve)	3396					
Interest Income	3610	102	150			
<b>TOTAL</b>	<b>31</b>	<b>102</b>	<b>150</b>			
<b>PROP A COUNTY PARKS</b>						
PROP A - Maintenance/Service	3392		21,000	14,000		
PROP A - Howlett Park Pathways	3393				249,500	
PROP A - Specified	3394		295,772	668,437		
<b>TOTAL</b>	<b>32</b>		<b>316,772</b>	<b>682,437</b>	<b>249,500</b>	
<b>PROP A 4TH DISTRICT GRANT</b>						
Equestrian Improvements	3399					
<b>TOTAL</b>	<b>34</b>					
<b>JR. NATURALIST STATE GRANT</b>						
Nature Center Youth Programs	3389		15,881	22,575	6,544	
<b>TOTAL</b>	<b>35</b>		<b>15,881</b>	<b>22,575</b>	<b>6,544</b>	
<b>PEPPER TREE FOUNDATION</b>						
Donations	3440	25,782	29,210	36,402	36,000	36,000
Interest Income	3610	28	58	69	70	70
<b>TOTAL</b>	<b>95</b>	<b>25,810</b>	<b>29,268</b>	<b>36,471</b>	<b>36,070</b>	<b>36,070</b>
<b>CHANDLER CONTRIBUTION FUND</b>						
Donations/Match	3780	900,000				
Interest Income	3610	78	2,718	3,161	3,000	3,000
<b>TOTAL</b>	<b>97</b>	<b>900,078</b>	<b>2,718</b>	<b>3,161</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTALS, SPECIAL REVENUE FUNDS</b>		<b>3,071,567</b>	<b>1,841,685</b>	<b>1,880,535</b>	<b>1,183,233</b>	<b>1,228,104</b>

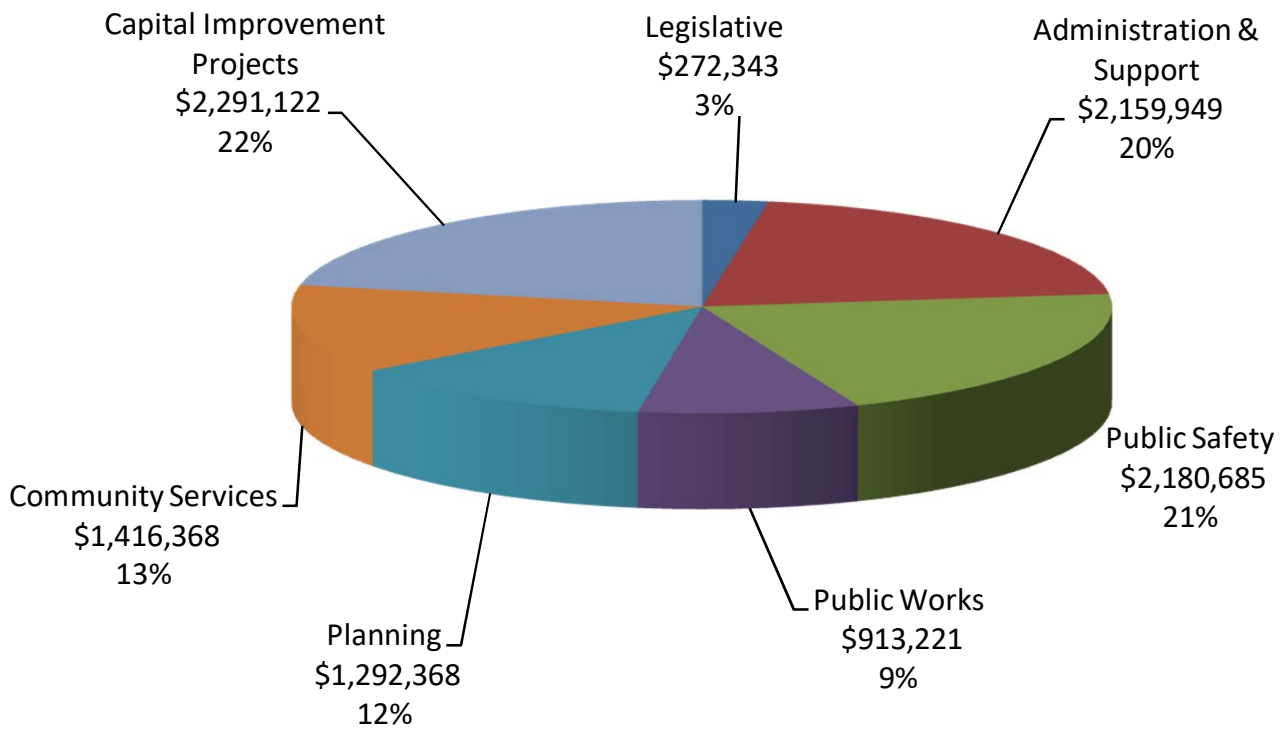
**EXHIBIT A**  
**ENTERPRISE FUNDS**

<b>STABLES</b>						
Stable Rental & Concessionaire	3450	104,389	127,749	80,932		
<b>CHARGES FOR SERVICES</b>	<b>50</b>	<b>104,389</b>	<b>127,749</b>	<b>80,932</b>		
<b>TENNIS</b>						
Tennis Court Fees	3460	64,514	57,503			
Tennis Membership Dues	3461	13,065	16,550			
<b>CHARGES FOR SERVICES</b>		<b>77,579</b>	<b>74,053</b>			
Interest Income	3610	18	27			
<b>TOTAL</b>	<b>51</b>	<b>77,597</b>	<b>74,080</b>			
<b>TOTALS, ENTERPRISE FUNDS</b>		<b>181,986</b>	<b>201,829</b>	<b>80,932</b>		
<b>GRAND TOTALS, ALL FUNDS</b>		<b>10,900,567</b>	<b>11,060,685</b>	<b>10,521,006</b>	<b>10,642,022</b>	<b>11,751,898</b>



# City of Rolling Hills Estates

## Budget Expenditures 2017-2018 (All Funds)



**Total All Funds Expenditures \$10,526,056**





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

EXPENDITURES/EXPENSES SUMMARY		2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>GENERAL FUND OPERATING EXPENDITURES</b>						
<b>LEGISLATIVE</b>						
CITY COUNCIL	4110	63,426	64,275	60,367	64,795	65,347
PLANNING COMMISSION	4120	46,205	50,083	48,376	49,397	50,492
P&A COMMISSION	4130	45,585	38,204	37,063	43,551	44,422
CITY ATTORNEY	4140	113,559	124,532	99,000	114,000	114,000
ELECTION	4150	575	31,777	600	600	600
<b>TOTAL</b>		<b>269,350</b>	<b>308,871</b>	<b>245,406</b>	<b>272,343</b>	<b>274,861</b>
<b>ADMINISTRATION &amp; SUPPORT</b>						
CITY MANAGER	4210	704,227	729,770	726,578	697,677	710,949
CENTRAL SERVICES	4220	453,748	581,017	481,295	565,467	585,391
FINANCE	4230	465,178	511,966	526,268	547,630	558,495
PERSONNEL	4240	72,870	267,959	2,120,997	227,595	304,091
PUBLIC INFORMATION	4250	24,157	21,681	24,830	22,667	23,385
OVERHEAD	4270	(14,057)	(14,000)			
EQUIPMENT	4279	56,743	68,694	123,774	58,914	58,774
<b>TOTAL</b>		<b>1,762,866</b>	<b>2,167,087</b>	<b>4,003,742</b>	<b>2,119,949</b>	<b>2,241,085</b>
<b>PUBLIC SAFETY</b>						
PATROL SERVICES	4310	1,742,152	1,807,898	1,982,464	2,082,511	2,165,751
ANIMAL CONTROL	4330	25,422	19,239	20,000	20,000	20,000
CROSSING GUARDS - GENERAL FUND	4343				32,529	32,529
EMERGENCY MANAGEMENT	4350	6,282	9,961	9,300	8,000	8,000
<b>TOTAL</b>		<b>1,773,856</b>	<b>1,837,098</b>	<b>2,011,764</b>	<b>2,143,040</b>	<b>2,226,280</b>
<b>PUBLIC WORKS</b>						
SIGNALS & STRIPING	4451	108,977	184,558	356,369	171,000	171,000
STORMWATER PERMIT	4460	255,465	206,433	248,125	280,166	330,866
SOLID WASTE/RECYCLING	4625	18,991	20,656	54,793	28,504	29,034
<b>TOTAL</b>		<b>383,433</b>	<b>411,647</b>	<b>659,287</b>	<b>479,671</b>	<b>530,899</b>
<b>PLANNING</b>						
PLANNING ADMINISTRATION	4510	808,227	933,782	740,152	817,030	876,654
ADVANCED PLANNING	4520	51,262	50,742	67,153	383,133	354,360
CODE ADMINISTRATION	4530	83,201	107,939	93,910	92,204	93,977
<b>TOTAL</b>		<b>942,690</b>	<b>1,092,463</b>	<b>901,215</b>	<b>1,292,368</b>	<b>1,324,991</b>
<b>COMMUNITY SERVICES</b>						
PARKS MAINTENANCE	4610	781,488	821,662	820,150	881,768	890,531
TREE TRIMMING	4615	161,581	212,273	154,542	173,142	173,822
BRIDLE TRAILS	4630	92,351	73,713	65,444	69,042	70,149
TENNIS RECREATION	4645			77,686	83,107	86,617
RECREATION PROGRAMS	4640	37,877	37,239	26,363	28,051	28,486
SPECIAL EVENTS	4670	63,201	83,718	98,403	84,436	73,886
PEPPERTREE	4674	8,532	9,197	9,182	9,750	9,968
NATURE CENTER	4676	25,121	30,246	26,000	29,828	29,828
<b>TOTAL</b>		<b>1,170,151</b>	<b>1,268,048</b>	<b>1,277,770</b>	<b>1,359,124</b>	<b>1,363,286</b>
<b>TOTAL OPERATING EXPENDITURES</b>		<b>6,302,346</b>	<b>7,085,214</b>	<b>9,099,184</b>	<b>7,666,495</b>	<b>7,961,403</b>

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

EXPENDITURES/EXPENSES SUMMARY		2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES</b>						
<b>PUBLIC WORKS</b>						
STREET RESURFACING & ROAD IMPR.	5103	92,430	905,078	860,000	750,000	750,000
CURB/GUTTER/SIDEWALK IMPR.	5140	151,255	118,030	25,000	25,000	25,000
STORM DRAIN REPAIRS/IMPROVEMENTS	5145	26,366	98,729	300,000	500,000	500,000
BUS SHELTERS	5155	14,388	8,488			
TRAFFIC SIGNAL IMPROVEMENTS	5180			51,000		
ADV. STREET SIGNS REPAINTING	5186					
<b>TOTAL STREETS</b>		<b>284,439</b>	<b>1,130,325</b>	<b>1,236,000</b>	<b>1,275,000</b>	<b>1,275,000</b>
<b>PARKS &amp; RECREATION</b>						
BRUSH CLEARANCE	5201	7,160	19,038	10,839	18,000	9,500
THREE RAIL FENCING	5221	36,240				
<b>TOTAL PARKS &amp; RECREATION</b>		<b>43,400</b>	<b>19,038</b>	<b>10,839</b>	<b>18,000</b>	<b>9,500</b>
<b>PUBLIC IMPROVEMENTS</b>						
SHERIFF'S ALPR	5302		-	56,368		
CITY HALL RENOVATION & DESIGN	5303		18,000	106,462		
COMPUTER NETWORK UPGRADE	5307	35,486	34,308	49,000	90,000	45,000
SPEED BOARD	5315			8,901		
WEBSITE UPGRADE AND REDESIGN	5316		16,218	17,312		
<b>TOTAL PUBLIC IMPROVEMENTS</b>		<b>35,486</b>	<b>68,526</b>	<b>238,043</b>	<b>90,000</b>	<b>45,000</b>
<b>TOTAL CAPITAL PROJECTS</b>						
		<b>363,325</b>	<b>1,217,889</b>	<b>1,484,882</b>	<b>1,383,000</b>	<b>1,329,500</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>						
		<b>6,665,671</b>	<b>8,303,103</b>	<b>10,584,066</b>	<b>9,049,495</b>	<b>9,290,903</b>

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

EXPENDITURES/EXPENSES SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b><u>SPECIAL REVENUE FUND TYPE EXPENDITURES</u></b>					
<b><u>QUIMBY FEES FUND 10</u></b>					
PVDN/SILVER SPUR PATHWAYS	5130	100,000	400,000		
DAPPLEGRAY BRIDLE TRAIL	5259		42,050		
PEPPERWOOD PARK/CIVIC CENTER	5262	22,591		30,000	
CHANDLER PARK	5263		18,276		
HOWLETT PARK IMPROVEMENTS	5264		173,467	90,000	
HIGHRIDGE PARK IMPROVEMENTS	5265				
PARK ADA IMPROVEMENTS	5266			40,000	20,000
NATURE & COMMUNITY CENTERS	5267			25,000	
BUTCHER PARK DEVELOPMENT	5269				100,000
<b>TOTAL</b>		<b>122,591</b>	<b>633,793</b>	<b>185,000</b>	<b>120,000</b>
<b><u>HIGHWAY USERS TAX FUND 11</u></b>					
STREET REPAIR	4410	42,912	102,618	80,000	90,000
SIGNALS & STRIPING	4454	182,814	219,979	238,302	187,336
<b>TOTAL</b>		<b>225,726</b>	<b>322,597</b>	<b>318,302</b>	<b>277,336</b>
<b><u>TDA FUND 13</u></b>					
TRANSIT TDA ARTICLE 3	5113		15,773		15,000
<b><u>TRAFFIC SAFETY FUND 14</u></b>					
CROSSING GUARDS - TRAFFIC FINES	4340	34,337	35,136	37,645	37,645
<b><u>PEG FEES FUND 16</u></b>					
PEG FEES UPGRADES & IMPROVEMENTS	5322	10,248	6,837	85,000	15,000
<b><u>COMM. DEVELOPMENT BLOCK GRANT FUND 17</u></b>					
CDBG	5190		25,000	82,013	25,000
<b><u>TRAFFIC SAFETY FUND 18</u></b>					
PV TRANSIT	4450	142,732	152,839	156,625	159,443
<b>TOTAL</b>		<b>142,732</b>	<b>152,839</b>	<b>156,625</b>	<b>160,958</b>
<b><u>TRANSIT PROP C FUND 19</u></b>					
PVDN BIKE LANE PROJECT	5119				
STREET RESURFACING	5120		50,000	100,000	130,000
TRAFFIC SIGNAL IMPROVEMENTS	5182		122,854	12,133	100,000
<b>TOTAL</b>			<b>172,854</b>	<b>112,133</b>	<b>100,000</b>
<b><u>AIR QUALITY FUND 20</u></b>					
TURF UTILITY VEHICLES	4281			40,000	
<b>TOTAL</b>				<b>40,000</b>	
<b><u>STP-L FUND 21</u></b>					
STREET RESURFACING PROJECT	5115		142,246		
<b>TOTAL</b>			<b>142,246</b>		
<b><u>MEASURE R FUND 23</u></b>					
RESIDENTIAL STREET RESURFACING	5170		75,000	75,000	
TRAFFIC SIGNAL IMPROVEMENTS	5171		5,104	101,536	
<b>TOTAL</b>			<b>80,104</b>	<b>176,536</b>	

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

<b>EXPENDITURES/EXPENSES SUMMARY</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Proposed</b>
<b><u>STATE SR2S FUND 25</u></b>						
PVDN BIKE LANE PROJECT	5118					
SILVER SPUR PEDESTRIAN PROJECT	5125		328,700			
<b>TOTAL</b>			<b>328,700</b>			
<b><u>MEASURE M, FUND 26</u></b>						
STREET RESURFACING PROJECT	5117				116,822	116,822
<b>TOTAL</b>					<b>116,822</b>	<b>116,822</b>
<b><u>CALRECYCLE GRANT, FUND 28</u></b>						
STREET RESURFACING GRANT	5116			83,123		
<b>TOTAL</b>				<b>83,123</b>		
<b><u>PROP 84 STATE GRANT FUND 30</u></b>						
PETER WEBER EQUESTRIAN CENTER	5251	758,093				
<b>TOTAL</b>		<b>758,093</b>				
<b><u>PROP A PARKS FUND 32</u></b>						
HOWLETT PARK PATHWAYS	5232				249,500	
STABLES RENOVATION	5250	823,658	353,972	(3,605)		
NATURE CENTER	4680	13,547	14,428	19,000	19,000	19,000
<b>TOTAL</b>		<b>837,205</b>	<b>368,400</b>	<b>15,395</b>	<b>268,500</b>	<b>19,000</b>
<b><u>PROP A 4TH DISTRICT GRANT FUND 34</u></b>						
Equestrian Improvements	5220		110,571	60,000	11,000	
<b>TOTAL</b>			<b>110,571</b>	<b>60,000</b>	<b>11,000</b>	
<b><u>JR. NATURALIST STATE GRANT FUND 35</u></b>						
Youth Programs at Nature Center	4677		15,882	22,574	6,544	
<b>TOTAL</b>			<b>15,882</b>	<b>22,574</b>	<b>6,544</b>	
<b><u>PEPPERTREE FUND 95</u></b>						
PEPPERTREE FOUNDATION	4675	22,605	26,442	30,125	31,700	31,700
SPECIAL EQUIPMENT	5231		5,652		5,800	
<b>TOTAL</b>		<b>22,605</b>	<b>32,094</b>	<b>30,125</b>	<b>37,500</b>	<b>31,700</b>
<b><u>CHANDLER CONTRIBUTION FUND 97</u></b>						
EQUESTRIAN & PARK IMPROVEMENTS	5255		164,818	21,133	170,000	
PWEC BARN PROJECT	5256					
<b>TOTAL</b>			<b>164,818</b>	<b>21,133</b>	<b>170,000</b>	
<b>TOTAL OPERATIONS</b>		<b>438,947</b>	<b>567,324</b>	<b>584,271</b>	<b>568,439</b>	<b>526,639</b>
<b>TOTAL CAPITAL PROJECTS</b>		<b>1,591,999</b>	<b>1,386,872</b>	<b>1,392,372</b>	<b>908,122</b>	<b>376,822</b>
<b>TOTAL SPECIAL FUNDS</b>		<b>2,030,946</b>	<b>1,954,196</b>	<b>1,976,643</b>	<b>1,476,561</b>	<b>903,461</b>

**ENTERPRISE FUND TYPE EXPENSES**

<b><u>STABLES FUND</u></b>						
STABLES	4650	802	802	804		
<b><u>TENNIS FUND</u></b>						
TENNIS	4660	77,577	91,107			
<b>TOTAL ENTERPRISE FUNDS</b>		<b>78,379</b>	<b>91,909</b>	<b>804</b>		
<b>GRAND TOTAL, ALL FUNDS</b>		<b>8,774,996</b>	<b>10,349,208</b>	<b>12,561,513</b>	<b>10,526,056</b>	<b>10,194,364</b>

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



<b>EXHIBIT C</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>FY 2014-15</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,749,106			3,749,106
LICENSES/PERMITS	2,074,361			2,074,361
REV FR OTH AGENCIES	1,126,297	797,931		1,924,228
CHARGES FOR SVCS	337,858		181,968	519,826
FINES/FORFEITURES	39,088	37,444		76,532
USE OF MONEY/PROPERTY	21,406	264,967	18	286,391
OTHER REVENUES	298,898	1,971,225		2,270,123
<b>Total Revenues</b>	<b>7,647,014</b>	<b>3,071,567</b>	<b>181,986</b>	<b>10,900,567</b>
<b>USES</b>				
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
<b>Operations Expenditures</b>	<b>6,302,346</b>	<b>438,947</b>	<b>78,379</b>	<b>6,819,672</b>
<b>Capital Projects</b>	<b>363,325</b>	<b>1,591,999</b>		<b>1,955,324</b>
<b>Total Expenditures</b>	<b>6,665,671</b>	<b>2,030,946</b>	<b>78,379</b>	<b>8,774,996</b>
<b>Net Change</b>	<b>981,343</b>	<b>1,040,621</b>	<b>103,607</b>	<b>2,125,571</b>
<b>Transfer In/(Out)</b>				
<b>Fund Balance/RE - 7/1/14</b>	<b>2,802,097</b>	<b>(369,633)</b>	<b>(184,966)</b>	<b>2,247,498</b>
<b>Fund Balance/RE - 6/30/15</b>	<b>3,783,440</b>	<b>670,988</b>	<b>(81,359)</b>	<b>4,373,069</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	7,647,014	3,071,567	181,986	10,900,567
Less: Special Operating Revenues				
Less: Operations Expenditures	(6,302,346)	(438,947)	(78,379)	(6,819,672)
Add Cleep Appropriation				
<b>RESULTS</b>	<b>1,344,668</b>	<b>2,632,620</b>	<b>103,607</b>	<b>4,080,895</b>
Special Projects UUT				
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>1,344,668</b>	<b>2,632,620</b>	<b>103,607</b>	<b>4,080,895</b>
Add: Special Project Costs				
<b>NET OPERATING RESULTS (\$)</b>	<b>1,344,668</b>	<b>2,632,620</b>	<b>103,607</b>	<b>4,080,895</b>
Net Operating Results (%) as a % of Revenues	<b>18%</b>	<b>86%</b>	<b>57%</b>	<b>37%</b>

EXHIBIT C 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 Fines 14	PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 20	Measure R Grant 23	State SR2S 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
<b>SOURCES</b>																			
TAXES																			
LICENSES/PERMITS																			
REV FR OTH AGENCIES		235,174	(7,293)			143,976	189,356	12,777	139,589	84,173	179					797,931			
CHARGES FOR SVCS																	104,389	77,579	181,968
FINES/FORFEITURES				37,444												37,444			
USE OF MONEY/PROPERTY		147	3	49	156	88	117	75	143		263,981	102		28	78	264,967		18	18
OTHER REVENUES	1,016,082				29,361									25,782	900,000	1,971,225			
<b>Total Revenues</b>	<b>1,016,082</b>	<b>235,321</b>	<b>(7,290)</b>	<b>37,493</b>	<b>29,517</b>	<b>144,064</b>	<b>189,473</b>	<b>12,852</b>	<b>139,732</b>	<b>84,173</b>	<b>264,160</b>	<b>102</b>		<b>25,810</b>	<b>900,078</b>	<b>3,071,567</b>	<b>104,389</b>	<b>77,597</b>	<b>181,986</b>
<b>USES</b>																			
Legislative																			
Administration/Support																			
Public Safety				34,337												34,337			
Public Works		225,726				142,732										368,458			
Planning																			
Community Services													13,547	22,605		36,152	802	77,577	78,379
<b>Operations Expenditures</b>		<b>225,726</b>		<b>34,337</b>		<b>142,732</b>							<b>13,547</b>	<b>22,605</b>	<b>438,947</b>	<b>802</b>	<b>77,577</b>	<b>78,379</b>	
<b>Capital Projects</b>					10,248					758,093			823,658		1,591,999				
<b>Total Expenditures</b>		<b>225,726</b>		<b>34,337</b>	<b>10,248</b>	<b>142,732</b>				<b>758,093</b>			<b>837,205</b>	<b>22,605</b>	<b>2,030,946</b>	<b>802</b>	<b>77,577</b>	<b>78,379</b>	
<b>Net Change</b>	<b>1,016,082</b>	<b>9,595</b>	<b>(7,290)</b>	<b>3,156</b>	<b>19,269</b>	<b>1,332</b>	<b>189,473</b>	<b>12,852</b>	<b>139,732</b>	<b>84,173</b>	<b>(493,933)</b>	<b>102</b>	<b>(837,205)</b>	<b>3,205</b>	<b>900,078</b>	<b>1,040,621</b>	<b>103,587</b>	<b>20</b>	<b>103,607</b>
Transfer In/(Out)																			
<b>Fund Balance/RE - 7/1/14</b>	<b>(61,865)</b>	<b>57,372</b>	<b>7,290</b>	<b>26,635</b>	<b>89,073</b>	<b>51,022</b>	<b>(12,954)</b>	<b>40,805</b>	<b>24,563</b>	<b>(119,325)</b>		<b>62,293</b>	<b>(545,978)</b>	<b>11,436</b>	<b>(369,633)</b>	<b>(281,550)</b>	<b>96,584</b>	<b>(184,966)</b>	
<b>Fund Balance/RE - 6/30/15</b>	<b>954,217</b>	<b>66,967</b>		<b>29,791</b>	<b>108,342</b>	<b>52,354</b>	<b>176,519</b>	<b>53,657</b>	<b>164,295</b>	<b>(35,152)</b>	<b>(493,933)</b>	<b>62,395</b>	<b>(1,383,183)</b>	<b>14,641</b>	<b>900,078</b>	<b>670,988</b>	<b>(177,963)</b>	<b>96,604</b>	<b>(81,359)</b>

<b>EXHIBIT D</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>	<b>General</b>	<b>Special</b>	<b>Enterprise</b>	
<b>FY 2015-16</b>	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,958,205			3,958,205
LICENSES/PERMITS	3,129,515			3,129,515
REV FR OTH AGENCIES	1,070,461	1,711,655		2,782,116
CHARGES FOR SVCS	369,717		201,802	571,519
FINES/FORFEITURES	33,581	27,799		61,380
USE OF MONEY/PROPERTY	26,200	37,214	27	63,441
OTHER REVENUES	429,492	65,017		494,509
<b>Total Revenues</b>	<b>9,017,171</b>	<b>1,841,685</b>	<b>201,829</b>	<b>11,060,685</b>
<b>USES</b>				
Legislative	308,871			308,871
Administration/Support	2,167,087			2,167,087
Public Safety	1,837,098	35,136		1,872,234
Public Works	411,647	475,436		887,083
Planning	1,092,463			1,092,463
Community Services	1,268,048	56,752	91,909	1,416,709
<b>Operations Expenditures</b>	<b>7,085,214</b>	<b>567,324</b>	<b>91,909</b>	<b>7,744,447</b>
<b>Capital Projects</b>	<b>1,217,889</b>	<b>1,386,872</b>		<b>2,604,761</b>
<b>Capital Assets</b>				
<b>Total Expenditures</b>	<b>8,303,103</b>	<b>1,954,196</b>	<b>91,909</b>	<b>10,349,208</b>
<b>Net Change</b>	<b>714,068</b>	<b>(112,511)</b>	<b>109,920</b>	<b>711,477</b>
<b>Transfer In/(Out)</b>	<b>62,545</b>	<b>(62,545)</b>		
<b>Fund Balance/RE - 7/1/15</b>	<b>3,783,496</b>	<b>670,985</b>	<b>(81,361)</b>	<b>4,373,120</b>
<b>Fund Balance/RE - 6/30/16</b>	<b>4,560,109</b>	<b>495,929</b>	<b>28,559</b>	<b>5,084,597</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	9,017,171	1,841,685	201,829	11,060,685
Less: Special Operating Revenues				
Less: Operations Expenditures	(7,085,214)	(567,324)	(91,909)	(7,744,447)
Add: CLEEP Grant Usage				
<b>RESULTS</b>	<b>1,931,957</b>	<b>1,274,361</b>	<b>109,920</b>	<b>3,316,238</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>1,931,957</b>	<b>1,274,361</b>	<b>109,920</b>	<b>3,316,238</b>
Add: Special Project Costs				
<b>NET OPERATING RESULTS (\$)</b>	<b>1,931,957</b>	<b>1,274,361</b>	<b>109,920</b>	<b>3,316,238</b>
Net Operating Results (%) as a % of Revenues	<b>21%</b>	<b>69%</b>	<b>54%</b>	<b>30%</b>



<b>EXHIBIT D</b>		<b>(Continued) Special Funds</b>																					
<b>City of Rolling Hills Estates SOURCES and USES</b>		Quimby Fees	State GT	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R	State SR2S Grant	PROP 84 State Grant	PROP 12 Parks Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Chandler Equestrian	Special Revenue TOTAL	Stables	Tennis	Enterprise Funds TOTAL
<b>FY 2015-16</b>		10	11	13	14	16	17	18	19	20	23	25	30	31	32	34	35	95	97		50	51	
<b>SOURCES</b>																							
TAXES																							
LICENSES/PERMITS																							
REV FR OTH AGENCIES																							
CHARGES FOR SVCS																							
FINES/FORFEITURES																							
USE OF MONEY/PROPERTY																							
OTHER REVENUES																							
<b>Total Revenues</b>		38,658	182,505	15,773	27,898	29,689	44,324	147,884	122,962	10,530	92,587	298,710	465,376	150	316,772		15,881	29,268	2,718	1,841,685	127,749	74,080	201,829
<b>USES</b>																							
Legislative																							
Administration/Support																							
Public Safety																							
Public Works																							
Planning																							
Community Services																							
<b>Operations Expenditures</b>		322,597			35,136			152,839							14,428		15,882	26,442		56,752	802	91,107	91,909
<b>Capital Projects</b>		122,591		15,773		6,837	25,000		172,854		80,104	328,700			353,972	110,571		5,652	164,818	1,386,872			
<b>Capital Assets</b>																							
<b>Total Expenditures</b>		122,591	322,597	15,773	35,136	6,837	25,000	152,839	172,854		80,104	328,700			368,400	110,571	15,882	32,094	164,818	1,954,196	802	91,107	91,909
<b>Net Change</b>		(83,933)	(140,092)		(7,238)	22,852	19,324	(4,955)	(49,892)	10,530	12,483	(29,990)	465,376	150	(51,628)	(110,571)	(1)	(2,826)	(162,100)	(112,511)	126,947	(17,027)	109,920
<b>Transfer In/(Out)</b>														(62,545)						(62,545)			
<b>Fund Balance/RE - 7/1/15</b>		954,216	66,966		29,790	108,342		52,354	176,520	53,656	164,294	(35,152)	(493,933)	62,395	(1,383,183)			14,642	900,078	670,985	(177,964)	96,603	(81,361)
<b>Fund Balance/RE - 6/30/16</b>		870,283	(73,126)		22,552	131,194	19,324	47,399	126,628	64,186	176,777	(65,142)	(28,557)		(1,434,811)	(110,571)	(1)	11,816	737,978	495,929	(51,017)	79,576	28,559

<b>EXHIBIT E</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>FY 2016-17</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	4,170,728			4,170,728
LICENSES/PERMITS	2,833,000			2,833,000
REV FR OTH AGENCIES	906,671	1,777,974		2,684,645
CHARGES FOR SVCS	273,231		80,932	354,163
FINES/FORFEITURES	52,063	30,000		82,063
USE OF MONEY/PROPERTY	79,000	6,659		85,659
OTHER REVENUES	244,846	65,902		310,748
<b>Total Revenues</b>	<b>8,559,539</b>	<b>1,880,535</b>	<b>80,932</b>	<b>10,521,006</b>
<b>USES</b>				
Legislative	245,406			245,406
Administration/Support	2,119,108			2,119,108
Public Safety	2,011,764	37,645		2,049,409
Public Works	659,287	474,927		1,134,214
Planning	901,215			901,215
Community Services	1,277,770	71,699	804	1,350,273
<b>Operations Expenditures</b>	<b>7,214,550</b>	<b>584,271</b>	<b>804</b>	<b>7,799,625</b>
<b>PERS UAL Payment</b>	<b>1,814,634</b>			<b>1,814,634</b>
<b>Capital Projects</b>	<b>1,484,882</b>	<b>1,392,372</b>		<b>2,877,254</b>
<b>Vehicle Purchases/Reserves</b>	<b>70,000</b>			<b>70,000</b>
<b>Total Expenditures</b>	<b>10,584,066</b>	<b>1,976,643</b>	<b>804</b>	<b>12,561,513</b>
<b>Net Change</b>	<b>(2,024,527)</b>	<b>(96,108)</b>	<b>80,128</b>	<b>(2,040,507)</b>
<b>Transfer In/(Out)</b>				
<b>Fund Balance/RE - 7/1/16</b>	<b>4,560,109</b>	<b>495,929</b>	<b>79,576</b>	<b>5,135,614</b>
<b>Fund Balance/RE - 6/30/17</b>	<b>2,535,582</b>	<b>399,821</b>	<b>159,704</b>	<b>3,095,107</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	8,559,539	1,880,535	80,932	10,521,006
Less: Special Operating Revenues				
Less: Operations Expenditures	(7,214,550)	(584,271)	(804)	(7,799,625)
<b>RESULTS AFTER ADD-BACKS</b>	<b>1,344,989</b>	<b>1,296,264</b>	<b>80,128</b>	<b>2,721,381</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>1,344,989</b>	<b>1,296,264</b>	<b>80,128</b>	<b>2,721,381</b>
Add: CLEEP Grant Usage	5,201			5,201
<b>NET OPERATING RESULTS (\$)</b>	<b>1,350,190</b>	<b>1,296,264</b>	<b>80,128</b>	<b>2,726,582</b>
Net Operating Results (%) as a % of Revenues	<b>16%</b>	<b>69%</b>	<b>99%</b>	<b>26%</b>

EXHIBIT E 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 23	State SR25 25	State Calrecycle Grant 28	PROP 84 State Grant 30	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	
<b>SOURCES</b>																								
TAXES																								
LICENSES/PERMITS		173,940				45,745	142,554	170,000	9,100	142,246	127,376	19,117	44,960	197,924	682,437		22,575			1,777,974				
REV FR OTH AGENCIES																								
CHARGES FOR SVCS				30,000																30,000	80,932		80,932	
FINES/FORFEITURES						250	39	100			475							69	3,161	6,659				
USE OF MONEY/PROPERTY	2,000					29,500								15				36,402		65,902				
OTHER REVENUES																								
<b>Total Revenues</b>	2,000	173,940		30,000		29,750	45,784	142,654	170,500	9,150	142,246	127,851	19,117	44,960	197,939	682,437		22,575	36,471	3,161	1,880,535	80,932	80,932	
<b>USES</b>																								
Legislative																								
Administration/Support																								
Public Safety				37,645																	37,645			
Public Works		318,302						156,625													474,927			
Planning																								
Community Services																								
<b>Operations Expenditures</b>		318,302		37,645				156,625													71,699	804	804	
<b>PERS UAL Payment</b>															19,000		22,574	30,125		584,271	804		804	
<b>Capital Projects</b>																								
<b>Vehicle Purchases/Reserves</b>	633,793					85,000	82,013		112,133		142,246	176,536		83,123		(3,605)	60,000		21,133	1,392,372				
<b>Total Expenditures</b>	633,793	318,302		37,645		85,000	82,013	156,625	112,133		142,246	176,536		83,123		15,395	60,000	22,574	30,125	21,133	1,976,643	804	804	
<b>Net Change</b>	(631,793)	(144,362)		(7,645)		(55,250)	(36,229)	(13,971)	58,367		9,150		(48,685)	19,117	(38,163)	197,939	667,042	(60,000)	1	6,346	(17,972)	(96,108)	80,128	80,128
<b>Transfer In/(Out)</b>																								
<b>Fund Balance/RE - 7/1/16</b>	870,283	(73,126)		22,552	131,194	19,324	47,399	126,628	64,186		176,777	(65,142)		(28,557)	(1,434,811)	(110,571)	(1)	11,816	737,978	495,929		(79,576)	79,576	
<b>Fund Balance/RE - 6/30/17</b>	238,490	(217,488)		14,907	75,944	(16,905)	33,428	184,995	73,336		128,092	(46,025)		(38,163)	169,382	(767,769)	(170,571)		18,162	720,006	399,821		159,704	

<b>EXHIBIT F</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>FY 2017-18</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	4,370,978			4,370,978
LICENSES/PERMITS	3,233,000			3,233,000
REV FR OTH AGENCIES	908,441	1,081,963		1,990,404
CHARGES FOR SVCS	510,000			510,000
FINES/FORFEITURES	34,500	30,000		64,500
USE OF MONEY/PROPERTY	160,800	5,770		166,570
OTHER REVENUES	241,070	65,500		306,570
<b>Total Revenues</b>	<b>9,458,789</b>	<b>1,183,233</b>		<b>10,642,022</b>
<b>USES</b>				
Legislative	272,343			272,343
Administration/Support	2,119,949	40,000		2,159,949
Public Safety	2,143,040	37,645		2,180,685
Public Works	479,671	433,550		913,221
Planning	1,292,368			1,292,368
Community Services	1,359,124	57,244		1,416,368
<b>Operations Expenditures</b>	<b>7,666,495</b>	<b>568,439</b>		<b>8,234,934</b>
<b>Capital Projects</b>	<b>1,383,000</b>	<b>908,122</b>		<b>2,291,122</b>
<b>Total Expenditures</b>	<b>9,049,495</b>	<b>1,476,561</b>		<b>10,526,056</b>
<b>Net Change</b>	<b>409,294</b>	<b>(293,328)</b>		<b>115,966</b>
<b>Transfer In/(Out)</b>				
<b>Fund Balance/RE - 7/1/17</b>	<b>2,535,582</b>	<b>399,821</b>		<b>2,935,403</b>
<b>Fund Balance/RE - 6/30/18</b>	<b>2,944,876</b>	<b>106,493</b>		<b>3,051,369</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	9,458,789	1,183,233		10,642,022
Less: Special Operating Revenues				
Less: Operations Expenditures	(7,666,495)	(568,439)		(8,234,934)
<b>RESULTS</b>	<b>1,792,294</b>	<b>614,794</b>		<b>2,407,088</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>1,792,294</b>	<b>614,794</b>		<b>2,407,088</b>
Special Project				
<b>NET OPERATING RESULTS (\$)</b>	<b>1,792,294</b>	<b>614,794</b>		<b>2,407,088</b>
Net Operating Results (%) as a % of Revenues	<b>19%</b>	<b>52%</b>		<b>23%</b>

<b>EXHIBIT F (Continued) Special Funds</b>																						
<b>City of Rolling Hills Estates SOURCES and USES</b>		<b>Quimby</b>	<b>State</b>	<b>PROP A</b>	<b>Traffic</b>	<b>PEG</b>	<b>CDBG</b>	<b>Transit</b>	<b>PROP</b>	<b>AQMD</b>	<b>STPL</b>	<b>Measure R</b>	<b>State</b>	<b>Measure</b>	<b>State</b>	<b>PROP 84</b>	<b>PROP A</b>	<b>PROP A</b>	<b>State</b>	<b>Pepper</b>	<b>Chandler</b>	<b>Special</b>
<b>FY 2017-18</b>		<b>Fees</b>	<b>GT</b>	<b>Local</b>	<b>Safety</b>	<b>Fees</b>	<b>Funds</b>	<b>Imp</b>	<b>C</b>	<b>AB 2766</b>	<b>Grant</b>	<b>Grant</b>	<b>Grant</b>	<b>M</b>	<b>Calrecycle</b>	<b>State</b>	<b>Parks</b>	<b>4th District</b>	<b>Naturalist</b>	<b>Tree</b>	<b>Equestrian</b>	<b>Revenue</b>
		<b>10</b>	<b>11</b>	<b>13</b>	<b>14</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>28</b>	<b>30</b>	<b>32</b>	<b>34</b>	<b>35</b>	<b>95</b>	<b>97</b>	<b>TOTAL</b>
<b>SOURCES</b>																						
TAXES																						
LICENSES/PERMITS																						
REV FR OTH AGENCIES																						
CHARGES FOR SVCS																						
FINES/FORFEITURES																						
USE OF MONEY/PROPERTY																						
OTHER REVENUES																						
<b>Total Revenues</b>		2,000	230,777		30,000	29,750	25,000	165,792	137,537	9,150		103,128		116,822	38,163		249,500		6,544	36,070	3,000	1,183,233
<b>USES</b>																						
Legislative																						
Administration/Support																						
Public Safety																						
Public Works																						
Planning																						
Community Services																						
<b>Operations Expenditures</b>			274,107		37,645			159,443		40,000							19,000		6,544	31,700		57,244
<b>Capital Projects</b>		185,000				15,000	25,000		130,000					116,822			249,500	11,000		5,800	170,000	908,122
<b>Total Expenditures</b>		185,000	274,107		37,645	15,000	25,000	159,443	130,000	40,000				116,822			268,500	11,000	6,544	37,500	170,000	1,476,561
<b>Net Change</b>		(183,000)	(43,330)		(7,645)	14,750		6,349	7,537	(30,850)		103,128			38,163		(19,000)	(11,000)		(1,430)	(167,000)	(293,328)
<b>Transfer In/(Out)</b>																						
<b>Fund Balance/RE - 7/1/17</b>		238,490	(217,488)		14,907	75,944	(16,905)	33,428	184,995	73,336		128,092	(46,025)		(38,163)	169,382	(767,769)	(170,571)		18,162	720,006	399,821
<b>Fund Balance/RE - 6/30/18</b>		55,490	(260,818)		7,262	90,694	(16,905)	39,777	192,532	42,486		231,220	(46,025)			169,382	(786,769)	(181,571)		16,732	553,006	106,493

<b>EXHIBIT G</b>			
<b>City of Rolling Hills Estates</b>			
<b>SOURCES and USES</b>			
<b>FY 2018-19</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Total</b>
<b>SOURCES</b>			
TAXES	4,498,520		4,498,520
LICENSES/PERMITS	4,233,000		4,233,000
REV FR OTH AGENCIES	940,779	886,834	1,827,613
CHARGES FOR SVCS	410,000		410,000
FINES/FORFEITURES	34,500	30,000	64,500
USE OF MONEY/PROPERTY	165,925	5,770	171,695
OTHER REVENUES	241,070	305,500	546,570
<b>Total Revenues</b>	<b>10,523,794</b>	<b>1,228,104</b>	<b>11,751,898</b>
<b>USES</b>			
Legislative	274,861		274,861
Administration/Support	2,241,085		2,241,085
Public Safety	2,226,280	37,645	2,263,925
Public Works	530,899	438,294	969,193
Planning	1,324,991		1,324,991
Community Services	1,363,286	50,700	1,413,986
<b>Operations Expenditures</b>	<b>7,961,403</b>	<b>526,639</b>	<b>8,488,042</b>
<b>Capital Projects</b>	<b>1,329,500</b>	<b>376,822</b>	<b>1,706,322</b>
<b>Total Expenditures</b>	<b>9,290,903</b>	<b>903,461</b>	<b>10,194,364</b>
<b>Net Change</b>	<b>1,232,891</b>	<b>324,643</b>	<b>1,557,534</b>
<b>Transfers In/(Out)</b>			
<b>Fund Balance/RE - 7/1/18</b>	<b>2,944,876</b>	<b>106,493</b>	<b>3,051,369</b>
<b>Fund Balance/RE - 6/30/19</b>	<b>4,177,767</b>	<b>431,136</b>	<b>4,608,903</b>
<b>OPERATING RESULTS:</b>			
Total Revenues	10,523,794	1,228,104	11,751,898
Less: Special Operating Revenues			
Less: Operations Expenditures	(7,961,403)	(526,639)	(8,488,042)
<b>RESULTS</b>	<b>2,562,391</b>	<b>701,465</b>	<b>3,263,856</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>2,562,391</b>	<b>701,465</b>	<b>3,263,856</b>
Special Project			
<b>NET OPERATING RESULTS (\$)</b>	<b>2,562,391</b>	<b>701,465</b>	<b>3,263,856</b>
Net Operating Results (%) as a % of Revenues	<b>24%</b>	<b>57%</b>	<b>28%</b>

<b>EXHIBIT G (Continued) Special Funds</b>																						
<b>City of Rolling Hills Estates SOURCES and USES</b>		<b>PROP A</b>																			<b>Special Revenue</b>	
<b>FY 2018-19</b>	<b>Quimby Fees</b>	<b>State GT</b>	<b>Local Trans</b>	<b>Traffic Safety</b>	<b>PEG Fees</b>	<b>CDBG Funds</b>	<b>Transit Imp</b>	<b>PROP C</b>	<b>AQMD AB 2766</b>	<b>STPL Grant</b>	<b>Measure R Grant</b>	<b>State SR2S Grant</b>	<b>Measure M</b>	<b>State Calrecycle Grant</b>	<b>PROP 84 Grant</b>	<b>PROP A Grant</b>	<b>PROP A Grant</b>	<b>State Naturalist Grant</b>	<b>Pepper Tree</b>	<b>Chandler Equestrian</b>	<b>TOTAL</b>	
<b>SOURCES</b>																						
TAXES																						
LICENSES/PERMITS																						
REV FR OTH AGENCIES		325,912				25,000	165,000	140,000	9,100		105,000		116,822								886,834	
CHARGES FOR SVCS																					30,000	
FINES/FORFEITURES				30,000																	5,770	
USE OF MONEY/PROPERTY	2,000	150			250		100	100	50		50								70	3,000	305,500	
OTHER REVENUES	240,000				29,500														36,000			
<b>Total Revenues</b>	<b>242,000</b>	<b>326,062</b>		<b>30,000</b>	<b>29,750</b>	<b>25,000</b>	<b>165,100</b>	<b>140,100</b>	<b>9,150</b>		<b>105,050</b>		<b>116,822</b>						<b>36,070</b>	<b>3,000</b>	<b>1,228,104</b>	
<b>USES</b>																						
Legislative																						
Administration/Support																						
Public Safety				37,645																	37,645	
Public Works		277,336					160,958														438,294	
Planning																						
Community Services																						
<b>Operations Expenditures</b>		<b>277,336</b>		<b>37,645</b>			<b>160,958</b>												<b>19,000</b>	<b>31,700</b>	<b>50,700</b>	
<b>Capital Projects</b>	<b>120,000</b>		<b>15,000</b>			<b>25,000</b>		<b>100,000</b>					<b>116,822</b>								<b>376,822</b>	
<b>Total Expenditures</b>	<b>120,000</b>	<b>277,336</b>	<b>15,000</b>	<b>37,645</b>		<b>25,000</b>	<b>160,958</b>	<b>100,000</b>					<b>116,822</b>					<b>19,000</b>	<b>31,700</b>		<b>903,461</b>	
<b>Net Change</b>	<b>122,000</b>	<b>48,726</b>	<b>(15,000)</b>	<b>(7,645)</b>	<b>29,750</b>		<b>4,142</b>	<b>40,100</b>	<b>9,150</b>		<b>105,050</b>								<b>(19,000)</b>	<b>4,370</b>	<b>3,000</b>	<b>324,643</b>
<b>Transfers In/(Out)</b>																						
<b>Fund Balance/RE - 7/1/18</b>	<b>55,490</b>	<b>(260,818)</b>		<b>7,262</b>	<b>90,694</b>	<b>(16,905)</b>	<b>39,777</b>	<b>192,532</b>	<b>42,486</b>		<b>231,220</b>	<b>(46,025)</b>			<b>169,382</b>	<b>(786,769)</b>	<b>(181,571)</b>		<b>16,732</b>	<b>553,006</b>	<b>106,493</b>	
<b>Fund Balance/RE - 6/30/19</b>	<b>177,490</b>	<b>(212,092)</b>	<b>(15,000)</b>	<b>(383)</b>	<b>120,444</b>	<b>(16,905)</b>	<b>43,919</b>	<b>232,632</b>	<b>51,636</b>		<b>336,270</b>	<b>(46,025)</b>			<b>169,382</b>	<b>(805,769)</b>	<b>(181,571)</b>		<b>21,102</b>	<b>556,006</b>	<b>431,136</b>	





CITY OF ROLLING HILLS ESTATES



EXHIBIT H

FUND BALANCE POLICY ANALYSIS  
GENERAL FUND ONLY

	Exhibit D Actual Year Ending June 30, 2016	Exhibit E Estimated Year Ending June 30, 2017	Exhibit F Adopted Year Ending June 30, 2018	Exhibit G Proposed Year Ending June 30, 2019	
<b>Fund Balances:</b>	<b>4,560,109</b>	<b>2,535,582</b>	<b>2,944,876</b>	<b>4,177,767</b>	<b>Fund Balances:</b>
<b>Nonspendable:</b>					<b>Nonspendable:</b>
Advance to Other Funds	113,555				Advance to Other Funds
Inventories	12,822	9,000	9,000	9,000	Inventories
<b>Restricted for:</b>					<b>Restricted for:</b>
CLEEP Grant	5,201				CLEEP Grant
Maint. of Hawthorne Canyon	10,000	10,000	10,000	10,000	Maint. of Hawthorne Canyon
<b>Assigned to:</b>					<b>Assigned to:</b>
Equipment	240,000	110,000	60,000	60,000	Equipment
Capital Asset Replacement	600,000	600,000	600,000	700,000	Capital Asset Replacement
Capital Projects	900,000		250,000	800,000	Capital Projects
PERS UAL	300,000		100,000	500,000	PERS UAL
Other Assigned Reserves					Other Assigned Reserves
ALPR Replacement Fund				100,000	ALPR Replacement Fund
<b>Unassigned:</b>					<b>Unassigned:</b>
Contingency Reserve	1,178,531	606,582	715,876	798,767	Contingency Reserve
Emergency Reserve	1,200,000	1,200,000	1,200,000	1,200,000	Emergency Reserve
Total Unassigned	2,378,531	1,806,582	1,915,876	1,998,767	Total Unassigned
<b>Total Fund Balances</b>	<b>4,560,109</b>	<b>2,535,582</b>	<b>2,944,876</b>	<b>4,177,767</b>	<b>Total Fund Balances</b>
<b>Operating Expenditures</b>	<b>7,085,214</b>	<b>7,214,550</b>	<b>7,666,495</b>	<b>7,961,403</b>	<b>Operating Expenditures</b>
<b>% of Operating Expenditures*</b>	<b>33.6%</b>	<b>25.0%</b>	<b>25.0%</b>	<b>25.1%</b>	<b>% of Operating Expenditures*</b>

\*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 2017 – 2018**

**This Year's Limit: \$16,148,036**  
**Amount under Limit: \$11,281,601**

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 2017-2018 has been calculated to be \$16,148,036, which is \$11,281,601 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.RHE.city](http://www.RHE.city).

Supporting documents are also available for viewing online at:

[www.RHE.city](http://www.RHE.city)



"DEPARTMENTS"



"Administrative Services"



**City of Rolling Hills Estates  
Summary**

Function					
<b>Legislative</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>101,620</b>	<b>99,334</b>	<b>99,585</b>	<b>98,793</b>	<b>101,311</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>167,730</b>	<b>209,537</b>	<b>145,821</b>	<b>173,550</b>	<b>173,550</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>269,350</b>	<b>308,871</b>	<b>245,406</b>	<b>272,343</b>	<b>274,861</b>

LEGISLATIVE OVERVIEW

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>City Council</b>	<b>4110</b>

### 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 assist, if needed, with production and 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 vehicles 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
<b>Legislative</b>	<b>City Council</b>					<b>4110</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed	
<b>PERSONNEL</b>						
401 Wages - Full Time	11,318	12,628	12,411	9,600	10,118	
405 Wages - Overtime						
410 Benefits	2,362	2,158	2,070	1,795	1,829	
<b>TOTAL PERSONNEL</b>	<b>13,680</b>	<b>14,786</b>	<b>14,481</b>	<b>11,395</b>	<b>11,947</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	4,877	1,269	500	2,000	2,000	
463 Mileage	3,163	1,765	1,000	2,000	2,000	
470 Travel & Meetings	26,150	27,724	25,000	30,000	30,000	
472 Dues & Memberships	15,556	18,731	19,386	19,400	19,400	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>49,746</b>	<b>49,489</b>	<b>45,886</b>	<b>53,400</b>	<b>53,400</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>63,426</b>	<b>64,275</b>	<b>60,367</b>	<b>64,795</b>	<b>65,347</b>	
<b>FUND SOURCE</b>						
01 General Fund 4110	63,426	64,275	60,367	64,795	65,347	
<b>TOTAL</b>	<b>63,426</b>	<b>64,275</b>	<b>60,367</b>	<b>64,795</b>	<b>65,347</b>	

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>Planning Commission</b>	<b>4120</b>

### 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 Administrative Assistant'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 vehicles 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
<b>Legislative</b>	<b>Planning Commission</b>				<b>4120</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	34,776	38,908	38,376	37,728	38,711
405 Wages - Overtime		230	768		
410 Benefits	9,264	8,620	9,232	10,669	10,781
<b>TOTAL PERSONNEL</b>	<b>44,040</b>	<b>47,758</b>	<b>48,376</b>	<b>48,397</b>	<b>49,492</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	2,165	2,325	0		
463 Mileage					
470 Travel & Meetings				1,000	1,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>2,165</b>	<b>2,325</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>46,205</b>	<b>50,083</b>	<b>48,376</b>	<b>49,397</b>	<b>50,492</b>
<b>FUND SOURCE</b>					
01 General Fund	46,205	50,083	48,376	49,397	50,492
<b>TOTAL</b>	<b>46,205</b>	<b>50,083</b>	<b>48,376</b>	<b>49,397</b>	<b>50,492</b>

DEPARTMENT RESPONSIBLE  
Planning Director

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Legislative</b>	<b>P&amp;A Commission</b>	<b>4130</b>

**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 contractual services for minutes and transcription of regular 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
<b>Legislative</b>	<b>P&amp;A Commission</b>				<b>4130</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	35,164	29,720	29,055	29,873	30,646
410 Benefits	8,736	7,070	7,673	9,128	9,226
<b>TOTAL PERSONNEL</b>	<b>43,900</b>	<b>36,790</b>	<b>36,728</b>	<b>39,001</b>	<b>39,872</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services		410		3,000	3,000
470 Travel & Meetings	1,328	651		1,200	1,200
472 Dues & Memberships	357	353	335	350	350
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,685</b>	<b>1,414</b>	<b>335</b>	<b>4,550</b>	<b>4,550</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>45,585</b>	<b>38,204</b>	<b>37,063</b>	<b>43,551</b>	<b>44,422</b>
<b>FUND SOURCE</b>					
01 General Fund	45,585	38,204	37,063	43,551	44,422
<b>TOTAL</b>	<b>45,585</b>	<b>38,204</b>	<b>37,063</b>	<b>43,551</b>	<b>44,422</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Legislative</b>	<b>City Attorney</b>	<b>4140</b>

**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
<b>Legislative</b>	<b>City Attorney</b>					<b>4140</b>
	2014-15	2015-16	2016-17	2017-18	2018-19	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services					
431 City Attorney Retainer	66,000	76,816	80,000	90,000	90,000
436 Special Counsel	42,989	37,803	10,000	15,000	15,000
470 Travel & Meetings					
476 Advertising	4,570	9,913	9,000	9,000	9,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>113,559</b>	<b>124,532</b>	<b>99,000</b>	<b>114,000</b>	<b>114,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>113,559</b>	<b>124,532</b>	<b>99,000</b>	<b>114,000</b>	<b>114,000</b>
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**FUND SOURCE**

01 General Fund	113,559	124,532	99,000	114,000	114,000
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<b>TOTAL</b>	<b>113,559</b>	<b>124,532</b>	<b>99,000</b>	<b>114,000</b>	<b>114,000</b>
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DEPARTMENT RESPONSIBLE  
City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Legislative</b>	<b>Election</b>	<b>4150</b>

**Narrative**

The general municipal elections are held in June of the even 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
<b>Legislative</b>	<b>Election</b>				<b>4150</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	575	31,777	600	600	600
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>575</b>	<b>31,777</b>	<b>600</b>	<b>600</b>	<b>600</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>575</b>	<b>31,777</b>	<b>600</b>	<b>600</b>	<b>600</b>
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**FUND SOURCE**

01 General Fund	575	31,777	600	600	600
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<b>TOTAL</b>	<b>575</b>	<b>31,777</b>	<b>600</b>	<b>600</b>	<b>600</b>
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DEPARTMENT RESPONSIBLE  
City Manager





**City of Rolling Hills Estates  
Summary**

Function					
<b>Administration &amp; Support</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>1,152,130</b>	<b>1,381,328</b>	<b>3,223,411</b>	<b>1,338,098</b>	<b>1,437,450</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>609,412</b>	<b>779,509</b>	<b>704,181</b>	<b>775,351</b>	<b>797,135</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,324</b>	<b>6,250</b>	<b>76,150</b>	<b>46,500</b>	<b>6,500</b>
<b>TOTAL FUNCTION</b>	<b>1,762,866</b>	<b>2,167,087</b>	<b>4,003,742</b>	<b>2,159,949</b>	<b>2,241,085</b>

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
<b>Administration &amp; Support</b>	<b>City Manager</b>	<b>4210</b>

### 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, City Clerk, 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 vehicles 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, City Clerk'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
<b>Administration &amp; Support</b>	<b>City Manager</b>					<b>4210</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed	
<b>PERSONNEL</b>						
401 Wages - Full Time	570,079	588,744	573,036	545,506	557,604	
410 Benefits	122,212	114,569	123,000	134,471	135,646	
<b>TOTAL PERSONNEL</b>	<b>692,291</b>	<b>703,313</b>	<b>696,036</b>	<b>679,977</b>	<b>693,249</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	12	27	142	200	200	
430 Contractual Services		10,000	14,100			
438 Records Management Serv	6,636	4,333	4,100	5,000	5,000	
463 Mileage	275	394	200	500	500	
470 Travel & Meetings	3,358	9,897	10,000	10,000	10,000	
472 Dues & Memberships	1,655	1,806	2,000	2,000	2,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>11,936</b>	<b>26,457</b>	<b>30,542</b>	<b>17,700</b>	<b>17,700</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>704,227</b>	<b>729,770</b>	<b>726,578</b>	<b>697,677</b>	<b>710,949</b>	
<b>FUND SOURCE</b>						
01 General Fund	704,227	729,770	726,578	697,677	710,949	
<b>TOTAL</b>	<b>704,227</b>	<b>729,770</b>	<b>726,578</b>	<b>697,677</b>	<b>710,949</b>	

DEPARTMENT RESPONSIBLE  
City Manager

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Administration &amp; Support</b>	<b>Central Services/Facilities Ops</b>	<b>4220</b>

**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 IT support, website hosting, Domain registrations, Granicus, phone repairs & related items.
- 434      REPAIRS AND MAINTENANCE SERVICES  
Provides for janitorial services, landscape maintenance, copier lease and generator maintenance.
- 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  
Software purchase, training, licensing and maintenance fees including GIS and Planning Database.
- 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 voice & Internet/data 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 or replacement office furniture.
- 485      IT & SPECIAL EQUIPMENT  
Provides for IT hardware and special equipment costing less than \$10,000 per item.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Administration &amp; Support</b>	<b>Central Services/Facilities Ops</b>				<b>4220</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
402 Wages - Part Time	389	345	350	350	350
410 Benefits	38	32	30	30	30
<b>TOTAL PERSONNEL</b>	<b>427</b>	<b>377</b>	<b>380</b>	<b>380</b>	<b>380</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	30,462	30,908	26,000	30,000	30,000
430 Contractual Services	13,892	29,525	30,000	32,000	35,000
434 Repairs & Maint. Services	20,645	13,626	30,000	30,000	30,000
435 Building Maint. & Repair	26,246	18,604	25,000	25,000	25,000
439 Software & Training Serv	14,791	18,602	24,000	30,000	36,000
440 Property Insurance	24,805	25,166	23,520	25,166	25,500
441 Liability Insurance	19,788	138,141	1,189	62,573	63,000
443 Public Official Bonds	700		700	750	750
445 Pension Obligation Bond	168,700	182,000	197,000	212,000	230,000
446 Pension Bond Interest	52,707	47,228	39,856	32,598	24,761
450 Voice & Data Services	32,159	32,777	32,000	33,000	33,000
451 Water Utility	7,359	5,095	8,500	8,500	8,500
452 Electric Utility	20,613	21,074	23,000	23,000	23,000
475 Postage	15,164	8,033	10,000	10,000	10,000
478 Equipment Rental	3,966	3,611	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>451,997</b>	<b>574,390</b>	<b>474,765</b>	<b>558,587</b>	<b>578,511</b>
<b>CAPITAL OUTLAY</b>					
484 Office Furniture, Etc.		1,813	1,150	1,500	1,500
485 IT & Special Equipment	1,324	4,437	5,000	5,000	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,324</b>	<b>6,250</b>	<b>6,150</b>	<b>6,500</b>	<b>6,500</b>
<b>TOTAL ACTIVITY</b>	<b>453,748</b>	<b>581,017</b>	<b>481,295</b>	<b>565,467</b>	<b>585,391</b>
<b>FUND SOURCE</b>					
01 General Fund	453,748	581,017	481,295	565,467	585,391
<b>TOTAL</b>	<b>453,748</b>	<b>581,017</b>	<b>481,295</b>	<b>565,467</b>	<b>585,391</b>

DEPARTMENT RESPONSIBLE  
Administrative Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Administrative Services</b>	<b>4230</b>

**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  
Includes full-time salaries for Administrative Services Director, Accountant, and Account Clerk.
- 402      SALARIES/WAGES PT  
Provides wages for part-time Interns at City Hall.
- 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 the annual maintenance, training and related services for the City’s financial applications.
- 463      MILEAGE  
Includes mileage reimbursement for the Administrative Services Department staff’s use of personal vehicles while on City-related business.
- 470      MEETINGS/CONFERENCES/TRAVEL  
Provides for Administrative Services Director and Department Staff attendance at meetings and 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
<b>Administration &amp; Support</b>	<b>Administrative Services</b>				<b>4230</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	279,104	312,005	306,825	315,460	323,630
402 Wages - Part Time		1,553	5,028	5,000	5,000
405 Wages - Overtime	3,275	3,541	1,800	3,200	3,200
410 Benefits	86,423	81,823	84,115	97,220	97,915
<b>TOTAL PERSONNEL</b>	<b>368,802</b>	<b>398,922</b>	<b>397,768</b>	<b>420,880</b>	<b>429,745</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	570	183	500	1,000	1,000
430 Contractual Services	84,511	80,787	90,000	85,000	85,000
439 Software & Training Serv	7,787	29,190	32,000	34,000	36,000
463 Mileage	62	215	300	350	350
470 Travel & Meetings	2,336	1,829	4,500	5,000	5,000
472 Dues & Memberships	1,110	840	1,200	1,400	1,400
<b>TOTAL MATERIALS &amp; OPS</b>	<b>96,376</b>	<b>113,044</b>	<b>128,500</b>	<b>126,750</b>	<b>128,750</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>465,178</b>	<b>511,966</b>	<b>526,268</b>	<b>547,630</b>	<b>558,495</b>
<b>FUND SOURCE</b>					
01 General Fund	465,178	511,966	526,268	547,630	558,495
<b>TOTAL</b>	<b>465,178</b>	<b>511,966</b>	<b>526,268</b>	<b>547,630</b>	<b>558,495</b>

DEPARTMENT RESPONSIBLE  
Administrative Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Personnel Administration</b>	<b>4240</b>

**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 PERS UAL annual payments, and 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 and CALPELRA.
  
- 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
<b>Administration &amp; Support</b>	<b>Personnel Administration</b>				<b>4240</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	38,841	48,707	53,488	55,004	56,489
410 Benefits	32,778	214,655	2,060,909	166,691	241,702
<b>TOTAL PERSONNEL</b>	<b>71,619</b>	<b>263,362</b>	<b>2,114,397</b>	<b>221,695</b>	<b>298,191</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	67	366	957	500	500
430 Contractual Services	340	554	400	400	400
470 Travel & Meetings	31	127	1,000	1,000	1,000
471 Tuition Reimbursement					
472 Dues & Memberships		3,145	3,495	3,500	3,500
476 Advertising	813	405	748	500	500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,251</b>	<b>4,597</b>	<b>6,600</b>	<b>5,900</b>	<b>5,900</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>72,870</b>	<b>267,959</b>	<b>2,120,997</b>	<b>227,595</b>	<b>304,091</b>
<b>FUND SOURCE</b>					
01 General Fund	72,870	267,959	2,120,997	227,595	304,091
<b>TOTAL</b>	<b>72,870</b>	<b>267,959</b>	<b>2,120,997</b>	<b>227,595</b>	<b>304,091</b>

DEPARTMENT RESPONSIBLE  
City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Public Information</b>	<b>4250</b>

**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
<b>Administration &amp; Support</b>	<b>Public Information</b>				<b>4250</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	15,851	12,582	11,886	12,223	12,553
410 Benefits	3,140	2,772	2,944	2,944	3,332
<b>TOTAL PERSONNEL</b>	<b>18,991</b>	<b>15,354</b>	<b>14,830</b>	<b>15,167</b>	<b>15,885</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies			2,500		
430 Contractual Services	5,166	6,327	7,500	7,500	7,500
475 Postage					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>5,166</b>	<b>6,327</b>	<b>10,000</b>	<b>7,500</b>	<b>7,500</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>24,157</b>	<b>21,681</b>	<b>24,830</b>	<b>22,667</b>	<b>23,385</b>
<b>FUND SOURCE</b>					
01 General Fund	24,157	21,681	24,830	22,667	23,385
<b>TOTAL</b>	<b>24,157</b>	<b>21,681</b>	<b>24,830</b>	<b>22,667</b>	<b>23,385</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Employee Benefits</b>	<b>4260</b>

### 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.
- 412      RETIREMENT  
Retirement benefits are provided to 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  
\$500 monthly auto allowance each to the Assistant City Manager, Administrative Services Director, Planning Director, and Community Services Director.
- 428      PARS Retirement  
A deferred compensation program available to management employees designed to reward outstanding long term commitment.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Employee Benefits</b>				<b>4260</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
410 Benefits	(532,420)	(653,121)	(494,790)	(548,581)	(566,184)
412 Employer Share Retirement	219,285	340,500	175,000	180,000	196,000
413 Worker's Compensation	40,188	29,748		46,793	47,000
414 Group Health Insurance	208,179	213,640	213,640	214,000	214,000
415 Life Insurance	6,216	6,159	6,150	6,288	6,284
416 Disability Insurance	13,856	13,932	15,000	15,000	15,000
417 Unemployment Insurance		479			
418 Medicare	29,096	29,563	29,000	29,000	29,000
419 Auto Allowance	10,800	10,800	24,000	24,000	24,000
428 PARS Retirement	4,800	8,300	32,000	33,500	34,900
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

DEPARTMENT RESPONSIBLE  
Administrative Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Overhead</b>	<b>4270</b>

**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 Enterprise Funds.

As of FY 2016-17, all Enterprise Funds have been eliminated, which included the Equestrian Operations (Fund 50) and the Tennis Operations (Fund 51).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Overhead</b>					<b>4270</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

467 Overhead Assessment	(14,057)	(14,000)			
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>(14,057)</b>	<b>(14,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>(14,057)</b>	<b>(14,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**FUND SOURCE**

01 General Fund	(14,057)	(14,000)			
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<b>TOTAL</b>	<b>(14,057)</b>	<b>(14,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
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DEPARTMENT RESPONSIBLE  
Administrative Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Equipment</b>	<b>4279/4281</b>

**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, propane, and fuel products for city-owned vehicles.
  
- 482      **MOTOR VEHICLES (General Fund 4279)**  
Provides for the purchase of City owned vehicles from the Assigned Equipment Fund. A Ford Fusion and Ford F-150 are budgeted in FY 2016-17, and the Fusion may carry over to FY 2017-18.
  
- 482      **MOTOR VEHICLES (Air Quality Fund 4281)**  
Two turf utility vehicles are budgeted for FY 2017-18 for Ernie Howlett and Highridge Parks.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Equipment</b>					<b>4279/4281</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	704	3,047	2,000	2,140	2,000
442 Auto Comp/Coll Insurance	1,733	1,729	1,774	1,774	1,774
461 Vehicle Maintenance	33,445	47,733	30,000	30,000	30,000
462 Gas and Oil	20,861	16,185	20,000	25,000	25,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>56,743</b>	<b>68,694</b>	<b>53,774</b>	<b>58,914</b>	<b>58,774</b>
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**CAPITAL OUTLAY**

482 Motor Vehicles			70,000		
482 Motor Vehicles Fund 20				40,000	

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>70,000</b>	<b>40,000</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>56,743</b>	<b>68,694</b>	<b>123,774</b>	<b>98,914</b>	<b>58,774</b>
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**FUND SOURCE**

01 General Fund (4279)	56,743	68,694	123,774	98,914	58,774
20 AQMD Fund (4281)				40,000	

<b>TOTAL</b>	<b>56,743</b>	<b>68,694</b>	<b>123,774</b>	<b>138,914</b>	<b>58,774</b>
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DEPARTMENT RESPONSIBLE  
Administrative Services Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Safety</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,529</b>	<b>32,529</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,808,013</b>	<b>1,871,900</b>	<b>2,049,409</b>	<b>2,148,156</b>	<b>2,231,396</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>180</b>	<b>334</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>1,808,193</b>	<b>1,872,234</b>	<b>2,049,409</b>	<b>2,180,685</b>	<b>2,263,925</b>

**PUBLIC SAFETY OVERVIEW**

This function consists of Police Services, Animal Control, Crossing Guards, Traffic Control Officer 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
<b>Public Safety</b>	<b>Patrol Services</b>	<b>4310</b>

### 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
<b>Public Safety</b>	<b>Patrol Services</b>					<b>4310</b>
	2014-15	2015-16	2016-17	2017-18	2018-19	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	1,739,993	1,806,037	1,980,864	2,081,011	2,164,251
438 Records Management Serv	1,979	1,527	1,600	1,500	1,500

<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,741,972</b>	<b>1,807,564</b>	<b>1,982,464</b>	<b>2,082,511</b>	<b>2,165,751</b>
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**CAPITAL OUTLAY**

484 Office Furniture, Etc.					
485 IT & Special Equipment	180	334			

<b>TOTAL CAPITAL OUTLAY</b>	<b>180</b>	<b>334</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>1,742,152</b>	<b>1,807,898</b>	<b>1,982,464</b>	<b>2,082,511</b>	<b>2,165,751</b>
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**FUND SOURCE**

01 General Fund	1,742,152	1,807,898	1,982,464	2,082,511	2,165,751
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<b>TOTAL</b>	<b>1,742,152</b>	<b>1,807,898</b>	<b>1,982,464</b>	<b>2,082,511</b>	<b>2,165,751</b>
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DEPARTMENT RESPONSIBLE  
City Manager

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Public Safety</b>	<b>Animal Control</b>	<b>4330</b>

**Narrative**

Animal Control services are provided through contract with Los Angeles County and include (1) field services for animal ordinance enforcement, impoundment, and cruelty investigations; (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
<b>Public Safety</b>	<b>Animal Control</b>				<b>4330</b>
	2014-15	2015-16	2016-17	2017-18	2018-19
Expenditure Classification	Actual	Actual	Actual	Estimated	Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	25,422	19,239	20,000	20,000	20,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>25,422</b>	<b>19,239</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>25,422</b>	<b>19,239</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
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**FUND SOURCE**

01 General Fund	25,422	19,239	20,000	20,000	20,000
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<b>TOTAL</b>	<b>25,422</b>	<b>19,239</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
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DEPARTMENT RESPONSIBLE  
Planning Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Public Safety</b>	<b>Crossing Guards/Traffic Control</b>	<b>4340/4343</b>

**Narrative**

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

**Description**

- 402      SALARIES/WAGES PT (4343 General Fund)  
Wages for part-time Traffic Control Officer at PVDN and Rancho Vista School.
  
- 410      BENEFITS (4343 General Fund)  
Allocation of employee benefits from the benefits cost center.
  
- 420      MATERIALS & SUPPLIES  
Purchase of miscellaneous safety equipment and supplies.
  
- 430      CONTRACTUAL SERVICES (4340 Fund 14)  
Payments for contractual Crossing Guards at various locations throughout the City.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Public Safety</b>	<b>Crossing Guards/Traffic Control</b>				<b>4340/4343</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
402 Wages - Part Time				30,000	30,000
410 Benefits				2,529	2,529
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,529</b>	<b>32,529</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					
430 Contractual Services	34,337	35,136	37,645	37,645	37,645
<b>TOTAL MATERIALS &amp; OPS</b>	<b>34,337</b>	<b>35,136</b>	<b>37,645</b>	<b>37,645</b>	<b>37,645</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>34,337</b>	<b>35,136</b>	<b>37,645</b>	<b>70,174</b>	<b>70,174</b>
<b>FUND SOURCE</b>					
01 General Fund (4343)				32,529	32,529
14 Traffic Safety Fund (4340)	34,337	35,136	37,645	37,645	37,645
<b>TOTAL</b>	<b>34,337</b>	<b>35,136</b>	<b>37,645</b>	<b>70,174</b>	<b>70,174</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Public Safety</b>	<b>Emergency Management</b>	<b>4350</b>

**Narrative**

This activity provides for membership in the Los Angeles County Operational 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
<b>Public Safety</b>	<b>Emergency Management</b>				<b>4350</b>
	2014-15	2015-16	2016-17	2017-18	2018-19
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	252	7,652	7,300	6,000	6,000
430 Contractual Services	6,030	2,309	2,000	2,000	2,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,282</b>	<b>9,961</b>	<b>9,300</b>	<b>8,000</b>	<b>8,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>6,282</b>	<b>9,961</b>	<b>9,300</b>	<b>8,000</b>	<b>8,000</b>
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**FUND SOURCE**

01 General Fund	6,282	9,961	9,300	8,000	8,000
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<b>TOTAL</b>	<b>6,282</b>	<b>9,961</b>	<b>9,300</b>	<b>8,000</b>	<b>8,000</b>
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DEPARTMENT RESPONSIBLE  
City Manager



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Works</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>61,853</b>	<b>70,458</b>	<b>75,240</b>	<b>79,676</b>	<b>80,440</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>690,038</b>	<b>816,625</b>	<b>1,058,974</b>	<b>833,545</b>	<b>888,753</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>751,891</b>	<b>887,083</b>	<b>1,134,214</b>	<b>913,221</b>	<b>969,193</b>

**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
<b>Public Works</b>	<b>Street &amp; Sidewalk Repair</b>	<b>4410</b>

**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 or private company crews as directed by City staff.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Street &amp; Sidewalk Repair</b>					<b>4410</b>
	2014-15	2015-16	2016-17	2017-18	2018-19	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

434 Repairs & Maint. Services	42,912	102,618	80,000	90,000	90,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>42,912</b>	<b>102,618</b>	<b>80,000</b>	<b>90,000</b>	<b>90,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>42,912</b>	<b>102,618</b>	<b>80,000</b>	<b>90,000</b>	<b>90,000</b>
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**FUND SOURCE**

11 Highway Users Tax Fund	42,912	102,618	80,000	90,000	90,000
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<b>TOTAL</b>	<b>42,912</b>	<b>102,618</b>	<b>80,000</b>	<b>90,000</b>	<b>90,000</b>
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DEPARTMENT RESPONSIBLE  
Assistant City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Public Works</b>	<b>Transit</b>	<b>4450</b>

**Narrative**

This activity provides for City participation in the Palos Verdes Peninsula Transit Authority that provides general demand transit through Palos Verdes Peninsula Transit Authority 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
<b>Public Works</b>	<b>Transit</b>				<b>4450</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	17,436	22,464	22,519	22,134	21,803
410 Benefits	3,454	3,681	4,218	5,371	5,238
<b>TOTAL PERSONNEL</b>	<b>20,890</b>	<b>26,145</b>	<b>26,737</b>	<b>27,505</b>	<b>27,041</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	121,842	126,694	129,888	131,938	133,917
<b>TOTAL MATERIALS &amp; OPS</b>	<b>121,842</b>	<b>126,694</b>	<b>129,888</b>	<b>131,938</b>	<b>133,917</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>142,732</b>	<b>152,839</b>	<b>156,625</b>	<b>159,443</b>	<b>160,958</b>
<b>FUND SOURCE</b>					
18 Transit Fund	142,732	152,839	156,625	159,443	160,958
<b>TOTAL</b>	<b>142,732</b>	<b>152,839</b>	<b>156,625</b>	<b>159,443</b>	<b>160,958</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Works</b>	<b>Signals &amp; Striping</b>	<b>4451/4454</b>

### 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 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.

Note:

HUT or HUTA is the State's "Highway Users Tax Account" which is the City's Fund 11.



## City of Rolling Hills Estates

Function	Activity	Code
<b>Public Works</b>	<b>Stormwater Permit Compliance</b>	<b>4460</b>

### 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<sup>1</sup>/TMDL<sup>2</sup> programs, including Program Administration, Water Quality Monitoring, Street Sweeping, Storm Drain Inspection, Used Oil Recycling, and Peter Weber Equestrian Center's TMDL Monitoring.

#### Definitions:

1. NPDES is National Pollutant Discharge Elimination System - permit program by the U.S. EPA
2. TMDL is Total Maximum Daily Load - U.S. Clean Water Act

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Public Works</b>	<b>Stormwater Permit Compliance</b>				<b>4460</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	18,061	20,190	23,017	23,752	24,376
410 Benefits	3,911	3,697	5,108	6,414	6,490
<b>TOTAL PERSONNEL</b>	<b>21,972</b>	<b>23,887</b>	<b>28,125</b>	<b>30,166</b>	<b>30,866</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	233,493	182,546	220,000	250,000	300,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>233,493</b>	<b>182,546</b>	<b>220,000</b>	<b>250,000</b>	<b>300,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>255,465</b>	<b>206,433</b>	<b>248,125</b>	<b>280,166</b>	<b>330,866</b>
<b>FUND SOURCE</b>					
01 General Fund	255,465	206,433	248,125	280,166	330,866
<b>TOTAL</b>	<b>255,465</b>	<b>206,433</b>	<b>248,125</b>	<b>280,166</b>	<b>330,866</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Public Works</b>	<b>Solid Waste/Recycling</b>	<b>4625</b>

**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  
Consulting services for solid waste franchise renewal, which are reimbursable expenses.
  
- 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
<b>Public Works</b>	<b>Solid Waste/Recycling</b>				<b>4625</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	15,851	17,551	17,153	17,707	18,169
410 Benefits	3,140	2,875	3,225	4,297	4,365
<b>TOTAL PERSONNEL</b>	<b>18,991</b>	<b>20,426</b>	<b>20,378</b>	<b>22,004</b>	<b>22,534</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services			34,415		
485 IT & Special Equipment		230		6,500	6,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>230</b>	<b>34,415</b>	<b>6,500</b>	<b>6,500</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>18,991</b>	<b>20,656</b>	<b>54,793</b>	<b>28,504</b>	<b>29,034</b>
<b>FUND SOURCE</b>					
01 General Fund	18,991	20,656	54,793	28,504	29,034
<b>TOTAL</b>	<b>18,991</b>	<b>20,656</b>	<b>54,793</b>	<b>28,504</b>	<b>29,034</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager





**City of Rolling Hills Estates  
Summary**

Function <b>Planning</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>500,314</b>	<b>516,568</b>	<b>531,403</b>	<b>541,318</b>	<b>553,941</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>442,376</b>	<b>575,895</b>	<b>369,812</b>	<b>751,050</b>	<b>771,050</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>942,690</b>	<b>1,092,463</b>	<b>901,215</b>	<b>1,292,368</b>	<b>1,324,991</b>

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 vehicles 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
<b>Planning</b>	<b>Planning Administration</b>				<b>4510</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	305,912	319,575	333,956	334,520	343,444
410 Benefits	83,427	65,487	68,217	77,310	78,010
<b>TOTAL PERSONNEL</b>	<b>389,339</b>	<b>385,062</b>	<b>402,173</b>	<b>411,830</b>	<b>421,454</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	201	979	401	2,000	2,000
430 Contractual Services	117,032	185,994	60,000	100,000	100,000
432 Engineering Services					
437 Building Inspection Serv	300,392	358,716	275,000	300,000	350,000
463 Mileage	288	315	265	500	500
470 Travel & Meetings	355	1,581	1,203	1,500	1,500
472 Dues & Memberships	620	1,135	1,110	1,200	1,200
473 Publications/Subscriptions					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>418,888</b>	<b>548,720</b>	<b>337,979</b>	<b>405,200</b>	<b>455,200</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>808,227</b>	<b>933,782</b>	<b>740,152</b>	<b>817,030</b>	<b>876,654</b>
<b>FUND SOURCE</b>					
01 General Fund	808,227	933,782	740,152	817,030	876,654
<b>TOTAL</b>	<b>808,227</b>	<b>933,782</b>	<b>740,152</b>	<b>817,030</b>	<b>876,654</b>

DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Planning</b>	<b>Advanced Planning</b>	<b>4520</b>

### 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. FY 2016-17 begins the General Plan Update, and FY 2017-18 includes an additional \$30,000 for Public Facility Impact Fee Report.
- 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
<b>Planning</b>	<b>Advanced Planning</b>				<b>4520</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	40,342	42,020	42,973	42,720	43,856
410 Benefits	10,920	8,722	9,180	10,413	10,504
<b>TOTAL PERSONNEL</b>	<b>51,262</b>	<b>50,742</b>	<b>52,153</b>	<b>53,133</b>	<b>54,360</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					
430 Contractual Services			15,000	330,000	300,000
432 Engineering Services					
477 Printing & Binding					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>330,000</b>	<b>300,000</b>
<b>CAPITAL OUTLAY</b>					
484 Office Furniture, Etc.					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>51,262</b>	<b>50,742</b>	<b>67,153</b>	<b>383,133</b>	<b>354,360</b>
<b>FUND SOURCE</b>					
01 General Fund	51,262	50,742	67,153	383,133	354,360
<b>TOTAL</b>	<b>51,262</b>	<b>50,742</b>	<b>67,153</b>	<b>383,133</b>	<b>354,360</b>

DEPARTMENT RESPONSIBLE  
Planning Director

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Planning</b>	<b>Code Administration</b>	<b>4530</b>

**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 vehicles 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
<b>Planning</b>	<b>Code Administration</b>				<b>4530</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	24,783	55,584	67,056	66,354	68,127
402 Wages - Part Time	25,893	14,707			
410 Benefits	9,037	10,473	10,021	10,000	10,000
<b>TOTAL PERSONNEL</b>	<b>59,713</b>	<b>80,764</b>	<b>77,077</b>	<b>76,354</b>	<b>78,127</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					
430 Contractual Services	23,488	27,175	16,000	15,000	15,000
463 Mileage			507	500	500
470 Travel & Meetings			326	350	350
<b>TOTAL MATERIALS &amp; OPS</b>	<b>23,488</b>	<b>27,175</b>	<b>16,833</b>	<b>15,850</b>	<b>15,850</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>83,201</b>	<b>107,939</b>	<b>93,910</b>	<b>92,204</b>	<b>93,977</b>
<b>FUND SOURCE</b>					
01 General Fund	83,201	107,939	93,910	92,204	93,977
<b>TOTAL</b>	<b>83,201</b>	<b>107,939</b>	<b>93,910</b>	<b>92,204</b>	<b>93,977</b>

DEPARTMENT RESPONSIBLE  
Planning Director





**City of Rolling Hills Estates  
Summary**

Function					
<b>Community Services</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>TOTAL PERSONNEL</b>	<b>600,275</b>	<b>611,307</b>	<b>592,288</b>	<b>619,896</b>	<b>635,058</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>684,407</b>	<b>805,402</b>	<b>757,133</b>	<b>794,972</b>	<b>777,428</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>852</b>	<b>1,500</b>	<b>1,500</b>
<b>TOTAL FUNCTION</b>	<b>1,284,682</b>	<b>1,416,709</b>	<b>1,350,273</b>	<b>1,416,368</b>	<b>1,413,986</b>

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 <b>Community Services</b>	Activity Title <b>Parks &amp; Landscape Maintenance</b>	Activity <b>4610</b>
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### 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, 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 voice, fax, Internet/data service and WiFi.
- 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
<b>Community Services</b>	<b>Parks &amp; Landscape Maintenance</b>				<b>4610</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	247,953	278,151	291,148	299,903	307,903
402 Wages - Part Time	5,472	126	6,289	6,300	6,300
405 Wages - Overtime	1,783	2,859	4,089	2,000	2,000
410 Benefits	87,614	84,053	90,033	102,029	102,792
<b>TOTAL PERSONNEL</b>	<b>342,822</b>	<b>365,189</b>	<b>391,559</b>	<b>410,232</b>	<b>418,995</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	24,431	30,992	40,000	31,000	31,000
430 Contractual Services	216,368	240,890	237,275	244,400	244,400
434 Repairs & Maint. Services	7,723	12,998	12,000	12,000	12,000
450 Voice & Data Services	606	695	3,032	3,936	3,936
451 Water Utility	177,446	154,517	120,000	160,000	160,000
452 Electric Utility	7,905	9,004	8,000	8,000	8,000
453 Refuse Removal	242			500	500
470 Travel & Meetings	662	353	232	1,000	1,000
474 Grants to Other Agencies		3,000	4,500	5,000	5,000
478 Equipment Rental	3,283	4,024	3,000	4,500	4,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>438,666</b>	<b>456,473</b>	<b>428,039</b>	<b>470,336</b>	<b>470,336</b>
<b>CAPITAL OUTLAY</b>					
485 IT & Special Equipment			552	1,200	1,200
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>552</b>	<b>1,200</b>	<b>1,200</b>
<b>TOTAL ACTIVITY</b>	<b>781,488</b>	<b>821,662</b>	<b>820,150</b>	<b>881,768</b>	<b>890,531</b>
<b>FUND SOURCE</b>					
01 General Fund	781,488	821,662	820,150	881,768	890,531
<b>TOTAL</b>	<b>781,488</b>	<b>821,662</b>	<b>820,150</b>	<b>881,768</b>	<b>890,531</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Tree Trimming</b>	<b>4615</b>

**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
<b>Community Services</b>	<b>Tree Trimming</b>				<b>4615</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	60,967	56,380	23,457	24,176	24,827
402 Wages - Part Time			550		
405 Wages - Overtime	497	411	500	500	500
410 Benefits	21,286	19,092	7,535	8,466	8,495
<b>TOTAL PERSONNEL</b>	<b>82,750</b>	<b>75,883</b>	<b>32,042</b>	<b>33,142</b>	<b>33,822</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	4,400	1,745	2,500	4,000	4,000
427 Street Trees	5,626			5,000	5,000
430 Contractual Services	68,805	134,645	120,000	131,000	131,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>78,831</b>	<b>136,390</b>	<b>122,500</b>	<b>140,000</b>	<b>140,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>161,581</b>	<b>212,273</b>	<b>154,542</b>	<b>173,142</b>	<b>173,822</b>
<b>FUND SOURCE</b>					
01 General Fund	161,581	212,273	154,542	173,142	173,822
<b>TOTAL</b>	<b>161,581</b>	<b>212,273</b>	<b>154,542</b>	<b>173,142</b>	<b>173,822</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Bridle Trails</b>	<b>4630</b>

**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
<b>Community Services</b>	<b>Bridle Trails</b>				<b>4630</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	58,127	47,237	38,118	39,285	40,343
402 Wages - Part Time					
410 Benefits	20,319	13,664	12,246	13,757	13,806
<b>TOTAL PERSONNEL</b>	<b>78,446</b>	<b>60,901</b>	<b>50,364</b>	<b>53,042</b>	<b>54,149</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	12,128	10,502	10,000	12,000	12,000
478 Equipment Rental	1,777	2,310	5,080	4,000	4,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>13,905</b>	<b>12,812</b>	<b>15,080</b>	<b>16,000</b>	<b>16,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>92,351</b>	<b>73,713</b>	<b>65,444</b>	<b>69,042</b>	<b>70,149</b>
<b>FUND SOURCE</b>					
01 General Fund	92,351	73,713	65,444	69,042	70,149
<b>TOTAL</b>	<b>92,351</b>	<b>73,713</b>	<b>65,444</b>	<b>69,042</b>	<b>70,149</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Recreation Programs</b>	<b>4640</b>

**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
<b>Community Services</b>	<b>Recreation Programs</b>				<b>4640</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	13,267	14,860	14,527	14,937	15,323
402 Wages - Part Time					
410 Benefits	3,797	3,535	3,836	4,564	4,613
<b>TOTAL PERSONNEL</b>	<b>17,064</b>	<b>18,395</b>	<b>18,363</b>	<b>19,501</b>	<b>19,936</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies				50	50
430 Contractual Services	20,813	18,844	8,000	8,000	8,000
477 Printing & Binding					
478 Equipment Rental				500	500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>20,813</b>	<b>18,844</b>	<b>8,000</b>	<b>8,550</b>	<b>8,550</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>37,877</b>	<b>37,239</b>	<b>26,363</b>	<b>28,051</b>	<b>28,486</b>
<b>FUND SOURCE</b>					
01 General Fund	37,877	37,239	26,363	28,051	28,486
<b>TOTAL</b>	<b>37,877</b>	<b>37,239</b>	<b>26,363</b>	<b>28,051</b>	<b>28,486</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Community Services</b>	<b>Tennis Recreation</b>	<b>4645</b>

**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 01-4645.**

**Description**

- 401      SALARIES/WAGES FT  
Includes a portion of the Community Services Director's salary.
- 402      SALARIES/WAGES PT  
Recreation Staff for the Tennis Club Office and other related recreational activities.
- 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 replacement of cash register.
- 450      VOICE & DATA SERVICES  
Provides voice, Internet/data service, and WiFi.
- 485      IT & SPECIAL EQUIPMENT  
Provides for signage improvements (\$300).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity					Code
<b>Community Services</b>	<b>Tennis Recreation</b>					<b>4645</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed	
<b>PERSONNEL</b>						
401 Wages - Full Time			14,527	14,937	15,323	
402 Wages - Part Time			44,888	46,013	49,725	
405 Wages - Overtime			200	200	200	
410 Benefits			7,271	9,393	8,805	
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>66,886</b>	<b>70,543</b>	<b>74,053</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies			1,800	1,800	1,800	
423 Resale Supplies			200	200	200	
430 Contractual Services			7,000	7,000	7,000	
450 Voice & Data Services			1,500	3,264	3,264	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>0</b>	<b>10,500</b>	<b>12,264</b>	<b>12,264</b>	
<b>CAPITAL OUTLAY</b>						
485 IT & Special Equipment			300	300	300	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	
<b>TOTAL ACTIVITY</b>	<b>0</b>	<b>0</b>	<b>77,686</b>	<b>83,107</b>	<b>86,617</b>	
<b>FUND SOURCE</b>						
01 General Fund			77,686	83,107	86,617	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>77,686</b>	<b>83,107</b>	<b>86,617</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Stables</b>	<b>4650</b>

**Narrative**

**Peter Weber Equestrian Center - Operated by a Concessionaire as of December 1, 2011**  
**Enterprise Fund Was Closed FYE June 30, 2017**

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
<b>Community Services</b>	<b>Stables</b>				<b>4650</b>
	2014-15	2015-16	2016-17	2017-18	2018-19
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services			2		
466 Depreciation Expense	802	802	802		

<b>TOTAL MATERIALS &amp; OPS</b>	<b>802</b>	<b>802</b>	<b>804</b>	<b>0</b>	<b>0</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>802</b>	<b>802</b>	<b>804</b>	<b>0</b>	<b>0</b>
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**FUND SOURCE**

50 Equestrian Fund	802	802	804		
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<b>TOTAL</b>	<b>802</b>	<b>802</b>	<b>804</b>	<b>0</b>	<b>0</b>
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DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Tennis</b>	<b>4660</b>

**Narrative**

**Tennis Fund (51-4660) was closed starting in Fiscal Year 2016-17 and is now General Fund Account 01-4645.**

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 voice and Internet/data 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
<b>Community Services</b>	<b>Tennis</b>				<b>4660</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	14,371	16,180	0		
402 Wages - Part Time	27,708	34,730	0		
405 Wages - Overtime	20	1	0		
410 Benefits	6,893	7,097	0		
<b>TOTAL PERSONNEL</b>	<b>48,992</b>	<b>58,008</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	1,249	1,318			
423 Resale Supplies					
430 Contractual Services	5,005	7,618			
441 Liability Insurance	226	1,961			
450 Voice & Data Services	1,355	1,509			
466 Depreciation Expense	6,693	6,693			
467 Overhead Assessment	14,057	14,000			
<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,585</b>	<b>33,099</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
485 IT & Special Equipment					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>77,577</b>	<b>91,107</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
51 Tennis Fund	77,577	91,107			
<b>TOTAL</b>	<b>77,577</b>	<b>91,107</b>	<b>0</b>	<b>0</b>	<b>0</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Special Events</b>	<b>4670</b>

**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
<b>Community Services</b>	<b>Special Events</b>				<b>4670</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	13,338	14,860	14,527	14,937	15,323
402 Wages - Part Time		0	0		
405 Wages - Overtime	4,012	4,185	5,265	4,185	4,200
410 Benefits	4,319	4,689	4,100	4,564	4,613
<b>TOTAL PERSONNEL</b>	<b>21,669</b>	<b>23,734</b>	<b>23,892</b>	<b>23,686</b>	<b>24,136</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	1,681	4,070	5,800	14,000	3,000
430 Contractual Services	39,300	54,722	68,000	46,000	46,000
474 Grants to Other Agencies					
476 Advertising	551	1,192	711	750	750
<b>TOTAL MATERIALS &amp; OPS</b>	<b>41,532</b>	<b>59,984</b>	<b>74,511</b>	<b>60,750</b>	<b>49,750</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>63,201</b>	<b>83,718</b>	<b>98,403</b>	<b>84,436</b>	<b>73,886</b>
<b>FUND SOURCE</b>					
01 General Fund	63,201	83,718	98,403	84,436	73,886
<b>TOTAL</b>	<b>63,201</b>	<b>83,718</b>	<b>98,403</b>	<b>84,436</b>	<b>73,886</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Community Services</b>	<b>Pepper Tree Foundation</b>	<b>4674/4675</b>

**Narrative**

This activity provides for special annual recreational events including the Tracy Austin Tennis Tournament, and the Cross Country Runs, which are 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
<b>Community Services</b>	<b>Pepper Tree Foundation</b>				<b>4674/4675</b>
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Proposed	2018-19 Proposed
<b>PERSONNEL</b>					
401 Wages - Full Time	6,633	7,430	7,264	7,468	7,661
405 Wages - Overtime					
410 Benefits	1,899	1,767	1,918	2,282	2,307
<b>TOTAL PERSONNEL</b>	<b>8,532</b>	<b>9,197</b>	<b>9,182</b>	<b>9,750</b>	<b>9,968</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	6,926	10,596	9,456	12,500	12,500
430 Contractual Services	15,679	15,066	19,469	18,000	18,000
476 Advertising		780	1,200	1,200	1,200
478 Equipment Rental					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>22,605</b>	<b>26,442</b>	<b>30,125</b>	<b>31,700</b>	<b>31,700</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>31,137</b>	<b>35,639</b>	<b>39,307</b>	<b>41,450</b>	<b>41,668</b>
<b>FUND SOURCE</b>					
01 General Fund (4674)	8,532	9,197	9,182	9,750	9,968
95 Pepper Tree Fund (4675)	22,605	26,442	30,125	31,700	31,700
<b>TOTAL</b>	<b>31,137</b>	<b>35,639</b>	<b>39,307</b>	<b>41,450</b>	<b>41,668</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Nature Center Ops/Prop A MTC</b>	<b>4676/4677/4680</b>

**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 voice and Internet/data services at the Nature Center.
  
- 451      **WATER**  
Provides for water at the Nature Center.
  
- 452      **ELECTRICITY**  
Provides for electricity at the Nature Center.
  
- 470      **TRAVEL AND MEETINGS**  
Provided by PVPLC.
  
- 474      **GRANTS TO OTHER AGENCIES**  
Fund 35, 4680-474, Jr. Naturalist State Grant is a 3-year pass-through grant to PVPLC.
  
- 476      **ADVERTISING**  
Provided by PVPLC.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Nature Center Ops/Prop A MTC</b>				<b>4676/4677/4680</b>
	2014-15	2015-16	2016-17	2017-18	2018-19
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	1,644	2,812	2,000	2,000	2,000
430 Contractual Services	31,840	33,544	37,500	37,500	37,500
434 Repairs & Maint. Services	952	1,788	1,100	5,000	5,000
450 Voice & Data Services	1,919	2,208	2,000	1,428	1,428
451 Water Utility	869	2,862	1,000	1,500	1,500
452 Electric Utility	1,444	1,460	1,400	1,400	1,400
470 Travel & Meetings					
474 Grants to Other Agencies		15,882	22,574	6,544	
476 Advertising					

<b>TOTAL MATERIALS &amp; OPS</b>	<b>38,668</b>	<b>60,556</b>	<b>67,574</b>	<b>55,372</b>	<b>48,828</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>38,668</b>	<b>60,556</b>	<b>67,574</b>	<b>55,372</b>	<b>48,828</b>
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**FUND SOURCE**

01 General Fund (4676)	25,121	30,246	26,000	29,828	29,828
32 Prop A Fund (4680)	13,547	14,428	19,000	19,000	19,000
35 Jr. Naturalist State Grant (4677)		15,882	22,574	6,544	

<b>TOTAL</b>	<b>38,668</b>	<b>60,556</b>	<b>67,574</b>	<b>55,372</b>	<b>48,828</b>
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DEPARTMENT RESPONSIBLE  
Community Services Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Capital Improvements</b>					
Expenditure Classification	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed

**TOTAL PERSONNEL**

**TOTAL MATERIALS & OPS**

**TOTAL CAPITAL OUTLAY      1,955,324    2,604,761    2,877,254    2,291,122    1,706,322**

**TOTAL FUNCTION            1,955,324    2,604,761    2,877,254    2,291,122    1,706,322**

**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 2017-18 total \$2,291,122 and a total of \$1,706,322 for FY 2018-19, and the General Fund's portion is \$1,383,000 for FY 2017-18 and \$1,329,500 for FY 2018-19.





**City of Rolling Hills Estates**

**Capital Improvements – Public Works**  
(5100 Capital Projects)

**Descriptions**

**This section contains Capital Improvements related to streets.**

FY 2017-18 includes General Fund, Prop C, Measure R and Measure M expenditures for Major Street Maintenance (01-5103, 19-430, 23-5170, & 26-5117).

FY 2017-18 and FY 2018-19 include General Fund expenditures for Storm Drain Inspection and Repairs (01-5145).

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Works</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>5103</b>					
<b>Street Resurfacing &amp; Road Improvements (General Fund)</b>					
430 Contractual Services	92,430	905,078	860,000	750,000	750,000
<b>5113</b>					
<b>Street Resurfacing (TDA, Fund 13)</b>					
430 Contractual Services		15,773			15,000
<b>5115</b>					
<b>Street Resurfacing Project (STP-L Fund 21)</b>					
430 Contractual Services			142,246		
<b>5116</b>					
<b>Street Resurfacing Project (CalRecycle Grant, Fund 28)</b>					
430 Contractual Services			83,123		
<b>5117</b>					
<b>Street Resurfacing Project (Measure M, Fund 26)</b>					
430 Contractual Services				116,822	116,822
<b>5120</b>					
<b>Street Resurfacing (Prop C, Fund 19)</b>					
430 Contractual Services		50,000	100,000	130,000	100,000
<b>5125</b>					
<b>Silver Spur Pedestrian Project (State SR2S, Fund 25)</b>					
430 Contractual Services		328,700			
<b>PAGE TOTAL</b>					
	<b>92,430</b>	<b>1,299,551</b>	<b>1,185,369</b>	<b>996,822</b>	<b>981,822</b>

(Public Works - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Works (Continued)</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>5130</b>					
<b>PVDN/Silver Spur Pathways (Quimby Fees Fund 10)</b>					
430 Contractual Services		100,000	400,000		
<b>5140</b>					
<b>Curb/Gutter/Sidewalk Improvements (General Fund)</b>					
430 Contractual Services	151,255	118,030	25,000	25,000	25,000
<b>5145</b>					
<b>Storm Drain Repairs &amp; Improvements (General Fund)</b>					
430 Contractual Services	26,366	98,729	300,000	500,000	500,000
<b>5155</b>					
<b>Bus Shelters (General Fund)</b>					
430 Contractual Services	14,388	8,488			
<b>5170</b>					
<b>Street Resurfacing (Measure R, Fund 23)</b>					
430 Contractual Services		75,000	75,000		
<b>5171</b>					
<b>Traffic Signal Improvements (Measure R, Fund 23)</b>					
430 Contractual Services		5,104	101,536		
<b>5182</b>					
<b>Traffic Signal Improvements (Prop C, Fund 19)</b>					
430 Contractual Services		122,854	12,133		
<b>PAGETOTAL</b>					
	<b>192,009</b>	<b>528,205</b>	<b>913,669</b>	<b>525,000</b>	<b>525,000</b>

(Public Works - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Works (Continued)</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed

**5180**

**Traffic Signal Improvements (General Fund)**

430 Contractual Services 51,000

**5190**

**Community Development Block Grant (CDBG, Fund 17)**

430 Contractual Services 25,000 82,013 25,000 25,000

<b>TOTAL FUNCTION</b>	<b>284,439</b>	<b>1,852,756</b>	<b>2,232,051</b>	<b>1,546,822</b>	<b>1,531,822</b>
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**FUND SOURCE**

01 General Fund	284,439	1,130,325	1,236,000	1,275,000	1,275,000
10 Quimby Fees		100,000	400,000		
13 TDA		15,773			15,000
17 CDBG		25,000	82,013	25,000	25,000
19 Prop C Transit Fund		172,854	112,133	130,000	100,000
21 STP-L			142,246		
23 Measure R		80,104	176,536		
25 State SR2S		328,700			
26 Measure M				116,822	116,822
28 CalRecycle Asphalt			83,123		
<b>TOTAL</b>	<b>284,439</b>	<b>1,852,756</b>	<b>2,232,051</b>	<b>1,546,822</b>	<b>1,531,822</b>

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 2017-18 provides for mandatory brush clearance in George F Canyon Nature Preserve (\$18,000) and provides (\$9,500) in FY 2018-19 (01-5201).

FY 2017-18 provides for pathway improvements in Howlett Park (\$249,500) from LA County Trail Grant Funds (32-5232).

FY 2017-18 provides for improvements from the Chandler Development Contribution Fund (97-5255) including a City-wide bridle trails conditions survey (\$20,000) and two lighted equestrian/equestrian street crossing installations (\$150,000).

FY 2017-18 provided for the purchase of 2 Race Time Clocks (\$1,300) and a replacement portable Public Address System (\$1,300) from the Pepper Tree Foundation Fund (95-5231).

FY 2017-18 provides for anticipated JPIA ADA Compliance Study improvements from the Quimby Fees Fund (10-5266) at Pepperwood Park / Civic Center, Chandler Park, Howlett Park, Rockbluff Park, Dapplegray Park, and Highridge Park (\$60,000). FY 2018-19 provides for ADA improvements in City parks (\$20,000).

FY 2017-18 provides for Civic Center / Pepperwood Park landscaping improvements (\$5,000) and installation of an electric vehicle charging station (\$25,000) from Quimby Fees Fund (10-5262).

FY 2017-18 provides for improvements from the LA County 4th District Excess Prop. “A” Grant funds (34-5220) including ADA compliance measures for 2 Judges Booths in Howlett Park (\$11,000).

FY 2017-18 provides for Howlett Park improvements from the Quimby Fees Fund (10-5264) to replace Maintenance Yard roof (\$20,000), to replace the Basketball Court restroom’s main sewer line (\$30,000), Wi-Fi improvements (\$5,000), and to purchase special event traffic control for storage in an additional container (\$32,000).

FY 2017-18 provides for a Nature Center Replacement Study (\$20,000) from the Quimby Fees Fund (10-5267) and the demolition of the Community Center and development of a small picnic area (\$5,000).

FY 2017-18 and FY 2018-19 provides for the design and development of Butcher Park (\$50,000 each year) from Quimby Fees Fund (10-5269).

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>5201</b>					
<b>Brush Clearance (General Fund)</b>					
430 Contractual Services	7,160	19,038	10,839	18,000	9,500
<b>5220</b>					
<b>Equestrian Improvements (Prop. A Fund 34)</b>					
430 Contractual Services		110,571	60,000	11,000	
<b>5221</b>					
<b>Three Rail Fencing (General Fund)</b>					
430 Contractual Services	36,240				
<b>5231</b>					
<b>Special Equipment (Pepper Tree Fund 95)</b>					
430 Contractual Services		5,652		5,800	
<b>5232</b>					
<b>Howlett Park Pathways (Prop. A Fund 32)</b>					
430 Contractual Services				249,500	
<b>5250</b>					
<b>Stables Renovation (Prop. A Fund 32)</b>					
430 Contractual Services	823,658	353,972	(3,605)		
<b>5251</b>					
<b>Peter Weber Equestrian Center (Prop. 84 Fund 30)</b>					
430 Contractual Services	758,093				
<b>5255</b>					
<b>Equestrian &amp; Park Improvements (Chandler Contribution Fund 97)</b>					
430 Contractual Services		164,818	21,133	170,000	
<b>PAGE TOTAL</b>					
	<b>1,625,151</b>	<b>654,051</b>	<b>88,367</b>	<b>454,300</b>	<b>9,500</b>

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation (Continued)</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>5256</b>					
<b>PWEC Barn Project (Chandler Contribution Fund 97)</b>					
430 Contractual Services					
<b>5259</b>					
<b>Dapplegray Bridle Trail (Quimby Fees, Fund 10)</b>					
430 Contractual Services			42,050		
<b>5262</b>					
<b>Pepperwood Park / Civic Center Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services		22,591		30,000	
<b>5263</b>					
<b>Chandler Park (Quimby Fees, Fund 10)</b>					
430 Contractual Services			18,276		
<b>5264</b>					
<b>Howlett Park Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services			173,467	90,000	
<b>5265</b>					
<b>Highridge Park Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services					
<b>5266</b>					
<b>Park ADA Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services				40,000	20,000
<b>5267</b>					
<b>Nature &amp; Community Centers (Quimby Fees, Fund 10)</b>					
430 Contractual Services				25,000	
<b>5269</b>					
<b>Butcher Park Development (Quimby Fees, Fund 10)</b>					
430 Contractual Services					100,000

<b>PAGE TOTAL</b>	<b>0</b>	<b>22,591</b>	<b>233,793</b>	<b>185,000</b>	<b>120,000</b>
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(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation (Continued)</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed

<b>TOTAL FUNCTION</b>	<b>1,625,151</b>	<b>676,642</b>	<b>322,160</b>	<b>639,300</b>	<b>129,500</b>
<b>FUND SOURCE</b>					
01 General Fund	43,400	19,038	10,839	18,000	9,500
10 Quimby Fees		22,591	233,793	185,000	120,000
30 Prop. 84 Grant Equestrian	758,093				
32 Prop. A Parks Grant Fund	823,658	353,972	-3,605	249,500	
34 Prop. A 4th District Grant		110,571	60,000	11,000	
95 Pepper Tree Fund		5,652		5,800	
97 Chandler Contribution		164,818	21,133	170,000	
<b>TOTAL</b>	<b>1,625,151</b>	<b>676,642</b>	<b>322,160</b>	<b>639,300</b>	<b>129,500</b>

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 (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 (01-5303).

FY 2016-17 and 2017-18 provides for new, upgrading, and replacement for I.T. including, but not limited to: computer system replacements, network hardware and appliances, WiFi equipment, security cameras, phone system, Commissioners' iPads and other related equipment (01-5307). Additionally in 2017-18, the purchase of database software for the Planning Department at approximately \$30,000.

FY 2017-18 provides for upgrade and new equipment for the audio and visual system for public broadcasts of meetings (16-5322). Funding source is from the PEG fees revenue.



**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements</b>				
Activity Title	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted	2018-19 Proposed
<b>5302</b>					
<b>Sheriff's ALPR Unit (General Fund)</b>					
430 Contractual Services			56,368		
<b>5303</b>					
<b>City Hall Renovation &amp; Design (General Fund)</b>					
430 Contractual Services		18,000	106,462		
<b>5307</b>					
<b>Computer Network Upgrades (General Fund)</b>					
430 Contractual Services	35,486	34,308	49,000	90,000	45,000
<b>5315</b>					
<b>Speed Board (General Fund)</b>					
430 Contractual Services			8,901		
<b>5316</b>					
<b>Website Upgrade &amp; Redesign (General Fund)</b>					
430 Contractual Services		16,218	17,312		
<b>5322</b>					
<b>PEG Fees (Fund 16)</b>					
430 Contractual Services	10,248	6,837	85,000	15,000	
<b>TOTAL FUNCTION</b>					
	<b>45,734</b>	<b>75,363</b>	<b>323,043</b>	<b>105,000</b>	<b>45,000</b>
<b>FUND SOURCE</b>					
01 General Fund	35,486	68,526	238,043	90,000	45,000
16 PEG Fees	10,248	6,837	85,000	15,000	
<b>TOTAL</b>					
	<b>45,734</b>	<b>75,363</b>	<b>323,043</b>	<b>105,000</b>	<b>45,000</b>

DEPARTMENT RESPONSIBLE  
Various Department Managers

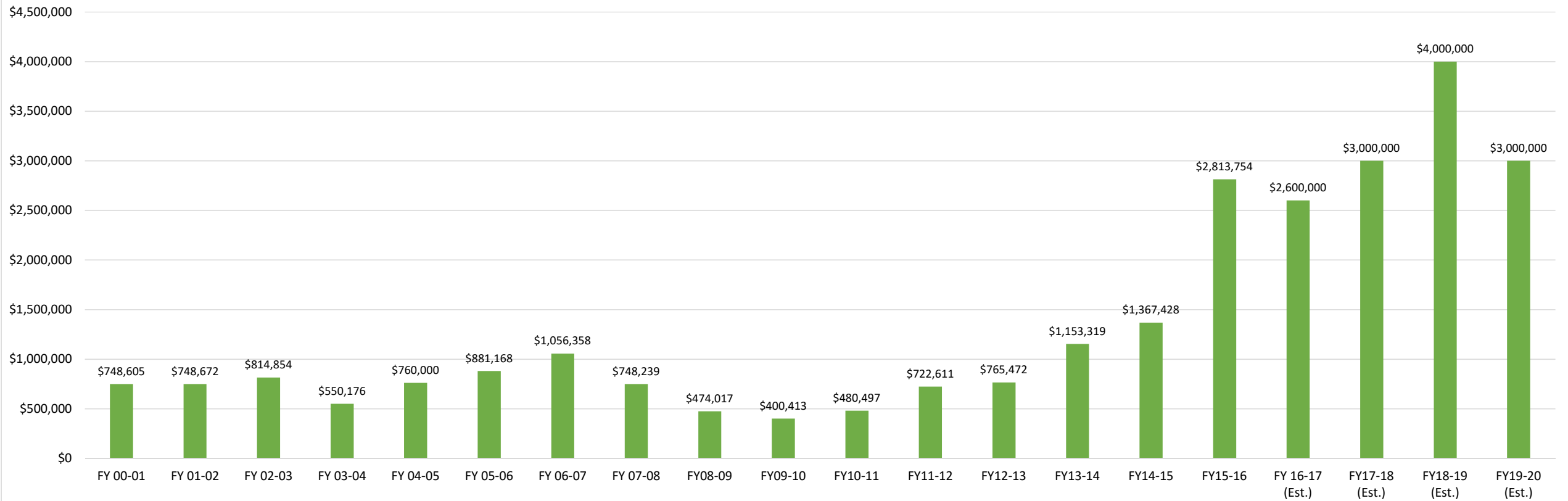


# Reference





## TOTAL BUILDING PERMIT REVENUE FY 00-01 through FY 19-20 (Estimated)



### NOTES

- FY 00-01, 01-02, 02-03, 04-05, 05-06, 07-08, 11-12 and 12-13 reflect revenues during a typical year averaging \$773,703 per year.
- FY 03-04, 08-09, 09-10 and 10-11 reflect revenues during an economic downturn averaging \$476,276 per year.
- FY 06-07, 13-14 and 14-15 reflect revenues during an economic recovery averaging \$1,195,368 per year.
- FY 15-16 through FY 19-20 reflect revenues during the most recent and anticipated exceptional years with an expected average of \$3,082,751 per year. Contributing projects include Peninsula Center, Chandler/Rolling Hills Country Club, 627 & 927 Deep Valley Drive, Merrill Gardens and Rolling Hills United Methodist Church. Other major projects on the horizon may also contribute in following years beyond these estimates.

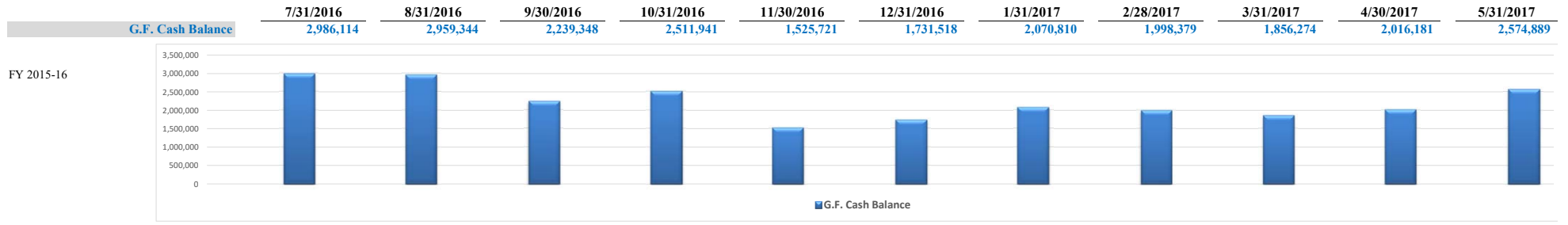




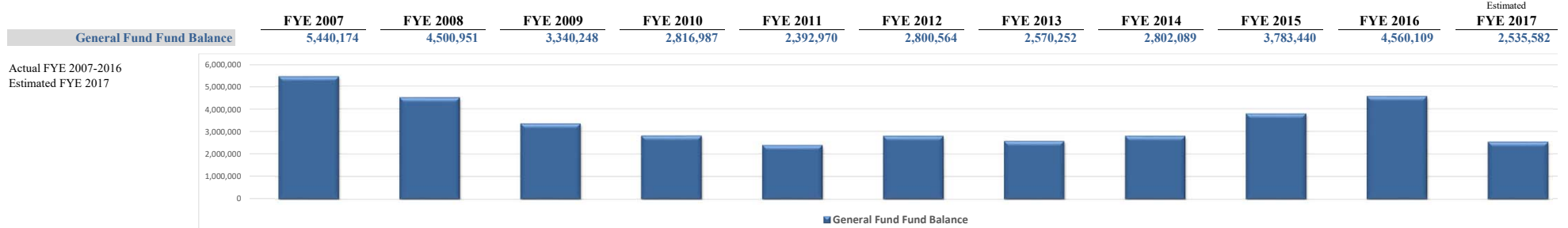


## City of Rolling Hills Estates

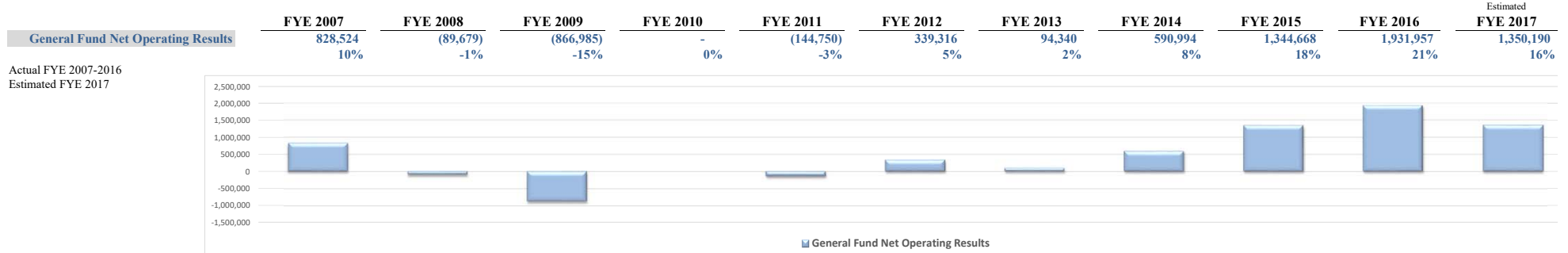
### General Fund Monthly Balance FY 2016-17



### General Fund Year Ending Fund Balance



### General Fund Year Ending Net Operating Results







# City of Rolling Hills Estates Personnel Costs 1996-97 to 2016-17

Estimated Proposed

	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	FY 16-17	FY 17-18
Benefits	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	653,120	494,790	548,581
Wages	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	2,018,467	1,986,087	2,012,334
PERS	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%	16.9%	18.5%	14.6%
Health	8.5%	8.1%	9.7%	0.0%	0.0%	3.8%	4.1%	4.3%	4.4%	4.3%	4.3%	4.3%	4.3%	2.3%	2.5%	0.3%	0.3%	0.3%	0.3%	0.4%	1.6%	1.7%
POB																	206,335	214,059	221,407	229,228	236,856	244,598
Benefits/Wages	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%	43.7%	36.8%	39.4%
Benefits/Total Compensation	21%	21%	21%	18%	18%	22%	22%	26%	29%	31%	30%	31%	31%	30%	31%	27%	29%	29%	28%	30%	27%	28%
PERS Classic 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%	9.558%	9.599%
PERS Second Tier Rates																				7.510%	7.809%	7.850%
PERS PEPR																					6.930%	6.908%

Note: Benefits and PERS starting in FY 2015-16 include UAL

