

# City of Rolling Hills Estates Budget

Estimated  
Fiscal Year 2007 - 2008  
&  
Adopted  
Fiscal Year 2008 - 2009

Prepared by  
Administrative Services Department





# City of Rolling Hills Estates



[www.ci.Rolling-Hills-Estates.ca.us](http://www.ci.Rolling-Hills-Estates.ca.us)

## Estimated Budget FY 2007 – 2008

## Adopted Budget 2008 – 2009

**SUSAN SEAMANS**  
Council Member

**FRANK V. ZERUNYAN**  
Mayor

**STEVEN ZUCKERMAN**  
Council Member



**JUDITH M. MITCHELL**  
Mayor Pro Tem

**JOHN C. ADDLEMAN**  
Council Member





# ROLLING HILLS ESTATES

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SUSAN SEAMANS  
*Mayor*  
FRANK V. ZERUNYAN  
*Mayor Pro Tem*  
JOHN C. ADDLEMAN  
*Council Member*  
JUDY MITCHELL  
*Council Member*  
STEVEN ZUCKERMAN  
*Council Member*  
DOUGLAS R. PRICHARD  
*City Manager*



The City of  
**ROLLING HILLS ESTATES**  
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**June 24, 2008**

**MEMORANDUM**

**TO: MAYOR AND CITY COUNCIL**

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

**SUBJECT: FY 2008-09 BUDGET UPDATE**

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**Update of Budget Study Session Actions**

On June 3, 2008 a Budget Study session was held in the Council Chambers, and the City Council approved the Add Back Items shown in the Add Back Schedules in the budget document (pages 10 and 11).

The revisions resulting from the budget study session included all of the Budget Add Back Items shown in the proposed budget with the awarding of 7 grants to local service organizations, replacement of the 1 ton maintenance truck, and energy saving lighting project for the City Hall and Council Chambers.

Additionally, the costs for Liability Insurance was reallocated as an Employee Benefit expenditure classification to an operating expenditure in the General, Tennis, and Equestrian Funds. The percentage of Liability Insurance costs charged to each fund is determined by the percentage of wages and benefits of each fund.

Therefore, the Zero Based Budget for appropriations is proposed to be increased by \$474,480 in General Fund Add Backs in the operating budget, and \$124,000 in Capital Improvement Projects and City Hall's facility and maintenance improvements.

As part of our on-going effort at improving the budget presentation, staff will be reviewing and revising on the Capital Projects Designation in order to more accurately represent our long-term capital projects needs without running a foul of the Fund Balance Policy.

Every approved item on the Add Back List is incorporated in the budget while maintaining a balanced budget and remaining consistent with the fund balance policy. All assumptions are reasonable and based upon the most current data available.





FRANK V. ZERUNYAN  
*Mayor*  
JUDY MITCHELL  
*Mayor Pro Tem*  
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**June 6, 2008**

**MEMORANDUM**

**TO: MAYOR AND CITY COUNCIL**

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

**SUBJECT: FY 2008-09 BUDGET MESSAGE**

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**INTRODUCTION AND BUDGET ASSUMPTIONS**

We are pleased to submit for your consideration the City's proposed budget for Fiscal Year 2008-09, the second year of our two year budget cycle. The proposed budget is a zero-based budget (ZBB), with potential Add Backs shown in a schedule that accompanies this budget message. Zero-based budgeting takes a fresh look at all expenditure line items, and includes only those expenditures deemed by staff to be necessary to the successful operation of the most basic levels of programs and services. The Add Back list includes those items that, while not deemed essential, nonetheless are important to effective on-going operations. This list is comprised of line items identified by staff for consideration. Included on the list is a brief description and cost of each item. This document represents the City's continuing efforts at multi-year budgeting, which have resulted in improvements to mid-range and long-range fiscal planning and the overall health of the City's financial position. Staff has revised the FY 2008-09 budget based on conditions that have changed over the past year.

The City has enjoyed fiscal stability and growth in the General Fund over the past decade, however, the General Fund revenues are not showing the growth as previous years with the economy currently in an economic slump. However, City will be able continue to maintain and improve streets and other City facilities by completing a series of General Funded and Grant Funded capital improvement projects.

## **OVERVIEW FY 2008-09**

As currently proposed, the budget includes a positive General Fund operating result of approximately \$844,142 for FY 2008-09, based on zero-based budgeting, and no use of any designated reserve fund (see exhibit G for details). If all General Fund operational Add Back items, which have been eliminated by ZBB, are included, then the positive operating result would be reduced to \$414,501. Total FY 2008-09 ZBB General Fund appropriated operating expenditures are \$6,753,451 which represents a decrease of approximately \$306,692 compared to the estimated budget for FY 2007-08 due primarily to anticipated increases in planning department for processing of large development projects expected in the next year.

The budgets for the General Fund, special revenue funds and proprietary funds were developed under several key revenue and expenditure assumptions as outlined below.

### **Revenue Assumptions**

- Sales tax revenue continues to be one of our largest revenue sources, however, revenue is down due to the performance of our weak economy. The conservative revenue projection for FY 2008-09 incorporated in this budget, which is approximately \$9,527 less than the FY 2007-08 revised estimate, was developed in conjunction with the City's sales tax consultant, MuniServices, and is considered by them to be "most likely - most likely."

The "Triple Flip" Proposition 57 mechanism reduces one-quarter of the traditional sales tax revenue and supplements the loss with a State subvention called "Property Tax in lieu of Sales Tax – State" under the Intergovernmental Revenue category.

- Under AB 1197 legislation for no and low property tax cities, the City has reached its maximum 7% share of property tax and will continue to receive this share in the next fiscal year, affected only by changes in the overall assessed valuation of the City. This budget assumes a conservative increase of 6% in FY 2008-09 that is forecasted by County's Assessor.
- Building Permits and Business License-Los Angeles County are projected to increase due to building activity levels in FY 2008-09. Revenue projections are based on our best estimate of the timing of some of the larger development projects known to be in various stages of processing. Revenues are offset to a large degree by expenditures of staff time and consultants related to plan check and inspections.
- Revenue assumptions for Planning Fees include the continuation of a supplemental planning services policy to offset the cost of the consultants who provide a variety of environmental review and support services. Planning Fees include in Environmental Impact Review (EIR) Fast Track Fees, normal over-the-counter fees, and fees to reimburse EIR costs of various projects.
- Use of Money and Property revenues in FY 2008-09 will flatten as investment interest rates are decreasing as compared to the prior year. Additionally, the City will diversify investments from LAIF to include 16 Federally insured Certificates of Deposit.

- This budget reflects several recent modifications to the State’s methodology for local government funding. As mentioned above, a State subvention for Supplemental Property Tax in lieu of Sales Tax will be reflected in intergovernmental revenues.
- Motor Vehicle License Fees (VLF) have been permanently reduced by two-thirds, and the balance of the traditional levels of this funding source will be found in an account designated as “Property Tax in lieu of VLF – State.”
- The COPS Policing Grant (which funds the City’s share of the CORE deputy program) is expected to be decreased by 10% by the State with the City anticipating to receive \$90,000.
- The City will received \$400,000 from Proposition 1B for transit projects that include \$200,000 for street resurfacing and \$200,000 for storm drain improvements.

### **Expenditure Assumptions**

- The goal of the zero-based budget is to maintain basic service levels, while the Add Back list would place services and programs at their traditionally high levels.
- Capital projects have historically been funded on a pay-as-you-go basis at levels which would not negatively impact the General Fund. Restricted and grant revenues are typically used first, with any shortfall financed by the General Fund. Per Council policy, expenditures for capital projects financed by the General Fund cannot exceed a level that would cause the unreserved, undesignated fund balance to fall below \$1,500,000. The capital projects proposed for FY 2008-09 primarily address street maintenance needs and storm drain repairs.
- ZBB personnel assumptions include a salary freeze and elimination of the Contingent Compensation (Bonus) Program (CCP) which rewards outstanding performance as well as the PARS Longevity Retirement Enhancement Program which rewards and provides incentives to long term employee commitment to the City. Under the Add Backs for FY 2008-09, the salary pool would be established at 2.5% and the CCP (both Part A and Part B) and PARS would be reinstated. The City is unique in that we have a straight merit, performance-based pay system.

There is no programmed cost-of-living adjustment and no automatic step increase. Existing benefits and shared costs with employees are maintained at current levels under ZBB. However, health insurance costs are expected to increase slightly as a result of regional pricing adopted by the PERS Board. The FY 2008-09 budget does not rely on any contributions from our established PERS Rate Stabilization Fund in order to achieve a net positive operating result, even if all Add Backs are reinstated. It is worth noting that the PERS Board has smoothed out rate fluctuations and the performance of the portfolio has improved from the low point several years ago.

- JPIA insurance premiums for general liability have increased while worker’s compensation insurance has decreased from our aggressive program to control costs and claims and the state’s worker’s compensation reform.
- CORE Deputies and Student and the Law classes are included in ZBB at existing levels.
- A review of each function is contained in the Budget Detail section of the budget message.

## **BUDGET HIGHLIGHTS**

### **FISCAL YEAR 2007-08 FINANCIAL STATUS AND ACCOMPLISHMENTS**

It is anticipated that the City will end FY 2007-08 with a positive General Fund operating result of \$75,699, without the use of budget reserves.

Public Safety was again a primary focus of the last year, with general crime trends continuing at low levels of activity. The regional concept continues to serve the community well in providing cost effective patrol and response. Traffic continues to be one of the public's most persistent concerns, both as it relates to congestion and safety. The City's speed board continues to be placed daily at various locations to caution motorists who may be exceeding the speed limit.

Planning activities included processing of a number of high profile projects both in the commercial district and in the east end of town and the retention of consultants to study impact fees and the economics of the mixed use zone and prepare an update of the City's Housing Element. Additional consultant assistance was required to review the Sanitation Districts' plans to renovate the existing gas to energy facility on the closed Palos Verdes Landfill site.

Community Services accomplishments included continued successful interpretive programs at the George F Canyon Nature Park and Preserve, a high level of maintenance of the City's parks and parkways, including three-rail fence maintenance and tree trimming, and successful programs and special events such as the Tracy Austin Tournament, Cross Country Runs, City Celebration and Holiday Parade.

Administrative Services Department consisting of Finance, Information Technology, and the City Treasurer, included receipt GFOA award for the CAFR, and continued efforts to maintain the City's outstanding financial position. The City continues to improve on the technology front, and future computer purchases, including notebooks for City Council use, are on our replacement schedule but we are waiting to see what Microsoft operating systems will be available.

Personnel matters included on-going implementation of Management Partners' Organization Analysis recommendations in an orderly fashion, focusing on immediate, mid-range and long-range projects. In our continuing effort to do more with less, a Maintenance Worker I position and General Office Clerk position are currently vacant, and will remain so indefinitely.

Capital projects included street improvements and drainage improvements. Related projects have included processing of a variety of personal communication systems installations and review of the Cal-Water long range capital improvement plan. Staff has also taken steps to continue to upgrade our programs to comply with AB939 recycling requirements and NPDES federal storm water discharge requirements.

Waste Management, as the City's refuse franchisee, will be collecting the AB 939 fees from all residential and commercial customers as part of their regular billing rather than as part of our existing business license fee charges once the exclusive commercial franchise takes effect.

## **FISCAL YEAR 2008-09**

### **REVENUES**

Major revenue assumptions have been previously identified and explained. All other General Fund revenue sources and restricted revenue funds are expected to remain relatively stable.

### **EXPENDITURES**

#### **Public Safety**

Public Safety expenditures represent the City's single largest General Fund program cost and constitute 29.5% of the total operating budget. ZBB assumes maintenance of existing levels of service, which has recently included the addition of one shared regional traffic deputy, which is provided under contract with the Los Angeles County Sheriff's Department through a regional policing agreement between the department and three peninsula cities. The City's share of the regional cost is determined annually based on an incident formula and generally hovers between 30% and 33% of the total regional cost. The department's overall contract rate increase raises the City's police costs in FY 2008-09 due to a new collective bargaining agreement with the Sheriff's deputies.

Also included in this Public Safety function are costs for crossing guards throughout the City, and a traffic control officer at Rancho Vista Elementary School, shared costs for three Community Relations (CORE) Deputies focused on youth criminal activity and commercial district directed patrol, and other special sheriff services such as shared cost traffic control at Miraleste Intermediate School, Student and the Law classes, and sobriety checkpoints are also included.

#### **Public Works**

Major activities in this function include street repairs, transit, and traffic signal operations. Also included in this function is compliance with NPDES, which contains programs imposed upon all cities to monitor storm drains. Programs included within this section are street sweeping, oil recycling, illicit connections/discharge enforcement, public outreach, drainage maintenance, and industrial waste inspection.

The majority of services, except personnel costs, are provided through contract with Los Angeles County or private providers and, in the case of transit, through the Palos Verdes Peninsula Transit Authority (PVPTA), a joint powers authority. Proposition A Transit funds account for our contributions to the PVPTA, and the PVPTA's adopted budget shows a 19% cost increase, which is reflected in the proposed City budget.

#### **Legislative**

Included in this function are City Council, Planning Commission, Park and Activities Commission, City Attorney, and Elections. ZBB limits travel in these programs to essential local meetings, and \$30,000 has been included in the add back list for additional Council and related staff travel.

## **Administration and Support**

Included in this function are City Manager, Administrative Services, Central Services, Facilities Operations, Finance, Information Technology, Economic Development, Personnel Administration, and Public Information. ZBB itemized reductions include the previously mentioned salary freeze and CCP and PARS suspension, elimination of all travel except local meetings and major reductions in economic development promotional programs (banners, holiday lights, Chamber support, etc.).

## **Personnel**

Included is a request from the Rolling Hills Estates Employees' Association to adopt an amendment to our agreement with CalPERS implementing a retirement formula based upon highest consecutive 12 months salary (as opposed to highest 36 months). The Association observed that the recent Management Partners study showed 17 of 19 survey cities offering this formula. City Council concurred with the Association's request and directed staff to bring back the appropriate documents to implement the amendment.

As indicated at the May 13th City Council meeting, the annual cost of this amendment is estimated to be \$37,158. This estimate is based upon CalPERS actuarial valuation resulting in an increase of the total employer rate of 1.741%, a change in Present Value of Benefits of \$372,945 and an increase in Accrued Liability of \$297,794. The actuarial funding process calculates the schedule of contributions to accumulate with interest to equal the total present value of Benefits by the time every member has left employment. The Government Code requires that these future costs as determined by the actuary be made public at a public meeting at least two weeks prior to adoption of the amendment.

## **Planning**

Planning comprises all activities of the City's Planning Department, as well as contract building and safety services provided by Los Angeles County and Willdan. Major programs in the coming year include the continued implementation of the General Plan, revisions to the Housing Element which will be submitted to the State in June 2008, code enforcement activities utilizing a full-time code enforcement officer; and continued processing of major projects using consultants whose cost will be reimbursed by the applicant.

## **Community Services**

Included in this function are all of the activities concerning parks and landscaping maintenance, tree trimming, bridle trails, recreation, nature center, stables, and tennis. ZBB has resulted in the elimination of several special events, including the City Celebration and Holiday Parade, as well as staff travel and tree trimming, which can be found on the Add Back List. As previously noted, a General Maintenance Worker I position is open and not recommended for staffing.

Also included in this function are the Equestrian Center and Tennis Club enterprise funds. Increased costs necessitate increases in Equestrian Center boarding and user fees and in Tennis Center user fees. Additionally, allocation of staff's wages has been increased in the Tennis fund for Maintenance, Community Services Director, Records Clerk, and Account Clerk II to more accurately reflect the general support provided by staff to this enterprise.

## **Community Support**

ZBB has eliminated this item. However, in light of the City Council policy adopted in FY 1994-95 which emphasizes social service organizations and measurable benefits to residents of the City and Peninsula, staff has included in the Add Back List funding in the amount of \$24,300 for seven organizations. All of the organizations received funding in 2007-08, and the groups have submitted application again for FY 2008-09 are:

- Annex (\$10,000)
- Community Helpline (\$1,500)
- Palos Verdes Symphonic Band (\$1,400 an increase from prior years' \$1,200)
- Peninsula Seniors (\$5,000 an increase from prior years' \$4,000)
- Peninsula Symphony (\$1,500 an increase from prior years' \$1,000)
- South Bay Chamber Music Society (\$1,500)
- South Bay Youth Project (\$3,400)

## **Intergovernmental Services**

This program includes employee benefits, the costs of which are allocated back to the operating and general government programs based on the cost of employee benefits. Notable in this program is the cost of the PERS retirement system funding, for which we have established a reserve, but have yet to have to rely upon. The Add Back List contains the anticipated effects on benefits of employee merit increases. Cost of the PARS longevity retirement enhancement program and the Contingent Compensation Program are included in the Add Back list.

## **Capital Improvement Projects**

Six-year capital expenditure projections have been proposed by staff for consideration in creating a long-term capital budget. The proposed FY 2008-09 budget amounts are included in the initial section of the capital projects portion of this budget document. The entire six-year capital plan is presented in the subsequent section of the Capital Improvements portion of this budget document. Funding would be within amounts determined by the annual external audit to be available for appropriation, subject to the fund balance policy limitations on General Fund capital appropriations.

Included in the budget is an allocation for storm drain improvements of \$250,000 funded by Proposition 1B and the General Fund. This funding level will enable progress in completing our drainage priorities as described at the recent Policy Development Session in accordance with our expedited purchasing and bid procedures below:

### **Storm Drain Renovation Schedule:**

- |            |  |
|------------|--|
| Phase I:   | Major Arterials – Non-Commercial District (Complete) |
| Phase II   | Major Arterials – Commercial District (Complete)     |
| Phase III: | Secondary Arterials (Complete)                       |

Phase IV: Residential Streets – Prioritize annually with engineer’s recommendation based upon video analysis, field inspections, stormwater flow observations, and public feedback. (Ongoing)

The storm drain renovation schedule utilizes an expedited purchasing and bidding procedure that allows the City to continue to use the contractual arrangements with the County of Los Angeles and/or their storm drain contractor. Per the requirements of the RHE Municipal Code, Section 3.32.050C, City Council by unanimous consent dispensed with such bidding and other procedures because it would be impractical, useless or uneconomical to follow such procedures.

The design and Environmental Review for the PVDN Phase III Improvements project is scheduled to commence next fiscal year. This project includes construction of a new on-street bike path on PVDN from Crenshaw Blvd. to the west City limits, re-surfacing of this street segment, drainage improvements, and some intersection improvements. The City has been awarded a Call for Projects grant of \$2,081,000 for these improvements which requires a local match which will be provided by a Safe Routes to School grant of \$554,580. These revenues will be programmed into upcoming budgets through budget adjustments as the funds become available.

Renovation to the Municipal Stables will begin to move forward as the Design Committee makes recommendations for the use of the first \$1,000,000 from the City’s Proposition A grant. Part of this will necessarily be the relocation of the Stable Leadman’s living quarters.

FY 2008-09 Pepper Tree Foundation’s capital budget includes riding ring improvements, riding arena fence, dressage arena improvements, and new picnic tables.

Additionally, website re-design is estimated at \$50,000 is budgeted.

Capital projects, each of which are listed with a brief narrative at the end of the operating budget, are proposed within fund balance policy restrictions, and take into account our best estimate of revenue availability, anticipated economic cycles, and general program priorities.

### **Reserve Policy**

The appropriate level of prudent reserves to maintain the necessary level of programs and services is determined by fund balance policy which is adopted each year in conjunction with the budget. Within that framework, the funding of operations and capital projects can be made with adequate reserves and designations of fund balance for unforeseen events and emergency needs. This budget has been prepared within the parameters of the existing Council fiscal policies.

### **OUTLOOK FOR THE FUTURE**

General Fund revenue is expected to remain flat over the next couple of fiscal years, particularly sales tax, however, property tax will show slight growth. Revenue growth can be realized from the success of the City’s efforts at economic revitalization of the commercial district, private investment in the local economy and overall regional economic trends.



While this budget was prepared using zero-based assumptions, you will note that every item on the Add Back lists could be undertaken while maintaining a balanced budget and remaining consistent with the fund balance policy, provided our assumptions are reasonable, and we believe that they are not only reasonable but fairly conservative.

Critical to local long term financial stability will be the ability of cities throughout California to extricate themselves from the whims of State budget decisions. Partial liberation came in the form of Proposition 1A. Also, Proposition 1B, the bond measure regarding infrastructure funding, will help fund our capital program needs. It is possible that, whether or not this City is able to achieve greater independence and control over its fiscal future, there may come a time where identification of additional permissible local revenue sources may be considered in order to continue to provide high quality service to the community. Of course, part and parcel of the City's continued fiscally strong position has been, and will continue to be, the on-going tight budgetary control exercised by Council and every level of staff.

### **SUMMARY**

We have faith in the future financial stability of the City and our ability to fund service levels required for a safe, well-maintained community. The City's very competent staff will continue to serve our residents in the courteous, efficient manner they have come to know and expect. The staff will provide technical advice to the Council and Commissions and carry out the policy decisions of the City Council in a professional and competent manner.

As always, we welcome your comments and suggestions on this budget and the operations contained herein. The budget study session will provide an opportunity for more in-depth discussion, but feel free to contact us in advance of the meeting with any of your questions, comments or concerns.





City of Rolling Hills Estates



Schedule of Budget Add Back Items

Account	Dept.	Activity	General Fund Add Back Item	FY 08-09
4610				
401	Various	General Fund Only	Merit Salaries/Wages Increases (Full Time Employees)	75,076
401	Various	General Fund Only	Contingent Compensation Plan (CCP) Pay (General Fund)	38,483
410	Various	General Fund Only	Fringe Benefits (PERS/Medicare) of 19% applied to Merit Inc	20,542
410	Various	General Fund Only	Fringe Benefits (PARS at Zero Based Budget levels)	93,375
410	Various	General Fund Only	Fringe Benefits (PARS Merit Based Increment)	3,522
410	Various	General Fund Only	Fringe Benefits (PERS/Medicare) of 19% applied to CCP Pay	10,082
<b>General Fund Total</b>				<b>\$ 241,080</b>

4110-420	City Manager	City Council	Proclamations & Awards	2,500
4110-470	City Manager	City Council	Non-local Meetings and Conferences	30,000
4120-470	Planning	Planning Commission	Annual Meetings & Conferences for Planning Commissioners	2,000
4130-470	Comm Services	P & A Commission	Other Non-local Travel and Meetings for P&A Commissioners.	2,000
4210-470	City Manager	City Manager's Office	Non-local Meetings and Conferences	10,000
4220-484	Admin Services	Administrative Services	Office Furniture	2,500
4230-470	Admin Services	Administrative Services	Non-local Meetings and Conferences for Finance Staff.	2,500
4235-430	City Manager	Economic development	Banner Program: contract services costs.	7,000
4235-430	City Manager	Economic development	Holiday lighting: contract services costs.	12,000
4235-430	City Manager	Economic development	MBIA Economic Development Services	3,000
4235-474	City Manager	Economic development	Chamber of Commerce Grant	20,000
4250-430	Assist CM	Public Information	Four City Newsletters	7,500
4250-430	Assist CM	Public Information	Annual City Calendar/Report Production & Publication Costs	26,500
4250-475	Assist CM	Public Information	Postage to mail the Newsletters and Annual Calendar	3,000
4510-470	Planning	Planning Administration	Non-local Meetings and Conferences for Planning Staff.	5,000
4620-474	Comm Services	Landscape Maintenance	Matching Grants to Homeowners' Associations, entryways.	5,000
4670-420	Comm Services	Special Events	Supplies for Holiday Parade and City Celebration	6,050
4670-430	Comm Services	Special Events	Contract Management Services: Holiday Parade & City Celebr.	20,000
4670-474	Comm Services	Special Events	Seven Grants to local social service organizations.	22,600
4670-476	Comm Services	Special Events	Advertising Costs: Holiday Parade & City Celebration	2,250
<b>General Fund Total</b>				<b>\$ 191,400</b>

4279-482	Admin Services	Administrative Services	Replace Maintenance 1 Ton Truck	42,000
<b>Unreserved/Designated Equipment Fund</b>				<b>\$ 42,000</b>

**NOTE:**

City Council approved all Add Back Items listed above at the Budget Study Session, and every item is incorporated into the detail pages of the budget document.

City of Rolling Hills Estates



Schedule of Budget Add Back Items

Account	Dept.	Activity	Capital Improvement Project Add Back Item	FY 08-09
5221	CIP	Parks & Recreation	Three Rail Fencing	33,000
5272	CIP	Parks & Recreation	Maintenance Yard Improvements	5,000
5307	CIP	Administrative Services	Computer Network Upgrade & Spam Protection	6,000
5316	CIP	Administrative Services	Website Re-Design	50,000
<b>General Fund 01 Subtotal</b>				<b>\$ 94,000</b>
5397	CIP	City Hall Capital Projects	City Hall Lighting Project	30,000
<b>General Fund 02 Subtotal</b>				<b>\$ 30,000</b>
<b>Capital Improvement Projects Total</b>				<b>\$ 124,000</b>

Account	Dept.	Activity	Non-General Fund Add Back Item	FY 08-09
401 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Contingent Compensation Plan (CCP) Pay (Non-General Fund)	4,543
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	CCP Plan Benefits (Non-General Fund Only) PERS/Medicare	1,230
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	CCP Plan Benefits (Non-General Fund Only) PARS on CCP Pay	350
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (PARS at Zero Based Budget levels)	13,364
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (PARS - Merit Based Increment)	420
4450-401	ASSIST. CM	TRANSIT (Fund 18)	Merit Salaries/Wages Increases (Full Time Employees) on ZBB pay.	500
4450-410	ASSIST. CM	TRANSIT (Fund 18)	Fringe Benefits (incremental PARS/ PERS, etc.) FUND 18	100
4650-401	COMM. SERVS.	MUNICIPAL STABLES (Fund 5 Merit Salaries/Wages Increases (Full Time Employees) on ZBB pay.		7,388
4650-410	COMM. SERVS.	MUNICIPAL STABLES (Fund 5 Fringe Benefits on Wages (incremental PERS/Medicare) FUND 50		3,238
<b>Non-General Fund Total</b>				<b>\$ 31,133</b>

<b>Total All Fund Totals</b>				<b>\$ 629,613</b>
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**NOTE:**

City Council approved all Add Back Items listed above at the Budget Study Session, and every item is incorporated into the detail pages of the budget document.

**CITY OF ROLLING HILLS ESTATES  
VENDOR PAYMENTS GREATER THAN \$10,000  
ESTIMATED FOR FY 2008-09**

<b>VENDOR NAME</b>	<b>TOTAL IN FY 07-08</b>	<b>Description of Services Rendered or Goods Purchased</b>	<b>PRIMARY ACCOUNT #</b>
ALL CITY MANAGEMENT	36,000	CROSSING GUARD SERVICES	4340-430
ARTESIA MILLING COMPANY	95,000	ALFALFA HAY FOR HORSES (STABLES)	4650-420
BANNAN, GREEN, FRANK & TERZIAN	66,500	LEGAL SERVICES (CITY ATTORNEY)	4140-431
BASELINE NETWORKS INC.	15,000	WEB MAINTENANCE	4220-430
BMC LANDSCAPE, INC.	206,000	LANDSCAPING SERVICES	4620-430
BOB KRUEGER	20,000	TENNIS FEES & T.A. TOURNEY FEE	4640-430
CALIFORNIA CONTRACT CITIES	18,500	MEMBERSHIP AND MEETINGS	4110-470
CALIFORNIA JPIA	240,000	INSURANCE SERVICES	4260-441
CITY OF RANCHO PALOS VERDES	100,000	8.2% OF CITY SALES TAX REVENUES	4310-474
CITY OF RANCHO PALOS VERDES	125,000	CORE DEPUTIES/OTHER SAFETY COSTS	4320-430
CITY OF RANCHO PALOS VERDES	17,883	TRAFFIC FINES (SHARED REVENUES)	84-3540
CNH CAPITAL	22,000	TRACTORS REPAIRS	4279-461
CONVERSE CONSULTANTS	35,000	STABLES RENOVATION CONSULTING	5250-430
DAVID FAIRCHILD	12,000	PHOTOGRAPHY/CITY CALENDAR & OTHERS	4250-430
DEMPSEY BLUEVAR, LLC	18,000	NETWORK CONSULTING	4220-430
DEPT. OF PUBLIC WORKS	140,000	STREET/DRAIN MAINTENANCE	4410-434
ECONOMIC & PLANNING SYSTEMS	51,000	P.CTR./MIXED USE CONSULTING	4510-430
EWING IRRIGATION	13,000	IRRIGATION SUPPLIES	4610-420
GEOSYNTEC CONSULTANTS	31,884	ENVIRONMENTAL CONSULTANTS	4460-430
GOLD GRAPHICS	10,000	INSTALL /REMOVE BANNERS	4235-430
GRAPHICS UNLIMITED	11,000	CITY CALENDARS	4250-430
HARRINGTON DECORATING CO. INC	13,000	INSTALLED HOLIDAY LIGHTS	4235-430
HOME DEPOT	12,000	MISCELLANEOUS SUPPLIES	4610-430
IMPACT SCIENCES	16,000	CURRENT PLANNING CONSULTING	4510-430
KATHLEEN MCGOWAN	10,000	NPDES COMPLIANCE CONSULTING	4460-430
KUTAK ROCK LLP	105,000	WYNTER CONSULTING/LEGAL FEES	4140-430
L.A. CO. SHERIFF'S DEPART.	1,665,000	PATROL SERVICES & OTHER SERVICES	4310-430
LAW OFFICES OF JONES & MEYERS	25,000	RETAINER/LEGAL SERVICES	4530-430
LONG BEACH SHAVINGS	43,000	BULK SHAVINGS FOR STABLES	4650-420
LSA ASSOCIATES	110,000	CURRENT PLANNING CONSULTING	4510-430
MORELAND & ASSOCIATES	27,000	AUDITING & GASB 34 SERVICES	4230-430
MUNIFINANCIAL	50,000	PLANNING FEE/DIF & GP FEE	4520-430
NATIONAL ENVIRONMENTAL	79,000	STREET SWEEPING EXPENDITURES	4460-430
P & G MAINTENANCE COMPANY	22,000	CLEANING OF CITY HALL & OTHER BLDGS.	4220-434
P.V.P. CHAMBER OF COMMERCE	28,000	GRANT	4235-474
P.V.P. LAND CONSERVANCY	24,000	CONTRACT NATURALIST/ASSIST. NAT.	4680-430
P.V.P.T.A.	93,800	JOINT VENTURE CONTRIBUTION	4450-430
PAGEANTRY PRODUCTIONS	14,000	HOLIDAY PARADE MANAGEMENT SVCS.	4670-430
REPUBLIC ITS	40,000	SIGNAL MAINTENANCE	4454-434
RESERVE ACCOUNT	12,000	POSTAGE FOR PITNEY BOWES MACHINE	4220-475
SANCO	100,000	STORM DRAIN IMPROVEMENT	5145-430
SCOTT HILL	32,000	MANURE REMOVAL SERVICE (STABLES)	4650-453
SILVER SPUR ARCO	14,000	GASOLINE EXPENSES	4279-462
SOHAGI LAW GROUP	17,000	CEQA REVIEW/CONSULTING	4510-430
STANDARD INSURANCE COMPANY	28,500	AD & D, LTD AND LIFE INSURANCE	4260-416
SUNGARD PENTAMATION	22,000	ANNUAL MAINTENANCE CONTRACT	4230-439
WEST COAST ARBORISTS, INC.	110,000	TREE PRUNING & REMOVALS	4615-430
WILLDAN ASSOCIATES	350,000	ENGINEERING FEES & OTHER FEES	4510-437
XO COMMUNICATION	12,000	TELEPHONE EXPENSES	4220-450
	<b>4,358,067</b>		





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

REVENUE SUMMARY		2005-06	2006-07	2007-08	2007-08	2008-09
		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED
<b>GENERAL FUND</b>						
<b>LOCAL TAXES</b>						
Property tax	3110	1,295,897	1,434,705	1,504,650	1,504,650	1,595,079
Sales tax	3120	1,252,817	1,192,703	1,272,932	1,223,163	1,216,018
Franchise tax	3130	449,007	474,638	430,000	464,217	465,000
Business license	3140	254,017	253,702	250,000	250,000	250,000
Business license-County	3150	193,744	254,558	300,000	200,000	300,000
Property transfer tax	3160	88,057	127,065	115,000	45,000	45,000
New construction tax	3170		29,500	37,000		125,000
<b>TOTAL</b>		<b>3,533,539</b>	<b>3,766,871</b>	<b>3,909,582</b>	<b>3,687,030</b>	<b>3,996,097</b>
<b>LICENSES &amp; PERMITS</b>						
Landfill regulation fees	3210	308,556	156,429	150,000	120,000	120,000
Animal licenses	3220	16,330	10,752	16,000	16,000	16,000
Building permits	3230	687,424	801,800	1,000,000	535,000	1,000,000
<b>TOTAL</b>		<b>1,012,310</b>	<b>968,981</b>	<b>1,166,000</b>	<b>671,000</b>	<b>1,136,000</b>
<b>INTERGOVERNMENTAL REVENUES</b>						
Property Tax in lieu of Sales Tax - State	3308	355,611	411,979	424,311	407,721	405,339
Property Tax in lieu of VLF Fees - State	3309	538,001	540,968	568,016	576,075	604,879
Motor Vehicle License Fees (VLF)	3310	60,142	47,500	75,000	50,000	50,000
COPS Grant (Policing)	3311	100,000	100,000	100,000	100,000	90,000
CLEEP Grant (Law Enf. Equipment)	3312					
Sale of CDBG Grants	3320	19,568	19,072	19,000	18,984	16,878
Traffic Safety OTS State Grant	3322	13,352		15,000	15,000	
Highway Through Cities Grant	3324		400,000			
Traffic Congestion Relief Grant	3326	36,519	57,709			
4th District Grant	3398			59,645	59,645	
<b>TOTAL</b>		<b>1,123,193</b>	<b>1,577,228</b>	<b>1,260,972</b>	<b>1,227,425</b>	<b>1,167,096</b>
<b>CHARGES FOR SERVICES</b>						
Planning fees	3410	191,792	725,010	600,000	596,410	600,000
City celebration	3430	2,691	2,640	2,700	3,297	2,700
Recreation fees	3440	71,444	77,257	85,000	40,000	50,000
<b>TOTAL</b>		<b>265,927</b>	<b>804,907</b>	<b>687,700</b>	<b>639,707</b>	<b>652,700</b>
<b>FINES AND FORFEITURES</b>						
Misc fines and forfeitures	3510	27,058	24,549	20,000	20,000	20,000
False alarm fines	3520	14,910	12,440	11,000	11,000	11,000
Business license penalties	3530	10,163	3,575	5,000	5,000	5,000
<b>TOTAL</b>		<b>52,131</b>	<b>40,564</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>
<b>USE OF MONEY AND PROPERTY</b>						
Interest income	3610	168,811	235,996	220,000	220,000	220,000
Rents and concessions	3620	43,940	29,030	11,000	11,000	11,500
Adjustments of Fair Market Value	3630	11,897				
Gain/Loss Sale of Assets	3640		1,312			
Loan Principal Payment	3650		800,000			
<b>TOTAL</b>		<b>224,648</b>	<b>1,066,338</b>	<b>231,000</b>	<b>231,000</b>	<b>231,500</b>
<b>OTHER REVENUES</b>						
Refunds/Rebates/Reimbursements	3710	146,043	130,091	35,000	39,358	35,000
SB 90 Reimb. of State Mandated Costs	3715		71,319			
AB 939 revenues	3720	121,529	128,180	151,250	151,250	170,000
Prior Year Adjustments	3725		460			
Miscellaneous revenues	3730	3,150	3,670	3,200	4,958	3,200
Cash Over/Short	3735					
Curbside Recycling/Oil	3740	4,500	5,030	5,000	5,000	5,000
Litter Abatement/Recycling	3750	5,000	5,000	5,000	5,000	5,000
Sale of Real/Pers Property	3770		100,000			
<b>TOTAL</b>		<b>280,222</b>	<b>443,750</b>	<b>199,450</b>	<b>205,566</b>	<b>218,200</b>
<b>TOTALS, GENERAL FUND</b>	<b>01</b>	<b>6,491,970</b>	<b>8,668,639</b>	<b>7,490,704</b>	<b>6,697,728</b>	<b>7,437,593</b>



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

REVENUE SUMMARY		2005-06	2006-07	2007-08	2007-08	2008-09
		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED
<b>EXHIBIT A</b>						
<b>SPECIAL REVENUE FUNDS</b>						
<b>STATE GAS TAX FUND:</b>						
Gas Tax 2105	3330	49,967	49,684	50,000	50,000	50,000
Gas Tax 2106	3340	33,840	33,851	36,200	36,200	36,200
Gas Tax 2107	3350	66,641	66,414	69,000	69,000	69,000
Gas Tax 2107.5	3360	2,000	2,000	2,000	2,000	2,000
<b>GAS TAXES SUBTOTAL</b>		<b>152,448</b>	<b>151,949</b>	<b>157,200</b>	<b>157,200</b>	<b>157,200</b>
Interest income	3610	325	986	300		300
<b>STATE GAS TAX FUND</b>	<b>11</b>	<b>152,773</b>	<b>152,935</b>	<b>157,500</b>	<b>157,200</b>	<b>157,500</b>
<b>LOCAL TRANSPORTATION FUND:</b>						
Prop A transport. tax - bike lanes	3121		10,501	5,000	5,000	5,000
Interest income	3610		160	30	138	30
<b>LOCAL TRANS FUND</b>	<b>13</b>		<b>10,661</b>	<b>5,030</b>	<b>5,138</b>	<b>5,030</b>
<b>TRAFFIC SAFETY:</b>						
Traffic safety fines	3540	52,184	60,038	42,000	76,450	42,000
Interest income	3610	77	100	100	400	100
<b>TRAFFIC SAFETY FUND</b>	<b>14</b>	<b>52,261</b>	<b>60,138</b>	<b>42,100</b>	<b>76,850</b>	<b>42,100</b>
<b>TRANSIT:</b>						
PROP A - transit improvement	3121	131,027	131,114	129,958	129,958	127,000
Interest income	3610	1,685	3,359	2,500	3,300	2,500
<b>TRANSIT FUND</b>	<b>18</b>	<b>132,712</b>	<b>134,473</b>	<b>132,458</b>	<b>133,258</b>	<b>129,500</b>
<b>PROP C:</b>						
PROP C - transit tax	3122	112,900	108,976	107,811	107,811	105,000
Prop. C - Rolling Hills Grant Transfer	3122	83,000				
Interest income	3610	7,255	4,384	5,000	3,600	5,000
<b>PROP C FUND</b>	<b>19</b>	<b>203,155</b>	<b>113,360</b>	<b>112,811</b>	<b>111,411</b>	<b>110,000</b>
<b>AQMD:</b>						
Air quality funds	3390	9,881	12,193	9,100	9,100	9,100
Interest income	3610	3,845	5,866	4,000	6,584	4,000
<b>AQMD FUND</b>	<b>20</b>	<b>13,726</b>	<b>18,059</b>	<b>13,100</b>	<b>15,684</b>	<b>13,100</b>
<b>TRAFFIC SIGNAL GRANT</b>						
Traffic Signal Grant	3329		170,000			
Interest income	3610		166			
<b>TRAFFIC SIGNAL GRANT</b>	<b>21</b>		<b>170,166</b>			
<b>PROP. 1B TRANSPORTATION</b>						
Transportation Grant	3385					400,000
Interest income	3610					
<b>PROP. 1B TRANSPORTATION</b>	<b>22</b>					<b>400,000</b>
<b>PROP. 12 PARKS GRANT:</b>						
Prop. 12 Per Capita Grant (ADA Plan)	3395			33,233	33,233	
Prop. 12 - Roberti-Z'Berg Grant	3395					
Prop. 12 Riparian Grant (Nature Preserve)	3396	25,800	81,520	30,000	30,000	10,000
Interest income	3610					
<b>PROP. 12 PARKS GRANT FUND</b>	<b>31</b>	<b>25,800</b>	<b>81,520</b>	<b>63,233</b>	<b>63,233</b>	<b>10,000</b>
<b>PROP A COUNTY PARKS:</b>						
PROP A - maintenance/service	3392	13,500		13,900	17,195	13,900
PROP A - specified	3394					1,080,000
<b>GRANT REVENUE SUBTOTAL</b>		<b>13,500</b>		<b>13,900</b>	<b>17,195</b>	<b>1,093,900</b>
Interest income	3610	97				
<b>PROP A CNTY PARKS FUND</b>	<b>32</b>	<b>13,597</b>		<b>13,900</b>	<b>17,195</b>	<b>1,093,900</b>
<b>PROP. 40 PARKS GRANT:</b>						
Prop. 40 Per Capita Grant (Comm Cntr)	3397			25,000	25,000	28,000
Interest income	3610					
<b>PROP. 40 PARKS GRANT FUND</b>	<b>33</b>			<b>25,000</b>	<b>25,000</b>	<b>28,000</b>
<b>PEPPERTREE:</b>						
Donations	3440	50,125	38,088	50,000	50,000	50,000
Interest income	3610	1,725	2,127	2,000	2,000	2,000
<b>PEPPERTREE FUND</b>	<b>95</b>	<b>51,850</b>	<b>40,215</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>
<b>TOTALS, SPECIAL REVENUE FUNDS</b>		<b>645,874</b>	<b>781,527</b>	<b>617,132</b>	<b>656,969</b>	<b>2,041,130</b>





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

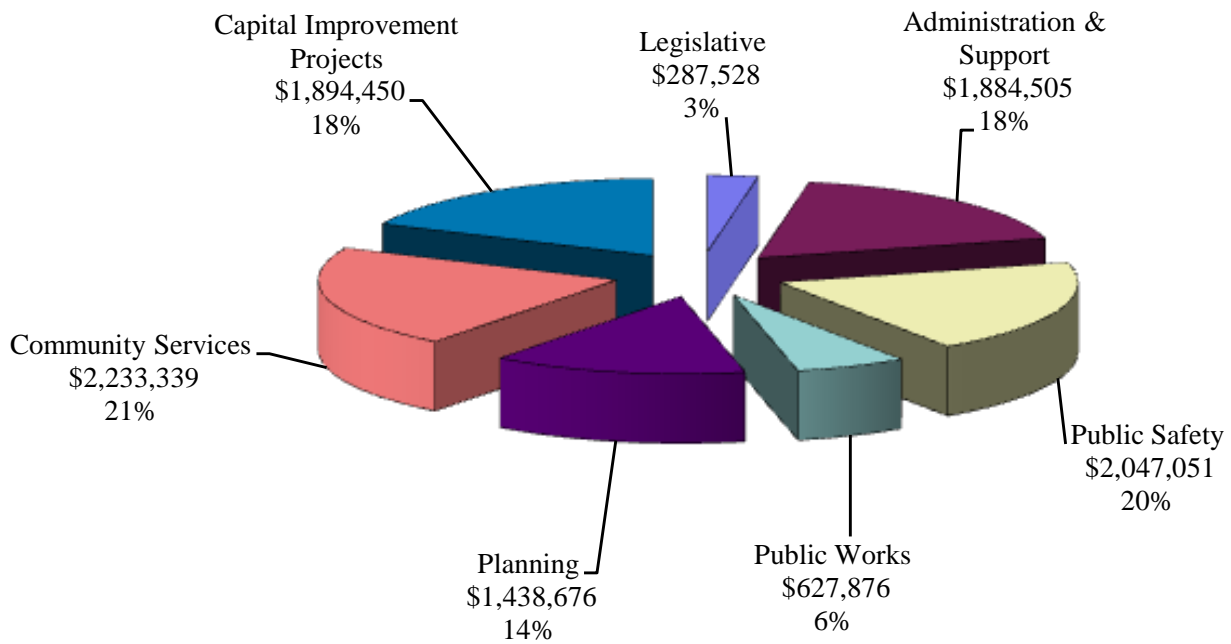
REVENUE SUMMARY		2005-06 ACTUAL	2006-07 ACTUAL	2007-08 ADOPTED	2007-08 ESTIMATED	2008-09 ADOPTED
<b>EXHIBIT A</b>						
<b>ENTERPRISE FUNDS</b>						
<b>STABLES</b>						
Stable rental	3450	501,750	501,759	570,670	570,670	599,258
Western trainer	3451	4,320	4,320	3,960	3,960	3,960
English trainer	3452	8,578	8,640	7,920	7,920	7,920
Non resident surcharge	3453	26,636	28,750	30,849	30,849	30,849
Horse show fees	3454	14,212	13,718	19,500	19,500	19,500
Pony Camp fees	3455	74,650	88,730	125,000	125,000	125,000
Clinic Fees	3456		4,488		150	
<b>CHARGES FOR SERVICES</b>		<b>630,146</b>	<b>650,405</b>	<b>757,899</b>	<b>758,049</b>	<b>786,487</b>
Interest income	3610	5,603	4,650	5,000	2,400	5,000
<b>STABLES FUND</b>	<b>50</b>	<b>635,749</b>	<b>655,055</b>	<b>762,899</b>	<b>760,449</b>	<b>791,487</b>
<b>TENNIS</b>						
Tennis court fees	3460	35,074	38,855	33,500	33,500	33,500
Tennis membership dues	3461	11,280	10,395	15,000	15,000	15,900
<b>CHARGES FOR SERVICES</b>		<b>46,354</b>	<b>49,250</b>	<b>48,500</b>	<b>48,500</b>	<b>49,400</b>
Interest income	3610	4,365	6,424	5,000	6,666	5,000
<b>TENNIS FUND</b>	<b>51</b>	<b>50,719</b>	<b>55,674</b>	<b>53,500</b>	<b>55,166</b>	<b>54,400</b>
<b>TOTALS, ENTERPRISE FUNDS</b>		<b>686,468</b>	<b>710,729</b>	<b>816,399</b>	<b>815,615</b>	<b>845,887</b>
<b>GRAND TOTALS, ALL FUNDS</b>		<b>7,824,312</b>	<b>10,160,895</b>	<b>8,924,235</b>	<b>8,170,312</b>	<b>10,324,610</b>





# City of Rolling Hills Estates

## Budget Expenditures 2008 - 2009 (All Funds)







**EXHIBIT B**  
**City of Rolling Hills Estates**  
**Expenditures/Expenses Budget Summary**  
 (by fund within fund type)

<b>EXPENDITURES/EXPENSES SUMMARY</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Adopted</b>	<b>2007-08 Estimated</b>	<b>2008-09 Adopted</b>	
<b>GENERAL FUND OPERATING EXPENDITURES</b>						
<b>LEGISLATIVE</b>						
CITY COUNCIL	4110	83,230	81,230	90,483	90,981	96,471
PLANNING COMMISSION	4120	28,771	29,425	33,261	34,486	33,549
P&A COMMISSION	4130	60,300	63,514	66,177	69,227	65,508
CITY ATTORNEY	4140	104,281	114,809	160,000	160,044	91,000
ELECTION	4150	24	865	10,000	100	1,000
<b>TOTAL</b>		<b>276,606</b>	<b>289,843</b>	<b>359,921</b>	<b>354,838</b>	<b>287,528</b>
<b>ADMINISTRATION &amp; SUPPORT</b>						
CITY MANAGER	4210	699,110	674,540	682,007	700,909	700,543
CENTRAL SERVICES	4220	197,197	213,985	248,430	245,166	367,438
FINANCE	4230	354,760	407,204	442,865	429,520	452,995
ECONOMIC DEVELOPMENT	4235	120,959	134,489	135,608	143,055	138,458
PERSONNEL	4240	72,518	67,507	65,640	69,308	76,542
PUBLIC INFORMATION	4250	71,552	83,714	77,428	84,681	87,029
EMPLOYEE BENEFITS	4260					
OVERHEAD	4270	(38,000)	(40,000)	(42,000)	(42,000)	(44,000)
EQUIPMENT	4279		64,255	63,500	62,721	105,500
<b>TOTAL</b>		<b>1,478,096</b>	<b>1,605,694</b>	<b>1,673,478</b>	<b>1,693,360</b>	<b>1,884,505</b>
<b>PUBLIC SAFETY</b>						
PATROL SERVICES	4310	1,633,368	1,808,364	1,844,919	1,841,138	1,919,129
ANIMAL CONTROL	4330	37,026	44,290	35,000	35,000	35,000
CROSSING GUARDS - GENERAL FUND	4343	16,873		34,240		34,000
EMERGENCY MANAGEMENT	4350	5,954	1,992	21,500	3,728	3,500
<b>TOTAL</b>		<b>1,693,221</b>	<b>1,854,646</b>	<b>1,935,659</b>	<b>1,879,866</b>	<b>1,991,629</b>
<b>PUBLIC WORKS</b>						
SIGNALS	4451	22,261	141,422	68,000	57,000	56,000
NPDES	4460	156,283	143,117	185,357	187,420	222,736
SOLID WASTE (RECYCLING)	4625	33,480	32,536	37,116	38,431	35,055
<b>TOTAL</b>		<b>212,024</b>	<b>317,075</b>	<b>290,473</b>	<b>282,851</b>	<b>313,791</b>
<b>PLANNING</b>						
PLANNING ADMINISTRATION	4510	650,220	767,687	1,013,421	1,027,218	1,022,724
ADVANCED PLANNING	4520	294,190	274,998	261,765	212,018	212,675
CODE ADMINISTRATION	4530	168,475	168,259	179,643	181,645	172,940
SUBDIVISION REGULATION	4540	23,670	27,863	29,883	29,979	30,336
<b>TOTAL</b>		<b>1,136,555</b>	<b>1,238,807</b>	<b>1,484,712</b>	<b>1,450,860</b>	<b>1,438,676</b>
<b>COMMUNITY SERVICES</b>						
PARKS MAINTENANCE	4610	597,160	521,185	534,804	561,604	540,367
TREE TRIMMING	4615	116,215	132,054	132,614	143,856	129,286
LANDSCAPE MAINTENANCE	4620	371,771	370,522	388,217	380,256	391,676
BRIDLE TRAILS	4630	106,802	88,276	101,067	106,354	103,612
RECREATION PROGRAMS	4640	70,338	64,973	73,574	56,700	54,900
SPECIAL EVENTS	4670	69,267	133,993	115,573	123,246	71,400
PEPPERTREE	4674	7,483	7,621	7,360	8,478	8,100
NATURE CENTER	4676	14,979	15,426	16,300	16,300	16,300
<b>TOTAL</b>		<b>1,354,015</b>	<b>1,334,050</b>	<b>1,369,509</b>	<b>1,396,794</b>	<b>1,315,641</b>
<b>TOTAL OPERATING EXPENDITURES</b>		<b>6,150,517</b>	<b>6,640,115</b>	<b>7,113,752</b>	<b>7,058,569</b>	<b>7,231,769</b>



**EXHIBIT B**  
**City of Rolling Hills Estates**  
**Expenditures/Expenses Budget Summary**  
 (by fund within fund type)

<b>EXPENDITURES/EXPENSES SUMMARY</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Adopted</b>	<b>2007-08 Estimated</b>	<b>2008-09 Adopted</b>
<b>GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES</b>					
<b>STREETS:</b>					
STREET RESURFACING & CURB IMPR. 5103	323,769	236,626	350,000	50,000	50,000
CURB/GUTTER/SIDEWALK IMPR. 5140			20,000		10,000
STORM DRAIN REPAIRS/IMPROVEMENTS 5145	52,801	772,446	250,000	250,000	50,000
ARTERIAL STREETS MEDIAN IMPROVEMEN 5150				18,000	
TRAFFIC SIGNAL IMPROVEMENTS 5180			75,000	22,000	70,000
ADV. STREET SIGNS REPAINTING 5186	15,747	5,482	6,000	1,577	3,000
<b>TOTAL STREETS</b>	<b>392,317</b>	<b>1,014,554</b>	<b>701,000</b>	<b>341,577</b>	<b>183,000</b>
<b>PARKS &amp; RECREATION:</b>					
PICNIC TABLES REPLACEMENT 5206	1,106	2,900	2,700	2,747	
RIDING RING IMPROVEMENTS 5211	18,176	5,998	6,000	5,998	
DAPLEGRAY RIDING RING 5213	3,186				
THREE RAIL FENCING 5221	32,476	32,025	33,000	27,889	33,000
4th DISTRICT GRANT 5230			59,645	53,407	
MAINTENANCE YARD IMPROVEMENTS 5272	6,625				5,000
PORTABLE RADIOS 5293			2,100	2,430	
<b>TOTAL PARKS &amp; RECR.</b>	<b>61,569</b>	<b>40,923</b>	<b>103,445</b>	<b>92,471</b>	<b>38,000</b>
<b>PUBLIC IMPROVEMENTS:</b>					
ACCOUNTING SYS. UPGRADES 5306	119,000	23,272			
COMPUTER NETWORK UPGRADE 5307		20,306	6,000	5,868	6,000
WEBSITE DEVELOPMENT COSTS 5316	3,600				50,000
ADA IMPROVEMENTS (GENERAL FUND) 5317			2,500	2,500	2,500
COUNCIL CHAMBERS MULTIMEDIA 5323			60,000		
PHONE & VOICE MAIL SYSTEM 5326		17,979			
GIS 5345		3,495			
<b>TOTAL PUBLIC IMPR.</b>	<b>122,600</b>	<b>65,052</b>	<b>68,500</b>	<b>8,368</b>	<b>58,500</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>576,486</b>	<b>1,120,529</b>	<b>872,945</b>	<b>442,416</b>	<b>279,500</b>
<b>TOTAL GEN. FUND EXPEND.</b>	<b>6,727,003</b>	<b>7,760,644</b>	<b>7,986,697</b>	<b>7,500,985</b>	<b>7,511,269</b>
<b>FUND 02 DESIGNATION EXPENDITURES</b>					
CITY HALL RETRO AND UPDATE 5395		132,825			
CITY HALL KITCHEN EXPANSION 5396			30,000	30,000	
CITY HALL FLAG POLE LIGHTS 5395			1,300	1,285	
TRASH ENCLOSURE REPLACEMENT 5395			13,500	13,500	
CITY HALL LIGHTING 5397				10,000	30,000
<b>TOTAL FUND 02 DESIGNATION</b>		<b>132,825</b>	<b>44,800</b>	<b>54,785</b>	<b>30,000</b>
<b>TOTAL GENERAL FUNDS 01 &amp; 02</b>	<b>6,727,003</b>	<b>7,893,469</b>	<b>8,031,497</b>	<b>7,555,770</b>	<b>7,541,269</b>



**EXHIBIT B**  
**City of Rolling Hills Estates**  
**Expenditures/Expenses Budget Summary**  
 (by fund within fund type)

EXPENDITURES/EXPENSES SUMMARY	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>SPECIAL REVENUE FUND TYPE EXPENDITURES</b>					
<b><u>STATE GAS TAX FUND 11</u></b>					
STREET REPAIR	4410	36,853	116,609	86,000	95,000
SIGNALS	4454	73,582	78,664	80,000	87,500
<b>TOTAL</b>		<b>110,435</b>	<b>195,273</b>	<b>172,000</b>	<b>182,500</b>
<b><u>TRANSIT PROP. A FUND 13</u></b>					
TRANSIT		7			
<b><u>TRAFFIC SAFETY FUND 14</u></b>					
TRANSIT	4340	49,397	67,711	56,175	62,599
<b>TOTAL</b>		<b>49,397</b>	<b>67,711</b>	<b>56,175</b>	<b>62,599</b>
<b><u>TRAFFIC SAFETY FUND 18</u></b>					
CROSSING GUARDS - TRAFFIC FINES	4450	106,335	109,778	112,583	113,484
<b>TOTAL</b>		<b>106,335</b>	<b>109,778</b>	<b>112,583</b>	<b>113,484</b>
<b><u>TRANSIT PROP. C FUND 19</u></b>					
STREET RESURFACING	5120	107,128			
STORM DRAIN REPAIR & IMPR	5146		318,684	44,646	44,646
TRAFFIC SIGNAL IMPR GRANT	5182		46,264		
<b>TOTAL</b>		<b>107,128</b>	<b>364,948</b>	<b>44,646</b>	
<b><u>TRAFFIC SIGNAL GRANT FUND 21</u></b>					
TRAFFIC SIGNAL IMPROVEMENTS	5179		159,045		
<b>TOTAL</b>			<b>159,045</b>		
<b><u>TRANSPORTATION PROP. 1B FUND 22</u></b>					
STREET RESURFACING & CURB IMPR.	5187				200,000
STORM DRAIN REPAIRS/IMPROVEMENTS	5188				200,000
<b>TOTAL</b>					<b>400,000</b>
<b><u>PROP. 12 PARKS GRANT FUND 31</u></b>					
PROP. 12 GRANT - ADA PLAN	5234	560	109,112	7,733	7,733
PROP. 12 RIPARIAN GRANT - NATURE PR.	5236	28,858	94,952	30,000	30,000
PROP. 12 ADA IMPROVEMENTS	5238			25,500	25,500
<b>TOTAL</b>		<b>29,418</b>	<b>204,064</b>	<b>63,233</b>	<b>35,500</b>
<b><u>PROP. A PARKS FUND 32</u></b>					
STABLES RENOVATION	5250	800	9,228	38,788	1,080,000
NATURE CENTER	4680	13,506	13,500	14,000	14,000
<b>TOTAL</b>		<b>14,306</b>	<b>22,728</b>	<b>52,788</b>	<b>1,094,000</b>
<b><u>PROP. 40 PARKS GRANT FUND 33</u></b>					
GEORGE F CANYON STORM DRAIN IMPR.	5142				
COMMUNITY CENTER ADA RESTROOM	5292		56	25,000	25,000
<b>TOTAL</b>			<b>56</b>	<b>25,000</b>	<b>25,000</b>
<b><u>PEPPERTREE FUND 95</u></b>					
PEPPERTREE FOUNDATION	4675	47,313	33,516	42,500	33,114
PICNIC TABLES REPLACEMENT	5245				2,800
RIDING RING IMPROVEMENTS	5275				6,000
CHANDLER PARK IMPROVEMENTS	5285 / 5290	5,345	1,796		
COMMUNITY CENTER LANDSCAPE	5291		7,402		
DAPPLEGRAY RIDING ARENA FENCE	5295				17,000
ROBERTI-Z'BERG GRANT MATCH	5296			3,650	3,650
HOWLETT PARK DESSAGE ARENA	5297				15,000
<b>TOTAL</b>		<b>52,658</b>	<b>42,714</b>	<b>46,150</b>	<b>86,950</b>
<b>TOTAL OPERATIONS</b>		<b>326,986</b>	<b>419,778</b>	<b>391,258</b>	<b>426,006</b>
<b>TOTAL CAPTIAL PROJECTS</b>		<b>142,691</b>	<b>746,539</b>	<b>136,529</b>	<b>1,584,950</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>469,684</b>	<b>1,166,317</b>	<b>527,787</b>	<b>2,010,956</b>



**EXHIBIT B**  
**City of Rolling Hills Estates**  
**Expenditures/Expenses Budget Summary**  
 (by fund within fund type)

<b>EXPENDITURES/EXPENSES SUMMARY</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Adopted</b>	<b>2007-08 Estimated</b>	<b>2008-09 Adopted</b>	
<b><u>ENTERPRISE FUND TYPE EXPENSES</u></b>						
<b><u>STABLES FUND</u></b>						
STABLES	4650	704,010	716,304	733,983	741,776	763,585
<b><u>TENNIS FUND</u></b>						
TENNIS	4660	43,403	48,595	46,871	46,960	97,613
<b>TOTAL ENTERPRISE FUNDS</b>		<b>747,413</b>	<b>764,899</b>	<b>780,854</b>	<b>788,736</b>	<b>861,198</b>
<b><u>INTERNAL SERVICE FUND TYPE EXPENSES - ELIMINATED</u></b>						
<b><u>EQUIPMENT FUND</u></b>						
EQUIPMENT	4280	(6,905)				
<b><u>FIXED ASSETS FUND</u></b>						
FIXED ASSETS	4290	83,030				
<b>TOTAL INTERN. SVC. FUNDS</b>		<b>76,125</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL, ALL FUNDS</b>		<b>8,020,225</b>	<b>9,824,685</b>	<b>9,340,138</b>	<b>8,860,870</b>	<b>10,413,424</b>





**Exhibits  
C, D, E & F**

<b>EXHIBIT C</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2005-06</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,533,539			3,533,539
LICENSES/PERMITS	1,012,310			1,012,310
REV FR OTH AGENCIES	1,123,193	528,316		1,651,509
CHARGES FOR SVCS	265,927		676,500	942,427
FINES/FORFEITURES	52,131	52,184		104,315
USE OF MONEY/PROPERTY	224,648	15,009	9,968	249,625
OTHER REVENUES	280,222	50,125		330,347
<b>Total Revenues</b>	<b>6,491,970</b>	<b>645,634</b>	<b>686,468</b>	<b>7,824,072</b>
<b>USES</b>				
Legislative	276,606			276,606
Administration/Support	1,478,096			1,478,096
Public Safety	1,693,221	49,397		1,742,618
Public Works	212,024	216,770		428,794
Planning	1,136,555			1,136,555
Community Services	1,354,015	47,313	747,413	2,148,741
<b>Operations Expenditures</b>	<b>6,150,517</b>	<b>313,480</b>	<b>747,413</b>	<b>7,211,410</b>
<b>Capital Projects</b>	<b>846,648</b>	<b>156,197</b>		<b>1,002,845</b>
<b>Total Expenditures</b>	<b>6,997,165</b>	<b>469,677</b>	<b>747,413</b>	<b>8,214,255</b>
<b>Net Change</b>	<b>(505,195)</b>	<b>175,957</b>	<b>(60,945)</b>	<b>(390,183)</b>
<b>Fund Balance/RE - 7/1/05</b>	<b>5,170,199</b>	<b>353,648</b>	<b>237,705</b>	<b>5,761,552</b>
<b>Fund Balance/RE - 6/30/06</b>	<b>4,665,004</b>	<b>529,605</b>	<b>176,760</b>	<b>5,371,369</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	6,491,970	645,634	686,468	7,824,072
Less: Capital Grant Revenues		(365,987)		(365,987)
Less: Operations Expenditures	(6,150,517)	(313,480)	(747,413)	(7,211,410)
<b>RESULTS AFTER ADD-BACKS</b>	<b>341,453</b>	<b>(33,833)</b>	<b>(60,945)</b>	<b>246,675</b>
Add: Use of Reserves				
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>341,453</b>	<b>(33,833)</b>	<b>(60,945)</b>	<b>246,675</b>
Add: Special Project Costs				
<b>NET OPERATING RESULTS (\$)</b>	<b>341,453</b>	<b>(33,833)</b>	<b>(60,945)</b>	<b>246,675</b>
Net Operating Results (%) as a % of Revenues	5%	-5%	-9%	3%

<b>EXHIBIT C</b>														
City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2005-06	State GT 11	PROP A Local Trans 13	Traffic Safety Fines 14	Transit Imp 18	PROP C 19	AQMD 20	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
<b>SOURCES</b>														
TAXES														
LICENSES/PERMITS														
REV FR OTH AGENCIES	152,448			131,027	195,660	9,881	25,800	13,500			528,316			
CHARGES FOR SVCS														
FINES/FORFEITURES			52,184								52,184	630,146	46,354	676,500
USE OF MONEY/PROPERTY	325		77	1,685	7,255	3,845		97		1,725	15,009	5,603	4,365	9,968
OTHER REVENUES										50,125	50,125			
<b>Total Revenues</b>	<b>152,773</b>		<b>52,261</b>	<b>132,712</b>	<b>202,915</b>	<b>13,726</b>	<b>25,800</b>	<b>13,597</b>		<b>51,850</b>	<b>645,634</b>	<b>635,749</b>	<b>50,719</b>	<b>686,468</b>
<b>USES</b>														
Legislative														
Administration/Support														
Public Safety			49,397								49,397			
Public Works	110,435			106,335							216,770			
Planning														
Community Services										47,313	47,313	704,010	43,403	747,413
<b>Operations Expenditures</b>	<b>110,435</b>		<b>49,397</b>	<b>106,335</b>						<b>47,313</b>	<b>313,480</b>	<b>704,010</b>	<b>43,403</b>	<b>747,413</b>
<b>Capital Projects</b>					<b>107,128</b>		<b>29,418</b>	<b>14,306</b>		<b>5,345</b>	<b>156,197</b>			
<b>Total Expenditures</b>	<b>110,435</b>		<b>49,397</b>	<b>106,335</b>	<b>107,128</b>		<b>29,418</b>	<b>14,306</b>		<b>52,658</b>	<b>469,677</b>	<b>704,010</b>	<b>43,403</b>	<b>747,413</b>
<b>Net Change</b>	<b>42,338</b>		<b>2,864</b>	<b>26,377</b>	<b>95,787</b>	<b>13,726</b>	<b>(3,618)</b>	<b>(709)</b>		<b>(808)</b>	<b>175,957</b>	<b>(68,261)</b>	<b>7,316</b>	<b>(60,945)</b>
<b>Fund Balance/RE - 7/1/05</b>		<b>7</b>	<b>6,165</b>	<b>59,284</b>	<b>182,867</b>	<b>103,336</b>	<b>(39,205)</b>			<b>41,196</b>	<b>353,650</b>	<b>87,850</b>	<b>149,855</b>	<b>237,705</b>
<b>Fund Balance/RE - 6/30/06</b>	<b>42,338</b>		<b>9,029</b>	<b>85,661</b>	<b>278,654</b>	<b>117,062</b>	<b>(42,823)</b>	<b>(709)</b>		<b>40,388</b>	<b>529,607</b>	<b>19,589</b>	<b>157,171</b>	<b>176,760</b>
<b>OPERATING RESULTS:</b>														
Total Revenues	152,773		52,261	132,712	202,915	13,726	25,800	13,597		51,850	645,634	635,749	50,719	686,468
Less: Capital Grant Revenues				(131,027)	(195,660)		(25,800)	(13,500)			(365,987)			
Less: Operations Expenditures	(110,435)		(49,397)	(106,335)						(47,313)	(313,480)	(704,010)	(43,403)	(747,413)
<b>RESULTS AFTER ADD-BACKS</b>	<b>42,338</b>		<b>2,864</b>	<b>(104,650)</b>	<b>7,255</b>	<b>13,726</b>		<b>97</b>		<b>4,537</b>	<b>(33,833)</b>	<b>(68,261)</b>	<b>7,316</b>	<b>(60,945)</b>
Add: Use of Reserves														
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>42,338</b>		<b>2,864</b>	<b>(104,650)</b>	<b>7,255</b>	<b>13,726</b>		<b>97</b>		<b>4,537</b>	<b>(33,833)</b>	<b>(68,261)</b>	<b>7,316</b>	<b>(60,945)</b>
Add: Special Project Costs														
<b>NET OPERATING RESULTS (\$)</b>														
Net Operating Results (%) as a % of Revenues														

<b>EXHIBIT D</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2006-07</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,766,871			3,766,871
LICENSES/PERMITS	968,981			968,981
REV FR OTH AGENCIES	1,577,228	666,253		2,243,481
CHARGES FOR SVCS	804,907		699,655	1,504,562
FINES/FORFEITURES	40,564	60,038		100,602
USE OF MONEY/PROPERTY	1,066,338	17,148	11,074	1,094,560
OTHER REVENUES	443,750	38,088		481,838
<b>Total Revenues</b>	<b>8,668,639</b>	<b>781,527</b>	<b>710,729</b>	<b>10,160,895</b>
<b>USES</b>				
Legislative	289,843			289,843
Administration/Support	1,605,694			1,605,694
Public Safety	1,854,646	67,711		1,922,357
Public Works	317,075	305,051		622,126
Planning	1,238,807			1,238,807
Community Services	1,334,050	47,016	764,899	2,145,965
<b>Operations Expenditures</b>	<b>6,640,115</b>	<b>419,778</b>	<b>764,899</b>	<b>7,824,792</b>
<b>Capital Projects</b>	<b>1,253,354</b>	<b>746,539</b>		<b>1,999,893</b>
<b>Total Expenditures</b>	<b>7,893,469</b>	<b>1,166,317</b>	<b>764,899</b>	<b>9,824,685</b>
<b>Net Change</b>	<b>775,170</b>	<b>(384,790)</b>	<b>(54,170)</b>	<b>336,210</b>
<b>Fund Balance/RE - 7/1/06</b>	<b>4,665,006</b>	<b>529,600</b>	<b>176,760</b>	<b>5,371,366</b>
<b>Fund Balance/RE - 6/30/07</b>	<b>5,440,176</b>	<b>144,810</b>	<b>122,590</b>	<b>5,707,576</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	8,668,639	781,527	710,729	10,160,895
Less: Capital Grant Revenues		(360,496)		(360,496)
Less: Operations Expenditures	(6,640,115)	(419,778)	(764,899)	(7,824,792)
<b>RESULTS AFTER ADD-BACKS</b>	<b>2,028,524</b>	<b>1,253</b>	<b>(54,170)</b>	<b>1,975,607</b>
Add: Use of Reserves				
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>2,028,524</b>	<b>1,253</b>	<b>(54,170)</b>	<b>1,975,607</b>
*Special Project Costs	(1,200,000)			
<b>NET OPERATING RESULTS (\$)</b>	<b>828,524</b>	<b>1,253</b>	<b>(54,170)</b>	<b>1,975,607</b>
Net Operating Results (%) as a % of Revenues	10%	0%	-8%	19%

\*Special Revenue not to be included in operating results are Sale of Real Property and Highway Through Cities Grant

<b>EXHIBIT D</b>																
<b>City of Rolling Hills Estates</b>																
<b>SOURCES and USES</b>																
<b>REVISED BUDGET</b>																
<b>FY 2006-07</b>																
	State GT 11	PROP A Local Trans 13	Traffic Safety 14	Transit Imp 18	PROP C 19	AQMD 20	Traffic Signal 21	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL	
<b>SOURCES</b>																
TAXES																
LICENSES/PERMITS																
REV FR OTH AGENCIES	151,949	10,501		131,114	108,976	12,193	170,000	81,520				666,253				
CHARGES FOR SVCS													650,405	49,250	699,655	
FINES/FORFEITURES			60,038									60,038				
USE OF MONEY/PROPERTY	986	160	100	3,359	4,384	5,866	166				2,127	17,148	4,650	6,424	11,074	
OTHER REVENUES											38,088	38,088				
<b>Total Revenues</b>	<b>152,935</b>	<b>10,661</b>	<b>60,138</b>	<b>134,473</b>	<b>113,360</b>	<b>18,059</b>	<b>170,166</b>	<b>81,520</b>			<b>40,215</b>	<b>781,527</b>	<b>655,055</b>	<b>55,674</b>	<b>710,729</b>	
<b>USES</b>																
Legislative																
Administration/Support																
Public Safety			67,711									67,711				
Public Works	195,273			109,778								305,051				
Planning																
Community Services									13,500		33,516	47,016	716,304	48,595	764,899	
<b>Operations Expenditures</b>	<b>195,273</b>		<b>67,711</b>	<b>109,778</b>					<b>13,500</b>		<b>33,516</b>	<b>419,778</b>	<b>716,304</b>	<b>48,595</b>	<b>764,899</b>	
<b>Capital Projects</b>					<b>364,948</b>		<b>159,045</b>	<b>204,064</b>	<b>9,228</b>	<b>56</b>	<b>9,198</b>	<b>746,539</b>				
<b>Total Expenditures</b>	<b>195,273</b>		<b>67,711</b>	<b>109,778</b>	<b>364,948</b>		<b>159,045</b>	<b>204,064</b>	<b>22,728</b>	<b>56</b>	<b>42,714</b>	<b>1,166,317</b>	<b>716,304</b>	<b>48,595</b>	<b>764,899</b>	
<b>Net Change</b>	<b>(42,338)</b>	<b>10,661</b>	<b>(7,573)</b>	<b>24,695</b>	<b>(251,588)</b>	<b>18,059</b>	<b>11,121</b>	<b>(122,544)</b>	<b>(22,728)</b>	<b>(56)</b>	<b>(2,499)</b>	<b>(384,790)</b>	<b>(61,249)</b>	<b>7,079</b>	<b>(54,170)</b>	
<b>Fund Balance/RE - 7/1/06</b>	<b>42,338</b>		<b>9,029</b>	<b>85,661</b>	<b>278,654</b>	<b>117,062</b>		<b>(42,823)</b>	<b>(709)</b>		<b>40,388</b>	<b>529,600</b>	<b>19,589</b>	<b>157,171</b>	<b>176,760</b>	
<b>Fund Balance/RE - 6/30/07</b>		<b>10,661</b>	<b>1,456</b>	<b>110,356</b>	<b>27,066</b>	<b>135,121</b>	<b>11,121</b>	<b>(165,367)</b>	<b>(23,437)</b>	<b>(56)</b>	<b>37,889</b>	<b>144,810</b>	<b>(41,660)</b>	<b>164,250</b>	<b>122,590</b>	
<b>OPERATING RESULTS:</b>																
Total Revenues	152,935	10,661	60,138	134,473	113,360	18,059	170,166	81,520			40,215	781,527	655,055	55,674	710,729	
Less: Capital Grant Revenues					(108,976)		(170,000)	(81,520)				(360,496)				
Less: Operations Expenditures	(195,273)		(67,711)	(109,778)					(13,500)		(33,516)	(419,778)	(716,304)	(48,595)	(764,899)	
<b>RESULTS AFTER ADD-BACKS</b>	<b>(42,338)</b>	<b>10,661</b>	<b>(7,573)</b>	<b>24,695</b>	<b>4,384</b>	<b>18,059</b>	<b>166</b>		<b>(13,500)</b>		<b>6,699</b>	<b>1,253</b>	<b>(61,249)</b>	<b>7,079</b>	<b>(54,170)</b>	
Add: Use of Reserves																
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(42,338)</b>	<b>10,661</b>	<b>(7,573)</b>	<b>24,695</b>	<b>4,384</b>	<b>18,059</b>	<b>166</b>		<b>(13,500)</b>		<b>6,699</b>	<b>1,253</b>	<b>(61,249)</b>	<b>7,079</b>	<b>(54,170)</b>	
*Special Project Costs																
<b>NET OPERATING RESULTS (\$)</b>																
Net Operating Results (%) as a % of Revenues																

\*Special Revenue not to be included in operating results are Sale of Real Property and Highway Through Cities Grant

<b>EXHIBIT E</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2007-08</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,687,030			3,687,030
LICENSES/PERMITS	671,000			671,000
REV FR OTH AGENCIES	1,227,425	514,497		1,741,922
CHARGES FOR SVCS	639,707		806,549	1,446,256
FINES/FORFEITURES	36,000	76,450		112,450
USE OF MONEY/PROPERTY	231,000	16,022	9,066	256,088
OTHER REVENUES	205,566	50,000		255,566
<b>Total Revenues</b>	<b>6,697,728</b>	<b>656,969</b>	<b>815,615</b>	<b>8,170,312</b>
<b>USES</b>				
Legislative	354,838			354,838
Administration/Support	1,693,360			1,693,360
Public Safety	1,879,866	62,599		1,942,465
Public Works	282,851	285,484		568,335
Planning	1,450,860			1,450,860
Community Services	1,396,794	47,114	788,736	2,232,644
<b>Operations Expenditures</b>	<b>7,058,569</b>	<b>395,197</b>	<b>788,736</b>	<b>8,242,502</b>
<b>Capital Projects</b>	<b>497,201</b>	<b>121,167</b>		<b>618,368</b>
<b>Total Expenditures</b>	<b>7,555,770</b>	<b>516,364</b>	<b>788,736</b>	<b>8,860,870</b>
<b>Net Change</b>	<b>(858,042)</b>	<b>140,605</b>	<b>26,879</b>	<b>(690,558)</b>
<b>Fund Balance/RE - 7/1/07</b>	<b>5,440,174</b>	<b>144,809</b>	<b>122,592</b>	<b>5,707,575</b>
<b>Fund Balance/RE - 6/30/08</b>	<b>4,582,132</b>	<b>285,414</b>	<b>149,471</b>	<b>5,017,017</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	6,697,728	656,969	815,615	8,170,312
Less: Capital Grant Revenues		(146,167)		(146,167)
Less: Operations Expenditures	(7,058,569)	(395,197)	(788,736)	(8,242,502)
<b>RESULTS BEFORE ADD-BACKS</b>	<b>(360,841)</b>	<b>115,605</b>	<b>26,879</b>	<b>(218,357)</b>
Add: Note Receivable	160,000			160,000
Add: CLEEP Grant Appropriation	7,500			7,500
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(193,341)</b>	<b>115,605</b>	<b>26,879</b>	<b>(50,857)</b>
Add: Special Project Costs	270,614			270,614
<b>NET OPERATING RESULTS (\$)</b>	<b>77,273</b>	<b>115,605</b>	<b>26,879</b>	<b>219,757</b>
Net Operating Results (%) as a % of Revenues	1%	18%	3%	3%

<b>EXHIBIT E</b>															
City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2007-08	State	PROP A		Transit	PROP	AQMD	PROP 1B	PROP 12	PROP A	PROP 40	Pepper	Special	Stables	Tennis	Enterprise
	GT 11	Local Trans 13	Traffic Safety 14	Imp 18	C 19	20	Transport X	Parks Grant 31	Parks Grant 32	Parks Grant 33	Tree 95	Revenue TOTAL	50	51	Funds TOTAL
<b>SOURCES</b>															
TAXES															
LICENSES/PERMITS															
REV FR OTH AGENCIES	157,200	5,000		129,958	107,811	9,100		63,233	17,195	25,000		514,497			
CHARGES FOR SVCS													758,049	48,500	806,549
FINES/FORFEITURES			76,450									76,450			
USE OF MONEY/PROPERTY		138	400	3,300	3,600	6,584					2,000	16,022	2,400	6,666	9,066
OTHER REVENUES											50,000	50,000			
<b>Total Revenues</b>	<b>157,200</b>	<b>5,138</b>	<b>76,850</b>	<b>133,258</b>	<b>111,411</b>	<b>15,684</b>		<b>63,233</b>	<b>17,195</b>	<b>25,000</b>	<b>52,000</b>	<b>656,969</b>	<b>760,449</b>	<b>55,166</b>	<b>815,615</b>
<b>USES</b>															
Legislative															
Administration/Support															
Public Safety			62,599									62,599			
Public Works	172,000			113,484								285,484			
Planning															
Community Services									14,000		33,114	47,114	741,776	46,960	788,736
<b>Operations Expenditures</b>	<b>172,000</b>		<b>62,599</b>	<b>113,484</b>					<b>14,000</b>		<b>33,114</b>	<b>395,197</b>	<b>741,776</b>	<b>46,960</b>	<b>788,736</b>
<b>Capital Projects</b>					<b>44,646</b>			<b>37,733</b>	<b>38,788</b>			<b>121,167</b>			
<b>Total Expenditures</b>	<b>172,000</b>		<b>62,599</b>	<b>113,484</b>	<b>44,646</b>			<b>37,733</b>	<b>52,788</b>		<b>33,114</b>	<b>516,364</b>	<b>741,776</b>	<b>46,960</b>	<b>788,736</b>
<b>Net Change</b>	<b>(14,800)</b>	<b>5,138</b>	<b>14,251</b>	<b>19,774</b>	<b>66,765</b>	<b>15,684</b>		<b>25,500</b>	<b>(35,593)</b>	<b>25,000</b>	<b>18,886</b>	<b>140,605</b>	<b>18,673</b>	<b>8,206</b>	<b>26,879</b>
<b>Fund Balance/RE - 7/1/07</b>		<b>10,661</b>	<b>1,456</b>	<b>110,356</b>	<b>27,066</b>	<b>135,121</b>		<b>(165,367)</b>	<b>(23,437)</b>	<b>(56)</b>	<b>37,889</b>	<b>133,689</b>	<b>(41,660)</b>	<b>164,250</b>	<b>122,590</b>
<b>Fund Balance/RE - 6/30/08</b>	<b>(14,800)</b>	<b>15,799</b>	<b>15,707</b>	<b>130,130</b>	<b>93,831</b>	<b>150,805</b>		<b>(139,867)</b>	<b>(59,030)</b>	<b>24,944</b>	<b>56,775</b>	<b>274,294</b>	<b>(22,987)</b>	<b>172,456</b>	<b>149,469</b>
<b>OPERATING RESULTS:</b>															
Total Revenues	157,200	5,138	76,850	133,258	111,411	15,684		63,233	17,195	25,000	52,000	656,969	760,449	55,166	815,615
Less: Capital Grant Revenues					(44,646)			(37,733)	(38,788)	(25,000)		(146,167)			
Less: Operations Expenditures	(172,000)		(62,599)	(113,484)					(14,000)		(33,114)	(395,197)	(741,776)	(46,960)	(788,736)
<b>RESULTS BEFORE ADD-BACKS</b>	<b>(14,800)</b>	<b>5,138</b>	<b>14,251</b>	<b>19,774</b>	<b>66,765</b>	<b>15,684</b>		<b>25,500</b>	<b>(35,593)</b>		<b>18,886</b>	<b>115,605</b>	<b>18,673</b>	<b>8,206</b>	<b>26,879</b>
Add: Note Receivable															
Add: CLEEP Grant Appropriation															
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(14,800)</b>	<b>5,138</b>	<b>14,251</b>	<b>19,774</b>	<b>66,765</b>	<b>15,684</b>		<b>25,500</b>	<b>(35,593)</b>		<b>18,886</b>	<b>115,605</b>	<b>18,673</b>	<b>8,206</b>	<b>26,879</b>
Add: Special Project Costs															
<b>NET OPERATING RESULTS (\$)</b>															
Net Operating Results (%) as a % of Revenues															

<b>EXHIBIT F</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>REVISED BUDGET</b>				
<b>FY 2008-09</b>				
	<b>General</b>	<b>Special</b>	<b>Enterprise</b>	
	<b>Fund</b>	<b>Revenue</b>	<b>Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,996,097			3,996,097
LICENSES/PERMITS	1,136,000			1,136,000
REV FR OTH AGENCIES	1,167,096	1,935,200		3,102,296
CHARGES FOR SVCS	652,700		835,887	1,488,587
FINES/FORFEITURES	36,000	42,000		78,000
USE OF MONEY/PROPERTY	231,500	13,930	10,000	255,430
OTHER REVENUES	218,200	50,000		268,200
<b>Total Revenues</b>	<b>7,437,593</b>	<b>2,041,130</b>	<b>845,887</b>	<b>10,324,610</b>
<b>USES</b>				
Legislative	287,528			287,528
Administration/Support	1,884,505			1,884,505
Public Safety	1,991,629	55,421		2,047,051
Public Works	313,791	314,085		627,876
Planning	1,438,676			1,438,676
Community Services	1,315,641	56,500	861,198	2,233,339
<b>Operations Expenditures</b>	<b>7,231,769</b>	<b>426,006</b>	<b>861,198</b>	<b>8,518,974</b>
<b>Capital Projects</b>	<b>309,500</b>	<b>1,584,950</b>		<b>1,894,450</b>
<b>Total Expenditures</b>	<b>7,541,269</b>	<b>2,010,956</b>	<b>861,198</b>	<b>10,413,424</b>
<b>Net Change</b>	<b>(103,676)</b>	<b>30,174</b>	<b>(15,311)</b>	<b>(88,813)</b>
<b>Fund Balance/RE - 7/1/08</b>	<b>4,582,132</b>	<b>285,414</b>	<b>149,471</b>	<b>5,017,017</b>
<b>Fund Balance/RE - 6/30/09</b>	<b>4,478,456</b>	<b>315,588</b>	<b>134,160</b>	<b>4,928,204</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	7,437,593	2,041,130	845,887	10,324,610
Less: Capital Grant Revenues		(1,540,500)		(1,540,500)
Less: Operations Expenditures	(7,231,769)	(426,006)	(861,198)	(8,518,974)
<b>RESULTS BEFORE ADD-BACKS</b>	<b>205,824</b>	<b>74,624</b>	<b>(15,311)</b>	<b>265,137</b>
Add: Note Receivable	160,000			160,000
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>365,824</b>	<b>74,624</b>	<b>(15,311)</b>	<b>425,137</b>
Add: Special Project Costs	42,000			42,000
<b>NET OPERATING RESULTS (\$)</b>	<b>407,824</b>	<b>74,624</b>	<b>(15,311)</b>	<b>425,137</b>
Net Operating Results (%) as a % of Revenues	5%	4%	-2%	4%



EXHIBIT F City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2008-09	(Continued) Special Funds											Enterprise Funds			
	PROP A						PROP 1B	PROP 12	PROP A	PROP 40		Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
	State GT 11	Local Trans 13	Traffic Safety 14	Transit Imp 18	PROP C 19	AQMD 20	Trans Grant 22	Parks Grant 31	Parks Grant 32	Parks Grant 33	Pepper Tree 95				
<b>SOURCES</b>															
TAXES															
LICENSES/PERMITS															
REV FR OTH AGENCIES	157,200	5,000		127,000	105,000	9,100	400,000	10,000	1,093,900	28,000		1,935,200			
CHARGES FOR SVCS													786,487	49,400	835,887
FINES/FORFEITURES			42,000									42,000			
USE OF MONEY/PROPERTY	300	30	100	2,500	5,000	4,000					2,000	13,930	5,000	5,000	10,000
OTHER REVENUES											50,000	50,000			
<b>Total Revenues</b>	<b>157,500</b>	<b>5,030</b>	<b>42,100</b>	<b>129,500</b>	<b>110,000</b>	<b>13,100</b>	<b>400,000</b>	<b>10,000</b>	<b>1,093,900</b>	<b>28,000</b>	<b>52,000</b>	<b>2,041,130</b>	<b>791,487</b>	<b>54,400</b>	<b>845,887</b>
<b>USES</b>															
Legislative															
Administration/Support															
Public Safety			55,421									55,421			
Public Works	182,500			131,585								314,085			
Planning															
Community Services									14,000		42,500	56,500	763,585	97,613	861,198
<b>Operations Expenditures</b>	<b>182,500</b>		<b>55,421</b>	<b>131,585</b>					<b>14,000</b>		<b>42,500</b>	<b>426,006</b>	<b>763,585</b>	<b>97,613</b>	<b>861,198</b>
<b>Capital Projects</b>							<b>400,000</b>	<b>35,500</b>	<b>1,080,000</b>	<b>25,000</b>	<b>44,450</b>	<b>1,584,950</b>			
<b>Total Expenditures</b>	<b>182,500</b>		<b>55,421</b>	<b>131,585</b>			<b>400,000</b>	<b>35,500</b>	<b>1,094,000</b>	<b>25,000</b>	<b>86,950</b>	<b>2,010,956</b>	<b>763,585</b>	<b>97,613</b>	<b>861,198</b>
<b>Net Change</b>	<b>(25,000)</b>	<b>5,030</b>	<b>(13,321)</b>	<b>(2,085)</b>	<b>110,000</b>	<b>13,100</b>		<b>(25,500)</b>	<b>(100)</b>	<b>3,000</b>	<b>(34,950)</b>	<b>30,174</b>	<b>27,902</b>	<b>(43,213)</b>	<b>(15,311)</b>
<b>Fund Balance/RE - 7/1/08</b>	<b>(14,800)</b>	<b>15,799</b>	<b>15,707</b>	<b>130,130</b>	<b>93,831</b>	<b>150,805</b>		<b>(139,867)</b>	<b>(59,030)</b>	<b>24,944</b>	<b>56,775</b>	<b>274,294</b>	<b>(22,987)</b>	<b>172,456</b>	<b>149,469</b>
<b>Fund Balance/RE - 6/30/09</b>	<b>(39,800)</b>	<b>20,829</b>	<b>2,386</b>	<b>128,045</b>	<b>203,831</b>	<b>163,905</b>		<b>(165,367)</b>	<b>(59,130)</b>	<b>27,944</b>	<b>21,825</b>	<b>304,468</b>	<b>4,915</b>	<b>129,243</b>	<b>134,158</b>
<b>OPERATING RESULTS:</b>															
Total Revenues	157,500	5,030	42,100	129,500	110,000	13,100	400,000	10,000	1,093,900	28,000	52,000	2,041,130	791,487	54,400	845,887
Less: Capital Grant Revenues							(400,000)	(35,500)	(1,080,000)	(25,000)		(1,540,500)			
Less: Operations Expenditures	(182,500)		(55,421)	(131,585)					(14,000)		(42,500)	(426,006)	(763,585)	(97,613)	(861,198)
<b>RESULTS BEFORE ADD-BACKS</b>	<b>(25,000)</b>	<b>5,030</b>	<b>(13,321)</b>	<b>(2,085)</b>	<b>110,000</b>	<b>13,100</b>		<b>(25,500)</b>	<b>(100)</b>	<b>3,000</b>	<b>9,500</b>	<b>74,624</b>	<b>27,902</b>	<b>(43,213)</b>	<b>(15,311)</b>
Add: Note Receivable															
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(25,000)</b>	<b>5,030</b>	<b>(13,321)</b>	<b>(2,085)</b>	<b>110,000</b>	<b>13,100</b>		<b>(25,500)</b>	<b>(100)</b>	<b>3,000</b>	<b>9,500</b>	<b>74,624</b>	<b>27,902</b>	<b>(43,213)</b>	<b>(15,311)</b>
Add: Special Project Costs															
<b>NET OPERATING RESULTS (\$)</b>															
Net Operating Results (%) as a % of Revenues															





CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS  
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2006	EXHIBIT D Actual Year Ending June 30, 2007	EXHIBIT E Estimated Year Ending June 30, 2008	EXHIBIT F Proposed Year Ending June 30, 2009
<b>FUND BALANCE (per Exhibit)</b>	<b>4,665,004</b>	<b>5,440,176</b>	<b>4,582,132</b>	<b>4,478,456</b>
<b>FUND BALANCE, RESERVED:</b>				
Encumbrances	0	0	0	0
Other Reserves	0	0	0	0
CLEEP Grant	43,324	42,623	35,123	35,123
Traffic Congestion Grant	36,518	0	0	0
Prepaid Costs	0	0	0	0
Inventories	11,257	10,578	11,000	11,000
Maintenance of Hawthorne Canyon	60,000	60,000	60,000	60,000
Note Receivable		720,000	560,000	400,000
<b>Fund Balance, Total Reserved</b>	<b>151,099</b>	<b>833,201</b>	<b>666,123</b>	<b>506,123</b>
<b>FUND BALANCE, UNRESERVED:</b>				
<b>DESIGNATED:</b>				
Future Operating Expenditures	876,500	876,500	876,500	876,500
<b>CAPITAL PROJECTS (following fiscal year)</b>	<b>911,775</b>	<b>858,100</b>	<b>309,500</b>	<b>412,500</b>
PERS Rate Stabilization	400,000	400,000	400,000	400,000
Insurance Claims	150,000	150,000	150,000	150,000
Equipment	136,800	136,800	136,800	94,800
Fund 02 Capital Projects	525,007	412,603	357,818	327,818
<b>FUND BALANCE, DESIGNATED:</b>	<b>3,000,082</b>	<b>2,834,003</b>	<b>2,230,618</b>	<b>2,261,618</b>
<b>FUND BALANCE, UNRESERVED, UNDESIGNATED:</b>	<b>1,513,823</b>	<b>1,772,972</b>	<b>1,685,391</b>	<b>1,710,715</b>

NOTE: Meets the Fund Balance Policy requirement that the Unreserved Undesignated fund balance shall be at least \$1,500,000.



**CITY OF ROLLING HILLS ESTATES  
GENERAL (GOVERNMENTAL-TYPE) FIXED ASSETS  
DETAILS: AS OF 6/30/2007**

70-0110 LAND			NET
Date Acquired	Description	Cost	ASSETS
6/30/1999	REVISED CHANDLER PRESERVE	1,381,145.00	
3/11/1975	P.V.D.E. PARKSITE	49,200.00	
9/12/1975	P.V.D.E. PARKSITE	19,694.00	
5/30/1975	HAWTHORNE BLVD. & P.V.D.N.	22,000.00	
12/28/1971	CITY HALL LAND (P.V.D.N. & CRENSHAW)	84,808.00	
12/31/1972	CHANDLER PARK	161,000.00	
12/31/1972	SILVER SPUR PARK	16,100.00	
3/31/1963	ROCKBLUFF PARK	-	
3/31/1971	HOWLETT PARK	35,000.00	
6/30/1979	P.V.D.N. & P.V.D.E. LAND	168,000.00	
6/30/1979	LESS: RETIRE MOCCASIN LANE	(22,000.00)	
6/30/1979	CRENSHAW & P.V.D.N.	80,110.00	
6/30/1982	ERNIE HOWLETT PARK	956,610.00	
6/30/1995	HIGHRIDGE PARK	912,000.00	
<b>TOTAL LAND</b>		<b>3,863,667.00</b>	<b>3,863,667.00</b>

70-0120 BUILDINGS						
Date Acquired	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS
6/1/1974	50 CITY HALL & COUNCIL CHAMBERS	407,145.00	355,964.68	8,142.90	364,107.58	43,037.42
7/1/1982	50 CITY HALL ADDITION	17,910.00	11,056.58	358.20	11,414.78	6,495.22
7/1/1982	50 MAINTENANCE BUILDING	187,178.00	172,788.59	3,743.56	176,532.15	10,645.85
6/30/1981	10 CITY HALL LIGHTING	5,795.00	5,795.00	-	5,795.00	-
12/1/1989	10 CHAMBER/CITY HALL IMPRVMT	19,005.20	19,005.20	-	19,005.20	-
3/1/1999	20 GENERATOR (AT CITY HALL)	46,207.00	18,482.80	2,310.35	20,793.15	25,413.85
11/1/1998	10 EAVES REPAIR (AT CITY HALL)	8,850.00	7,080.00	885.00	7,965.00	885.00
6/28/2000	5 PARKING LOT PAVING (AT CITY HALL)	25,500.00	25,500.00	-	25,500.00	-
3/28/2000	10 FIRE & SECURITY ALARM SYSTEM: C.H.	12,880.56	9,016.41	1,288.06	10,304.47	2,576.09
3/26/2002	25 MAINTENANCE YARD EXPANSION	5,765.64	1,153.14	230.63	1,383.77	4,381.87
6/30/2002	3 HVAC DESIGNS/PLANS (KEEP, part of AC)	1,698.14	1,698.14	-	1,698.14	-
11/12/2002	25 MAINTENANCE YARD EXPANSION	9,489.86	1,518.37	379.59	1,897.96	7,591.90
4/22/2003	20 HVAC SYSTEM & BUILDING EXTENSION	44,904.54	6,735.68	2,245.23	8,980.91	35,923.63
7/8/2003	25 HOWLETT RESTROOMS (ADA)	8,961.12	1,075.33	358.44	1,433.77	7,527.35
6/28/2005	20 SEISMIC RETROFIT DESIGN	16,000.00	1,200.00	800.00	2,000.00	14,000.00
various 05-06	20 SEISMIC RETROFIT DESIGN/CONSTRUCT	210,471.47	5,261.79	10,523.57	15,785.36	194,686.11
various 06-07	25 HOWLETT RESTROOMS (ADA)	109,112.40		2,182.25	2,182.25	106,930.15
various 06-07	20 SEISMIC RETROFIT/RENOVATION: C.H.	121,520.44		3,038.01	3,038.01	118,482.43
<b>TOTAL BUILDINGS</b>		<b>1,258,394.37</b>	<b>643,331.71</b>	<b>36,486.79</b>	<b>679,817.50</b>	<b>578,576.87</b>

70-0130 IMPROVEMENTS & FACILITIES						
Date Acquired # YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS
6/30/1981	20 POWER WEED WACKER & OTHER IMPR.	130,031.00	130,031.00	-	130,031.00	-
6/30/1982	20 DAPPLEGRAY PARK	154,682.00	154,682.00	-	154,682.00	-
6/30/1997	20 NATURE CENTER INTERIOR	78,145.79	35,165.61	3,907.29	39,072.90	39,072.89
6/30/1997	20 NATURE CENTER EXTERIOR	6,493.15	2,921.93	324.66	3,246.59	3,246.56
6/11/1996	20 TREE EXHIBIT NATURE CENTER	5,010.90	2,254.91	250.55	2,505.46	2,505.44
11/26/1996	20 EXHIBIT DESIGN: NATURE CENTER	6,739.00	3,032.55	336.95	3,369.50	3,369.50
12/24/1996	20 EXHIBIT DESIGN: NATURE CENTER	6,739.00	3,032.55	336.95	3,369.50	3,369.50
1/14/1997	20 FINAL GRAPHIC DESIGN: NTR CENTER	6,888.50	3,099.83	344.43	3,444.26	3,444.24
1/14/1997	20 PROD/PORCE PAN.	7,187.50	3,234.38	359.38	3,593.76	3,593.74
6/30/1997	5 RIDING RING IMPROVEMENTS	7,775.75	7,775.75	-	7,775.75	-
6/30/1997	20 HOWLETT PARK DRESSAGE ARENA	15,639.27	7,037.67	781.96	7,819.63	7,819.64
6/30/1997	20 NATURE CENTER IMPROVEMENTS	6,304.00	2,836.80	315.20	3,152.00	3,152.00
6/30/1997	20 NATURE CENTER TRAIL IMPROVEMENTS	67,531.32	30,389.10	3,376.57	33,765.67	33,765.65
6/30/1998	20 FENCING: LUNGING ARENA	6,500.00	2,600.00	325.00	2,925.00	3,575.00
6/30/1999	20 THREE-RAIL FENCING	21,800.00	7,630.00	1,090.00	8,720.00	13,080.00
6/30/1999	20 HOWLETT PARK SPORTSFIELD IMPRV.	95,844.28	33,545.50	4,792.21	38,337.71	57,506.57
6/30/1999	20 ROCKBLUFF PARK PLAYGROUND EQUIP.	13,819.11	4,836.69	690.96	5,527.65	8,291.46
6/30/1999	20 NATURE CENTER RESTROOM	11,420.00	3,997.00	571.00	4,568.00	6,852.00
6/30/2000	20 HOWLETT PARK SPORTSFIELD IMPRV.	170,816.56	51,244.97	8,540.83	59,785.80	111,030.76
6/30/2000	20 ROCKBLUFF PARK IRRIGATION IMPRV.	7,063.92	2,118.78	353.20	2,471.98	4,591.94
6/30/2000	20 DAPPLEGRAY PARK RIDING RING IMPR.	15,501.06	4,650.32	775.05	5,425.37	10,075.69
6/30/2000	20 HOWLETT PARK ELECTRICAL UPGRADES	10,759.81	3,227.94	537.99	3,765.93	6,993.88
6/30/2000	3 ACTIVITY CENTER FEASIBILITY STUDY	16,068.60	16,068.60	-	16,068.60	-
6/30/2001	20 THREE-RAIL FENCING	26,223.00	6,555.75	1,311.15	7,866.90	18,356.10
6/30/2001	20 HIGHRIDGE PARK SOCCER FIELD IMPR.	5,114.84	1,278.70	255.74	1,534.44	3,580.40
6/30/2001	20 HOWLETT PARK RIDING RING	15,815.56	3,953.90	790.78	4,744.68	11,070.88
6/30/2002	20 THREE-RAIL FENCING	10,291.20	2,058.24	514.56	2,572.80	7,718.40
6/30/2002	20 HOWLETT PARK SPORTSFIELD IMPRV.	17,465.00	3,493.00	873.25	4,366.25	13,098.75
6/30/2002	20 SILVER SPUR PARK IRRIGATION SYSTEM	7,390.00	1,478.00	369.50	1,847.50	5,542.50
6/30/2003	20 THREE-RAIL FENCING	35,827.83	5,374.17	1,791.39	7,165.56	28,662.27
6/30/2003	20 HIGHRIDGE PK SOFTBALL FIELD DUGOUTS	8,879.00	1,331.85	443.95	1,775.80	7,103.20
6/30/2003	20 HOWLETT PARK RIDING RING IMPRV.	6,000.00	900.00	300.00	1,200.00	4,800.00
9/13/2005	20 MAINTENANCE YARD FENCING	6,625.00	165.63	331.25	496.88	6,128.12
1/10/2006	20 THREE-RAIL FENCING	32,476.00	811.90	1,623.80	2,435.70	30,040.30
3/13/2007	20 THREE-RAIL FENCING	32,024.50		800.61	800.61	31,223.89
<b>SUBTOTAL IMPROVEMENTS</b>		<b>1,072,892.45</b>	<b>542,815.02</b>	<b>37,416.16</b>	<b>580,231.18</b>	<b>492,661.27</b>

**70-0130 PARK IMPROVEMENTS AND FACILITIES**

Date Acquirec # YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS	
7/82	20	10 STALL BARN	46,116.00	46,116.00	-	46,116.00	-
7/82	20	BASEBALL BLEACHERS (6)	19,320.00	19,320.00	-	19,320.00	-
7/82	20	BASKETBALL COURTS	16,900.00	16,900.00	-	16,900.00	-
7/82	20	EQUESTRIAN BLEACHERS	8,658.00	8,658.00	-	8,658.00	-
6/77	25	EQUESTRIAN OFFICE/AC POR BDG	11,422.00	11,422.00	-	11,422.00	-
various	20	FENCING	87,938.00	35,175.20	4,396.90	39,572.10	48,365.90
7/82	20	HANDBALL COURTS	48,800.00	48,800.00	-	48,800.00	-
9/82	10	MAINT EQUIP	14,696.00	14,696.00	-	14,696.00	-
9/82	5	MISC. PARK EQUIP	13,846.00	13,846.00	-	13,846.00	-
7/82	25	RESTROOM BUILDING	49,622.00	46,646.30	1,984.88	48,631.18	990.82
6/77	25	RESTROOM # 1	14,308.00	13,445.20	572.32	14,017.52	290.48
1/11/2005	10	RIGHT-OF-WAY RAILING	19,511.00	2,926.65	1,951.10	4,877.75	14,633.25
SUBTOTAL IMPROVEMENTS			351,137.00	277,951.35	8,905.20	286,856.55	64,280.45
<b>TOTAL IMPROVEMENTS</b>			<b>1,424,029.45</b>	<b>820,766.37</b>	<b>46,321.36</b>	<b>867,087.73</b>	<b>556,941.72</b>

**70-0140 VEHICLES**

Date Acquirec # YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS	
10/1/1990	7	GROUNDMASTER LAWNMOWER	12,702.18	12,702.18	-	12,702.18	-
9/14/1982	10	RAKE-O-VAC, TORO	13,312.50	13,312.50	-	13,312.50	-
6/1/1993	6	93 4WD PICKUP	14,764.63	14,764.63	-	14,764.63	-
1/1/1994	7	ONE TON FLATBED	24,879.00	24,879.00	-	24,879.00	-
10/1/1987	6	88 CHEVY 1 TON PU & CAB	14,816.70	14,816.70	-	14,816.70	-
10/1/1991	10	TRACTOR LOADER-FORD	35,173.67	35,173.67	-	35,173.67	-
6/23/1998	5	RADAR TRAILER	16,203.94	16,203.94	-	16,203.94	-
7/28/1998	5	EOC STATUS BOARD	5,209.73	5,209.73	-	5,209.73	-
9/29/1999	6	2000 GMC 1 TON TRUCK W/CAB	20,616.21	20,616.21	-	20,616.21	-
10/18/1999	6	2000 GMC TRUCK STAKE DUMP BODY	5,265.28	5,265.28	-	5,265.28	-
8/22/2001	10	545 TRACTOR SKIPLOADER	46,158.17	27,694.90	4,615.82	32,310.72	13,847.45
11/27/2001	10	2001 HOLLAND TRACTOR	23,980.32	11,990.15	2,398.03	14,388.18	9,592.14
5/14/2002	7	2002 GMC PICKUP TRUCK	23,397.03	16,712.16	3,342.43	20,054.59	3,342.44
12/24/2002	7	BRADCO #609 BACKHOE	9,796.30	5,597.88	1,399.47	6,997.35	2,798.95
1/14/2003	10	VERMEER BRUSH CHIPPER	31,620.50	12,648.20	3,162.05	15,810.25	15,810.25
12/9/2003	5	545 FORD TRACTOR BETTERMENT	5,664.95	3,398.97	1,132.99	4,531.96	1,132.99
3/10/2004	7	1992 FORD F250 TRUCK & AERIAL LIFT	14,112.40	6,048.17	2,016.06	8,064.23	6,048.17
12/15/2004	5	2005 FORD FIVE HUNDRED	24,848.65	7,454.60	4,969.73	12,424.33	12,424.32
12/15/2004	5	2005 FORD FIVE HUNDRED	24,848.64	7,454.59	4,969.73	12,424.32	12,424.32
3/8/2006	5	2006 FORD RANGER XLT	21,734.53	2,173.46	4,346.91	6,520.37	15,214.16
3/8/2006	5	2006 FORD F-350 UTILITY TRUCK	29,031.71	2,903.17	5,806.34	8,709.51	20,322.20
3/8/2006	5	2006 FORD F-350 DUMP TRUCK	28,888.96	2,888.90	5,777.79	8,666.69	20,222.27
SUBTOTAL VEHICLES			447,026.00	269,908.99	43,937.35	313,846.34	133,179.66

**70-0140 EQUIPMENT**

Date Acquirec # YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS	
6/30/1992	5	APPLE MAC COMPUTER / LASERPRINTER			-	0.00	-
6/30/1995	8	AT&T PHONE SYSTEM (AT CITY HALL)			-	0.00	-
6/30/1996	10	EQUIPMENT ADDITIONS	6,388.27	6,388.27	-	6,388.27	-
6/30/1995	5	EQUIPMENT ADDITIONS	20,000.00	20,000.00	-	20,000.00	-
6/30/1998	5	NETWORK OF PCS AT CITY HALL	34,443.74	34,443.74	-	34,443.74	-
6/30/1998	5	ADDITIONAL HW SW CITY HALL	7,360.76	7,360.76	-	7,360.76	-
6/13/2000	5	MOBILE RADIO SYSTEM	7,497.14	7,497.14	-	7,497.14	-
11/30/2000	3	ACCOUNTING SERVER	11,237.50	11,237.50	-	11,237.50	-
6/15/2001	5	MICROFICHE READER/PRINTER	6,743.52	6,743.52	-	6,743.52	-
6/30/2001	10	CITY WEBSITE UPGRADE (1)	45,000.00	22,500.00	4,500.00	27,000.00	18,000.00
8/28/2001	10	CITY WEBSITE UPGRADE (2)	5,000.00	2,500.00	500.00	3,000.00	2,000.00
8/27/2002	5	WORKSTATION PC UPGRADES	5,548.54	4,438.84	1,109.70	5,548.54	-
6/30/2003	10	OCE 3275 DIGITAL COPIER	23,717.39	7,115.22	2,371.74	9,486.96	14,230.43
8/12/2003	5	NETWORK SERVER UPGRADE	9,163.20	5,497.92	1,832.64	7,330.56	1,832.64
6/30/2004	5	WORKSTATION PC UPGRADES	9,169.94	3,667.98	1,833.99	5,501.97	3,667.97
various 05-06	5	FUND ACCOUNTING SOFTWARE	118,999.89	11,899.99	23,799.98	35,699.97	83,299.92
9/26/2006	8	DATANET PHONE SYSTEM - CITY HALL	17,733.52		1,108.35	1,108.35	16,625.17
SUBTOTAL EQUIPMENT			328,003.41	151,290.88	37,056.40	188,347.28	139,656.13
<b>TOTAL EQUIPMENT</b>			<b>775,029.41</b>	<b>421,199.87</b>	<b>80,993.75</b>	<b>502,193.62</b>	<b>272,835.79</b>

**70-0150 FURNITURE & FIXTURES**

Date Acquired	# YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS
6/30/1993	10	MODULAR OFFICE WORKSTATIONS - C.H.	54,208.17	54,208.17	-	54,208.17	-
8/24/1999	10	OFFICE FURNITURE - CITY HALL	25,662.96	17,964.09	2,566.30	20,530.39	5,132.57
11/13/2001	10	COUNCIL CHAMBER CHAIRS	6,192.96	3,096.49	619.30	3,715.79	2,477.17
<b>TOTAL FURNITURE &amp; FIXTURES</b>			<b>86,064.09</b>	<b>75,268.75</b>	<b>3,186.60</b>	<b>78,454.35</b>	<b>7,609.74</b>

**70-0170 INFRASTRUCTURE**

Date Acquired	# YRS	Description	Cost	ACC DEP 6/30/06	CY DEP	ACC DEP 6/30/07	NET ASSETS
6/30/2004	15	STREETS: PAVING OF 4 STREETS *	469,850.10	62,646.68	31,323.34	93,970.02	375,880.08
6/30/2004	15	STREETS: CRENSHAW BLVD. PAVING	52,000.00	6,933.34	3,466.67	10,400.01	41,599.99
12/13/2005	15	STREETS: RECONSTRUCTION - VARIOUS	384,743.30	12,824.78	25,649.55	38,474.33	346,268.97
<b>10/10/2006</b>	<b>15</b>	<b>STREETS: PAVING - VARIOUS</b>	<b>75,047.26</b>		<b>2,501.58</b>	<b>2,501.58</b>	<b>72,545.68</b>
various 06-07	40	STREETS: RECONSTRUCTION - VARIOUS	134,237.08		1,677.96	1,677.96	132,559.12
various 06-07	30	TRAFFIC SIGNALS - REPLACEMENTS	190,309.15		3,171.82	3,171.82	187,137.33
various 06-07	50	STORM DRAIN REPLACEMENTS	1,069,521.92		10,695.22	10,695.22	1,058,826.70
<b>TOTAL INFRASTRUCTURE</b>			<b>2,375,708.81</b>	<b>82,404.80</b>	<b>78,486.14</b>	<b>160,890.94</b>	<b>2,214,817.87</b>

NOTE: NO DEPRECIATION IN FIRST YEAR  
FOR INFRASTRUCTURE ASSETS.

\* NOTE: 4 STREETS ARE DAPPLEGRAY,  
BUCKSKIN, SORREL & STRAWBERRY.

**GRAND TOTAL - GENERAL FIXED ASSETS**      **9,782,893.13**    **2,042,971.50**    **245,472.64**    **2,288,444.14**    **7,494,448.99**





**City of Rolling Hills Estates  
Summary**

Function					
<b>Legislative</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>88,575</b>	<b>92,912</b>	<b>96,321</b>	<b>98,432</b>	<b>98,428</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>188,031</b>	<b>196,931</b>	<b>263,600</b>	<b>256,406</b>	<b>189,100</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>276,606</b>	<b>289,843</b>	<b>359,921</b>	<b>354,838</b>	<b>287,528</b>

LEGISLATIVE OVERVIEW

This function includes the activities of City Council, Planning Commission, Park and Activities Commission, City Attorney and Elections, all funded by the General Fund.

## 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 augment Cox Cable crew for broadcast of City Council meetings or to act as a substitute minutes recorder.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Provides for proclamations, awards, and other ceremonial items.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470      MEETINGS/CONFERENCES/TRAVEL  
Includes attendance at various conferences and meetings including the Annual National League of Cities Conference, League of California Cities Conference, California Contract Cities Association Conference, League sponsored Mayors and Council Members Executive Forum, Spring Council Policy Development Session, Legislative Briefings, South Bay Cities Council of Governments Meetings, and other miscellaneous meetings, conferences, and seminars. Funding for the annual Holiday party is also provided in this account.
- 472      MEMBERSHIPS  
Provides for various City memberships (National League of Cities, League of California Cities, California Contract Cities Association, South Bay Cities Council of Governments, Local Government Commission, Los Angeles County LAFCO, 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	8,648	9,013	9,432	9,432	10,006
405 Wages - Overtime	57				
410 Benefits	3,916	4,753	3,551	3,802	3,465
<b>TOTAL PERSONNEL</b>	<b>12,621</b>	<b>13,766</b>	<b>12,983</b>	<b>13,234</b>	<b>13,471</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					2,500
463 Mileage	3,266	2,640	2,000	2,000	2,000
470 Travel & Meetings	53,321	49,379	60,000	60,000	60,000
472 Dues & Memberships	14,022	15,445	15,500	15,747	18,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>70,609</b>	<b>67,464</b>	<b>77,500</b>	<b>77,747</b>	<b>83,000</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>83,230</b>	<b>81,230</b>	<b>90,483</b>	<b>90,981</b>	<b>96,471</b>
<b>FUND SOURCE</b>					
01 General Fund	83,230	81,230	90,483	90,981	96,471
<b>TOTAL</b>	<b>83,230</b>	<b>81,230</b>	<b>90,483</b>	<b>90,981</b>	<b>96,471</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 5% of Planning Secretary's salary and a portion of Planning Director's salary.
- 405      WAGES/OVERTIME  
Includes overtime personnel for minutes and transcription of all regular Planning Commission meetings.
- 410      BENEFITS  
Allocation from employee benefit cost center.
- 430      GENERAL CONTRACTUAL  
Provides contractual services for minutes and transcription of all regular Planning Commission meetings.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470      MEETINGS/CONFERENCES/TRAVEL  
Education and training of Commissioners is supported through this account to allow attendance at several meetings and conferences held throughout the year, including, (1) League of California Cities Planning Commissioners' Institute; (2) California Contract Cities Association Annual Conference; and (3) occasional local 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	13,677	14,430	15,332	15,511	16,230
405 Wages - Overtime		356	500	500	500
410 Benefits	6,901	6,789	6,729	6,775	6,119
<b>TOTAL PERSONNEL</b>	<b>20,578</b>	<b>21,575</b>	<b>22,561</b>	<b>22,786</b>	<b>22,849</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	6,631	5,784	7,500	5,000	7,500
463 Mileage		111	200	200	200
470 Travel & Meetings	1,562	1,955	3,000	6,500	3,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>8,193</b>	<b>7,850</b>	<b>10,700</b>	<b>11,700</b>	<b>10,700</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>28,771</b>	<b>29,425</b>	<b>33,261</b>	<b>34,486</b>	<b>33,549</b>
<b>FUND SOURCE</b>					
01 General Fund	28,771	29,425	33,261	34,486	33,549
<b>TOTAL</b>	<b>28,771</b>	<b>29,425</b>	<b>33,261</b>	<b>34,486</b>	<b>33,549</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 the full time salaries of the Community Services Director and Human Resources Analyst to staff the Park and Activities Commission, City Council and various City advisory committees relative to Community Services.
- 405      SALARIES/WAGES - OVERTIME  
Provides for staff time to take minutes for Park and Activities Commission meetings.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 470      MEETINGS/CONFERENCE FEES  
Provides registration fees and related expenses for the Park and Activities Commission members and the Community Services Director at the California Contract Cities Annual Conference and at the California Park and Recreation Society Conference.
- 472      MEMBERSHIPS  
Provides membership in the California Park and Recreation Society and National Recreation and Park Association for the Community Services Director and City 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	37,889	40,149	42,069	43,186	44,157
405 Wages - Overtime			500	500	500
410 Benefits	17,487	17,422	18,208	18,726	17,451
<b>TOTAL PERSONNEL</b>	<b>55,376</b>	<b>57,571</b>	<b>60,777</b>	<b>62,412</b>	<b>62,108</b>
<b>MATERIALS &amp; OPERATIONS</b>					
470 Travel & Meetings	4,654	5,648	5,000	6,500	3,000
472 Dues & Memberships	270	295	400	315	400
<b>TOTAL MATERIALS &amp; OPS</b>	<b>4,924</b>	<b>5,943</b>	<b>5,400</b>	<b>6,815</b>	<b>3,400</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>60,300</b>	<b>63,514</b>	<b>66,177</b>	<b>69,227</b>	<b>65,508</b>
<b>FUND SOURCE</b>					
01 General Fund	60,300	63,514	66,177	69,227	65,508
<b>TOTAL</b>	<b>60,300</b>	<b>63,514</b>	<b>66,177</b>	<b>69,227</b>	<b>65,508</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 professional meetings and seminars.
- 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>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	

**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	11,355				
431 City Attorney Retainer	83,647	74,956	66,000	66,000	72,000
436 Special Counsel	465	33,142	85,000	85,000	10,000
470 Travel & Meetings	755	1,192	1,500	1,500	1,500
476 Advertising	8,059	5,519	7,500	7,544	7,500

<b>TOTAL MATERIALS &amp; OPS</b>	<b>104,281</b>	<b>114,809</b>	<b>160,000</b>	<b>160,044</b>	<b>91,000</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>104,281</b>	<b>114,809</b>	<b>160,000</b>	<b>160,044</b>	<b>91,000</b>
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**FUND SOURCE**

01 General Fund	104,281	114,809	160,000	160,044	91,000
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<b>TOTAL</b>	<b>104,281</b>	<b>114,809</b>	<b>160,000</b>	<b>160,044</b>	<b>91,000</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 next general municipal election will be held in November of 2007 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>
	2005-06	2006-07	2007-08	2007-08	2008-09	
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted	

**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	24	865	10,000	100	1,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>24</b>	<b>865</b>	<b>10,000</b>	<b>100</b>	<b>1,000</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>24</b>	<b>865</b>	<b>10,000</b>	<b>100</b>	<b>1,000</b>
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**FUND SOURCE**

01 General Fund	24	865	10,000	100	1,000
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<b>TOTAL</b>	<b>24</b>	<b>865</b>	<b>10,000</b>	<b>100</b>	<b>1,000</b>
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DEPARTMENT RESPONSIBLE  
City Manager



**City of Rolling Hills Estates  
Summary**

Function					
<b>Administration &amp; Support</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>1,044,213</b>	<b>1,089,381</b>	<b>1,096,624</b>	<b>1,097,861</b>	<b>1,244,021</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>512,685</b>	<b>507,974</b>	<b>559,354</b>	<b>580,999</b>	<b>589,984</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>4,228</b>	<b>8,339</b>	<b>17,500</b>	<b>14,500</b>	<b>50,500</b>
<b>TOTAL FUNCTION</b>	<b>1,561,126</b>	<b>1,605,694</b>	<b>1,673,478</b>	<b>1,693,360</b>	<b>1,884,505</b>

ADMINISTRATION AND SUPPORT OVERVIEW

This function includes City Manager, Administrative Services, Information Technology, Central Services/Facilities Operations, Finance, Treasury, Economic Development, Personnel, 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 (90%), Assistant City Manager (62%), Deputy City Clerk (90%), and Records Clerk (100%), Human Resources Analyst (40%), and Assistant to the City Manager (5%).
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Provides for miscellaneous office supplies.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides funds for supplemental updates and online access to Municipal Code provided by LexisNexis Company.
- 438      RECORDS MANAGEMENT SERVICES  
Provides for contracted microfilming and file imaging services.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 464      EQUIPMENT ASSESSMENT  
Refer to the Equipment Assessment Schedule in the front of the budget document for details.
- 470      MEETINGS/CONFERENCES/TRAVEL  
Includes City Manager's, Assistant City Manager's, Assistant to the City Manager's and Deputy City Clerk's attendance at such yearly 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, on going 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 such organizations 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	447,997	456,765	446,342	457,000	466,885	
410 Benefits	210,243	200,938	217,665	216,109	204,658	
<b>TOTAL PERSONNEL</b>	<b>658,240</b>	<b>657,703</b>	<b>664,007</b>	<b>673,109</b>	<b>671,543</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	53	306	300	300	300	
430 Contractual Services	1,171					
438 Records Management Serv	8,036	5,931	7,000	7,000	7,000	
463 Mileage	377	274	200	200	200	
464 Equipment Assessment	20,830					
470 Travel & Meetings	9,087	10,032	9,000	20,000	20,000	
472 Dues & Memberships	1,316	294	1,500	300	1,500	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>40,870</b>	<b>16,837</b>	<b>18,000</b>	<b>27,800</b>	<b>29,000</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>699,110</b>	<b>674,540</b>	<b>682,007</b>	<b>700,909</b>	<b>700,543</b>	
<b>FUND SOURCE</b>						
01 General Fund	699,110	674,540	682,007	700,909	700,543	
<b>TOTAL</b>	<b>699,110</b>	<b>674,540</b>	<b>682,007</b>	<b>700,909</b>	<b>700,543</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, water, electric, and postage related to activities at City Hall.

### Description

- 402        SALARIES/WAGES PT  
Provides for a City Hall proctor during certain evening meetings in the Council Chambers.
- 420        MATERIALS & SUPPLIES  
Provides for miscellaneous office supplies, custodial supplies and maintenance supplies used at City Hall.
- 430        CONTRACTUAL SERVICE  
Provides for computer consultant assistance, network & server support, website hosting & maintenance.
- 434        REPAIRS AND MAINTENANCE SERVICES  
Provides for janitorial services, landscape maintenance, and generator maintenance. Including telephone, fax machine, related equipment, and copier. Copier monthly and overage usage billings too.
- 435        BUILDING MAINTENANCE AND REPAIRS  
Provides building repairs and maintenance such as carpet cleaning, HVAC, alarm system, and pest control. Landscaped median lighting in the Commercial District are also provided for from this account.
- 439        SOFTWARE & TRAINING  
Provides for software, software training and annual software licensing or maintenance fees including GIS.
- 440        PROPERTY INSURANCE  
Property insurance costs, including earthquake coverage.
- 441        LIABILITY INSURANCE  
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 443        PUBLIC OFFICIAL & EMPLOYEE BONDS  
Covers management errors and omissions insurance and a blanket bond for all other employees.
- 450        TELEPHONE  
Cost for telephone service, except for the Tennis Center, City Stables and Nature Center phone lines.
- 451        WATER  
Cost of water service for City Hall and grounds.
- 452        ELECTRICITY  
Cost of Edison's electric services for City Hall, Council Chambers and outside lighting.
- 465        FIXED ASSET ASSESSMENT  
Fixed asset assessment has been deleted.
- 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        FURNITURE/OFFICE EQUIPMENT  
Includes cost of new office furniture.
- 485        EQUIPMENT  
Provides for computer workstation, printers, and related equipment costing less than \$5,000 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>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted
<b>PERSONNEL</b>					
402 Wages - Part Time	237	80	600	63	600
410 Benefits	46	23	267	17	104
<b>TOTAL PERSONNEL</b>	<b>283</b>	<b>103</b>	<b>867</b>	<b>80</b>	<b>704</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	32,949	35,519	34,000	34,000	35,000
430 Contractual Services	9,358	32,254	36,000	36,000	36,000
434 Repairs & Maint Services	14,134	23,745	25,000	25,000	25,000
435 Building Maint & Repair		18,840	20,000	22,097	20,000
439 Software & Training Serv		13,157	20,000	20,000	20,000
440 Property Insurance	20,146	24,566	27,719	27,719	29,105
441 Liability Insurance					123,629
443 Public Official Bonds	1,118	1,188	2,344	770	1,000
450 Telephone Utility	16,233	14,435	16,000	16,000	19,500
451 Water Utility	5,624	5,368	6,000	6,000	6,000
452 Electric Utility	20,963	21,924	24,000	24,000	24,000
465 Fixed Assets Assessment	58,945				
475 Postage	12,008	13,543	18,000	18,000	18,000
478 Equipment Rental	1,208	1,004	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>192,686</b>	<b>205,543</b>	<b>230,063</b>	<b>230,586</b>	<b>358,234</b>
<b>CAPITAL OUTLAY</b>					
484 Furniture/Office Equipment	4,228	3,611	2,500	2,500	2,500
485 Machinery/Special Equip		4,728	15,000	12,000	6,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>4,228</b>	<b>8,339</b>	<b>17,500</b>	<b>14,500</b>	<b>8,500</b>
<b>TOTAL ACTIVITY</b>	<b>197,197</b>	<b>213,985</b>	<b>248,430</b>	<b>245,166</b>	<b>367,438</b>
<b>FUND SOURCE</b>					
01 General Fund	197,197	213,985	248,430	245,166	367,438
<b>TOTAL</b>	<b>197,197</b>	<b>213,985</b>	<b>248,430</b>	<b>245,166</b>	<b>367,438</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  
Provides for Administrative Services Director's salary (90%), Accountant and Account Clerk positions.
- 410        BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420        MATERIALS & SUPPLIES  
Small equipment and supplies for Administrative Services.
- 430        GENERAL CONTRACTUAL SERVICES  
Provides for the annual external audit and accounting temporary services, for the purchase of materials and submission fees related to preparation of budget document and CAFR, and the one-time cost of GASB 34 conversion plan assistance.
- 439        COMPUTER SOFTWARE AND TRAINING  
Provides for software support and training related to Administrative Services Department accounting system. The annual maintenance contract with Pentamation, the City's accounting software provider, is also budgeted in this account
- 463        MILEAGE  
Includes mileage reimbursement for the Administrative Services Department staff's use of personal automobiles while on City-related business.
- 470        MEETINGS/CONFERENCES/TRAVEL  
Provides for Administrative Services Director and Department Staff attendance at meetings and annual conferences.
- 472        MEMBERSHIPS  
Covers Administrative Services Director and Department Staff memberships in the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), the California Municipal Treasurers' Association (CMTA), California Municipal Revenue & Tax Association (CMRTA), Municipal Information Systems Association of California (MISAC), and other related organizations. Also provides for CAFR awards programs.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Administrative Services</b>				<b>4230</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	179,872	214,633	224,359	227,772	238,014
402 Wages - Part Time		149	500	1,318	500
405 Wages - Overtime	81		500		500
410 Benefits	90,642	99,598	121,906	105,000	117,381
<b>TOTAL PERSONNEL</b>	<b>270,595</b>	<b>314,380</b>	<b>347,265</b>	<b>334,090</b>	<b>356,395</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	2,019	1,614	1,800	1,800	1,800
430 Contractual Services	78,684	64,393	65,000	65,000	65,000
439 Software & Training Serv	694	23,948	25,000	25,000	25,000
463 Mileage	308	242	300	300	300
470 Travel & Meetings	2,090	1,757	2,500	2,500	3,500
472 Dues & Memberships	370	870	1,000	830	1,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>84,165</b>	<b>92,824</b>	<b>95,600</b>	<b>95,430</b>	<b>96,600</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>354,760</b>	<b>407,204</b>	<b>442,865</b>	<b>429,520</b>	<b>452,995</b>
<b>FUND SOURCE</b>					
01 General Fund	354,760	407,204	442,865	429,520	452,995
<b>TOTAL</b>	<b>354,760</b>	<b>407,204</b>	<b>442,865</b>	<b>429,520</b>	<b>452,995</b>

DEPARTMENT RESPONSIBLE  
Administrative Services Director

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Economic Development</b>	<b>4235</b>

**Narrative**

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

**Description**

- 401        **SALARIES/WAGES FT**  
Provides for City Manager (10%), Assistant City Manager (10%), Administrative Services Director (10%), Planning Director (10%) and Assistant to the City Manager (10%) salaries.
  
- 410        **BENEFITS**  
Allocation of employee benefits from the benefit cost center.
  
- 420        **MATERIALS & SUPPLIES**  
Provides for miscellaneous office supplies.
  
- 430        **GENERAL CONTRACTUAL SERVICES**  
Provides Contractual services as needed for Economic Development, and promotional activities (Banner Program at \$7,000) and Holiday lighting (\$12,000).
  
- 470        **MEETINGS/CONFERENCES/TRAVEL**  
Includes attendance at meetings of the California Association for Local Economic Development, the League of California Cities and National Town Meeting on Main Street as well as necessary meetings of local Economic Development Commission and committees.
  
- 472        **MEMBERSHIPS**  
Provides for various memberships for the City in organizations promoting economic development.
  
- 474        **GRANTS TO OTHER AGENCIES**  
Provides for funding to the Chamber of Commerce on a per project basis.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Economic Development</b>				<b>4235</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	55,807	61,236	64,931	65,491	68,764
410 Benefits	25,917	27,133	27,177	27,564	26,194
<b>TOTAL PERSONNEL</b>	<b>81,724</b>	<b>88,369</b>	<b>92,108</b>	<b>93,055</b>	<b>94,958</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies			500		500
430 Contractual Services	24,235	26,120	22,000	22,000	22,000
470 Travel & Meetings			500		500
472 Dues & Memberships			500		500
474 Grants to Other Agencies	15,000	20,000	20,000	28,000	20,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>39,235</b>	<b>46,120</b>	<b>43,500</b>	<b>50,000</b>	<b>43,500</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>120,959</b>	<b>134,489</b>	<b>135,608</b>	<b>143,055</b>	<b>138,458</b>
<b>FUND SOURCE</b>					
01 General Fund	120,959	134,489	135,608	143,055	138,458
<b>TOTAL</b>	<b>120,959</b>	<b>134,489</b>	<b>135,608</b>	<b>143,055</b>	<b>138,458</b>

DEPARTMENT RESPONSIBLE  
City Manager

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Personnel Administration</b>				<b>4240</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	25,061	26,366	27,661	27,758	29,056
410 Benefits	45,443	38,254	36,079	40,000	45,836
<b>TOTAL PERSONNEL</b>	<b>70,504</b>	<b>64,620</b>	<b>63,740</b>	<b>67,758</b>	<b>74,892</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	253	20	400	300	300
430 Contractual Services	427	1,091	500	400	400
470 Travel & Meetings	113	905	250	250	250
471 Tuition Reimbursement	30		300	300	300
472 Dues & Memberships			100	100	100
476 Advertising	1,191	871	350	200	300
<b>TOTAL MATERIALS &amp; OPS</b>	<b>2,014</b>	<b>2,887</b>	<b>1,900</b>	<b>1,550</b>	<b>1,650</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>72,518</b>	<b>67,507</b>	<b>65,640</b>	<b>69,308</b>	<b>76,542</b>
<b>FUND SOURCE</b>					
01 General Fund	72,518	67,507	65,640	69,308	76,542
<b>TOTAL</b>	<b>72,518</b>	<b>67,507</b>	<b>65,640</b>	<b>69,308</b>	<b>76,542</b>

DEPARTMENT RESPONSIBLE  
Assistant 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 and printing of City newsletters and City Calendar as well as broadcast of Planning Commission 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 purchase of film, film processing and graphic supplies as necessary for layout and design. Also provides for videotape and supplies necessary for video production.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides for the production of four City Newsletters, four Community Services Department Newsletters, and one annual Calendar/Report. Includes funding for broadcast of Planning Commission meetings (\$7,500). Broadcasts of Council meetings are coordinated through a provision of the City's franchise agreement with Cox Communications at no cost to the City.
- 475      POSTAGE  
Bulk rate postage costs for mailing four newsletters and one annual Calendar/Report.



**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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	25,727	27,761	29,349	30,752	30,503
410 Benefits	11,529	11,936	15,429	15,429	15,026
<b>TOTAL PERSONNEL</b>	<b>37,256</b>	<b>39,697</b>	<b>44,778</b>	<b>46,181</b>	<b>45,529</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					
430 Contractual Services	30,240	38,173	26,650	31,000	34,000
475 Postage	4,056	5,844	6,000	7,500	7,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>34,296</b>	<b>44,017</b>	<b>32,650</b>	<b>38,500</b>	<b>41,500</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>71,552</b>	<b>83,714</b>	<b>77,428</b>	<b>84,681</b>	<b>87,029</b>
<b>FUND SOURCE</b>					
01 General Fund	71,552	83,714	77,428	84,681	87,029
<b>TOTAL</b>	<b>71,552</b>	<b>83,714</b>	<b>77,428</b>	<b>84,681</b>	<b>87,029</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.
  
- 411, 412   RETIREMENT  
Retirement benefits are provided to full-time employees through the Public Employees Retirement System (PERS). The City pays both the employee's share and the employer's share of 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 totals 7.65% for part-time employees and 1.45% in Medicare contributions for full-time employees, as required by federal law.
  
- 419        AUTO ALLOWANCE  
\$300 monthly Auto Allowance each to the Administrative Services, Planning, and Community Services Directors.
  
- 428        PARS Retirement  
A longevity retirement enhancement program, based on years of service.
  
- 441        LIABILITY INSURANCE (Reallocated in FY 2008-09 to 4220-441, 4650-441, & 4660-441)  
General liability insurance costs are premiums paid to the CJPIA insurance pool.

**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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
410 Benefits	(997,564)	(998,272)	(1,077,296)	(1,077,567)	(961,906)
411 Employee Share Retirement	133,599	141,279	143,000	143,000	148,720
412 Employer Share Retirement	328,061	349,690	377,913	377,913	385,471
413 Worker's Compensation	112,758	65,934	65,960	65,960	37,345
414 Group Health Insurance	201,802	209,944	210,000	210,000	220,000
415 Life Insurance	9,916	10,976	11,244	11,244	11,694
416 Disability Insurance	17,750	17,676	17,670	17,670	18,377
417 Unemployment Insurance		1,395	1,300	1,300	1,300
418 Medicare	21,421	23,200	25,000	25,000	26,000
419 Auto Allowance	9,900	10,800	10,800	10,800	10,800
428 PARS Retirement	87,968	91,887	98,268	98,268	102,199
<b>TOTAL PERSONNEL</b>	<b>(74,389)</b>	<b>(75,491)</b>	<b>(116,141)</b>	<b>(116,412)</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
441 Liability Insurance	74,389	75,491	116,141	116,412	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>74,389</b>	<b>75,491</b>	<b>116,141</b>	<b>116,412</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 accounting, budgeting, payroll and financial reporting services provided by the Administrative Services Department to the two Enterprise Funds.

### Description

467

#### OVERHEAD ASSESSMENT

Charges for general governmental overhead are credited to the General Fund for expenditures reimbursed by the Equestrian Fund and Tennis Fund. (A portion of the Assistant City Manager's salary is paid directly from the Transit Improvement Tax Fund in lieu of an overhead assessment to this special revenue fund.)

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Overhead</b>				<b>4270</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

**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	(38,000)	(40,000)	(42,000)	(42,000)	(44,000)
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>(38,000)</b>	<b>(40,000)</b>	<b>(42,000)</b>	<b>(42,000)</b>	<b>(44,000)</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>(38,000)</b>	<b>(40,000)</b>	<b>(42,000)</b>	<b>(42,000)</b>	<b>(44,000)</b>
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**FUND SOURCE**

01 General Fund	(38,000)	(40,000)	(42,000)	(42,000)	(44,000)
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<b>TOTAL</b>	<b>(38,000)</b>	<b>(40,000)</b>	<b>(42,000)</b>	<b>(42,000)</b>	<b>(44,000)</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</b>

### Narrative

This fund provides for the purchase and maintenance of the City's vehicles and field equipment. Internal Service Funds have been eliminated (4280). Equipment purchases are from General Fund (4279).

### Description

- 420      MATERIALS & SUPPLIES  
Provides for purchase of materials and supplies related to vehicle repairs and related equipment repairs.
- 442      AUTO COMPREHENSIVE/COLLISION INSURANCE  
Covers property insurance for vehicles and related equipment as charged by the California Joint Powers Insurance Authority (CJPIA).
- 461      EQUIPMENT & VEHICLE MAINTENANCE  
All repair and maintenance costs for the City's fleet and related equipment are charged here, except for gas and oil expenses.
- 462      GAS AND OIL  
Reflects costs for petroleum products for city-owned vehicles.
- 482      MOTOR VEHICLES  
Provides for the purchase of City owned vehicles from the Unreserved, Designated, Equipment Fund.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Equipment</b>					<b>4279</b>
	2005-06	2006-07	2007-08	2007-08	2008-09	
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted	

**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	1,491	1,800	1,021	1,800
442 Auto Comp/Coll Insurance	1,833	1,700	1,700	1,700
461 Vehicle Maintenance	37,883	35,000	35,000	35,000
462 Gas and Oil	23,048	25,000	25,000	25,000
464 Equipment Assessment				
466 Depreciation Expense				

<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>64,255</b>	<b>63,500</b>	<b>62,721</b>	<b>63,500</b>
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**CAPITAL OUTLAY**

482 Motor Vehicles				42,000
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<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42,000</b>
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<b>TOTAL ACTIVITY</b>	<b>0</b>	<b>64,255</b>	<b>63,500</b>	<b>62,721</b>	<b>105,500</b>
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**FUND SOURCE**

01 General Fund (4279)	64,255	63,500	62,721	105,500
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<b>TOTAL</b>	<b>0</b>	<b>64,255</b>	<b>63,500</b>	<b>62,721</b>	<b>105,500</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>Fixed Assets</b>	<b>4290</b>

### Narrative

Internal Service Funds Have Been Eliminated (4290).

This fund identifies major City fixed assets such as buildings, recreational facilities and office equipment in order to manage these assets and provide for their timely replacement without financial disruption.

Municipal Stable and Tennis Center assets are not shown here. They belong to enterprise funds and are presented separately.

### Description

- 434      REPAIRS AND MAINTENANCE SERVICES  
 Provides for maintenance of copier, telephone, FAX, typewriter, computer and playground equipment. Computer software upgrades and the monthly minimum billings and overage usage billings for the copier at City Hall are also budgeted in this account.
- 435      BUILDING MAINTENANCE/REPAIR  
 Provides building repairs and maintenance services such as carpet cleaning for City Hall, HVAC maintenance and repair, and pest control services as needed. Also includes maintenance costs associated with the fire/security alarm system at City Hall and park restrooms. Electrical maintenance repairs of the landscaped median improvements in the City's Commercial District are also provided for from this account.
- 439      SOFTWARE & TRAINING  
 Provides for training of city personnel related to the City Hall computer network. Specific training for Microsoft Word and Excel and related programs is provided. The annual maintenance contract with Pentamation, the City's accounting software provider, is also budgeted in this account. The annual maintenance costs of the City's computer network are also provided for in this account.
- 465      FIXED ASSET ASSESSMENT  
 The negative amount equals the total charges to other programs which becomes a receipt here. Refer to the Fixed Assets Schedule in the front section of this budget document. (Also, see the Equipment Replacement Funding Schedule in the front section of the budget for details of the assets scheduled for replacement.)
- 466      DEPRECIATION EXPENSE  
 Reflects the depreciation of fixed assets over their estimated useful lives.
- 485      EQUIPMENT  
 Provides for replacement of equipment costing less than \$5,000 per item. City Hall computer workstation and printers.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Administration &amp; Support</b>	<b>Fixed Assets</b>				<b>4290</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

**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	7,817
435 Building Maint & Repair	34,678
439 Software & Training Serv	18,482
465 Fixed Assets Assessment	(67,297)
466 Depreciation Expense	51,591
485 Machinery/Special Equip	37,759

<b>TOTAL MATERIALS &amp; OPS</b>	<b>83,030</b>	<b>0</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>83,030</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**FUND SOURCE**

86 Fixed Assets Fund	83,030
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<b>TOTAL</b>	<b>83,030</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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DEPARTMENT RESPONSIBLE  
Administrative Services Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Safety</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>35,046</b>	<b>29,589</b>	<b>23,165</b>	<b>29,589</b>	<b>22,171</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,707,314</b>	<b>1,892,067</b>	<b>1,959,169</b>	<b>1,903,076</b>	<b>2,022,879</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>258</b>	<b>701</b>	<b>9,500</b>	<b>9,800</b>	<b>2,000</b>
<b>TOTAL FUNCTION</b>	<b>1,742,618</b>	<b>1,922,357</b>	<b>1,991,834</b>	<b>1,942,465</b>	<b>2,047,051</b>

**PUBLIC SAFETY OVERVIEW**

This function represents the largest percentage of the total General Fund operating budget and consists of Patrol Services, Crime Investigation and Prevention, Animal Control, Crossing Guards, and Emergency Management. The Crossing Guards program is funded by Traffic Safety Special Revenue Fund revenues and supplemented by General Fund resources to the extent that the Fund does not cover all program costs.

## City of Rolling Hills Estates

Function	Activity Title	Activity
<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; and a contribution to the City of Rancho Palos Verdes representing 8.2% of city sales tax revenue, as provided in the Sales Tax sharing agreement between the two cities.

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 between 30% and 34% of total Regional Service costs. Provides funding for the following: (1) M.C.A.D. operation costs, (2) City's share, including 6% liability insurance, of a Community Services Officer; (3) City's share of three CORE Deputies; and (4) costs associated with special services such as Sobriety Check Point. Additional services include CORE deputies to supplement private security personnel at the Avenue of the Peninsula mall and the Peninsula Shopping Center, and Student in the Law class.
- 438      RECORDS MANAGEMENT SERVICES  
Provides for computerized parking citation collection services and a citation hearing officer.
- 474      GRANTS TO OTHER AGENCIES  
Estimated appropriations of \$104,380 for FY 2007-08 and an estimated appropriation of \$106,468 in FY 2008-09 represents 8.2% of the City's sales tax revenue, which is paid to the City of Rancho Palos Verdes per a sales tax sharing agreement.
- 485      SPECIAL EQUIPMENT  
Public Safety computer and equipment technology upgrades constitute the expenditures from this account. Provides the Sheriff Department for two off road patrol vehicles (\$7,800) paid from the CLEEP Grant in 2007-08.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Safety</b>	<b>Patrol Services</b>					<b>4310</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	

**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	1,513,314	1,708,871	1,727,539	1,727,539	1,813,916
438 Records Management Serv	2,371	990	3,500	3,500	3,500
474 Grants to Other Agencies	117,425	97,802	104,380	100,299	99,713

<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,633,110</b>	<b>1,807,663</b>	<b>1,835,419</b>	<b>1,831,338</b>	<b>1,917,129</b>
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**CAPITAL OUTLAY**

484 Furniture/Office Equipment					
485 Machinery/Special Equip	258	701	9,500	9,800	2,000

<b>TOTAL CAPITAL OUTLAY</b>	<b>258</b>	<b>701</b>	<b>9,500</b>	<b>9,800</b>	<b>2,000</b>
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<b>TOTAL ACTIVITY</b>	<b>1,633,368</b>	<b>1,808,364</b>	<b>1,844,919</b>	<b>1,841,138</b>	<b>1,919,129</b>
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**FUND SOURCE**

01 General Fund	1,633,368	1,808,364	1,844,919	1,841,138	1,919,129
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<b>TOTAL</b>	<b>1,633,368</b>	<b>1,808,364</b>	<b>1,844,919</b>	<b>1,841,138</b>	<b>1,919,129</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, cruelty investigations and dead animal pick-up; (2) animal shelter services; (3) and other special programs such as spay and neuter clinics. The costs of services are partially offset through animal license fees and housing shelter revenues.

### 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.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Public Safety</b>	<b>Animal Control</b>				<b>4330</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

**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	37,026	44,290	35,000	35,000	35,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>37,026</b>	<b>44,290</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</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>37,026</b>	<b>44,290</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
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**FUND SOURCE**

01 General Fund	37,026	44,290	35,000	35,000	35,000
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<b>TOTAL</b>	<b>37,026</b>	<b>44,290</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
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DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

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

### Narrative

This activity provides for Crossing Guards and a Traffic Control Officer to assist school children at various intersections.

### Description

- 402      SALARIES/WAGES PT  
Wages for part-time crossing guards at various locations throughout the city, a part-time Traffic Control Officer, and costs associated with deploying the traffic speed board.
- 410      BENEFITS  
Allocation of employee benefits from the benefits cost center.
- 420      MATERIALS & SUPPLIES  
Purchase of miscellaneous safety equipment and supplies.
- 430      CONTRACTUAL SERVICES  
Payments to contractual crossing guards at various locations throughout the City, and a Traffic Control Officer.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Safety</b>	<b>Crossing Guards</b>					<b>4340/4343</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	
<b>PERSONNEL</b>						
402 Wages - Part Time	26,938	22,881	18,400	22,881	17,964	
410 Benefits	8,108	6,708	4,765	6,708	4,207	
<b>TOTAL PERSONNEL</b>	<b>35,046</b>	<b>29,589</b>	<b>23,165</b>	<b>29,589</b>	<b>22,171</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	113	195	250	250	250	
430 Contractual Services	31,111	37,927	67,000	32,760	67,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>31,224</b>	<b>38,122</b>	<b>67,250</b>	<b>33,010</b>	<b>67,250</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>66,270</b>	<b>67,711</b>	<b>90,415</b>	<b>62,599</b>	<b>89,421</b>	
<b>FUND SOURCE</b>						
01 General Fund (4343)	16,873		34,240		34,000	
14 Traffic Safety Fund (4340)	49,397	67,711	56,175	62,599	55,421	
<b>TOTAL</b>	<b>66,270</b>	<b>67,711</b>	<b>90,415</b>	<b>62,599</b>	<b>89,421</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 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 (\$1,500). Emergency guide (\$18,000) for residents is included for FY 07-08.
- 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>
	2005-06	2006-07	2007-08	2007-08	2008-09	
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted	

**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	878		19,500	1,500	1,500
430 Contractual Services	5,076	1,992	2,000	2,228	2,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>5,954</b>	<b>1,992</b>	<b>21,500</b>	<b>3,728</b>	<b>3,500</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>5,954</b>	<b>1,992</b>	<b>21,500</b>	<b>3,728</b>	<b>3,500</b>
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**FUND SOURCE**

01 General Fund	5,954	1,992	21,500	3,728	3,500
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<b>TOTAL</b>	<b>5,954</b>	<b>1,992</b>	<b>21,500</b>	<b>3,728</b>	<b>3,500</b>
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DEPARTMENT RESPONSIBLE  
City Manager



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Works</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>117,848</b>	<b>104,102</b>	<b>110,751</b>	<b>115,030</b>	<b>113,794</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>310,946</b>	<b>518,024</b>	<b>458,305</b>	<b>453,305</b>	<b>514,082</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>428,794</b>	<b>622,126</b>	<b>569,056</b>	<b>568,335</b>	<b>627,876</b>

**PUBLIC WORKS OVERVIEW**

This function contains streets related operating activities of the City, including Street Repair, Transit, Signs, Signals, and Operations, 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 Repair</b>	<b>4410</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Street Repair</b>					<b>4410</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	

**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	36,853	116,609	86,000	88,000	95,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>36,853</b>	<b>116,609</b>	<b>86,000</b>	<b>88,000</b>	<b>95,000</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>36,853</b>	<b>116,609</b>	<b>86,000</b>	<b>88,000</b>	<b>95,000</b>
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**FUND SOURCE**

11 Gas Tax Fund	36,853	116,609	86,000	88,000	95,000
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<b>TOTAL</b>	<b>36,853</b>	<b>116,609</b>	<b>86,000</b>	<b>88,000</b>	<b>95,000</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 which provides general demand transit through PV Transit and demand transit through Dial-a-Ride.

### Description

- 401      SALARIES/WAGES FT  
Includes a portion of the administration staff time, however, personnel costs can not 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	14,285	12,882	13,624	14,521	14,521
410 Benefits	6,562	5,424	5,154	5,158	5,082
<b>TOTAL PERSONNEL</b>	<b>20,847</b>	<b>18,306</b>	<b>18,778</b>	<b>19,679</b>	<b>19,603</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	85,488	91,472	93,805	93,805	111,982
<b>TOTAL MATERIALS &amp; OPS</b>	<b>85,488</b>	<b>91,472</b>	<b>93,805</b>	<b>93,805</b>	<b>111,982</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>106,335</b>	<b>109,778</b>	<b>112,583</b>	<b>113,484</b>	<b>131,585</b>
<b>FUND SOURCE</b>					
18 Transit Fund	106,335	109,778	112,583	113,484	131,585
<b>TOTAL</b>	<b>106,335</b>	<b>109,778</b>	<b>112,583</b>	<b>113,484</b>	<b>131,585</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Works</b>	<b>Signals</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

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Public Works</b>	<b>Signals</b>				<b>4451/4454</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

**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**

432 Eng/Arch Design	21,360	40,853	34,000	42,000	40,000
434 Repairs & Maint Services	58,157	162,208	96,000	84,000	89,500
452 Electric Utility	16,326	17,025	18,000	15,000	14,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>95,843</b>	<b>220,086</b>	<b>148,000</b>	<b>141,000</b>	<b>143,500</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>95,843</b>	<b>220,086</b>	<b>148,000</b>	<b>141,000</b>	<b>143,500</b>
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**FUND SOURCE**

01 General Fund (4451)	22,261	141,422	68,000	57,000	56,000
11 Gas Tax Fund (4454)	73,582	78,664	80,000	84,000	87,500

<b>TOTAL</b>	<b>95,843</b>	<b>220,086</b>	<b>148,000</b>	<b>141,000</b>	<b>143,500</b>
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DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity	Code
<b>Public Works</b>	<b>Compliance w/ NPDES</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 the Assistant to the City Manager and 2% of 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 programs, including Program Administration, Street Sweeping, and Used Oil Recycling.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Public Works</b>	<b>Compliance w/ NPDES</b>				<b>4460</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	46,807	39,802	44,042	45,597	46,335
405 Wages - Overtime					
410 Benefits	23,676	17,668	18,315	18,823	17,801
<b>TOTAL PERSONNEL</b>	<b>70,483</b>	<b>57,470</b>	<b>62,357</b>	<b>64,420</b>	<b>64,136</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	85,800	85,647	123,000	123,000	158,600
<b>TOTAL MATERIALS &amp; OPS</b>	<b>85,800</b>	<b>85,647</b>	<b>123,000</b>	<b>123,000</b>	<b>158,600</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>156,283</b>	<b>143,117</b>	<b>185,357</b>	<b>187,420</b>	<b>222,736</b>
<b>FUND SOURCE</b>					
01 General Fund	156,283	143,117	185,357	187,420	222,736
<b>TOTAL</b>	<b>156,283</b>	<b>143,117</b>	<b>185,357</b>	<b>187,420</b>	<b>222,736</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

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

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes a portion of the Assistant to the City Manager's salary.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 430      GENERAL CONTRACTUAL SERVICES  
Also provides for consultant services related to AB 939 activities.
- 485      MACHINERY/SPECIAL EQUIPMENT  
Provides for the purchase of recycling bins (Department of Conservation Beverage Container/Litter Abatement Grant).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Public Works</b>	<b>Solid Waste</b>				<b>4625</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	18,376	19,830	20,964	21,966	21,788
410 Benefits	8,142	8,496	8,652	8,965	8,267
<b>TOTAL PERSONNEL</b>	<b>26,518</b>	<b>28,326</b>	<b>29,616</b>	<b>30,931</b>	<b>30,055</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	4,467	1,714	7,500	5,000	2,500
485 Machinery/Special Equip	2,495	2,496		2,500	2,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,962</b>	<b>4,210</b>	<b>7,500</b>	<b>7,500</b>	<b>5,000</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>33,480</b>	<b>32,536</b>	<b>37,116</b>	<b>38,431</b>	<b>35,055</b>
<b>FUND SOURCE</b>					
01 General Fund	33,480	32,536	37,116	38,431	35,055
<b>TOTAL</b>	<b>33,480</b>	<b>32,536</b>	<b>37,116</b>	<b>38,431</b>	<b>35,055</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager





**City of Rolling Hills Estates  
Summary**

Function <b>Planning</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>545,658</b>	<b>631,563</b>	<b>689,162</b>	<b>692,657</b>	<b>702,226</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>590,897</b>	<b>607,244</b>	<b>795,550</b>	<b>758,203</b>	<b>736,450</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>1,136,555</b>	<b>1,238,807</b>	<b>1,484,712</b>	<b>1,450,860</b>	<b>1,438,676</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

Function	Activity Title	Activity
<b>Planning</b>	<b>Planning Administration</b>	<b>4510</b>

### 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. 85% of the Department's planning staff salaries are allocated here, along with 55% of the Planning Director's salary and 65% of the Planning Secretary's salary.
- 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, Pepper Tree Lane, and other projects as assigned. Charges are offset by revenues collected for plan check and building inspection fees.
- 463        MILEAGE  
 Includes mileage reimbursement for use of personal automobile while on City related business.
- 470        MEETINGS/CONFERENCES/TRAVEL  
 Includes funding for attendance at the Planning Institute, the California Planning Association annual conference, 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	233,710	284,905	304,952	305,655	321,075	
410 Benefits	102,812	123,209	146,869	147,074	138,849	
<b>TOTAL PERSONNEL</b>	<b>336,522</b>	<b>408,114</b>	<b>451,821</b>	<b>452,729</b>	<b>459,924</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	2,007	2,172	3,000	3,000	3,000	
430 Contractual Services	39,439	94,196	300,000	312,278	300,000	
432 Eng/Arch Design	507		1,000		1,000	
437 Building Inspection Serv	268,277	257,314	250,000	250,000	250,000	
463 Mileage	248	970	800	1,250	800	
470 Travel & Meetings	2,775	4,466	6,000	7,000	7,000	
472 Dues & Memberships	445	455	500	661	700	
473 Publications/Subscriptions			300	300	300	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>313,698</b>	<b>359,573</b>	<b>561,600</b>	<b>574,489</b>	<b>562,800</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>650,220</b>	<b>767,687</b>	<b>1,013,421</b>	<b>1,027,218</b>	<b>1,022,724</b>	
<b>FUND SOURCE</b>						
01 General Fund	650,220	767,687	1,013,421	1,027,218	1,022,724	
<b>TOTAL</b>	<b>650,220</b>	<b>767,687</b>	<b>1,013,421</b>	<b>1,027,218</b>	<b>1,022,724</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. Allocation to this activity is 10% of planning staff salaries, along with a portion of the Planning Director's salary.
  
- 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 (Housing Elements and potentially all other elements of the General Plan), mixed use master plan program EIR and street improvement/landscaping plan, and other staff support. Also includes other special studies as directed by the City Council.
  
- 432      ENGINEERING/ARCHITECTURAL SERVICES  
This account provides for design and technical services as needed for advanced planning studies.
  
- 477      PRINTING AND BINDING  
Provides for the reproduction of reports and special studies.
  
- 484      FURNITURE/OFFICE EQUIPMENT  
This account provides for furniture or office equipment for specific use by the Planning Department.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Planning</b>	<b>Advanced Planning</b>					<b>4520</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	32,678	38,982	41,681	41,849	43,919	
410 Benefits	14,660	16,743	18,084	18,105	16,756	
<b>TOTAL PERSONNEL</b>	<b>47,338</b>	<b>55,725</b>	<b>59,765</b>	<b>59,954</b>	<b>60,675</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	91	1,354	500	564	500	
430 Contractual Services	246,761	217,302	200,000	150,000	150,000	
432 Eng/Arch Design						
477 Printing & Binding		617	1,500	1,500	1,500	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>246,852</b>	<b>219,273</b>	<b>202,000</b>	<b>152,064</b>	<b>152,000</b>	
<b>CAPITAL OUTLAY</b>						
484 Furniture/Office 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>294,190</b>	<b>274,998</b>	<b>261,765</b>	<b>212,018</b>	<b>212,675</b>	
<b>FUND SOURCE</b>						
01 General Fund	294,190	274,998	261,765	212,018	212,675	
<b>TOTAL</b>	<b>294,190</b>	<b>274,998</b>	<b>261,765</b>	<b>212,018</b>	<b>212,675</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. 100% of the Zoning and Code Administrator's salary, 15% of the Planning Secretary's salary, and a portion of the Director's salary are included.
- 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, and for City related surveying contractual work.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470      TRAVEL AND MEETINGS  
Provides for travel and meetings expenses at various conferences.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Planning</b>	<b>Code Administration</b>				<b>4530</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	92,907	97,131	101,662	103,341	106,238
410 Benefits	45,221	42,730	46,031	46,654	45,053
<b>TOTAL PERSONNEL</b>	<b>138,128</b>	<b>139,861</b>	<b>147,693</b>	<b>149,995</b>	<b>151,290</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	108	234	450	450	450
430 Contractual Services	29,021	26,939	30,000	30,000	20,000
463 Mileage	1,218	837	1,300	1,000	1,000
470 Travel & Meetings		388	200	200	200
<b>TOTAL MATERIALS &amp; OPS</b>	<b>30,347</b>	<b>28,398</b>	<b>31,950</b>	<b>31,650</b>	<b>21,650</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>168,475</b>	<b>168,259</b>	<b>179,643</b>	<b>181,645</b>	<b>172,940</b>
<b>FUND SOURCE</b>					
01 General Fund	168,475	168,259	179,643	181,645	172,940
<b>TOTAL</b>	<b>168,475</b>	<b>168,259</b>	<b>179,643</b>	<b>181,645</b>	<b>172,940</b>

DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Planning</b>	<b>Subdivision Regulation</b>	<b>4540</b>

### Narrative

This activity provides resources for review of subdivision applications submitted to the City under requirements of the California Subdivision Map Act.

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Planning</b>	<b>Subdivision Regulation</b>					<b>4540</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	16,339	19,491	20,841	20,925	21,959	
410 Benefits	7,331	8,372	9,042	9,054	8,377	
<b>TOTAL PERSONNEL</b>	<b>23,670</b>	<b>27,863</b>	<b>29,883</b>	<b>29,979</b>	<b>30,336</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies						
432 Eng/Arch Design						
<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>23,670</b>	<b>27,863</b>	<b>29,883</b>	<b>29,979</b>	<b>30,336</b>	
<b>FUND SOURCE</b>						
01 General Fund	23,670	27,863	29,883	29,979	30,336	
<b>TOTAL</b>	<b>23,670</b>	<b>27,863</b>	<b>29,883</b>	<b>29,979</b>	<b>30,336</b>	

DEPARTMENT RESPONSIBLE  
Planning Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Community Services</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>TOTAL PERSONNEL</b>	<b>1,109,989</b>	<b>1,099,483</b>	<b>1,177,187</b>	<b>1,213,748</b>	<b>1,250,253</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,050,170</b>	<b>1,045,693</b>	<b>1,022,876</b>	<b>1,012,453</b>	<b>985,936</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,088</b>	<b>789</b>	<b>6,800</b>	<b>6,443</b>	<b>4,400</b>
<b>TOTAL FUNCTION</b>	<b>2,162,247</b>	<b>2,145,965</b>	<b>2,206,863</b>	<b>2,232,644</b>	<b>2,240,589</b>

COMMUNITY SERVICES OVERVIEW

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Parks Maintenance</b>	<b>4610</b>

### Narrative

This activity provides for the maintenance of the seven City parks totaling over fifty acres: Howlett, Silver Spur, Rockbluff, Dapplegray, Highridge, Pepper Wood, and Chandler. Activities are performed by City maintenance staff according to established maintenance standards.

### Description

- 401        SALARIES/WAGES FT  
Includes an allocation of 56% of both the maintenance staff's wages and the Maintenance Superintendent's salary, and a portion of the Community Services Director's salary.
- 402        SALARIES/WAGES PT  
Includes an allocation for Summer part-time staff.
- 410        BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420        MATERIALS & SUPPLIES  
Provides supplies for maintenance of parks such as 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 (\$62,000) for City parks and weed abatement for the Hawthorne Boulevard medians (\$10,000). Also includes Hepatitis B shots for new City maintenance staff (\$500), and portable restrooms in Highridge, Dapplegray and Chandler Parks.
- 434        REPAIRS/MAINTENANCE SERVICE  
Includes repair contract for irrigation controllers and flow valves, insect control for the maintenance yard and other herbicide applications. Also provides for the cleaning of Highridge Park restrooms.
- 450        TELEPHONE  
Provides for the cost of the Howlett Park Equestrian Center pay phone.
- 451        WATER  
Provides for watering of the approximately fifty acres of City parks.
- 453        REFUSE REMOVAL  
Provides for park refuse not removed by WM under City franchise agreement.
- 464        EQUIPMENT ASSESSMENT  
Refer to Equipment Assessment Schedule in front section of budget document for details.
- 465        FIXED ASSET ASSESSMENT  
Refer to Fixed Asset Schedule in front section of budget document for details.
- 470        MEETINGS/CONFERENCE FEES  
Provides registration and related expenses for Maintenance staff to maintain Herbicide Applicator's Licenses, Certified Playground Inspector, and attend safety seminars.
- 478        EQUIPMENT RENTAL  
Provides for the rental of miscellaneous equipment and vehicles to service parks such as trucks and concrete finishing tools. Also provides for equipment used to renovate sports fields at Highridge and Howlett Parks.
- 485        MACHINERY/SPECIAL EQUIPMENT  
Budgeted capital outlay includes an irrigation controller (\$1,000) annually. (See Activity 4290 for other maintenance equipment purchases.)

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Parks Maintenance</b>				<b>4610</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	229,380	222,541	232,288	250,045	234,261
402 Wages - Part Time	2,032	3,460	2,673	2,673	2,673
405 Wages - Overtime	1,209	4,535	3,000	5,651	3,800
410 Benefits	116,717	112,063	123,868	130,260	126,658
<b>TOTAL PERSONNEL</b>	<b>349,338</b>	<b>342,599</b>	<b>361,829</b>	<b>388,629</b>	<b>367,392</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	35,283	29,846	28,000	28,000	28,000
430 Contractual Services	81,473	81,502	82,000	82,000	82,000
434 Repairs & Maint Services	10,098	5,987	6,000	6,000	6,000
450 Telephone Utility	2,134	2,126	2,250	2,250	2,250
451 Water Utility	40,244	45,012	40,000	40,000	40,000
452 Electric Utility	3,204	4,119	4,225	4,225	4,225
453 Refuse Removal	130	540	500	500	500
464 Equipment Assessment	57,303				
465 Fixed Assets Assessment	8,352				
470 Travel & Meetings	1,869	1,097	2,000	2,000	2,000
478 Equipment Rental	6,832	7,568	7,000	7,000	7,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>246,922</b>	<b>177,797</b>	<b>171,975</b>	<b>171,975</b>	<b>171,975</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	900	789	1,000	1,000	1,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>900</b>	<b>789</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL ACTIVITY</b>	<b>597,160</b>	<b>521,185</b>	<b>534,804</b>	<b>561,604</b>	<b>540,367</b>
<b>FUND SOURCE</b>					
01 General Fund	597,160	521,185	534,804	561,604	540,367
<b>TOTAL</b>	<b>597,160</b>	<b>521,185</b>	<b>534,804</b>	<b>561,604</b>	<b>540,367</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 three-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.
- 430      GENERAL CONTRACTUAL SERVICES  
Includes miscellaneous and emergency tree removals, plantings, and annual contract street tree trimming program.
- 464      EQUIPMENT ASSESSMENT  
Refer to Equipment Assessment Schedule in the front section of the budget document for details.
- 485      MACHINERY/SPECIAL EQUIPMENT  
Provides for the annual replacement of one chain saw (\$600).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Tree Trimming</b>				<b>4615</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	33,861	25,427	31,760	33,974	33,644
402 Wages - Part Time	98	862	1,003	1,003	1,003
405 Wages - Overtime	1,364	656	500	500	500
410 Benefits	17,320	13,954	15,751	16,519	15,539
<b>TOTAL PERSONNEL</b>	<b>52,643</b>	<b>40,899</b>	<b>49,014</b>	<b>51,996</b>	<b>50,686</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	3,017	2,879	2,500	2,500	2,500
430 Contractual Services	51,222	88,276	80,500	88,817	75,500
464 Equipment Assessment	8,635				
<b>TOTAL MATERIALS &amp; OPS</b>	<b>62,874</b>	<b>91,155</b>	<b>83,000</b>	<b>91,317</b>	<b>78,000</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	698		600	543	600
<b>TOTAL CAPITAL OUTLAY</b>	<b>698</b>	<b>0</b>	<b>600</b>	<b>543</b>	<b>600</b>
<b>TOTAL ACTIVITY</b>	<b>116,215</b>	<b>132,054</b>	<b>132,614</b>	<b>143,856</b>	<b>129,286</b>
<b>FUND SOURCE</b>					
01 General Fund	116,215	132,054	132,614	143,856	129,286
<b>TOTAL</b>	<b>116,215</b>	<b>132,054</b>	<b>132,614</b>	<b>143,856</b>	<b>129,286</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity	Code
<b>Community Services</b>	<b>Landscape Maintenance</b>	<b>4620</b>

### Narrative

This activity provides for the maintenance of parkways and medians using a combination of City staff and contract services.

### Description

- 401      SALARIES/WAGES FT  
Includes 20% allocation of both the maintenance staff's wages and the Maintenance Superintendent's salary.
- 402      SALARIES/WAGES PT  
Provides an allocation for summer part-time staff.
- 405      OVERTIME  
Provides overtime as needed.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes the cost of herbicide, soil amendments, irrigation supplies, safety tools and equipment, welding supplies, fabrication materials and weed cutting machines.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides contract services for rights-of-way, intersections, medians, and homeowner entryways (\$119,800 in FY 2004-05.). The City is reimbursed by Homeowner Associations for the cost of the entryway maintenance. Includes three flower changes annually in the Silver Spur Road commercial district medians (\$9,000).
- 434      REPAIRS/MAINTENANCE SERVICES  
Provides for irrigation controller and line repairs, and backflow certification.
- 451      WATER  
Provides water service to medians, parkways, and Howlett Park slopes.
- 452      ELECTRICITY  
Provides electrical service to irrigation control valves in medians and parkways.
- 453      REFUSE REMOVAL  
Provides for debris removal.
- 464      EQUIPMENT ASSESSMENT  
Refer to Equipment Assessment Schedule in the front section of this budget document for details.
- 474      GRANTS TO OTHER AGENCIES  
Provides matching grants to Homeowners' Associations for entryway improvements.
- 485      MACHINERY/SPECIAL EQUIPMENT  
Provides for the annual replacement of one Portable Blower (\$200).



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Community Services</b>	<b>Landscape Maintenance</b>				<b>4620</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	96,122	102,503	117,400	110,000	122,112
402 Wages - Part Time	281	1,068	1,012	1,012	1,012
405 Wages - Overtime	435		500	500	500
410 Benefits	53,071	52,079	61,905	59,858	60,652
<b>TOTAL PERSONNEL</b>	<b>149,909</b>	<b>155,650</b>	<b>180,817</b>	<b>171,370</b>	<b>184,276</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	7,306	9,337	9,000	10,486	9,000
430 Contractual Services	119,995	119,500	128,800	128,800	128,800
434 Repairs & Maint Services	722		1,200	1,200	1,200
451 Water Utility	73,463	79,716	60,000	60,000	60,000
452 Electric Utility	2,958	2,324	3,000	3,000	3,000
453 Refuse Removal			200	200	200
464 Equipment Assessment	14,253				
474 Grants to Other Agencies	3,000	3,995	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>221,697</b>	<b>214,872</b>	<b>207,200</b>	<b>208,686</b>	<b>207,200</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	165		200	200	200
<b>TOTAL CAPITAL OUTLAY</b>	<b>165</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>TOTAL ACTIVITY</b>	<b>371,771</b>	<b>370,522</b>	<b>388,217</b>	<b>380,256</b>	<b>391,676</b>
<b>FUND SOURCE</b>					
01 General Fund	371,771	370,522	388,217	380,256	391,676
<b>TOTAL</b>	<b>371,771</b>	<b>370,522</b>	<b>388,217</b>	<b>380,256</b>	<b>391,676</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.
- 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	57,940	50,680	56,111	60,000	59,172
402 Wages - Part Time	505	1,197	1,357	1,357	1,357
410 Benefits	29,538	25,973	27,499	28,897	26,983
<b>TOTAL PERSONNEL</b>	<b>87,983</b>	<b>77,850</b>	<b>84,967</b>	<b>90,254</b>	<b>87,512</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	18,819	10,426	14,000	14,000	14,000
478 Equipment Rental			2,100	2,100	2,100
<b>TOTAL MATERIALS &amp; OPS</b>	<b>18,819</b>	<b>10,426</b>	<b>16,100</b>	<b>16,100</b>	<b>16,100</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>106,802</b>	<b>88,276</b>	<b>101,067</b>	<b>106,354</b>	<b>103,612</b>
<b>FUND SOURCE</b>					
01 General Fund	106,802	88,276	101,067	106,354	103,612
<b>TOTAL</b>	<b>106,802</b>	<b>88,276</b>	<b>101,067</b>	<b>106,354</b>	<b>103,612</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 Summer Recreation Director and Summer Recreation Clerk.
- 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.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 477      PRINTING/BINDING  
Provides for printing of year-round recreation program and the distribution to all Rolling Hills Estates residents on a quarterly basis.
- 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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	9,994	10,658	11,156	12,100	11,701
402 Wages - Part Time	8,541	6,750	9,000	9,000	9,000
410 Benefits	6,006	5,531	4,718	6,000	4,499
<b>TOTAL PERSONNEL</b>	<b>24,541</b>	<b>22,939</b>	<b>24,874</b>	<b>27,100</b>	<b>25,200</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies			100	100	100
430 Contractual Services	42,762	40,597	45,500	26,500	26,500
463 Mileage			100		100
477 Printing & Binding	605	477	500	500	500
478 Equipment Rental	2,430	960	2,500	2,500	2,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>45,797</b>	<b>42,034</b>	<b>48,700</b>	<b>29,600</b>	<b>29,700</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>70,338</b>	<b>64,973</b>	<b>73,574</b>	<b>56,700</b>	<b>54,900</b>
<b>FUND SOURCE</b>					
01 General Fund	70,338	64,973	73,574	56,700	54,900
<b>TOTAL</b>	<b>70,338</b>	<b>64,973</b>	<b>73,574</b>	<b>56,700</b>	<b>54,900</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

This activity provides for operation of the Municipal Stables which are located at 26401 Crenshaw Boulevard and includes 45 box stalls, 68 pipe corrals, three riding rings, pony camp, and other support facilities.

### Description

- 401        SALARIES/WAGES FT  
Includes the cost of Equestrian Services Supervisor (100%), maintenance staff (1%), Community Services Director (10%), Stable Leadsman (100%) and four stable hands.
- 402        SALARIES/WAGES PT  
Provides for one part-time stable hand to assist with horse care and stable maintenance.
- 405        SALARIES/WAGES OVERTIME  
Provides for emergency staff support for stable operations.
- 410        BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420        MATERIALS & SUPPLIES  
Provides for the feeding of 113 horses and flooring for the 68 pipe corrals and 45 box stalls. Also provides materials needed to maintain stables grounds, riding rings and turnout rings.
- 430        GENERAL CONTRACTUAL SERVICES  
Provides for contract services as required for maintenance and repair items that are beyond the expertise of City maintenance staff, janitorial services for the Stables restrooms, and reimbursement of Pony Camp contractual instructors.
- 441        LIABILITY INSURANCE  
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 450        TELEPHONE  
Provides telephone service to the Stable Office.
- 451        WATER  
Includes the water use cost for stable restrooms, residential trailer, irrigation of selected area of the stable grounds, horse wash racks, rings, dust control system and horse waterers.
- 452        ELECTRICITY  
Includes electrical service to Stable Office, barns, riding ring, and trailer.
- 453        REFUSE REMOVAL  
Fee from waste recycler to provide documentation in compliance with AB 939.
- 461        EQUIPMENT MAINTENANCE  
Provides for maintenance and repairs to two tractors used in the daily operations of the Stables.
- 463        MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 466        DEPRECIATION EXPENSE  
Depreciation of Equestrian Fund Fixed Assets to allocate the cost of the assets over their estimated useful lives.
- 467        OVERHEAD ASSESSMENT  
Charges for general governmental administrative support to the equestrian operations, such as payroll, vendor payments, billing and receipt of user charges, and other accounting services provided by the Administrative Services Department.
- 485        MACHINERY/SPECIAL EQUIPMENT  
Provides for replacement of Stables' area harrow (\$700), and purchases of 4 manure carts (\$1,600).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Stables</b>				<b>4650</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	227,471	234,641	241,734	244,510	253,344
402 Wages - Part Time	13,322	7,797	14,981	14,981	10,200
405 Wages - Overtime	1,603	13,956	1,500	9,210	5,000
410 Benefits	139,454	141,285	157,691	154,798	155,908
<b>TOTAL PERSONNEL</b>	<b>381,850</b>	<b>397,679</b>	<b>415,906</b>	<b>423,499</b>	<b>424,452</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	156,435	166,603	160,100	160,100	170,000
430 Contractual Services	85,808	59,090	66,000	66,000	60,000
441 Liability Insurance					18,057
450 Telephone Utility	2,061	2,492	2,100	2,100	2,100
451 Water Utility	5,926	7,135	6,725	6,725	6,725
452 Electric Utility	5,479	6,416	5,500	5,500	5,500
453 Refuse Removal	29,952	30,102	31,752	31,752	31,752
461 Vehicle Maintenance	1,060	11,431	5,000	5,000	5,000
462 Gas and Oil	1,412	1,554	1,300	1,600	1,800
463 Mileage			100		100
466 Depreciation Expense	2,027	802	800	800	800
467 Overhead Assessment	32,000	33,000	34,000	34,000	35,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>322,160</b>	<b>318,625</b>	<b>313,377</b>	<b>313,577</b>	<b>336,834</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip			4,700	4,700	2,300
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>4,700</b>	<b>4,700</b>	<b>2,300</b>
<b>TOTAL ACTIVITY</b>	<b>704,010</b>	<b>716,304</b>	<b>733,983</b>	<b>741,776</b>	<b>763,585</b>
<b>FUND SOURCE</b>					
50 Equestrian Fund	704,010	716,304	733,983	741,776	763,585
<b>TOTAL</b>	<b>704,010</b>	<b>716,304</b>	<b>733,983</b>	<b>741,776</b>	<b>763,585</b>

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

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

### Description

- 401      SALARIES/WAGES FT  
Includes a portion of the Community Services Director's salary.
- 402      SALARIES/WAGES PT  
Provides for six tennis starters to staff Howlett Park tennis courts, daily, year-round, 8:00 a.m. to dusk; and the cost of weekly court washing.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes tennis court nets, staff shirts, and court maintenance supplies and awards for tournaments.
- 423      RESALE SUPPLIES  
Provides for the purchase of supplies 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      TELEPHONE  
Provides a tennis office phone and an adjacent pay phone.
- 466      DEPRECIATION  
Depreciation of Tennis fixed assets to allocate the cost of the assets over their estimated useful lives.
- 467      OVERHEAD ASSESSMENT  
Charges for general governmental administrative support to tennis operations, such as the accounting services provided by the Administrative Services Department that are paid by the General Fund and reimbursed here.
- 485      MACHINERY/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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages - Full Time	2,206	2,132	2,400	2,435	27,730
402 Wages - Part Time	18,554	21,266	18,600	18,600	21,840
405 Wages - Overtime		267	1,550	1,550	1,550
410 Benefits	4,252	4,879	5,321	5,321	23,766
<b>TOTAL PERSONNEL</b>	<b>25,012</b>	<b>28,544</b>	<b>27,871</b>	<b>27,906</b>	<b>74,886</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	2,428	4,256	2,000	2,000	2,000
423 Resale Supplies	308		200	200	200
430 Contractual Services	5,082	4,619	4,500	4,754	4,500
441 Liability Insurance					2,727
450 Telephone Utility	1,188	1,116	1,000	1,100	1,000
466 Depreciation Expense	3,060	3,060	3,000	3,000	3,000
467 Overhead Assessment	6,000	7,000	8,000	8,000	9,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>18,066</b>	<b>20,051</b>	<b>18,700</b>	<b>19,054</b>	<b>22,427</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	325		300		300
<b>TOTAL CAPITAL OUTLAY</b>	<b>325</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>300</b>
<b>TOTAL ACTIVITY</b>	<b>43,403</b>	<b>48,595</b>	<b>46,871</b>	<b>46,960</b>	<b>97,613</b>
<b>FUND SOURCE</b>					
51 Tennis Fund	43,403	48,595	46,871	46,960	97,613
<b>TOTAL</b>	<b>43,403</b>	<b>48,595</b>	<b>46,871</b>	<b>46,960</b>	<b>97,613</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, the annual Holiday Parade and Community Support. The 10<sup>th</sup> Annual Peninsula Holiday Parade supports the City's Commercial District, drawing thousands of spectators during the peak holiday shopping period. This activity also provides grants to various civic social service organizations.

### Description

- 401      SALARIES/WAGES FT  
Includes an allocation of a portion of the Community Services Director's salary.
- 402      SALARIES/WAGES PT  
Includes part-time workers to assist with City Celebration and Holiday Parade.
- 405      SALARIES/WAGES OVERTIME  
Includes the overtime cost for maintenance workers assigned the day of City Celebration and Holiday Parade.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes 2008 City Celebration and Parade supplies (\$5,500) and 10 new folding chairs (\$550).
- 430      GENERAL CONTRACTUAL SERVICES  
Provides contract management services (\$9,100), insurance (\$500), and Sheriff Services (\$4,500) for the 2008 Holiday Parade and contractual entertainment services (\$5,000) and insurance (\$500) for the 2008 City Celebration.
- 474      GRANTS TO OTHER AGENCIES  
Provides grants to local organizations providing social services to Peninsula residents.
- 476      ADVERTISING  
Provides for newspaper ads for the 2008 City Celebration and Parade events (\$2,250).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Special Events</b>				<b>4670</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	17,416	15,508	14,700	14,900	11,701
402 Wages - Part Time		83	300	0	300
405 Wages - Overtime	4,008	3,607	4,008	3,616	4,000
410 Benefits	9,806	6,504	5,541	6,000	5,899
<b>TOTAL PERSONNEL</b>	<b>31,230</b>	<b>25,702</b>	<b>24,549</b>	<b>24,516</b>	<b>21,900</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	5,112	21,291	6,050	9,127	6,050
430 Contractual Services	19,679	63,399	60,124	64,000	20,000
474 Grants to Other Agencies	12,000	20,000	22,600	22,600	21,200
476 Advertising	1,246	3,601	2,250	3,003	2,250
<b>TOTAL MATERIALS &amp; OPS</b>	<b>38,037</b>	<b>108,291</b>	<b>91,024</b>	<b>98,730</b>	<b>49,500</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>69,267</b>	<b>133,993</b>	<b>115,573</b>	<b>123,246</b>	<b>71,400</b>
<b>FUND SOURCE</b>					
01 General Fund	69,267	133,993	115,573	123,246	71,400
<b>TOTAL</b>	<b>69,267</b>	<b>133,993</b>	<b>115,573</b>	<b>123,246</b>	<b>71,400</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity	Code
Community Services	Peppertree	4674,4675

### Narrative

This activity provides for special annual recreational events including the Tracy Austin Tennis Tournament, and Cross Country Runs, conducted as fund raising activities of the Peppertree Foundation. Personnel costs are funded by the General Fund out of division 4674, while Materials & Operations costs are funded by the Peppertree 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 Peppertree 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>Peppertree</b>				<b>4674,4675</b>
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	5,055	5,329	5,000	6,078	5,851
405 Wages - Overtime					
410 Benefits	2,428	2,292	2,360	2,400	2,249
<b>TOTAL PERSONNEL</b>	<b>7,483</b>	<b>7,621</b>	<b>7,360</b>	<b>8,478</b>	<b>8,100</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	22,783	20,836	20,000	12,410	20,000
430 Contractual Services	24,530	12,008	20,000	20,000	20,000
476 Advertising		672	1,000	704	1,000
478 Equipment Rental			1,500		1,500
<b>TOTAL MATERIALS &amp; OPS</b>	<b>47,313</b>	<b>33,516</b>	<b>42,500</b>	<b>33,114</b>	<b>42,500</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>54,796</b>	<b>41,137</b>	<b>49,860</b>	<b>41,592</b>	<b>50,600</b>
<b>FUND SOURCE</b>					
01 General Fund (4674)	7,483	7,621	7,360	8,478	8,100
95 Peppertree Fund (4675)	47,313	33,516	42,500	33,114	42,500
<b>TOTAL</b>	<b>54,796</b>	<b>41,137</b>	<b>49,860</b>	<b>41,592</b>	<b>50,600</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>4676,4680</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.
- 423      RESALE SUPPLIES  
Provided by PVPLC.
- 430      GENERAL CONTRACT SERVICES  
The PVPLC is reimbursed \$2,000 per month management fee, which is split between divisions 4676 (\$875/mo) and 4680 (\$1,125/mo). 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 a repair contract at the Nature Center.
- 450      TELEPHONE UTILITY  
Provides for payment of telephones at the Nature Center.
- 451      WATER  
Provides for water at the Nature Center and Community Center.
- 452      ELECTRICITY  
Provides for electricity at the Nature Center.
- 470      TRAVEL AND MEETINGS  
Provided by PVPLC.
- 476      ADVERTISING  
Provided by PVPLC.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Nature Center Ops/Prop A MTC</b>				<b>4676,4680</b>
	2005-06	2006-07	2007-08	2007-08	2008-09
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

**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	263	231	300	300	300
423 Resale Supplies					
430 Contractual Services	24,846	24,840	26,000	26,000	26,000
434 Repairs & Maint Services	390		500	500	500
450 Telephone Utility	697	538	700	700	700
451 Water Utility	662	1,146	900	900	900
452 Electric Utility	1,627	2,171	1,900	1,900	1,900
470 Travel & Meetings					
476 Advertising					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,485</b>	<b>28,926</b>	<b>30,300</b>	<b>30,300</b>	<b>30,300</b>

**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>28,485</b>	<b>28,926</b>	<b>30,300</b>	<b>30,300</b>	<b>30,300</b>
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**FUND SOURCE**

01 General Fund (4676)	14,979	15,426	16,300	16,300	16,300
32 Prop A Fund (4680)	13,506	13,500	14,000	14,000	14,000

<b>TOTAL</b>	<b>28,485</b>	<b>28,926</b>	<b>30,300</b>	<b>30,300</b>	<b>30,300</b>
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DEPARTMENT RESPONSIBLE  
Community Services Director





**City of Rolling Hills Estates  
Summary**

Function					
<b>Capital Improvements</b>					
Expenditure Classification	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted

**TOTAL PERSONNEL**

**TOTAL MATERIALS & OPS**

<b>TOTAL CAPITAL OUTLAY</b>	<b>719,177</b>	<b>1,999,893</b>	<b>1,054,274</b>	<b>618,368</b>	<b>1,894,450</b>
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<b>TOTAL FUNCTION</b>	<b>719,177</b>	<b>1,999,893</b>	<b>1,054,274</b>	<b>618,368</b>	<b>1,894,450</b>
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**CAPITAL IMPROVEMENT PROJECTS OVERVIEW**

Capital improvement projects are divided into various functions depending on the type of project. This budget includes capital improvement projects for Streets, Parks and Recreation, and Public Improvements. Capital improvement projects estimated for FY 2007-08 total \$618,368 & total \$1,894,450 for FY 2008-09. The General Fund's portion is \$442,416 for FY 2007-08 & Designated Capital Projects are \$54,785 for 2007-08, and the General Fund's portion for FY 2008-09 is \$279,500, & Designated Capital Projects are \$30,000, and the remaining balance is funded by Special Revenue restricted funds.

The Six Year Capital Improvements Plan is found in the subsequent portion of the Capital Improvement Projects section of the budget document that provides a long-term view of the City's proposed capital projects. Presented by proposed Funding Source, with projects for the General Fund arranged by Streets, Parks, and Public Improvements subtotals, the Six Year Plan is intended to assist prioritization of capital budgeting.



## City of Rolling Hills Estates

### Capital Improvements - Streets (5100 Capital Projects)

#### Descriptions

**This section contains Capital Improvements for FY 2005-06 through FY 2008-09 related to streets.**

FY 2007-08 includes \$350,000 in appropriations for the street resurfacing program. FY 2008-09 includes \$250,000 (\$50,000 in General Fund and \$200,000 in Prop 1B) for the street resurfacing program (Project 5103).

County transit tax revenue in the Prop. C Fund (Project 5120) for 2008-09 provides an additional \$100,000 that may be used for expenditures approved by County MTA guidelines.

\$20,000 is allocated for curb, gutter, and sidewalk projects in FY 2007-08, and \$10,00 in FY 2008-09 (Project 5140).

FY 2007-08 includes \$250,000 from the general fund, and FY 2008-09 includes \$250,000 (\$50,000 in General Fund and \$200,000 in Prop 1B) for storm drain improvements (Project 5145).

\$75,000 is estimated for FY 2007-08 and \$70,000 is proposed in FY 2008-09 to fund miscellaneous signal improvements as required (Project 5180).

\$6,000 is allocated in FY 2007-08 and \$3,000 in FY 2008-09 for repainting and/or replacement of City advanced street named signs (Project 5186).

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Streets</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5103</b>					
<b>Street Resurfacing (General Fund)</b>					
430 Contractual Services	323,769	236,626	350,000	50,000	50,000
<b>5120</b>					
<b>Street Resurfacing (Prop C, Fund 19)</b>					
430 Contractual Services	107,128				
<b>5140</b>					
<b>Curb/Gutter/Sidewalk Improvements (General Fund)</b>					
430 Contractual Services			20,000		10,000
<b>5142</b>					
<b>George F Canyon Storm Drain Improvements (Prop 40, Fund 33)</b>					
430 Contractual Services					
<b>5145</b>					
<b>Storm Drain Repairs &amp; Improvements (General Fund)</b>					
430 Contractual Services	52,801	772,446	250,000	250,000	50,000
<b>5146</b>					
<b>Storm Drain Repairs &amp; Improvements (Prop C, Fund 19)</b>					
430 Contractual Services		318,684	44,646	44,646	
<b>5150</b>					
<b>Arterial Streets Median Improvements (General Fund)</b>					
430 Contractual Services				18,000	
<b>5179</b>					
<b>Traffic Signal Improvements (Fund 21)</b>					
430 Contractual Services		159,045			
<b>PAGE TOTAL</b>	<b>483,698</b>	<b>1,486,801</b>	<b>664,646</b>	<b>362,646</b>	<b>110,000</b>

(Streets - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Streets (Continued)</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5180</b>					
<b>Traffic Signal Improvements (General Fund)</b>					
430 Contractual Services			75,000	22,000	70,000
<b>5182</b>					
<b>Traffic Signal Grant (Fund 19)</b>					
430 Contractual Services		46,264			
<b>5186</b>					
<b>Advanced Street Signs Repainting (General Fund)</b>					
430 Contractual Services	15,747	5,482	6,000	1,577	3,000
<b>5187</b>					
<b>Street Resurfacing (Prop 1B, Fund 22)</b>					
430 Contractual Services					200,000
<b>5188</b>					
<b>Storm Drain Repairs/Improvements (Prop 1B, Fund 22)</b>					
430 Contractual Services					200,000
<b>TOTAL FUNCTION</b>					
	<b>499,445</b>	<b>1,538,547</b>	<b>745,646</b>	<b>386,223</b>	<b>583,000</b>
<b>FUND SOURCE</b>					
01 General Fund	392,317	1,014,554	701,000	341,577	183,000
19 Prop C Transit Fund	107,128	364,948	44,646	44,646	0
21 Traffic Signal Grant	0	159,045	0	0	0
33 Prop 40 Parks Grant Fund	0	0	0	0	0
22 Prop 1B Transit					400,000
<b>TOTAL</b>					
	<b>499,445</b>	<b>1,538,547</b>	<b>745,646</b>	<b>386,223</b>	<b>583,000</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 for FY 2005-06 through FY 2008-09.**

Replacement and painting of three-rail fencing throughout the City is provided in FY 2008-09 in the amount of \$33,000 (Project 5221).

FY 2008-09 provides \$10,000 for Nature Preserve improvements funded by a Proposition 12 Riparian Grant (Project 5236).

ADA Nature Center building and site improvements are included utilizing Prop 12 Roberti-Z' Berg funding in FY 2008-09 in the amount of \$25,500 (Project 5238).

FY 2008-09 provides \$2,800 for Picnic Tables Replacement from the Pepper Tree Foundation (Project 5245).

FY 2008-09 provides for \$1,080,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (Project 5250).

FY 2008-09 provides for slurry sealing and striping the Maintenance Yard's asphalt parking lot of \$5,000 (Project 5272).

FY 2008-09 provides \$6,000 for Riding Ring Improvements from the Pepper Tree Foundation (Project 5275).

FY 2008-09 includes Community Center ADA restroom improvements from Prop 40 in the amount of \$25,000 (Project 5292).

FY 2008-09 provides \$17,000 for Dapplegray Riding Arena Fence from the Pepper Tree Foundation (Project 5295).

FY 2008-09 includes required Roberti-Z' Berg Grant Match (Project 5296) for Nature Center ADA Improvements of \$3,650 from private or non-state sources (Pepper Tree Fund).

FY 2008-09 provides \$15,000 for Howlett Park Dressage Arena from the Pepper Tree Foundation (Project 5297).

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5206</b>					
<b>Picnic Tables Replacement (General Fund)</b>					
485 Machinery/Special Equip	1,106	2,900	2,700	2,747	
<b>5211</b>					
<b>Riding Ring Improvements (General Fund)</b>					
430 Contractual Services	18,176	5,998	6,000	5,998	
<b>5213</b>					
<b>Dapplegray Park Round Pen (General Fund)</b>					
430 Contractual Services	3,186				
<b>5221</b>					
<b>Three Rail Fencing (General Fund)</b>					
430 Contractual Services	32,476	32,025	33,000	27,889	33,000
<b>5230</b>					
<b>4th District Grant (General Fund)</b>					
430 Contractual Services			59,645	53,407	
<b>5234</b>					
<b>Prop. 12 Per Capita Grant - ADA Transition Plan (Fund 31)</b>					
430 Contractual Services	560	109,112	7,733	7,733	
<b>5236</b>					
<b>Riparian Grant - Nature Preserve (Fund 31)</b>					
430 Contractual Services	28,858	94,952	30,000	30,000	10,000
<b>5238</b>					
<b>Nature Center ADA Improvements (Fund 31)</b>					
430 Contractual Services			25,500		25,500
<b>PAGE TOTAL</b>	<b>84,362</b>	<b>244,987</b>	<b>164,578</b>	<b>127,774</b>	<b>68,500</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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5245</b>					
<b>Picnic Tables Replacement (Pepper Tree Fund 95)</b>					
430 Contractual Services					2,800
<b>5250</b>					
<b>Stables Renovation (Fund 32)</b>					
430 Contractual Services	800	9,228		38,788	1,080,000
<b>5272</b>					
<b>Maintenance Yard Improvements (General Fund)</b>					
430 Contractual Services	6,625				5,000
<b>5275</b>					
<b>Riding Ring Improvements (Pepper Tree Fund 95)</b>					
430 Contractual Services					6,000
<b>5289/5290</b>					
<b>Chandler Park Improvements (Pepper Tree Fund 95)</b>					
430 Contractual Services	5,345	1,796			
<b>5291</b>					
<b>Community Center Landscape (Pepper Tree Fund 95)</b>					
430 Contractual Services		7,402			
<b>5292</b>					
<b>Community Center ADA Restroom (Prop 40, Fund 33)</b>					
430 Contractual Services		56	25,000		25,000
<b>PAGE TOTAL</b>	<b>12,770</b>	<b>18,482</b>	<b>25,000</b>	<b>38,788</b>	<b>1,118,800</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	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5293</b>					
<b>Portable Radios (General Fund)</b>					
430 Contractual Services			2,100	2,430	
<b>5295</b>					
<b>Dapplegray Riding Arena Fence (Pepper Tree Fund 95)</b>					
430 Contractual Services					17,000
<b>5296</b>					
<b>Roberti-Z'Berg Grant Match (Pepper Tree Fund 95)</b>					
430 Contractual Services			3,650		3,650
<b>5297</b>					
<b>Howlett Park Dessage Arena (Pepper Tree Fund 95)</b>					
430 Contractual Services					15,000

<b>TOTAL FUNCTION</b>	<b>97,132</b>	<b>263,469</b>	<b>195,328</b>	<b>168,992</b>	<b>1,222,950</b>
<b>FUND SOURCE</b>					
01 General Fund	61,569	40,923	103,445	92,471	38,000
31 Prop. 12 Parks Grant Fund	29,418	204,064	63,233	37,733	35,500
32 Prop. A Parks Grant Fund	800	9,228	0	38,788	1,080,000
33 Prop. 40 Parks Grant Fund	0	56	25,000	0	25,000
95 Peppertree Fund	5,345	9,198	3,650	0	44,450
<b>TOTAL</b>	<b>97,132</b>	<b>263,469</b>	<b>195,328</b>	<b>168,992</b>	<b>1,222,950</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 for FY 2005-06 through FY 2008-09, which are designed to improve the overall aesthetics of the City and provide for City Hall capital improvements.**

FY 2007-08 & 2008-09 provides \$6,000 each year for upgrading Server Improvements and Security Protection (Project 5307).

FY 2007-08 provides \$50,000 for the City's Website Redesign (Project 5316).

FY 2008-09 provides \$2,500 for ADA Transition Plan contingencies for improvements to City facilities (Project 5317).

FY 2008-09 includes City Hall Lighting Efficiency Project of \$30,000 (Project 5397).

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5306</b>					
<b>Accounting System Upgrades (General Fund)</b>					
430 Contractual Services	119,000	23,272			
<b>5307</b>					
<b>Computer Network Upgrades</b>					
430 Contractual Services		20,306	6,000	5,868	6,000
<b>5316</b>					
<b>Website Development Costs</b>					
430 Contractual Services	3,600				50,000
<b>5317</b>					
<b>ADA Improvements (General Fund)</b>					
430 Contractual Services			2,500	2,500	2,500
<b>5323</b>					
<b>Council Chambers Multimedia</b>					
430 Contractual Services			60,000		
<b>5326</b>					
<b>Phone &amp; Voice Mail System</b>					
430 Contractual Services		17,979			
<b>5345</b>					
<b>GIS - Planning</b>					
430 Contractual Services		3,495			

<b>PAGE TOTAL</b>	<b>122,600</b>	<b>65,052</b>	<b>68,500</b>	<b>8,368</b>	<b>58,500</b>
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(Public Improvements - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements (Continued)</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted
<b>5395</b>					
<b>City Hall Retro and Update (Fund 02)</b>					
430 Contractual Services		132,825			
<b>5396</b>					
<b>City Hall Kitchen Expansion (Fund 02)</b>					
430 Contractual Services			30,000	30,000	
<b>5395</b>					
<b>City Hall Flag Pole Lights (Fund 02)</b>					
430 Contractual Services			1,300	1,285	
<b>5395</b>					
<b>City Hall Trash Enclosure (Fund 02)</b>					
430 Contractual Services			13,500	13,500	
<b>5397</b>					
<b>City Hall Lighting (Fund 02)</b>					
430 Contractual Services				10,000	30,000

<b>PAGE TOTAL</b>	<b>0</b>	<b>132,825</b>	<b>44,800</b>	<b>54,785</b>	<b>30,000</b>
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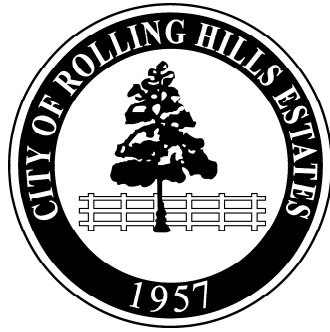
(Public Improvements - Continued on Next Page)

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements (Continued)</b>				
Activity Title	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Estimated	2008-09 Adopted

See Totals Below

<b>TOTAL FUNCTION</b>	<b>122,600</b>	<b>197,877</b>	<b>113,300</b>	<b>63,153</b>	<b>88,500</b>
<b>FUND SOURCE</b>					
01 General Fund	122,600	65,052	68,500	8,368	58,500
02 Capital Projects Designation	0	132,825	44,800	54,785	30,000
<b>TOTAL</b>	<b>122,600</b>	<b>197,877</b>	<b>113,300</b>	<b>63,153</b>	<b>88,500</b>

DEPARTMENT RESPONSIBLE  
Various Department Managers



## **CAPITAL IMPROVEMENT PROJECTS**

### **SIX YEAR PLAN**

**Proposed as of  
July 1, 2005**

The initial portion of the Capital Improvement Projects section of the budget document shows actual results for FY 2005-06, and FY 2006-07, the estimated projects for FY 2007-08, and the proposed projects for FY 2008-09 and beyond. However, the Six Year Plan contained in the subsequent portion takes a long-term view by listing proposed future projects.

The Six Year Plan is presented by Funding Source, with the General Fund containing subtotals for Streets, Parks, and Public Improvements. Funding for General Fund capital projects for any given fiscal year shown in the Six Year Plan would be determined by the amount of resources determined by the annual external audit to be available for designation for capital projects. That amount would be subject to the limitations of the Fund Balance policy adopted annually. The policy states that the unreserved, undesignated Fund Balance shall always be at least \$1,500,000 and that operating deficits are normally against City policy.

This Six Year Plan provides a long-term view of the City's proposed capital projects and is intended to assist prioritization of capital budgeting.

**City of Rolling Hills Estates  
Capital Improvement Projects  
Six Year Plan**

**5100 Streets**

GENERAL FUND (Streets): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 Adopted	2009/10 Proposed	2010/11 Proposed	SIX YEAR TOTALS
5103 Street Resurfacing	323,769	236,626	50,000	50,000	250,000	350,000	1,260,395
5140 Curb, Gutter, and Sidewalk Improvements				10,000	10,000	10,000	30,000
5145 Storm Drain Repairs and Improvements	52,801	772,446	250,000	50,000	100,000	100,000	1,325,247
51xx New Bus Shelters						40,000	40,000
51xx PVDN Bicycle Path Improvements						200,000	200,000
5150 Arterial Streets Median Landscape			18,000				
5180 Traffic Signal Improvements			22,000	70,000	8,000	8,000	108,000
5186 Advance Street Sign Improvements	15,747	5,482	1,577	3,000	3,000	3,000	31,806
<b>STREETS (General Fund SUBTOTAL)</b>	<b>392,317</b>	<b>1,014,554</b>	<b>341,577</b>	<b>183,000</b>	<b>371,000</b>	<b>711,000</b>	<b>3,013,448</b>

**5200 Parks**

GENERAL FUND (Parks): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 Adopted	2009/10 Proposed	2010/11 Proposed	SIX YEAR TOTALS
5206 Picnic Table Replacement	1,106	2,900	2,747				6,753
5211 Riding Ring Improvements	18,176	5,998	5,998				30,172
5213 Dapplegray Riding Ring	3,186						3,186
5221 Three Rail Fencing	32,476	32,025	27,889	33,000	33,000	33,000	191,390
5230 4th District Grant			53,407				
5272 Maintenance Yard Improvements	6,625			5,000			11,625
5293 Portable Radios			2,430				
<b>PARKS (General Fund SUBTOTAL)</b>	<b>61,569</b>	<b>40,923</b>	<b>92,471</b>	<b>38,000</b>	<b>33,000</b>	<b>33,000</b>	<b>243,126</b>



**City of Rolling Hills Estates  
Capital Improvement Projects  
Six Year Plan**

**5300 Public Improvements**

GENERAL FUND (Public Improvements): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 Adopted	2009/10 Proposed	2010/11 Proposed	SIX YEAR TOTALS
5306 Accounting System Upgrade	119,000	23,272					142,272
5307 Computer Network Upgrade		20,306	5,868	6,000	6,000	6,000	44,174
5316 Website Development Costs	3,600			50,000			53,600
5317 ADA Plan Improvements (General Fund)			2,500	2,500	2,500	2,500	10,000
5323 Council Chambers Multimedia						60,000	60,000
5326 Phone & Voice Mail System		17,979					17,979
5345 GIS		3,495					3,495
<b>PUBLIC IMPROVEMENTS (SUBTOTAL)</b>	<b>122,600</b>	<b>65,052</b>	<b>8,368</b>	<b>58,500</b>	<b>8,500</b>	<b>68,500</b>	<b>331,520</b>
<b>GENERAL FUND GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS</b>	<b>576,486</b>	<b>1,120,529</b>	<b>442,416</b>	<b>279,500</b>	<b>412,500</b>	<b>812,500</b>	<b>3,588,094</b>

CAPITAL PROJECTS DESIGNATION FUND 02	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 Adopted	2009/10 Proposed	2010/11 Proposed	SIX YEAR TOTALS
5395 City Hall Retro and Update		132,825					132,825
5395 City Hall Kitchen Expansion			30,000				30,000
5395 City Hall Flag Pole Lights			1,285				1,285
5395 City Hall Trash Enclosure			13,500				13,500
5397 City Hall Lighting			10,000	30,000			40,000
<b>FUND 02 DESIGNATION</b>		<b>132,825</b>	<b>54,785</b>	<b>30,000</b>			<b>217,610</b>
<b>TOTAL FUNDS 01 &amp; 02</b>	<b>576,486</b>	<b>1,253,354</b>	<b>497,201</b>	<b>309,500</b>	<b>412,500</b>	<b>812,500</b>	<b>3,805,704</b>

**City of Rolling Hills Estates  
Capital Improvement Projects  
Six Year Plan**

**5100, 5200, & 5300  
Fund Totals**

	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 Adopted	2009/10 Proposed	2010/11 Proposed	SIX YEAR TOTALS
<b>PROP. C TRANSIT FUND CIP:</b>							
5120 Street Resurfacing	107,128				100,000	100,000	307,128
5146 Storm Drain Repairs & Improvements		318,684	44,646				
5182 Traffic Signal Improvement Grant		46,264					
<b>FUND 19 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>	<b>107,128</b>	<b>364,948</b>	<b>44,646</b>		<b>100,000</b>	<b>100,000</b>	<b>307,128</b>
<b>TRAFFIC SIGNAL GRANT</b>							
5179 Traffic Signal Improvements		159,045					159,045
<b>FUND 21 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>		<b>159,045</b>					<b>159,045</b>
<b>PROP. 1B TRANSPORTATION</b>							
5187 Street Resurfacing & Curb Impr.				200,000			200,000
5188 Storm Drain Repairs/Improvements				200,000			200,000
<b>FUND 22 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>				<b>400,000</b>			<b>400,000</b>
<b>PROP. 12 PARKS GRANT FUND CIP:</b>							
5234 Prop. 12 Per Capita Grant -- ADA Plan	560	109,112	7,733				117,405
5236 Prop. 12 Riparian Grant -- Nature Preserve	28,858	94,952	30,000	10,000			163,810
5238 Prop.12 RZH Block Grant - ADA Plan				25,500			25,500
<b>FUND 31 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>	<b>29,418</b>	<b>204,064</b>	<b>37,733</b>	<b>35,500</b>			<b>306,715</b>
<b>PROP. A PARKS GRANT FUND CIP:</b>							
5250 Stables Renovation	800	9,228	38,788	1,080,000			1,128,816
<b>FUND 32 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>	<b>800</b>	<b>9,228</b>	<b>38,788</b>	<b>1,080,000</b>			<b>1,128,816</b>
<b>PROP. 40 PARKS GRANT FUND CIP:</b>							
5292 Community Center ADA Restroom		56		25,000			25,056
<b>FUND 33 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>		<b>56</b>		<b>25,000</b>			<b>25,056</b>
<b>PEPPERTREE FOUNDATION FUND CIP:</b>							
5245 Picnic Tables Replacement				2,800			2,800
5275 Riding Ring Improvements				6,000	6,000	6,000	18,000
5290 Chandler Park Improvements (inc 5289)	5,345	1,796					7,141
5291 Community Center Landscape		7,402					7,402
5295 Dapplegray Riding Arena Fence				17,000			17,000
5296 Roberti-Z'Berg Grant Match				3,650			3,650
5297 Howlett Park Dessage Arena				15,000			15,000
<b>FUND 95 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS</b>	<b>5,345</b>	<b>9,198</b>		<b>44,450</b>	<b>6,000</b>	<b>6,000</b>	<b>70,993</b>
<b>GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS</b>	<b>719,177</b>	<b>1,999,893</b>	<b>618,368</b>	<b>1,894,450</b>	<b>518,500</b>	<b>918,500</b>	<b>6,203,457</b>