

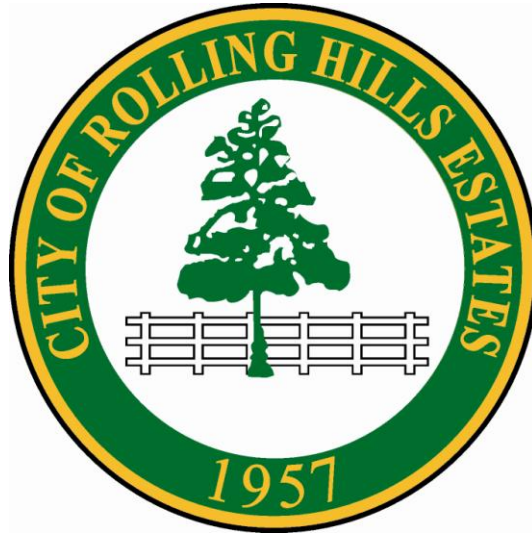
City of Rolling Hills Estates Budget

Adopted
Fiscal Year 2009 - 2010
&
Proposed
Fiscal Year 2010 - 2011

Prepared by
Administrative Services Department



City of Rolling Hills Estates



www.ci.Rolling-Hills-Estates.ca.us

**Adopted Budget
FY 2009 – 2010**

**Proposed Budget
2010 – 2011**

**SUSAN SEAMANS
Council Member**

**FRANK V. ZERUNYAN
Council Member**

**STEVEN ZUCKERMAN
Council Member**



**JUDITH M. MITCHELL
Mayor**

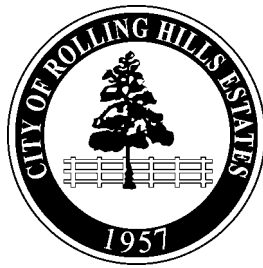
**JOHN C. ADDLEMAN
Mayor Pro Tem**



ROLLING HILLS ESTATES

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



The City of
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June 23, 2009

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: FY 2009-10 BUDGET UPDATE

Update of Budget Study Session Actions

On May 26, 2009 a Budget Study session was held in the Council Chambers, and following discussion, the City Council directed staff to include selected Add Back Items in the budget document (pages 10, 11, and the tables below) for consideration at the Budget Public Hearing on June 23, 2009.

The revisions resulting from the budget study session included all of the Add Backs listed in Table 1. In Table 2, the Add Backs include a \$10,000 sponsorship of the 2010 Street Fair to the Chamber of Commerce, a \$5,000 grant for the Annex, and partial funding of PARS. Lastly, only \$7,500 was approved in Table 3 for the four City newsletters.

Table 1

| | | | | |
|---------------------------|----------------|-------------------------|---|------------------|
| 4110-420 | City Manager | City Council | Proclamations & Awards | 2,500 |
| 4110-470 | City Manager | City Council | Non-local Meetings and Conferences | 20,000 |
| 4120-470 | Planning | Planning Commission | Annual Meetings & Conferences for Planning Commissioners | 2,000 |
| 4130-470 | Comm Services | P & A Commission | Travel and Meetings for P&A Commissioners | 2,000 |
| 4210-470 | City Manager | City Manager's Office | Non-local Meetings and Conferences | 5,000 |
| 4220-484 | Admin Services | Administrative Services | Office Furniture | 1,000 |
| 4230-470 | Admin Services | Administrative Services | Non-local Meetings and Conferences for Finance Staff | 2,500 |
| 4235-430 | City Manager | Economic development | Holiday lighting; contract services costs | 8,700 |
| 4240-471 | Assist CM | Personnel | Tuition Reimbursement | 300 |
| 4510-470 | Planning | Planning Administration | Non-local Meetings and Conferences for Planning Staff | 2,000 |
| 4670-420 | Comm Services | Special Events | Supplies for Holiday Parade and City Celebration | 3,000 |
| 4670-430 | Comm Services | Special Events | Contract Management Services: Holiday Parade & City Celebr. | 23,000 |
| 4670-476 | Comm Services | Special Events | Advertising: Holiday Parade & City Celebr. | 1,200 |
| General Fund Total | | | | \$ 73,200 |

Table 2

| | | | | Full Funding | Recommend |
|---------------------------|---------------|----------------------|--|-------------------|------------------|
| 4235-474 | City Manager | Economic development | Chamber of Commerce Grant | 20,000 | 15,000 |
| 4310-430 | City Manager | Patrol Services | Core Deputy | 40,000 | 0 |
| 4310-430 | City Manager | Patrol Services | Student in the Law | 11,317 | 0 |
| 4615-430 | Comm Services | Tree Trimming | Contract Street Tree Trimming | 50,000 | 0 |
| 4670-474 | Comm Services | Special Events | Seven Grants to local social service organizations | 26,500 | 15,600 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS at Zero Based Budget levels) | 85,000 | 42,500 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS Merit Based Increment) | 3,500 | 1,750 |
| General Fund Total | | | | \$ 236,317 | \$ 74,850 |

Table 3

| | | | | |
|---------------------------|---------------|-----------------------|--|-------------------|
| 4235-430 | City Manager | Economic development | Banner Program: contract services costs | 13,500 |
| 4250-430 | Assist CM | Public Information | Four City Newsletters | 7,500 |
| 4250-430 | Assist CM | Public Information | Annual City Calendar/Report Production & Publication Costs | 19,150 |
| 4250-475 | Assist CM | Public Information | Postage to mail the Newsletters and Annual Calendar | 3,000 |
| 4620-474 | Comm Services | Landscape Maintenance | Matching Grants to Homeowners' Associations, entryways | 5,000 |
| 401 | Various | General Fund Only | Merit Salaries/Wages Increases (Full Time Employees) | 83,205 |
| 401 | Various | General Fund Only | Contingent Compensation Plan (CCP) Pay (General Fund) | 38,528 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to Merit Inc | 21,000 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to CCP Pay | 10,980 |
| General Fund Total | | | | \$ 201,863 |

Therefore, the expenditure appropriations are proposed to be increased by \$138,200 in the General Fund operating budget, and \$50,000 will be allocated in Capital Improvement Projects for brush clearance and three rail fencing.

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 remaining consistent with the fund balance policy by utilizing a small amount of the Future Operating Expenditures reserve fund.

Additionally, Council approved the raising of the Equestrian Center's boarding fees to an amount that will provide a self-sustaining enterprise activity, thus, minimizing any use of general fund dollars for operation of the Center (see Schedule of Fees & Charges).

Since the budget study session, Council awarded and approved a new landscape contract with Bennett Landscape. This contract resulted in a reduced annual cost in the contractual services for park maintenance and landscape maintenance, and as such, will provide \$25,000 in additional funding for tree trimming, which is reflected in the budget document.

The State seems to be backing away from borrowing City funds as permitted under Proposition 1A. However, Highway Users Taxes are still under threat.

All assumptions contained herein are reasonable and based upon the most current data available.

JUDY MITCHELL
Mayor
JOHN C. ADDLEMAN
Mayor Pro Tem
SUSAN SEAMANS
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May 12, 2009

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: FY 2009-10 AND FY 2010-11 BUDGET MESSAGE

INTRODUCTION

We are pleased to submit for your consideration the City's proposed budget for Fiscal Years 2009-2010 and 2010-2011. 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. 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.

The City has enjoyed fiscal stability and growth in the General Fund for well over the past decade. However, General Fund revenues have not met projections this year due to the current economic slump, and they are expected to remain at lower than normal levels into the next fiscal year. The City will be able continue to maintain and improve its vital infrastructure by completing a series of grant funded capital improvement projects over the next twelve to twenty-four months.

OVERVIEW FY 2009-10

As currently proposed, the budget includes a break-even General Fund operating result for FY09-10, based on funding a limited number of Add-Back items. The proposed Operating Budget does not rely on the use of designated reserve fund balance (see exhibit G for details), although two minor Capital Projects will require funding from reserves. Restoration of the Future Operating Expenditures designated reserve, drawn down for these projects in FY09-10, is expected in FY10-11. Total FY09-10 General Fund appropriated operating expenditures with limited Add-Backs are proposed at \$6,453,715 which represents a decrease of approximately \$369,285 compared to the estimated budget for FY08-09. 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 weak economy. The conservative revenue projection for FY09-10 incorporated in this budget, which is approximately \$8,111 less than the FY08-09 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" scenario.

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.

The sales tax sharing agreement with City of Rancho Palos Verdes expires on March 25, 2010, and Council has directed that it not be renewed. This will result in an expected 8.2% increase in City sales tax revenue during the last quarter of FY09-10, which is reflected in our revenue projections.

- 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 3% in FY09-10 as forecast by County Assessor.
- Building Permits and Business License-Los Angeles County are projected to remain flat due to low building activity levels expected in FY09-10. 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 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 in FY09-10 will decrease until the low yields from the investment interest rates increase as the economy recovers. Additionally, the City has diversified investments to include LAIF and federally insured Certificates of Deposits.

- 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 funding is questionable from the State. However, 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 remain at \$100,000.
- This budget assumes that if the State raids local revenues to balance its budget, the resulting loss in revenue will be made up through use of the City’s existing fund balance reserves.

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. Therefore, the major capital projects proposed for FY09-10 will use restricted and grant revenues to fund the projects, with only two smaller projects recommended for General Fund contribution.
- ZBB personnel assumptions presume no funding for the merit salary pool and suspension of both 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. As discussed in more detail below, the proposed budget assumes no funding for the merit salary pool and CCP and funding PARS at 50% of normal contribution levels. The City is unique in that we have a straight merit, performance-based pay system, with no programmed cost-of-living adjustments or 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 FY09-10 budget does not rely on any contributions from our established PERS Rate Stabilization Fund that was drawn upon in FY08-09 in order to achieve a net positive operating result. PERS rates are expected to remain constant for FY09-10.
- JPIA insurance premiums for combined general liability and worker’s compensation insurance have increased, and liability insurance costs have been moved from employee benefit costs to the two enterprise funds and the general fund.
- CORE Deputies and Student and the Law classes are funded at reduced levels.
- A review of each function is contained in the Budget Detail section of the budget document.

Budget Philosophy

The FY09-10 Budget proposed by staff was created by taking a careful look at our overall financial position, making reasonable assumptions as to the future of the national, regional and local economic conditions and balancing a number of competing interests in the area of service provision. In terms of revenue, we have, as always, taken a conservative approach to estimating expected receipts. With respect to our financial position, we have analyzed our fund balances and determined that a minor draw down of reserves is required for the proposed FY09-10 budget to fund two capital projects. However, substantial fund reserves remain available for possible draw down for operations if needed in the event the State “borrows” a portion of our revenues to balance its budget. With respect to service levels, we have identified areas where new technologies can save money, and taken the approach that minor reductions in selected areas can achieve the overall needed reductions in expenditures rather than imposing drastic reductions in one specific service area.

As you know, over the last several budget cycles we have created a Zero-Based Budget, presenting a “bare bones” operating plan. Each year, Council has then opted to add a number of items to the operating plan from a list of programs and services that are believed to be of value. Again, this year we have followed that procedure, and staff has recommended a number of Add-Backs be incorporated in the FY09-10 Budget, with those numbers already reflected in the net operating result and accompanying exhibits. With this in mind, let us highlight the reasoning behind our recommendations with respect to the Add-Back List.

Personnel: As noted above, we have recommended no funding for the merit salary pool for FY09-10. This serves a multi-fold purpose. First, it sends a message to the community that the Council is tightening the City’s belt in these unique economic times. Second, it keeps salaries at known and manageable levels. Third, it has the trickle down effect throughout the budget of capping all salary-based benefits and costs (PERS, Medicare, etc.) at prior year levels.

In addition, we are recommending suspension of the Contingent Compensation (Bonus) Program for FY09-10. With the economic crisis still a factor of everyday life for the entire country, we believe it to be imprudent to fund a public employee bonus program at this time.

With respect to PARS, we are recommending funding that program at only 50% or prior year levels. Again, our reasoning is multi-faceted. First, this is again a belt-tightening measure, and one that Council can point to as a real reduction rather than simply an increase that did not occur. Second, by reducing, rather than completely eliminating the program, staff continues to receive a valued benefit, and the City continues to have a longevity enhancement tool to retain and reward valued long-serving employees.

As we have done over the past several years, we expect to have a vacancy mid-year that we will not fill. This will bring to four the total of positions we have not filled over the past several years. From a full-staffing level of 32 in 2006 this will bring our total full-time employee count down to 28 by December 2009, a reduction of 12.5% over that time. As we continue to reduce the number of employees, and ask those remaining to pick up the slack, it is important for morale to keep as much in place as possible the salary and benefits package that has been previously negotiated.

While on the subject of staff level reductions, we are exploring the possibility of contracting stall cleaning and feeding services at the Equestrian Center. This would help reduce the drag on the General Fund caused by the Equestrian Center's inability to break even by converting several full-time Stable Hand positions to contract status. Further discussion of this item and its impact on both the Equestrian and General Funds will take place at the Budget Study Session.

Add-Back Items Recommended for Full Funding: Those items staff has incorporated into the FY09-10 General Fund Operating Budget for funding at levels consistent with past practice include the following:

| | | | | |
|---------------------------|----------------|-------------------------|---|------------------|
| 4110-420 | City Manager | City Council | Proclamations & Awards | 2,500 |
| 4110-470 | City Manager | City Council | Non-local Meetings and Conferences | 20,000 |
| 4120-470 | Planning | Planning Commission | Annual Meetings & Conferences for Planning Commissioners | 2,000 |
| 4130-470 | Comm Services | P & A Commission | Travel and Meetings for P&A Commissioners | 2,000 |
| 4210-470 | City Manager | City Manager's Office | Non-local Meetings and Conferences | 5,000 |
| 4220-484 | Admin Services | Administrative Services | Office Furniture | 1,000 |
| 4230-470 | Admin Services | Administrative Services | Non-local Meetings and Conferences for Finance Staff | 2,500 |
| 4235-430 | City Manager | Economic development | Holiday lighting: contract services costs | 8,700 |
| 4240-471 | Assist CM | Personnel | Tuition Reimbursement | 300 |
| 4510-470 | Planning | Planning Administration | Non-local Meetings and Conferences for Planning Staff | 2,000 |
| 4670-420 | Comm Services | Special Events | Supplies for Holiday Parade and City Celebration | 3,000 |
| 4670-430 | Comm Services | Special Events | Contract Management Services: Holiday Parade & City Celebr. | 23,000 |
| 4670-476 | Comm Services | Special Events | Advertising: Holiday Parade & City Celebr. | 1,200 |
| General Fund Total | | | | \$ 73,200 |

These items consist primarily of fully funded travel budgets throughout the organization to allow Council Members, Commissioners and staff to effectively advocate for municipal issues and maintain professional development. It is important, though, to continue Council's practice of identifying those conferences of worth and authorizing the attendance of specific representatives to selected events.

Also included are important community events such as the City Celebration and Holiday Parade. While not "essential" City services, they do provide a positive quality of life benefit to the residents.

Finally, we have included for full funding the annual holiday decoration program in order to assist in creating an enhanced shopping atmosphere for the all-important holiday season.

Add-Back Items Recommended for No Funding: Those items staff has not incorporated for funding into the FY09-10 General Fund Operating Budget include the following:

| | | | | |
|---------------------------|---------------|-----------------------|--|-------------------|
| 4235-430 | City Manager | Economic development | Banner Program: contract services costs | 13,500 |
| 4250-430 | Assist CM | Public Information | Four City Newsletters | 7,500 |
| 4250-430 | Assist CM | Public Information | Annual City Calendar/Report Production & Publication Costs | 19,150 |
| 4250-475 | Assist CM | Public Information | Postage to mail the Newsletters and Annual Calendar | 3,000 |
| 4620-474 | Comm Services | Landscape Maintenance | Matching Grants to Homeowners' Associations, entryways | 5,000 |
| 401 | Various | General Fund Only | Merit Salaries/Wages Increases (Full Time Employees) | 83,205 |
| 401 | Various | General Fund Only | Contingent Compensation Plan (CCP) Pay (General Fund) | 38,528 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to Merit Inc | 21,000 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to CCP Pay | 10,980 |
| General Fund Total | | | | \$ 201,863 |

While the holiday decoration program has been included in our economic development program budget, we are not recommending continuation of the commercial district banner program due to the fact that the existing banners are too worn to use any longer and we do not believe it is the appropriate time to expend additional funds to replace them.

With respect to public information, we are recommending suspension of the City’s annual calendar and the quarterly newsletters for several reasons. First, the hard copy calendar itself is a bit of a luxury item. Second, the information contained within it can be easily accessed through the City’s new website. The same can be said for the information contained in the City’s newsletters. By discontinuing hard copies, we not only save money, but enhance our image as a green City.

The HOA matching grant program for entryway improvements also falls into the category of non-essential services and therefore is not recommended for funding.

The reasons behind not funding the over \$160,000 in personnel items listed herein are noted above.

Add-Back Items Recommended for Partial Funding: Those items staff has incorporated into the FY09-10 General Fund Operating Budget for partial funding include the following:

| | | | | Full Funding | Recommend |
|---------------------------|---------------|----------------------|--|-------------------|------------------|
| 4235-474 | City Manager | Economic development | Chamber of Commerce Grant | 20,000 | 15,000 |
| 4310-430 | City Manager | Patrol Services | Core Deputy | 40,000 | 0 |
| 4310-430 | City Manager | Patrol Services | Student in the Law | 11,317 | 0 |
| 4615-430 | Comm Services | Tree Trimming | Contract Street Tree Trimming | 50,000 | 0 |
| 4670-474 | Comm Services | Special Events | Seven Grants to local social service organizations | 26,500 | 15,600 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS at Zero Based Budget levels) | 85,000 | 42,500 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS Merit Based Increment) | 3,500 | 1,750 |
| General Fund Total | | | | \$ 236,317 | \$ 74,850 |

The Chamber of Commerce has requested a block grant of \$20,000 to fund economic development and business support activities for FY09-10. The concept of the block grant is one that staff supports and would return the City/Chamber relationship to its historical standing. Given their broad ranging activities and programs, staff believes that allowing them to utilize City funds for the general benefit of the business community is more appropriate than tying funding to a specific purpose. However, in these tight economic times, staff is recommending funding at only \$15,000.

Sheriff’s contract services are recommended to remain at existing levels for both traffic and general law patrol services. However, two ancillary programs are recommended for minor modification. Student and the Law classes are recommended to be cut from three sessions (two at Peninsula High and one at Rancho del Mar) to one (Rancho del Mar only). It is further recommended that this course be taught during regularly scheduled CORE Deputy hours so that no overtime costs are accrued for this program. Additionally, the current complement of three partially grant-funded CORE Deputies is recommended to be reduced to two. This will not affect the contracted services for weekend evening patrol at the Promenade as these activities are reimbursed by the shopping center. By making these adjustments to service levels, we can continue to provide high quality essential patrol services, maintain important service enhancements at appropriate, though slightly reduced levels, and save the General Fund over \$50,000.

It should be noted that the Sheriff’s Department has applied for CHRP (federal stimulus) grants to continue funding the CORE program at its existing level. If awarded, these grants will be used to make up the shortfall of the State COPS Grant that is currently being absorbed by the General Fund and allow for the continuation of current staffing levels.

Street tree trimming is accounted for within the proposed budget in the amount of \$25,000. The Add-Back list includes an additional \$50,000, which is not recommended for inclusion in the upcoming budget. Council will recall that we increased our tree trimming frequency over the last few years during flush economic times. This lower level of funding recommended returns us to our historical patterns of tree trimming cycles.

Grant requests from a number of community service organizations totaling \$21,200 have been received (see attached exhibit). Staff is proposing funding all requests at 50% of last year's levels, with the exception of The Annex, which is recommended to be funded at 100% (or \$10,000). A new request was received this year from the City of RPV asking the City to contribute \$2,400 to their REACH program, which provides recreation services for disabled residents. The City of RHE has one individual enrolled in this program. Staff is not recommending funding of this program as many RPV residents enjoy our recreation programs as well.

Fund Balance: Over the years the City has had great success in generating revenues in excess of expenditures. This is due in part to tight budgetary control on the part of staff, conservative revenue projections, good performance by our local retail segment and a robust development economy. During those times of substantial budget surpluses, the City created a number of reserve accounts to set aside funds for future purposes. This prudent reserve was established for use during lean times such as these and includes a "rainy day fund" as well as reserves for capital projects and PERS rate stabilization among others. Additionally, the City established a minimum undesignated, unreserved fund balance of \$1,500,000. On top of the current undesignated, unreserved balance of \$1,502,518, additional fund balance available for the City to draw upon for general operating purposes exceeds \$1,623,119 for a total available fund balance in excess of \$3,125,637. With the FY09-10 operating budget, we propose no use of reserves. However, as noted below, the Capital Improvement Program will draw down the Future Operating Expenditures designation by \$25,000 in FY09-10. We expect to restore full funding to this designation in FY10-11. If needed, the City can choose to drawn upon fund balances to fund many of the services and programs that otherwise would not be offered.

Equestrian Fund: Although not part of the General Fund, the on-going deficit in the Equestrian Fund continues to have a negative impact on the General Fund balance. Because the equestrian operations are not self-sustaining, the General Fund continues to subsidize the Equestrian Fund. Currently, the Equestrian Fund is carrying a \$133,715 deficit and it continues to grow as each year revenues do not meet expenditures. The Council has adopted a policy of requiring the Equestrian Fund to be self-sustaining, but the fees charged to boarders as set by Council continually fail to cover operational costs. Without increases to stall rental charges, this situation will continue. Even with such increases it may be difficult to close the gap without considering other options such as contracting for certain services currently undertaken by City staff, or considering a concessionaire arrangement for the operations of the Equestrian Center.

Tennis Fund: After several years of positive operating results, the Tennis Fund has once again generated an operating deficit of \$32,070 due to more complete accounting of staff time and overhead assessments. As a result, Council may wish to revisit fees and the overhead assessment.

FY10-11

Council will note that our projections for FY10-11 show a healthy positive net operating result. It is our expectation that the belt tightening required throughout FY08-09 and projected for FY09-10 will ease by FY10-11 based primarily on generally improved economic conditions. Reinstatement of full funding for those programs reduced during FY09-10 can be considered at this time next year.

Summary: The FY09-10 General Operating Budget is based on the following principals: realistic revenue projections; reductions in expenditures that have the least impact on the public; and a shared burden across a number of programs so that no one segment of the budget bears a disproportionate share of the cuts as proposed. Finally, you will note that the General Fund Operating Budget does not rely on new sources of revenue. We believe that at this point in time, modest cuts, supplemented by use of established reserves only when necessary, will best serve the organization and the community.

CAPITAL IMPROVEMENT PROGRAM

Both the proposed FY09-10 Capital Improvement Budget and the entire six-year Capital Improvement Program are included in the budget document. .Contrary to the Operating Budget perspective of doing more with less, the Capital Improvement Budget as proposed is very aggressive in undertaking a number of high profile projects. This is due in part to the federal stimulus package (ARRA), competitive grants awarded over the past several years, expedited procurement procedures, and effective management of block grants and restricted funds. While the Operating Budget does not rely on drawing down reserves, Council will note that we propose the use of General Fund contributions for two minor projects (table below) to achieve our Capital Improvement Program goals, with the balance of capital projects being funded through restricted and grant funds. A full discussion of the projects, their funding and timing will take place at the Budget Study Session.

| | | | | |
|---------------------------|---------------|--------------------|--|------------------|
| 52xx-430 | Comm Services | Brush Clearance | Brush Clearance in the George F. Canyon Nature Park and Preserve | 25,000 |
| 5221-430 | Comm Services | Three Rail Fencing | Three Rail Fencing Replacement | 25,000 |
| General Fund Total | | | | \$ 50,000 |

OUTLOOK FOR THE FUTURE

This budget was prepared using conservative revenue estimates, Zero-Based expenditure assumptions with limited Add-Backs, and limited utilization of designated fund balances and maintenance of the undesignated, unreserved balance at \$1,500,000 as required by current fund balance policy.

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. With the State relying on the outcome of the upcoming special election on a number of budget related Propositions, the near term security of local funding may be in jeopardy. A recent proposal by the State Department of Finance could result in eight percent of our property tax revenue (approximately \$128,000) being “borrowed” by the State in FY09-10 to help backfill the State budget deficit.

Additionally, the condition of the national, state and regional economy will have a tremendous impact on our continued fiscal position. Finally, the continuation of the City's historically strong fiscal position will ultimately rely upon the on-going tight budgetary control exercised by Council and every level of staff.

CONCLUSION

We have faith in our ability to continue to fund service levels required for a safe, well-maintained community regardless of circumstances beyond our control. 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 continue to 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 09-10 | FY 10-11 |
|---------------------------|---------|-------------------|---|-------------------|-------------------|
| 401 | Various | General Fund Only | Merit Salaries/Wages Increases (Full Time Employees) | 83,205 | 75,000 |
| 401 | Various | General Fund Only | Contingent Compensation Plan (CCP) Pay (General Fund) | 38,528 | 35,000 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to Merit Inc | 21,000 | 19,000 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS at Zero Based Budget levels) | 85,000 | 83,500 |
| 410 | Various | General Fund Only | Fringe Benefits (PARS Merit Based Increment) | 3,500 | 3,400 |
| 410 | Various | General Fund Only | Fringe Benefits (PERS/Medicare) applied to CCP Pay | 10,980 | 9,975 |
| General Fund Total | | | | \$ 242,213 | \$ 225,875 |

| | | | | | |
|---------------------------|----------------|-------------------------|---|-------------------|-------------------|
| 4110-420 | City Manager | City Council | Proclamations & Awards | 2,500 | 2,500 |
| 4110-470 | City Manager | City Council | Non-local Meetings and Conferences | 20,000 | 20,000 |
| 4120-470 | Planning | Planning Commission | Annual Meetings & Conferences for Planning Commissioners | 2,000 | 2,000 |
| 4130-470 | Comm Services | P & A Commission | Travel and Meetings for P&A Commissioners | 2,000 | 2,000 |
| 4210-470 | City Manager | City Manager's Office | Non-local Meetings and Conferences | 5,000 | 5,000 |
| 4220-484 | Admin Services | Administrative Services | Office Furniture | 1,000 | 1,000 |
| 4230-470 | Admin Services | Administrative Services | Non-local Meetings and Conferences for Finance Staff | 2,500 | 2,500 |
| 4235-430 | City Manager | Economic development | Banner Program: contract services costs | 13,500 | 13,500 |
| 4235-430 | City Manager | Economic development | Holiday lighting: contract services costs | 8,700 | 8,700 |
| 4235-474 | City Manager | Economic development | Chamber of Commerce Grant | 15,000 | 15,000 |
| 4240-471 | Assist CM | Personnel | Tuition Reimbursement | 300 | 300 |
| 4250-430 | Assist CM | Public Information | Four City Newsletters | 7,500 | 7,500 |
| 4250-430 | Assist CM | Public Information | Annual City Calendar/Report Production & Publication Costs | 19,150 | 19,150 |
| 4250-475 | Assist CM | Public Information | Postage to mail the Newsletters and Annual Calendar | 3,000 | 3,000 |
| 4310-430 | City Manager | Patrol Services | Core Deputy | 40,000 | 40,000 |
| 4310-430 | City Manager | Patrol Services | Student in the Law | 11,137 | 11,137 |
| 4510-470 | Planning | Planning Administration | Non-local Meetings and Conferences for Planning Staff | 2,000 | 2,000 |
| 4615-430 | Comm Services | Tree Trimming | Contract Street Tree Trimming | 50,000 | 50,000 |
| 4620-474 | Comm Services | Landscape Maintenance | Matching Grants to Homeowners' Associations, entryways | 5,000 | 5,000 |
| 4670-420 | Comm Services | Special Events | Supplies for Holiday Parade and City Celebration | 3,000 | 3,000 |
| 4670-430 | Comm Services | Special Events | Contract Management Services: Holiday Parade & City Celebr. | 23,000 | 23,000 |
| 4670-474 | Comm Services | Special Events | Seven Grants to local social service organizations | 21,200 | 21,200 |
| 4670-476 | Comm Services | Special Events | Advertising Costs: Holiday Parade & City Celebration | 1,200 | 1,200 |
| General Fund Total | | | | \$ 258,687 | \$ 258,687 |

| | | | | | |
|---|----------------|---------------------|--|-------------|-------------|
| 4279-482 | Admin Services | Vehicle Replacement | | | |
| Unreserved/Designated Equipment Fund | | | | \$ - | \$ - |

City of Rolling Hills Estates



Schedule of Budget Add Back Items

| Account | Dept. | Activity | Capital Improvement Project Add Back Item | FY 09-10 | FY 10-11 |
|---|-------|----------------------------|---|------------------|------------------|
| 52xx | CIP | Parks & Recreation | Brush Clearance in George F Canyon Nature Park and Preserve | 25,000 | 25,000 |
| 5221 | CIP | Parks & Recreation | Three Rail Fencing | 25,000 | 25,000 |
| 5307 | CIP | Administrative Services | Computer Network Upgrade & Spam Protection | | |
| 5316 | CIP | Administrative Services | Website Re-Design | | |
| General Fund 01 Subtotal | | | | \$ 50,000 | \$ 50,000 |
| 5397 | CIP | City Hall Capital Projects | City Hall Lighting Project | | |
| General Fund 02 Subtotal | | | | \$ - | \$ - |
| Capital Improvement Projects Total | | | | \$ 50,000 | \$ 50,000 |

| Account | Dept. | Activity | Non-General Fund Add Back Item | FY 09-10 | FY 10-11 |
|-------------------------------|---------|-------------------------|---|------------------|------------------|
| 401 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Merit Salaries/Wages Increases (Full Time Employees) | 7,000 | 7,000 |
| 401 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Contingent Compensation Plan (CCP) Pay (General Fund) | 4,600 | 4,600 |
| 410 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Fringe Benefits (PERS/Medicare) applied to Merit Inc | 2,100 | 2,100 |
| 410 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Fringe Benefits (PARS at Zero Based Budget levels) | 13,500 | 13,500 |
| 410 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Fringe Benefits (PARS Merit Based Increment) | 400 | 400 |
| 410 ACCTS | VARIOUS | FUNDS 14, 18, 50 and 51 | Fringe Benefits (PERS/Medicare) applied to CCP Pay | 1,311 | 1,311 |
| Non-General Fund Total | | | | \$ 28,911 | \$ 28,911 |

Total All Fund Totals \$ 579,811 \$ 563,473

**CITY OF ROLLING HILLS ESTATES
VENDOR PAYMENTS GREATER THAN \$10,000
ESTIMATED FOR FY 2009-10**

| VENDOR NAME | TOTAL IN FY 08-09 | Description of Services Rendered or Goods Purchased | PRIMARY ACCOUNT # |
|--------------------------------|------------------------------|--|------------------------------|
| ALL CITY MANAGEMENT | 38,000 | CROSSING GUARD SERVICES | 4340-430 |
| ARTESIA MILLING COMPANY | 140,000 | ALFALFA HAY FOR HORSES (STABLES) | 4650-420 |
| BANNAN, GREEN, FRANK & TERZIAL | 66,500 | LEGAL SERVICES (CITY ATTORNEY) | 4140-431 |
| BASILINE NETWORKS INC. | 15,000 | WEB MAINTENANCE | 4220-430 |
| BMC LANDSCAPE, INC. | 206,000 | LANDSCAPING SERVICES | 4620-430 |
| BOB KRUEGER | 28,000 | TENNIS FEES & T.A. TOURNEY FEE | 4640-430 |
| CALIFORNIA CONTRACT CITIES | 18,500 | MEMBERSHIP AND MEETINGS | 4110-470 |
| CALIFORNIA JPIA | 227,000 | INSURANCE SERVICES | 4260-441 |
| CDS OFFICE PRODUCTS | 10,000 | OFFICE SUPPLIES | 4220-420 |
| CITY OF RANCHO PALOS VERDES | 85,000 | 8.2% OF CITY SALES TAX REVENUES | 4310-474 |
| CITY OF RANCHO PALOS VERDES | 153,000 | CORE DEPUTIES/OTHER SAFETY COSTS | 4320-430 |
| CITY OF RANCHO PALOS VERDES | 18,000 | TRAFFIC FINES (SHARED REVENUES) | 84-3540 |
| CNH CAPITAL | 23,000 | TRACTORS REPAIRS | 4279-461 |
| DAVID FAIRCHILD | 10,000 | PHOTOGRAPHY/CITY CALENDAR & OTHER | 4250-430 |
| DEPT. OF PUBLIC WORKS | 120,000 | STREET/DRAIN MAINTENANCE | 4410-434 |
| GRAPHICS UNLIMITED | 11,000 | CITY CALENDARS | 4250-430 |
| HARRINGTON DECORATING CO. INI | 19,000 | INSTALLED HOLIDAY LIGHTS | 4235-430 |
| HOME DEPOT | 12,000 | MISCELLANEOUS SUPPLIES | 4610-430 |
| JOHN DEERE LANDSCAPE | 15,000 | IRRIGATION SUPPLIES | 4610-420 |
| JONES & MAYER | 56,307 | CONSULTING/LEGAL FEES | 4530-430 |
| JONES LUMBER | 12,000 | LUMBER AND SUPPLIES | VARIOUS |
| JPJ CONSULTING | 17,000 | NEWSLETTERS | 4250-430 |
| KATHLEEN McGOWAN | 35,000 | NPDES COMPLIANCE CONSULTING | 4460-430 |
| L.A. CO. SHERIFF'S DEPART. | 1,665,000 | PATROL SERVICES & OTHER SERVICES | 4310-430 |
| LONG BEACH SHAVINGS | 12,000 | BULK SHAVINGS FOR STABLES | 4650-420 |
| LSA ASSOCIATES | 100,000 | CURRENT PLANNING CONSULTING | 4510-430 |
| MACIAS GINI & O'CONNEL | 32,000 | FINANCIAL AUDITORS | 4230-430 |
| 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 | 15,000 | GRANT | 4235-474 |
| P.V.P. LAND CONSERVANCY | 24,000 | CONTRACT NATURALIST/ASSIST. NAT. | 4680-430 |
| P.V.P.T.A. | 112,000 | JOINT VENTURE CONTRIBUTION | 4450-430 |
| PAGEANTRY PRODUCTIONS | 14,000 | HOLIDAY PARADE MANAGEMENT SVCS. | 4670-430 |
| REPUBLIC ITS | 62,000 | SIGNAL MAINTENANCE | 4454-434 |
| RESERVE ACCOUNT | 10,000 | 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 | 10,000 | GASOLINE EXPENSES | 4279-462 |
| 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. | 25,000 | TREE PRUNING & REMOVALS | 4615-430 |
| WILLDAN ASSOCIATES | 300,000 | ENGINEERING FEES & OTHER FEES | 4510-437 |
| XO COMMUNICATION | 15,000 | TELEPHONE EXPENSES | 4220-450 |
| 4,014,807 | | | |

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

| REVENUE SUMMARY | | 2007-08 | 2008-09 | 2008-09 | 2009-10 | 2010-11 |
|---|-----------|------------------|------------------|------------------|------------------|------------------|
| | | ACTUAL | ADOPTED | ESTIMATED | ADOPTED | PROPOSED |
| GENERAL FUND | | | | | | |
| LOCAL TAXES | | | | | | |
| Property tax | 3110 | 1,503,859 | 1,595,079 | 1,548,975 | 1,595,444 | 1,643,307 |
| Sales tax | 3120 | 1,199,467 | 1,216,018 | 1,108,766 | 1,070,060 | 1,102,162 |
| Franchise tax | 3130 | 530,806 | 465,000 | 545,000 | 550,000 | 550,000 |
| Business license | 3140 | 216,863 | 250,000 | 240,000 | 240,000 | 240,000 |
| Business license-County | 3150 | 190,588 | 300,000 | 200,000 | 200,000 | 200,000 |
| Property transfer tax | 3160 | 52,394 | 45,000 | 45,000 | 50,000 | 50,000 |
| New construction tax | 3170 | | 125,000 | | | |
| TOTAL | | 3,693,977 | 3,996,097 | 3,687,741 | 3,705,504 | 3,785,469 |
| LICENSES & PERMITS | | | | | | |
| Landfill regulation fees | 3210 | 164,039 | 120,000 | 167,161 | 167,161 | 167,161 |
| Animal licenses | 3220 | 11,578 | 16,000 | 16,000 | 12,000 | 12,000 |
| Building permits | 3230 | 557,651 | 1,000,000 | 350,000 | 350,000 | 350,000 |
| TOTAL | | 733,268 | 1,136,000 | 533,161 | 529,161 | 529,161 |
| INTERGOVERNMENTAL REVENUES | | | | | | |
| Property Tax in lieu of Sales Tax - State | 3308 | 412,238 | 405,339 | 369,589 | 356,687 | 367,387 |
| Property Tax in lieu of VLF Fees - State | 3309 | 576,075 | 604,879 | 611,158 | 629,493 | 648,378 |
| Motor Vehicle License Fees (VLF) | 3310 | 36,304 | 50,000 | 25,070 | 25,000 | 25,000 |
| COPS Grant (Policing) | 3311 | 100,000 | 90,000 | 100,000 | 100,000 | 100,000 |
| CLEEP Grant (Law Enf. Equipment) | 3312 | | | | | |
| Sale of CDBG Grants | 3320 | 18,984 | 16,878 | 16,878 | 16,586 | 16,878 |
| Traffic Safety OTS State Grant | 3322 | | | 2,452 | | |
| Highway Through Cities Grant | 3324 | | | | | |
| TOTAL | | 1,143,601 | 1,167,096 | 1,125,147 | 1,127,765 | 1,157,643 |
| CHARGES FOR SERVICES | | | | | | |
| Planning Fees | 3410 | 581,331 | 600,000 | 310,000 | 350,000 | 350,000 |
| GIS Fees | 3420 | | | 6,000 | 6,000 | 6,000 |
| City Celebration | 3430 | 3,297 | 2,700 | 3,056 | 2,800 | 2,800 |
| Recreation Fees | 3440 | 34,095 | 50,000 | 25,000 | 35,000 | 35,000 |
| TOTAL | | 618,723 | 652,700 | 344,056 | 393,800 | 393,800 |
| FINES AND FORFEITURES | | | | | | |
| Misc fines and forfeitures | 3510 | 39,975 | 20,000 | 31,000 | 30,000 | 30,000 |
| False alarm fines | 3520 | 13,780 | 11,000 | 11,000 | 11,000 | 11,000 |
| Business license penalties | 3530 | 7,629 | 5,000 | 5,000 | 5,000 | 5,000 |
| TOTAL | | 61,384 | 36,000 | 47,000 | 46,000 | 46,000 |
| USE OF MONEY AND PROPERTY | | | | | | |
| Interest income | 3610 | 191,228 | 220,000 | 100,000 | 100,000 | 100,000 |
| Rents and concessions | 3620 | 15,313 | 11,500 | 15,000 | 15,000 | 15,000 |
| TOTAL | | 206,541 | 231,500 | 115,000 | 115,000 | 115,000 |
| OTHER REVENUES | | | | | | |
| Refunds/Rebates/Reimbursements | 3710 | 24,985 | 35,000 | 72,000 | 83,000 | 83,000 |
| SB 90 Reimb. of State Mandated Costs | 3715 | | | | | |
| AB 939 revenues | 3720 | 145,452 | 170,000 | 170,000 | 170,000 | 170,000 |
| Prior Year Adjustments | 3725 | (33,410) | | | | |
| Miscellaneous revenues | 3730 | 7,874 | 3,200 | 3,200 | 3,200 | 3,200 |
| Cash Over/Short | 3735 | | | | | |
| Curbside Recycling/Oil | 3740 | 500 | 5,000 | 10,000 | 5,000 | 5,000 |
| Litter Abatement/Recycling | 3750 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| TOTAL | | 150,401 | 218,200 | 260,200 | 266,200 | 266,200 |
| TOTALS, GENERAL FUND | 01 | 6,607,895 | 7,437,593 | 6,112,305 | 6,183,431 | 6,293,273 |

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

| REVENUE SUMMARY | | 2007-08 | 2008-09 | 2008-09 | 2009-10 | 2010-11 |
|--|-----------|----------------|----------------|------------------|----------------|------------------|
| | | ACTUAL | ADOPTED | ESTIMATED | ADOPTED | PROPOSED |
| EXHIBIT A | | | | | | |
| SPECIAL REVENUE FUNDS | | | | | | |
| QUIMBY FEES | | | | | | |
| Quimby Fees | 3180 | | | 118,850 | 300,000 | 300,000 |
| Interest income | 3610 | | | 100 | | |
| QUIMBY FEES | 10 | | | 118,950 | 300,000 | 300,000 |
| STATE GAS TAX FUND: | | | | | | |
| Gas Tax 2105 | 3330 | 48,377 | 50,000 | 50,000 | 50,000 | 50,000 |
| Gas Tax 2106 | 3340 | 32,765 | 36,200 | 36,200 | 36,200 | 36,200 |
| Gas Tax 2107 | 3350 | 64,737 | 69,000 | 69,000 | 69,000 | 69,000 |
| Gas Tax 2107.5 | 3360 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| Traffic Congestion Relief Grant | 3370 | | | 19,989 | | |
| GAS TAXES SUBTOTAL | | 147,879 | 157,200 | 177,189 | 157,200 | 157,200 |
| Interest income | 3610 | | 300 | 300 | | |
| STATE GAS TAX FUND | 11 | 147,879 | 157,500 | 177,489 | 157,200 | 157,200 |
| LOCAL TRANSPORTATION FUND: | | | | | | |
| Prop A transport. tax - bike lanes | 3121 | | 5,000 | 5,000 | 5,000 | 5,000 |
| Interest income | 3610 | 444 | 30 | 85 | 85 | 85 |
| LOCAL TRANS FUND | 13 | 444 | 5,030 | 5,085 | 5,085 | 5,085 |
| TRAFFIC SAFETY: | | | | | | |
| Traffic safety fines | 3540 | 89,107 | 42,000 | 42,000 | 42,000 | 42,000 |
| Interest income | 3610 | 699 | 100 | 551 | 550 | 550 |
| TRAFFIC SAFETY FUND | 14 | 89,806 | 42,100 | 42,551 | 42,550 | 42,550 |
| TRANSIT: | | | | | | |
| PROP A - transit improvement | 3121 | 128,998 | 127,000 | 127,000 | 127,000 | 127,000 |
| Interest income | 3610 | 3,955 | 2,500 | 1,700 | 1,700 | 1,700 |
| TRANSIT FUND | 18 | 132,953 | 129,500 | 128,700 | 128,700 | 128,700 |
| PROP C: | | | | | | |
| PROP C - transit tax | 3122 | 107,650 | 105,000 | 105,000 | 108,000 | 108,000 |
| Prop. C - Rolling Hills Grant Transfer | 3122 | | | | | |
| Interest income | 3610 | 2,248 | 5,000 | 2,000 | 2,000 | 2,000 |
| PROP C FUND | 19 | 109,898 | 110,000 | 107,000 | 110,000 | 110,000 |
| AQMD: | | | | | | |
| Air quality funds | 3390 | 9,673 | 9,100 | 9,100 | 9,100 | 9,100 |
| Interest income | 3610 | 5,684 | 4,000 | 2,500 | 2,500 | 2,500 |
| AQMD FUND | 20 | 15,357 | 13,100 | 11,600 | 11,600 | 11,600 |
| STPL GRANT | | | | | | |
| STPL Fund Exchange | 3328 | | | 6,927 | | |
| Interest income | 3610 | | | 55 | 55 | |
| STPL GRANT | 21 | | | 6,982 | 55 | |
| PROP. 1B TRANSPORTATION | | | | | | |
| Transportation Grant | 3385 | 400,000 | | | | |
| Interest income | 3610 | | | 4,400 | 2,000 | |
| PROP. 1B TRANSPORTATION | 22 | 400,000 | | 4,400 | 2,000 | |
| MEASURE R | | | | | | |
| Residential Street Resurfacing | 33xx | | | | 40,000 | 80,000 |
| Interest income | 3610 | | | | | |
| MEASURE R | 23 | | | | 40,000 | 80,000 |
| FEDERAL STIP | | | | | | |
| PCDN Bike Lane Project | 33xx | | | | 256,000 | 1,803,000 |
| Interest income | 3610 | | | | | |
| MEASURE R | 24 | | | | 256,000 | 1,803,000 |
| STATE SR2S | | | | | | |
| PCDN Bike Lane Project | 33xx | | | | 57,600 | 496,980 |
| Interest income | 3610 | | | | | |
| STATE SR2S | 25 | | | | 57,600 | 496,980 |

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

| REVENUE SUMMARY | | 2007-08 | 2008-09 | 2008-09 | 2009-10 | 2010-11 |
|---|-----------|------------------|------------------|------------------|------------------|------------------|
| | | ACTUAL | ADOPTED | ESTIMATED | ADOPTED | PROPOSED |
| FEDERAL ARRA | | | | | | |
| PVDN Resurfacing | 33xx | | | | 280,000 | |
| Illuminated Street Signs LED | 33xx | | | | 100,000 | |
| Traffic Signals | 33xx | | | | 120,000 | |
| Interest income | 3610 | | | | | |
| FEDERAL ARRA | 26 | | | | 500,000 | |
| PROP. 12 PARKS GRANT: | | | | | | |
| Prop. 12 Per Capita Grant (ADA Plan) | 3395 | 114,000 | | | | |
| Prop. 12 - Roberti-Z'Berg Grant | 3395 | | | | 25,550 | |
| Prop. 12 Riparian Grant (Nature Preserve) | 3396 | 12,481 | 10,000 | | 50,000 | 10,000 |
| Interest income | 3610 | | | | | |
| PROP. 12 PARKS GRANT FUND | 31 | 126,481 | 10,000 | | 75,550 | 10,000 |
| PROP A COUNTY PARKS: | | | | | | |
| PROP A - maintenance/service | 3392 | 17,195 | 13,900 | 17,195 | 14,000 | 14,000 |
| PROP A - specified | 3394 | | 1,080,000 | | 1,080,000 | |
| GRANT REVENUE SUBTOTAL | | 17,195 | 1,093,900 | 17,195 | 1,094,000 | 14,000 |
| Interest income | 3610 | | | | | |
| PROP A CNTY PARKS FUND | 32 | 17,195 | 1,093,900 | 17,195 | 1,094,000 | 14,000 |
| PROP. 40 PARKS GRANT: | | | | | | |
| Prop. 40 Per Capita Grant (Comm Cntr) | 3397 | | 28,000 | 28,000 | | |
| Interest income | 3610 | | | | | |
| PROP. 40 PARKS GRANT FUND | 33 | | 28,000 | 28,000 | | |
| PEPPERTREE: | | | | | | |
| Donations | 3440 | 45,445 | 50,000 | 50,000 | 50,000 | 50,000 |
| Interest income | 3610 | 1,786 | 2,000 | 1,000 | 1,000 | 1,000 |
| PEPPERTREE FUND | 95 | 47,231 | 52,000 | 51,000 | 51,000 | 51,000 |
| TOTALS, SPECIAL REVENUE FUNDS | | 1,087,244 | 1,641,130 | 698,952 | 2,831,340 | 3,210,115 |

EXHIBIT A
ENTERPRISE FUNDS

| | | | | | | |
|-------------------------------------|-----------|------------------|------------------|------------------|------------------|-------------------|
| STABLES | | | | | | |
| Stable rental | 3450 | 534,855 | 599,258 | 599,258 | 640,020 | 659,221 |
| Western trainer | 3451 | 4,000 | 3,960 | 4,450 | 9,000 | 9,000 |
| English trainer | 3452 | 8,070 | 7,920 | 7,920 | 18,000 | 18,000 |
| Non resident surcharge | 3453 | 27,810 | 30,849 | 30,849 | 38,889 | 38,889 |
| Horse show fees | 3454 | 12,199 | 19,500 | 19,500 | 26,500 | 26,500 |
| Pony Camp fees | 3455 | 83,462 | 125,000 | 57,340 | 75,000 | 75,000 |
| Clinic Fees & Trail Riding Services | 3456 | 150 | | | 12,000 | 12,000 |
| CHARGES FOR SERVICES | | 670,546 | 786,487 | 719,317 | 819,409 | 838,610 |
| Interest income | 3610 | 1,581 | 5,000 | | | |
| STABLES FUND | 50 | 672,127 | 791,487 | 719,317 | 819,409 | 838,610 |
| TENNIS | | | | | | |
| Tennis court fees | 3460 | 42,938 | 33,500 | 33,500 | 35,900 | 35,900 |
| Tennis membership dues | 3461 | 9,800 | 15,900 | 15,900 | 15,900 | 15,900 |
| CHARGES FOR SERVICES | | 52,738 | 49,400 | 49,400 | 51,800 | 51,800 |
| Interest income | 3610 | 5,861 | 5,000 | 5,000 | 5,000 | 5,000 |
| TENNIS FUND | 51 | 58,599 | 54,400 | 54,400 | 56,800 | 56,800 |
| TOTALS, ENTERPRISE FUNDS | | 730,726 | 845,887 | 773,717 | 876,209 | 895,410 |
| GRAND TOTALS, ALL FUNDS | | 8,425,865 | 9,924,610 | 7,584,974 | 9,890,980 | 10,398,798 |



City of Rolling Hills Estates

Budget Expenditures 2009- 2010 (All Funds)

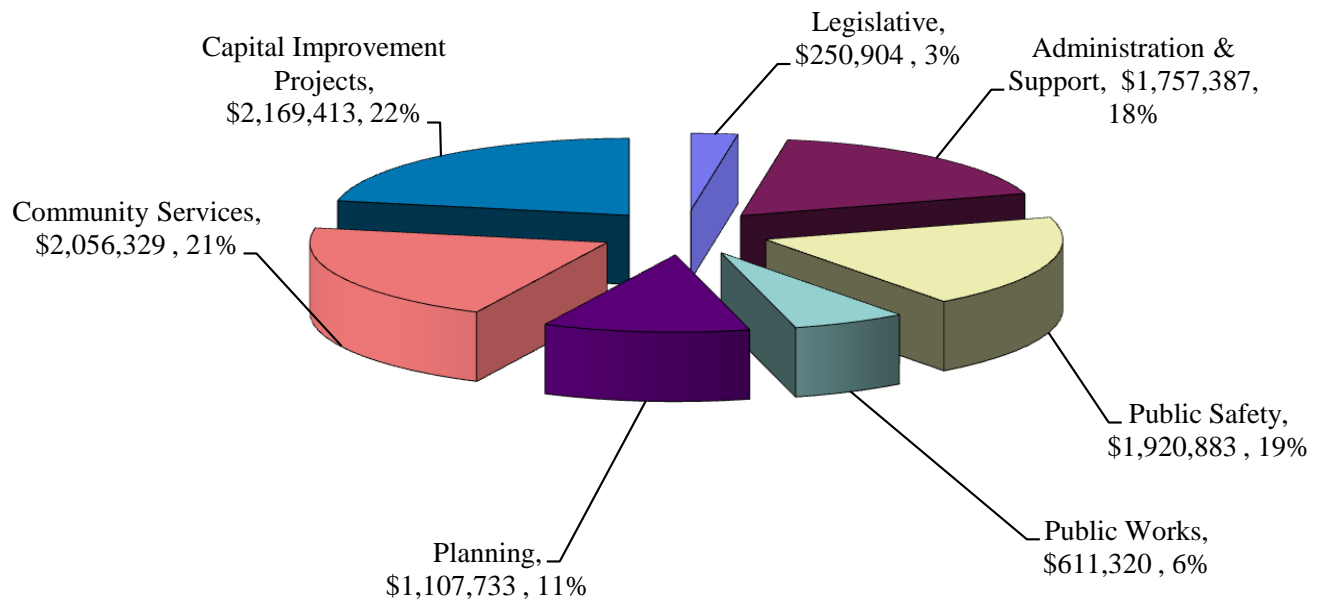


EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary
 (by fund within fund type)

| EXPENDITURES/EXPENSES SUMMARY | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-10 Adopted | 2010-11 Proposed | |
|--|-------------------|--------------------|----------------------|--------------------|---------------------|------------------|
| GENERAL FUND OPERATING EXPENDITURES | | | | | | |
| LEGISLATIVE | | | | | | |
| CITY COUNCIL | 4110 | 106,320 | 96,471 | 66,471 | 67,445 | 67,447 |
| PLANNING COMMISSION | 4120 | 31,804 | 33,549 | 28,050 | 27,736 | 27,739 |
| P&A COMMISSION | 4130 | 72,118 | 65,508 | 64,010 | 63,724 | 63,736 |
| CITY ATTORNEY | 4140 | 175,964 | 91,000 | 91,000 | 91,000 | 91,000 |
| ELECTION | 4150 | 98 | 1,000 | 52 | 1,000 | 1,000 |
| TOTAL | | 386,304 | 287,528 | 249,583 | 250,904 | 250,922 |
| ADMINISTRATION & SUPPORT | | | | | | |
| CITY MANAGER | 4210 | 677,040 | 700,543 | 686,568 | 673,752 | 673,858 |
| CENTRAL SERVICES | 4220 | 242,743 | 367,438 | 338,496 | 378,586 | 335,569 |
| FINANCE | 4230 | 412,791 | 452,995 | 452,562 | 446,983 | 447,348 |
| ECONOMIC DEVELOPMENT | 4235 | 144,568 | 138,458 | 131,287 | 114,526 | 114,542 |
| PERSONNEL | 4240 | 67,281 | 76,542 | 61,544 | 62,456 | 62,463 |
| PUBLIC INFORMATION | 4250 | 82,625 | 87,029 | 91,168 | 63,585 | 63,593 |
| EMPLOYEE BENEFITS | 4260 | | | | | |
| OVERHEAD | 4270 | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
| EQUIPMENT | 4279 | 64,778 | 63,500 | 62,365 | 63,500 | 63,500 |
| TOTAL | | 1,649,826 | 1,842,505 | 1,779,990 | 1,757,387 | 1,712,872 |
| PUBLIC SAFETY | | | | | | |
| PATROL SERVICES | 4310 | 1,839,570 | 1,919,129 | 1,965,576 | 1,820,281 | 1,808,338 |
| ANIMAL CONTROL | 4330 | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
| CROSSING GUARDS - GENERAL FUND | 4343 | | 34,000 | | | |
| EMERGENCY MANAGEMENT | 4350 | 3,018 | 3,500 | 3,500 | 3,500 | 3,500 |
| TOTAL | | 1,866,736 | 1,991,629 | 2,004,076 | 1,858,781 | 1,846,838 |
| PUBLIC WORKS | | | | | | |
| SIGNALS | 4451 | 30,296 | 56,000 | 66,000 | 60,000 | 60,000 |
| NPDES | 4460 | 208,057 | 222,736 | 216,844 | 199,395 | 203,405 |
| SOLID WASTE (RECYCLING) | 4625 | 34,101 | 35,055 | 37,968 | 38,186 | 38,190 |
| TOTAL | | 272,454 | 313,791 | 320,812 | 297,580 | 301,595 |
| PLANNING | | | | | | |
| PLANNING ADMINISTRATION | 4510 | 1,132,908 | 1,022,724 | 856,660 | 873,058 | 873,940 |
| ADVANCED PLANNING | 4520 | 223,607 | 212,675 | 122,177 | 90,266 | 160,278 |
| CODE ADMINISTRATION | 4530 | 196,845 | 172,941 | 218,331 | 114,524 | 52,843 |
| SUBDIVISION REGULATION | 4540 | 29,959 | 30,336 | 30,338 | 29,884 | 29,888 |
| TOTAL | | 1,583,319 | 1,438,676 | 1,227,506 | 1,107,733 | 1,116,949 |
| COMMUNITY SERVICES | | | | | | |
| PARKS MAINTENANCE | 4610 | 543,831 | 540,367 | 527,878 | 478,578 | 483,225 |
| TREE TRIMMING | 4615 | 153,336 | 129,286 | 77,830 | 97,138 | 97,147 |
| LANDSCAPE MAINTENANCE | 4620 | 356,512 | 391,676 | 387,470 | 382,858 | 390,085 |
| BRIDLE TRAILS | 4630 | 118,792 | 103,612 | 96,354 | 91,124 | 91,137 |
| RECREATION PROGRAMS | 4640 | 58,159 | 54,900 | 56,590 | 41,682 | 41,684 |
| SPECIAL EVENTS | 4670 | 123,062 | 71,400 | 70,009 | 53,382 | 53,384 |
| PEPPERTREE | 4674 | 8,133 | 8,100 | 8,101 | 7,991 | 7,993 |
| NATURE CENTER | 4676 | 15,224 | 16,300 | 16,800 | 16,500 | 16,500 |
| TOTAL | | 1,377,049 | 1,315,641 | 1,241,032 | 1,169,252 | 1,181,155 |
| TOTAL OPERATING EXPENDITURES | | | | | | |
| | | 7,135,688 | 7,189,770 | 6,822,999 | 6,441,638 | 6,410,332 |

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

| EXPENDITURES/EXPENSES SUMMARY | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-10 Adopted | 2010-11 Proposed |
|--|-------------------|--------------------|----------------------|--------------------|---------------------|
| GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES | | | | | |
| STREETS: | | | | | |
| STREET RESURFACING & CURB IMPR. 5103 | 14,610 | 50,000 | 3,800 | | |
| CURB/GUTTER/SIDEWALK IMPR. 5140 | | 10,000 | 10,000 | | |
| STORM DRAIN REPAIRS/IMPROVEMENTS 5145 | 187,323 | 50,000 | | | |
| ARTERIAL STREETS MEDIAN IMPROVEMEN 5150 | 18,200 | | 64,150 | | |
| TRAFFIC SIGNAL IMPROVEMENTS 5180 | | 70,000 | 5,000 | | |
| ADV. STREET SIGNS REPAINTING 5186 | 1,577 | 3,000 | 3,000 | | |
| TOTAL STREETS | 221,710 | 183,000 | 85,950 | | |
| PARKS & RECREATION: | | | | | |
| BRUSH CLEARANCE 5201 | | | | 25,000 | 25,000 |
| RIDING RING IMPROVEMENTS 5211 | 5,998 | | | | |
| DAPLEGRAY RIDING RING 5213 | | | | | |
| THREE RAIL FENCING 5221 | 25,100 | 33,000 | 27,053 | 25,000 | 25,000 |
| 4th DISTRICT GRANT 5230 | 58,844 | | 12,479 | | |
| MAINTENANCE YARD IMPROVEMENTS 5272 | | 5,000 | 1,954 | | |
| PORTABLE RADIOS 5293 | 2,430 | | | | |
| TOTAL PARKS & RECR. | 92,372 | 38,000 | 41,486 | 50,000 | 50,000 |
| PUBLIC IMPROVEMENTS: | | | | | |
| ACCOUNTING SYS. UPGRADES 5306 | | | | | |
| COMPUTER NETWORK UPGRADE 5307 | 5,869 | 6,000 | 5,814 | | |
| WEBSITE DEVELOPMENT COSTS 5316 | | 50,000 | 50,000 | | |
| ADA IMPROVEMENTS (GENERAL FUND) 5317 | | 2,500 | | | |
| COUNCIL CHAMBERS MULTIMEDIA 5323 | | | | | |
| PHONE & VOICE MAIL SYSTEM 5326 | | | | | |
| GIS 5345 | | | | | |
| TOTAL PUBLIC IMPR. | 5,869 | 58,500 | 55,814 | | |
| TOTAL CAPITAL PROJECTS | 319,951 | 279,500 | 183,250 | 50,000 | 50,000 |
| TOTAL GEN. FUND EXPEND. | 7,455,639 | 7,469,270 | 7,006,249 | 6,491,638 | 6,460,332 |
| FUND 02 DESIGNATION EXPENDITURES | | | | | |
| CITY HALL RETRO AND UPDATE 5395 | 20,674 | | 7,832 | | |
| CITY HALL KITCHEN EXPANSION 5396 | 25,298 | | 16,765 | | |
| CITY HALL FLAG POLE LIGHTS 5395 | 1,285 | | | | |
| TRASH ENCLOSURE REPLACEMENT 5395 | 5,470 | | | | |
| CITY HALL LIGHTING 5397 | 10,460 | 30,000 | 22,807 | | |
| TOTAL FUND 02 DESIGNATION | 63,187 | 30,000 | 47,404 | | |
| TOTAL GENERAL FUNDS 01 & 02 | 7,518,826 | 7,499,270 | 7,053,653 | 6,491,638 | 6,460,332 |

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

| EXPENDITURES/EXPENSES SUMMARY | | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-10 Adopted | 2010-11 Proposed |
|---|------|-------------------|--------------------|----------------------|--------------------|---------------------|
| SPECIAL REVENUE FUND TYPE EXPENDITURES | | | | | | |
| <u>STATE GAS TAX FUND 11</u> | | | | | | |
| STREET REPAIR | 4410 | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
| SIGNALS | 4454 | 130,255 | 87,500 | 97,500 | 87,000 | 87,000 |
| TOTAL | | 199,776 | 182,500 | 192,500 | 182,000 | 182,000 |
| <u>TRANSIT PROP. A FUND 13</u> | | | | | | |
| TRANSIT | | | | | | |
| <u>TRAFFIC SAFETY FUND 14</u> | | | | | | |
| CROSSING GUARDS - TRAFFIC FINES | 4340 | 56,124 | 55,421 | 56,175 | 62,102 | 62,105 |
| <u>TRAFFIC SAFETY FUND 18</u> | | | | | | |
| PV TRANSIT | 4450 | 113,361 | 131,585 | 131,586 | 131,739 | 131,743 |
| TOTAL | | 113,361 | 131,585 | 131,586 | 131,739 | 131,743 |
| <u>TRANSIT PROP. C FUND 19</u> | | | | | | |
| STREET RESURFACING | 5120 | | | | 250,000 | |
| STORM DRAIN REPAIR & IMPR | 5146 | 44,646 | | | | |
| PVDN BIKE LANE PROJECT | 51xx | | | | 6,400 | 193,436 |
| ARRA PROJECTS | 51xx | | | | | |
| TOTAL | | 44,646 | | | 256,400 | 193,436 |
| <u>STPL GRANT FUND 21</u> | | | | | | |
| STPL FUND EXCHANGE | 51xx | | | | | |
| TOTAL | | | | | | |
| <u>TRANSPORTATION PROP. 1B FUND 22</u> | | | | | | |
| STREET RESURFACING & CURB IMPR. | 5187 | | 200,000 | 210,682 | 90,413 | |
| STORM DRAIN REPAIRS/IMPROVEMENTS | 5188 | | 200,000 | 105,305 | | |
| TOTAL | | | 400,000 | 315,987 | 90,413 | |
| <u>MEASURE R FUND 23</u> | | | | | | |
| RESIDENTIAL STREET RESURFACING | 51xx | | | | 40,000 | 80,000 |
| TOTAL | | | | | 40,000 | 80,000 |
| <u>FEDERAL STIP FUND 24</u> | | | | | | |
| PVDN BIKE LANE PROJECT | 51xx | | | | 256,000 | 1,803,000 |
| TOTAL | | | | | 256,000 | 1,803,000 |
| <u>STATE SR2S FUND 25</u> | | | | | | |
| PVDN BIKE LANE PROJECT | 51xx | | | | 57,600 | 496,980 |
| TOTAL | | | | | 57,600 | 496,980 |
| <u>FEDERAL ARRA FUND 26</u> | | | | | | |
| PVDN RESURFACING | 51xx | | | | 280,000 | |
| ILLUMINATED STREET SIGNS LED | 51xx | | | | 100,000 | |
| TRAFFIC SIGNALS | 51xx | | | | 120,000 | |
| TOTAL | | | | | 500,000 | |
| <u>PROP. 12 PARKS GRANT FUND 31</u> | | | | | | |
| PROP. 12 GRANT - ADA PLAN | 5234 | | | | | |
| PROP. 12 RIPARIAN GRANT - NATURE PR. | 5236 | 14,888 | 10,000 | 10,000 | 10,000 | 10,000 |
| PROP. 12 ADA IMPROVEMENTS | 5238 | | 25,500 | 25,500 | | |
| TOTAL | | 14,888 | 35,500 | 35,500 | 10,000 | 10,000 |
| <u>PROP. A PARKS FUND 32</u> | | | | | | |
| STABLES RENOVATION | 5250 | 53,127 | 1,080,000 | 180,000 | 900,000 | |
| NATURE CENTER | 4680 | 13,500 | 14,000 | 14,000 | 14,000 | 14,000 |
| TOTAL | | 66,627 | 1,094,000 | 194,000 | 914,000 | 14,000 |
| <u>PROP. 40 PARKS GRANT FUND 33</u> | | | | | | |
| GEORGE F CANYON STORM DRAIN IMPR. | 5142 | | | | | |
| HOWLETT PARK EQUESTRIAN CENTER IM | 5292 | | 25,000 | | | |
| TOTAL | | | 25,000 | | | |

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

| EXPENDITURES/EXPENSES SUMMARY | | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-10 Adopted | 2010-11 Proposed |
|------------------------------------|-----------|-------------------|--------------------|----------------------|--------------------|---------------------|
| <u>PEPPERTREE FUND 95</u> | | | | | | |
| PEPPERTREE FOUNDATION | 4675 | 34,572 | 42,500 | 37,445 | 41,000 | 41,000 |
| PICNIC TABLES REPLACEMENT | 5245 | | 2,800 | 3,041 | 3,000 | 3,000 |
| RIDING RING IMPROVEMENTS | 5275 | | 6,000 | 6,000 | 6,000 | 6,000 |
| CHANDLER PARK IMPROVEMENTS | 52 / 5290 | | | | | |
| COMMUNITY CENTER LANDSCAPE | 5291 | | | | | |
| DAPPLEGRAY RIDING ARENA FENCE | 5295 | | 17,000 | 17,000 | | |
| ROBERTI-Z'BERG GRANT MATCH | 5296 | | 3,650 | 3,650 | | |
| HOWLETT PARK DESSAGE ARENA | 5297 | | 15,000 | 15,000 | | |
| TOTAL | | 34,572 | 86,950 | 82,136 | 50,000 | 50,000 |
| <hr/> | | | | | | |
| TOTAL OPERATIONS | | 417,333 | 426,006 | 431,706 | 430,842 | 430,848 |
| TOTAL CAPTIAL PROJECTS | | 112,661 | 1,584,950 | 576,178 | 2,119,413 | 2,592,416 |
| TOTAL SPECIAL REVENUE FUNDS | | 529,994 | 2,010,956 | 1,007,884 | 2,550,255 | 3,023,264 |

ENTERPRISE FUND TYPE EXPENSES

| | | | | | | |
|-------------------------------|------|------------------|-------------------|------------------|------------------|-------------------|
| <u>STABLES FUND</u> | | | | | | |
| STABLES | 4650 | 727,488 | 763,586 | 756,011 | 761,428 | 756,438 |
| <u>TENNIS FUND</u> | | | | | | |
| TENNIS | 4660 | 47,910 | 97,613 | 86,470 | 70,649 | 71,181 |
| <hr/> | | | | | | |
| TOTAL ENTERPRISE FUNDS | | 775,398 | 861,199 | 842,481 | 832,077 | 827,620 |
| <hr/> | | | | | | |
| GRAND TOTAL, ALL FUNDS | | 8,824,218 | 10,371,425 | 8,904,018 | 9,873,970 | 10,311,215 |



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

| EXHIBIT C | | | | |
|---|---------------------|------------------------------|-------------------------|------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | | | | |
| REVISED BUDGET | | | | |
| FY 2007-08 Actual | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| SOURCES | | | | |
| TAXES | 3,693,977 | | | 3,693,977 |
| LICENSES/PERMITS | 733,268 | | | 733,268 |
| REV FR OTH AGENCIES | 1,143,601 | 937,876 | | 2,081,477 |
| CHARGES FOR SVCS | 618,723 | | 723,284 | 1,342,007 |
| FINES/FORFEITURES | 61,384 | 89,107 | | 150,491 |
| USE OF MONEY/PROPERTY | 206,541 | 14,816 | 7,442 | 228,799 |
| OTHER REVENUES | 150,401 | 45,445 | | 195,846 |
| Total Revenues | 6,607,895 | 1,087,244 | 730,726 | 8,425,865 |
| USES | | | | |
| Legislative | 386,304 | | | 386,304 |
| Administration/Support | 1,649,826 | | | 1,649,826 |
| Public Safety | 1,866,736 | 56,124 | | 1,922,860 |
| Public Works | 272,454 | 313,137 | | 585,591 |
| Planning | 1,583,319 | | | 1,583,319 |
| Community Services | 1,377,049 | 34,572 | 775,398 | 2,187,019 |
| Operations Expenditures | 7,135,688 | 403,833 | 775,398 | 8,314,919 |
| Capital Projects | 383,138 | 126,161 | | 509,299 |
| Total Expenditures | 7,518,826 | 529,994 | 775,398 | 8,824,218 |
| Net Change | (910,931) | 557,250 | (44,672) | (398,353) |
| Tranfers | (25,544) | 36,803 | | 11,259 |
| Fund Balance/RE - 7/1/07 | 5,440,174 | 133,689 | 122,590 | 5,696,453 |
| Fund Balance/RE - 6/30/08 | 4,503,699 | 727,742 | 77,918 | 5,309,359 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,607,895 | 1,087,244 | 730,726 | 8,425,865 |
| Less: Capital Grant Revenues | | | | |
| Less: Operations Expenditures | (7,135,688) | (403,833) | (775,398) | (8,314,919) |
| RESULTS AFTER ADD-BACKS | (527,793) | 683,411 | (44,672) | 110,946 |
| Add: Note Receivable | 160,000 | | | 160,000 |
| Add Cleep Appropriation | 7,500 | | | 7,500 |
| SUBTOTALS BEFORE SPECIALS | (360,293) | 683,411 | (44,672) | 278,446 |
| Add: Special Project Costs | 270,614 | | | 270,614 |
| NET OPERATING RESULTS (\$) | (89,679) | 683,411 | (44,672) | 549,060 |
| Net Operating Results (%) as a % of Revenues | -1% | 63% | -6% | 7% |

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

| EXHIBIT C City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2007-08 Actual | (Continued) Special Funds | | | | | | | | | | | Enterprise Funds | | | |
|---|---------------------------|-----------------------|----------------------------------|----------------------|-----------------|---------------|------------------------|---------------------------------|--------------------------------|---------------------------------|----------------------|-----------------------------|---------------|-----------------|------------------------------|
| | State GT 11 | PROP A Local 13 | Traffic Safety Fines 14 | Transit Imp 18 | PROP C 19 | AQMD 20 | Prop 1B Grant 22 | 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 |
| SOURCES | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | 147,879 | | | 128,998 | 107,650 | 9,673 | 400,000 | 126,481 | 17,195 | | 937,876 | | | | |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | 89,107 | | | | | | | | 89,107 | 670,546 | 52,738 | 723,284 | |
| USE OF MONEY/PROPERTY | | 444 | 699 | 3,955 | 2,248 | 5,684 | | | | 1,786 | 14,816 | 1,581 | 5,861 | 7,442 | |
| OTHER REVENUES | | | | | | | | | | 45,445 | 45,445 | | | | |
| Total Revenues | 147,879 | 444 | 89,806 | 132,953 | 109,898 | 15,357 | 400,000 | 126,481 | 17,195 | 47,231 | 1,087,244 | 672,127 | 58,599 | 730,726 | |
| USES | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | |
| Administration/Support | | | 56,124 | | | | | | | | 56,124 | | | | |
| Public Safety | | | | | | | | | | | 313,137 | | | | |
| Public Works | 199,776 | | | 113,361 | | | | | | | | | | | |
| Planning | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | 34,572 | 34,572 | 727,488 | 47,910 | 775,398 | |
| Operations Expenditures | 199,776 | | 56,124 | 113,361 | | | | | | 34,572 | 403,833 | 727,488 | 47,910 | 775,398 | |
| Capital Projects | | | | | 44,646 | | | 14,888 | 66,627 | | 126,161 | | | | |
| Total Expenditures | 199,776 | | 56,124 | 113,361 | 44,646 | | | 14,888 | 66,627 | 34,572 | 529,994 | 727,488 | 47,910 | 775,398 | |
| Net Change | (51,897) | 444 | 33,682 | 19,592 | 65,252 | 15,357 | 400,000 | 111,593 | (49,432) | 12,659 | 557,250 | (55,361) | 10,689 | (44,672) | |
| Transfers | | | | | | | | 36,803 | | | 36,803 | | | | |
| Fund Balance/RE - 7/1/07 | | 10,661 | 1,456 | 110,356 | 27,066 | 135,121 | | (165,367) | (23,437) | (56) | 37,889 | 133,689 | (41,660) | 164,250 | 122,590 |
| Fund Balance/RE - 6/30/08 | (51,897) | 11,105 | 35,138 | 129,948 | 92,318 | 150,478 | 400,000 | (16,971) | (72,869) | (56) | 50,548 | 727,742 | (97,021) | 174,939 | 77,918 |
| OPERATING RESULTS: | | | | | | | | | | | | | | | |
| Total Revenues | | | | | | | | | | | | | | | |
| Less: Capital Grant Revenues | | | | | | | | | | | | | | | |
| Less: Operations Expenditures | | | | | | | | | | | | | | | |
| RESULTS AFTER ADD-BACKS | | | | | | | | | | | | | | | |
| Add: Note Receivable | | | | | | | | | | | | | | | |
| Add Cleep Appropriation | | | | | | | | | | | | | | | |
| SUBTOTALS BEFORE SPECIALS | | | | | | | | | | | | | | | |
| Add: Special Project Costs | | | | | | | | | | | | | | | |
| NET OPERATING RESULTS (\$) | | | | | | | | | | | | | | | |
| 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

| EXHIBIT D | | | | |
|---|------------------|------------------|-------------------|--------------------|
| City of Rolling Hills Estates | | | | |
| SOURCES and USES | | | | |
| REVISED BUDGET | | | | |
| FY 2008-09 Estimated | | | | |
| | General | Special | Enterprise | |
| | Fund | Revenue | Funds | Total |
| SOURCES | | | | |
| TAXES | 3,687,741 | | | 3,687,741 |
| LICENSES/PERMITS | 533,161 | | | 533,161 |
| REV FR OTH AGENCIES | 1,125,147 | 475,411 | | 1,600,558 |
| CHARGES FOR SVCS | 344,056 | | 768,717 | 1,112,773 |
| FINES/FORFEITURES | 47,000 | 42,000 | | 89,000 |
| USE OF MONEY/PROPERTY | 115,000 | 12,691 | 5,000 | 132,691 |
| OTHER REVENUES | 260,200 | 168,850 | | 429,050 |
| Total Revenues | 6,112,305 | 698,952 | 773,717 | 7,584,974 |
| USES | | | | |
| Legislative | 249,583 | | | 249,583 |
| Administration/Support | 1,779,990 | | | 1,779,990 |
| Public Safety | 2,004,076 | 56,175 | | 2,060,251 |
| Public Works | 320,812 | 324,086 | | 644,898 |
| Planning | 1,227,506 | | | 1,227,506 |
| Community Services | 1,241,032 | 51,445 | 842,481 | 2,134,958 |
| Operations Expenditures | 6,822,999 | 431,706 | 842,481 | 8,097,186 |
| Capital Projects | 230,654 | 576,178 | | 806,832 |
| Total Expenditures | 7,053,653 | 1,007,884 | 842,481 | 8,904,018 |
| Net Change | (941,348) | (308,932) | (68,764) | (1,319,044) |
| Fund Balance/RE - 7/1/08 | 4,503,699 | 727,742 | 77,918 | 5,309,359 |
| Fund Balance/RE - 6/30/09 | 3,562,351 | 418,810 | 9,154 | 3,990,315 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,112,305 | 698,952 | 773,717 | 7,584,974 |
| Less: Capital Grant Revenues | | | | |
| Less: Operations Expenditures | (6,822,999) | (431,706) | (842,481) | (8,097,186) |
| RESULTS AFTER ADD-BACKS | (710,694) | 267,246 | (68,764) | (512,212) |
| Add: Note Receivable | 160,000 | | | 160,000 |
| Utilization of Fund Balance | 450,000 | | | 450,000 |
| SUBTOTALS BEFORE SPECIALS | (100,694) | 267,246 | (68,764) | 97,788 |
| Add: Special Project Costs | 108,473 | | | 108,473 |
| NET OPERATING RESULTS (\$) | 7,779 | 267,246 | (68,764) | 206,261 |
| Net Operating Results (%) as a % of Revenues | 0% | 38% | -9% | 3% |

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

| EXHIBIT D City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2008-09 Estimated | (Continued) Special Funds | | | | | | | | | | | | | Enterprise Funds | | | |
|--|---------------------------|-------------------|--------------------------------|-------------------------|----------------------|-----------------|----------------|---------------------|------------------------|---------------------------------|--------------------------------|---------------------------------|----------------------|-----------------------------|------------------|-----------------|------------------------------|
| | Quimby Fees 10 | State GT 11 | PROP A Local Trans 13 | Traffic Safety 14 | Transit Imp 18 | PROP C 19 | AQMD 20 | STPL Grant 21 | Prop 1B Grant 22 | 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 |
| SOURCES | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | 177,189 | 5,000 | | 127,000 | 105,000 | 9,100 | 6,927 | | | 17,195 | 28,000 | | 475,411 | | | |
| REV FR OTH AGENCIES | | | | | | | | | | | | | | | 719,317 | 49,400 | 768,717 |
| CHARGES FOR SVCS | | | | 42,000 | | | | | | | | | | 42,000 | | | |
| FINES/FORFEITURES | | | 85 | 551 | 1,700 | 2,000 | 2,500 | 55 | 4,400 | | | | 1,000 | 12,691 | | 5,000 | 5,000 |
| USE OF MONEY/PROPERTY | 100 | 300 | | | | | | | | | | | 50,000 | 168,850 | | | |
| OTHER REVENUES | 118,850 | | | | | | | | | | | | | | | | |
| Total Revenues | 118,950 | 177,489 | 5,085 | 42,551 | 128,700 | 107,000 | 11,600 | 6,982 | 4,400 | | 17,195 | 28,000 | 51,000 | 698,952 | 719,317 | 54,400 | 773,717 |
| USES | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | |
| Public Safety | | | | 56,175 | | | | | | | | | | 56,175 | | | |
| Public Works | | 192,500 | | | 131,586 | | | | | | | | | 324,086 | | | |
| Planning | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | 14,000 | | 37,445 | 51,445 | 756,011 | 86,470 | 842,481 |
| Operations Expenditures | | 192,500 | | 56,175 | 131,586 | | | | | | 14,000 | | 37,445 | 431,706 | 756,011 | 86,470 | 842,481 |
| Capital Projects | | | | | | | | 315,987 | 35,500 | 180,000 | | | 44,691 | 576,178 | | | |
| Total Expenditures | | 192,500 | | 56,175 | 131,586 | | | 315,987 | 35,500 | 194,000 | | | 82,136 | 1,007,884 | 756,011 | 86,470 | 842,481 |
| Net Change | 118,950 | (15,011) | 5,085 | (13,624) | (2,886) | 107,000 | 11,600 | 6,982 | (311,587) | (35,500) | (176,805) | 28,000 | (31,136) | (308,932) | (36,694) | (32,070) | (68,764) |
| Fund Balance/RE - 7/1/08 | | (51,897) | 11,105 | 35,138 | 129,948 | 92,318 | 150,478 | | 400,000 | (16,971) | (72,869) | (56) | 50,548 | 727,742 | (97,021) | 174,939 | 77,918 |
| Fund Balance/RE - 6/30/09 | 118,950 | (66,908) | 16,190 | 21,514 | 127,062 | 199,318 | 162,078 | 6,982 | 88,413 | (52,471) | (249,674) | 27,944 | 19,412 | 418,810 | (133,715) | 142,869 | 9,154 |
| OPERATING RESULTS: | | | | | | | | | | | | | | | | | |
| Total Revenues | | | | | | | | | | | | | | | | | |
| Less: Capital Grant Revenues | | | | | | | | | | | | | | | | | |
| Less: Operations Expenditures | | | | | | | | | | | | | | | | | |
| RESULTS AFTER ADD-BACKS | | | | | | | | | | | | | | | | | |
| Add: Note Receivable | | | | | | | | | | | | | | | | | |
| Utilization of Fund Balance | | | | | | | | | | | | | | | | | |
| SUBTOTALS BEFORE SPECIALS | | | | | | | | | | | | | | | | | |
| Add: Special Project Costs | | | | | | | | | | | | | | | | | |
| NET OPERATING RESULTS (\$) | | | | | | | | | | | | | | | | | |
| 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

| EXHIBIT E | | | | |
|--|-------------------------|--------------------------------------|-----------------------------|------------------|
| City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2009-10 Proposed | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| SOURCES | | | | |
| TAXES | 3,705,504 | | | 3,705,504 |
| LICENSES/PERMITS | 529,161 | | | 529,161 |
| REV FR OTH AGENCIES | 1,127,765 | 2,429,450 | | 3,557,215 |
| CHARGES FOR SVCS | 393,800 | | 871,209 | 1,265,009 |
| FINES/FORFEITURES | 46,000 | 42,000 | | 88,000 |
| USE OF MONEY/PROPERTY | 115,000 | 9,890 | 5,000 | 129,890 |
| OTHER REVENUES | 266,200 | 350,000 | | 616,200 |
| Total Revenues | 6,183,431 | 2,831,340 | 876,209 | 9,890,980 |
| USES | | | | |
| Legislative | 250,904 | | | 250,904 |
| Administration/Support | 1,757,387 | | | 1,757,387 |
| Public Safety | 1,858,781 | 62,102 | | 1,920,883 |
| Public Works | 297,580 | 313,739 | | 611,320 |
| Planning | 1,107,733 | | | 1,107,733 |
| Community Services | 1,169,252 | 55,000 | 832,077 | 2,056,329 |
| Operations Expenditures | 6,441,638 | 430,842 | 832,077 | 7,704,557 |
| Capital Projects | 50,000 | 2,119,413 | | 2,169,413 |
| Total Expenditures | 6,491,638 | 2,550,255 | 832,077 | 9,873,970 |
| Net Change | (308,208) | 281,085 | 44,132 | 17,010 |
| Fund Balance/RE - 7/1/09 | 3,562,351 | 418,810 | 9,154 | 3,990,315 |
| Fund Balance/RE - 6/30/10 | 3,254,143 | 699,895 | 53,286 | 4,007,324 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,183,431 | 2,831,340 | 876,209 | 9,890,980 |
| Less: Capital Grant Revenues | | (2,025,150) | | (2,025,150) |
| Less: Operations Expenditures | (6,441,638) | (430,842) | (832,077) | (7,704,557) |
| RESULTS BEFORE ADD-BACKS | (258,208) | 375,348 | 44,132 | 161,273 |
| Add: Note Receivable | 160,000 | | | 160,000 |
| Utilization of Fund Balance | 100,000 | | | 100,000 |
| SUBTOTALS BEFORE SPECIALS | 1,792 | 375,348 | 44,132 | 421,273 |
| Add: Special Project Costs | | | | |
| NET OPERATING RESULTS (\$) | 1,792 | 375,348 | 44,132 | 421,273 |
| Net Operating Results (%) as a % of Revenues | 0% | 13% | 5% | 4% |

| EXHIBIT F | | | | |
|--|-------------------------|--------------------------------------|-----------------------------|-------------------|
| City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2010-11 Proposed | General Fund | Special Revenue Funds | Enterprise Funds | Total |
| SOURCES | | | | |
| TAXES | 3,785,469 | | | 3,785,469 |
| LICENSES/PERMITS | 529,161 | | | 529,161 |
| REV FR OTH AGENCIES | 1,157,643 | 2,810,280 | | 3,967,923 |
| CHARGES FOR SVCS | 393,800 | | 890,410 | 1,284,210 |
| FINES/FORFEITURES | 46,000 | 42,000 | | 88,000 |
| USE OF MONEY/PROPERTY | 115,000 | 7,835 | 5,000 | 127,835 |
| OTHER REVENUES | 266,200 | 350,000 | | 616,200 |
| Total Revenues | 6,293,273 | 3,210,115 | 895,410 | 10,398,798 |
| USES | | | | |
| Legislative | 250,922 | | | 250,922 |
| Administration/Support | 1,712,872 | | | 1,712,872 |
| Public Safety | 1,846,838 | 62,105 | | 1,908,943 |
| Public Works | 301,595 | 313,743 | | 615,338 |
| Planning | 1,116,949 | | | 1,116,949 |
| Community Services | 1,181,155 | 55,000 | 827,620 | 2,063,775 |
| Operations Expenditures | 6,410,332 | 430,848 | 827,620 | 7,668,799 |
| Capital Projects | 50,000 | 2,592,416 | | 2,642,416 |
| Total Expenditures | 6,460,332 | 3,023,264 | 827,620 | 10,311,215 |
| Net Change | (167,058) | 186,851 | 67,790 | 87,583 |
| Fund Balance/RE - 7/1/10 | 3,254,143 | 699,895 | 53,286 | 4,007,324 |
| Fund Balance/RE - 6/30/11 | 3,087,085 | 886,747 | 121,076 | 4,094,907 |
| OPERATING RESULTS: | | | | |
| Total Revenues | 6,293,273 | 3,210,115 | 895,410 | 10,398,798 |
| Less: Capital Grant Revenues | | (2,403,980) | | (2,403,980) |
| Less: Operations Expenditures | (6,410,332) | (430,848) | (827,620) | (7,668,799) |
| RESULTS BEFORE ADD-BACKS | (117,058) | 375,287 | 67,790 | 326,019 |
| Add: Note Receivable | 160,000 | | | 160,000 |
| Utilization of Fund Balance | | | | |
| SUBTOTALS BEFORE SPECIALS | 42,942 | 375,287 | 67,790 | 486,019 |
| Add: Special Project Costs | | | | |
| NET OPERATING RESULTS (\$) | 42,942 | 375,287 | 67,790 | 486,019 |
| Net Operating Results (%) | 1% | 12% | 8% | 5% |

| EXHIBIT F City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2010-11 Proposed | (Continued) Special Funds | | | | | | | | | | | | | | | | Enterprise Funds | | |
|---|---------------------------|-------------------|--------------------------------|-------------------------|----------------------|-----------------|----------------|---------------------|--------------------------|--------------------------------|------------------------------|---------------------------------|--------------------------------|---------------------------------|----------------------|-----------------------------|------------------|-----------------|------------------------------|
| | Quimby Fees 10 | State GT 11 | PROP A Local Trans 13 | Traffic Safety 14 | Transit Imp 18 | PROP C 19 | AQMD 20 | STPL Grant 21 | Measure R Grant 23 | Federal STIP Grant 24 | State SR2S Grant 25 | 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 |
| SOURCES | | | | | | | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | | | | | | | |
| LICENSES/PERMITS | | | | | | | | | | | | | | | | | | | |
| REV FR OTH AGENCIES | | 157,200 | 5,000 | | 127,000 | 108,000 | 9,100 | 80,000 | 1,803,000 | 496,980 | 10,000 | 14,000 | | | | 2,810,280 | | | |
| CHARGES FOR SVCS | | | | | | | | | | | | | | | | | | | |
| FINES/FORFEITURES | | | | 42,000 | | | | | | | | | | | | 42,000 | 838,610 | 51,800 | 890,410 |
| USE OF MONEY/PROPERTY | | | 85 | 550 | 1,700 | 2,000 | 2,500 | | | | | | | | 1,000 | 7,835 | | 5,000 | 5,000 |
| OTHER REVENUES | 300,000 | | | | | | | | | | | | | | 50,000 | 350,000 | | | |
| Total Revenues | 300,000 | 157,200 | 5,085 | 42,550 | 128,700 | 110,000 | 11,600 | 80,000 | 1,803,000 | 496,980 | 10,000 | 14,000 | | 51,000 | 3,210,115 | 838,610 | 56,800 | 895,410 | |
| USES | | | | | | | | | | | | | | | | | | | |
| Legislative | | | | | | | | | | | | | | | | | | | |
| Administration/Support | | | | | | | | | | | | | | | | | | | |
| Public Safety | | | | 62,105 | | | | | | | | | | | | 62,105 | | | |
| Public Works | | 182,000 | | | 131,743 | | | | | | | | | | | 313,743 | | | |
| Planning | | | | | | | | | | | | | | | | | | | |
| Community Services | | | | | | | | | | | | | 14,000 | | 41,000 | 55,000 | 756,438 | 71,181 | 827,620 |
| Operations Expenditures | | 182,000 | | 62,105 | 131,743 | | | | | | | 14,000 | | 41,000 | 430,848 | 756,438 | 71,181 | 827,620 | |
| Capital Projects | | | | | | 193,436 | | 80,000 | 1,803,000 | 496,980 | 10,000 | | | | 9,000 | 2,592,416 | | | |
| Total Expenditures | 182,000 | | | 62,105 | 131,743 | 193,436 | | 80,000 | 1,803,000 | 496,980 | 10,000 | 14,000 | | 50,000 | 3,023,264 | 756,438 | 71,181 | 827,620 | |
| Net Change | 300,000 | (24,800) | 5,085 | (19,555) | (3,043) | (83,436) | 11,600 | | | | | | | | 1,000 | 186,851 | 82,171 | (14,381) | 67,790 |
| Fund Balance/RE - 7/1/10 | 418,950 | (91,708) | 21,275 | 1,962 | 124,023 | 52,918 | 173,678 | 7,037 | | | | 13,079 | (69,674) | 27,944 | 20,412 | 699,895 | (75,734) | 129,020 | 53,286 |
| Fund Balance/RE - 6/30/11 | 718,950 | (116,508) | 26,360 | (17,593) | 120,980 | (30,518) | 185,278 | 7,037 | | | | 13,079 | (69,674) | 27,944 | 21,412 | 886,747 | 6,437 | 114,639 | 121,076 |



CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

| | EXHIBIT C Actual Year Ending June 30, 2008 | EXHIBIT D Estimated Year Ending June 30, 2009 | EXHIBIT E Proposed Year Ending June 30, 2010 | EXHIBIT F Proposed Year Ending June 30, 2011 |
|---|---|--|---|---|
| FUND BALANCE (per Exhibit) | 4,500,951 | 3,562,351 | 3,254,143 | 3,087,085 |
| FUND BALANCE, RESERVED: | | | | |
| Encumbrances | 0 | 0 | 0 | 0 |
| Other Reserves | 0 | 0 | 0 | 0 |
| CLEEP Grant | 34,823 | 34,823 | 34,823 | 34,823 |
| Traffic Congestion Grant | 0 | 0 | 0 | 0 |
| Prepaid Costs | 0 | 0 | 0 | 0 |
| Inventories | 10,030 | 10,000 | 10,000 | 10,000 |
| Maintenance of Hawthorne Canyon | 60,000 | 60,000 | 60,000 | 60,000 |
| Note Receivable | 560,000 | 400,000 | 240,000 | 80,000 |
| Fund Balance, Total Reserved | 664,853 | 504,823 | 344,823 | 184,823 |
| FUND BALANCE, UNRESERVED: | | | | |
| DESIGNATED: | | | | |
| Future Operating Expenditures | 876,500 | 716,500 | 556,500 | 556,500 |
| CAPITAL PROJECTS (following fiscal year) | 237,915 | 50,000 | 50,000 | 50,000 |
| PERS Rate Stabilization | 400,000 | 200,000 | 200,000 | 200,000 |
| Insurance Claims | 150,000 | 150,000 | 150,000 | 150,000 |
| Equipment | 136,800 | 136,800 | 136,800 | 136,800 |
| Fund 02 Capital Projects | 349,416 | 302,012 | 302,012 | 302,012 |
| FUND BALANCE, DESIGNATED: | 2,150,631 | 1,555,312 | 1,395,312 | 1,395,312 |
| FUND BALANCE, UNRESERVED, UNDESIGNATED: | 1,685,467 | 1,502,216 | 1,514,008 | 1,506,950 |

NOTE: 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 6/30/2008**

| 70-0110 LAND | | | | NET |
|-------------------|--------------------------------------|---------------------|--|---------------------|
| Date Acquired | Description | Cost | FORMER DESCRIPTIONS (UPDATED AS OF 6/30/04): | 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 | | |
| 12/27/2007 | STABLES CARETAKER LAND | 1,276.00 | | |
| TOTAL LAND | | 3,864,943.00 | | 3,864,943.00 |

| 70-0120 BUILDINGS | | | | ACC DEP | CY | ACC DEP | DEPREC. By | NET |
|------------------------|---|---------------------|-------------------|------------------|-------------------|------------|-------------------|-----|
| Date Acquired | Description | Cost | 6/30/07 | DEP | 6/30/08 | FUNCTION | ASSETS | |
| 6/1/1974 | 50 CITY HALL & COUNCIL CHAMBERS | 407,145.00 | 364,107.58 | 8,142.90 | 372,250.48 | GEN. GOVT. | 34,894.52 | |
| 7/1/1982 | 50 CITY HALL ADDITION | 17,910.00 | 11,414.78 | 358.20 | 11,772.98 | GEN. GOVT. | 6,137.02 | |
| 7/1/1982 | 50 MAINTENANCE BUILDING | 187,178.00 | 176,532.15 | 3,743.56 | 180,275.71 | PARKS | 6,902.29 | |
| 6/30/1981 | 10 CITY HALL LIGHTING | 5,795.00 | 5,795.00 | - | 5,795.00 | N/A | - | |
| 12/1/1989 | 10 CHAMBER/CITY HALL IMPRVMT | 19,005.20 | 19,005.20 | - | 19,005.20 | N/A | - | |
| 3/1/1999 | 20 GENERATOR (AT CITY HALL) | 46,207.00 | 20,793.15 | 2,310.35 | 23,103.50 | GEN. GOVT. | 23,103.50 | |
| 11/1/1998 | 10 EAVES REPAIR (AT CITY HALL) | 8,850.00 | 7,965.00 | 885.00 | 8,850.00 | GEN. GOVT. | 0.00 | |
| 6/28/2000 | 5 PARKING LOT PAVING (AT CITY HALL) | 25,500.00 | 25,500.00 | - | 25,500.00 | GEN. GOVT. | - | |
| 3/28/2000 | 10 FIRE & SECURITY ALARM SYSTEM: C.H. | 12,880.56 | 10,304.47 | 1,288.06 | 11,592.53 | GEN. GOVT. | 1,288.03 | |
| 3/26/2002 | 25 MAINTENANCE YARD EXPANSION | 5,765.64 | 1,383.77 | 230.63 | 1,614.40 | PARKS | 4,151.24 | |
| 6/30/2002 | 3 HVAC DESIGNS/PLANS (KEEP, part of AC) | 1,698.14 | 1,698.14 | - | 1,698.14 | GEN. GOVT. | - | |
| 11/12/2002 | 25 MAINTENANCE YARD EXPANSION | 9,489.86 | 1,897.96 | 379.59 | 2,277.55 | PARKS | 7,212.31 | |
| 4/22/2003 | 20 HVAC SYSTEM & BUILDING EXTENSION | 44,904.54 | 8,980.91 | 2,245.23 | 11,226.14 | GEN. GOVT. | 33,678.40 | |
| 7/8/2003 | 25 HOWLETT RESTROOMS (ADA) | 8,961.12 | 1,433.77 | 358.44 | 1,792.21 | PARKS | 7,168.91 | |
| 6/28/2005 | 20 SEISMIC RETROFIT DESIGN | 16,000.00 | 2,000.00 | 800.00 | 2,800.00 | GEN. GOVT. | 13,200.00 | |
| various 05-06 | 20 SEISMIC RETROFIT DESIGN/CONSTRUCT | 210,471.47 | 15,785.36 | 10,523.57 | 26,308.93 | GEN. GOVT. | 184,162.54 | |
| various 06-07 | 25 HOWLETT RESTROOMS (ADA) | 109,112.40 | 2,182.25 | 4,364.50 | 6,546.75 | PARKS | 102,565.65 | |
| various 06-07 | 20 SEISMIC RETROFIT/RENOVATION: C.H. | 121,520.44 | 3,038.01 | 6,076.02 | 9,114.03 | GEN. GOVT. | 112,406.41 | |
| 5/27/2008 | 20 C.H. AUTOMATIC DOOR OPENERS | 8,460.00 | | 211.50 | 211.50 | GEN. GOVT. | 8,248.50 | |
| various 07-08 | 20 C.H. RENOVATION/LIGHTING | 37,888.69 | | 947.22 | 947.22 | GEN. GOVT. | 36,941.47 | |
| various 07-08 | 20 C.H. KITCHEN | 25,297.81 | | 632.45 | 632.45 | GEN. GOVT. | 24,665.36 | |
| TOTAL BUILDINGS | | 1,330,040.87 | 679,817.50 | 43,497.22 | 723,314.72 | | 606,726.15 | |

| 70-0130 IMPROVEMENTS & FACILITIES | | | | ACC DEP | CY | ACC DEP | DEPREC. By | NET |
|-----------------------------------|-------|------------------------------------|-------------------|------------------|-------------------|------------|-------------------|------------|
| Date Acquired | # YRS | Description | Cost | 6/30/07 | DEP | 6/30/08 | FUNCTION | ASSETS |
| 6/30/1981 | 20 | POWER WEED WACKER & OTHER IMPR. | 130,031.00 | 130,031.00 | - | 130,031.00 | N/A | - |
| 6/30/1982 | 20 | DAPPLEGRAY PARK | 154,682.00 | 154,682.00 | - | 154,682.00 | N/A | - |
| 6/30/1997 | 20 | NATURE CENTER INTERIOR | 78,145.79 | 39,072.90 | 3,907.29 | 42,980.19 | PARKS | 35,165.60 |
| 6/30/1997 | 20 | NATURE CENTER EXTERIOR | 6,493.15 | 3,246.59 | 324.66 | 3,571.25 | PARKS | 2,921.90 |
| 6/11/1996 | 20 | TREE EXHIBIT NATURE CENTER | 5,010.90 | 2,505.46 | 250.55 | 2,756.01 | PARKS | 2,254.89 |
| 11/26/1996 | 20 | EXHIBIT DESIGN: NATURE CENTER | 6,739.00 | 3,369.50 | 336.95 | 3,706.45 | PARKS | 3,032.55 |
| 12/24/1996 | 20 | EXHIBIT DESIGN: NATURE CENTER | 6,739.00 | 3,369.50 | 336.95 | 3,706.45 | PARKS | 3,032.55 |
| 1/14/1997 | 20 | FINAL GRAPHIC DESIGN: NTR CENTER | 6,888.50 | 3,444.26 | 344.43 | 3,788.69 | PARKS | 3,099.81 |
| 1/14/1997 | 20 | PROD/PORCE PAN. | 7,187.50 | 3,593.76 | 359.38 | 3,953.14 | PARKS | 3,234.36 |
| 6/30/1997 | 5 | RIDING RING IMPROVEMENTS | 7,775.75 | 7,775.75 | - | 7,775.75 | N/A | - |
| 6/30/1997 | 20 | HOWLETT PARK DRESSAGE ARENA | 15,639.27 | 7,819.63 | 781.96 | 8,601.59 | PARKS | 7,037.68 |
| 6/30/1997 | 20 | NATURE CENTER IMPROVEMENTS | 6,304.00 | 3,152.00 | 315.20 | 3,467.20 | PARKS | 2,836.80 |
| 6/30/1997 | 20 | NATURE CENTER TRAIL IMPROVEMENTS | 67,531.32 | 33,765.67 | 3,376.57 | 37,142.24 | PARKS | 30,389.08 |
| 6/30/1998 | 20 | FENCING: LUNGING ARENA | 6,500.00 | 2,925.00 | 325.00 | 3,250.00 | PARKS | 3,250.00 |
| 6/30/1999 | 20 | THREE-RAIL FENCING | 21,800.00 | 8,720.00 | 1,090.00 | 9,810.00 | PARKS | 11,990.00 |
| 6/30/1999 | 20 | HOWLETT PARK SPORTSFIELD IMPRV. | 95,844.28 | 38,337.71 | 4,792.21 | 43,129.92 | PARKS | 52,714.36 |
| 6/30/1999 | 20 | ROCKBLUFF PARK PLAYGROUND EQUIP. | 13,819.11 | 5,527.65 | 690.96 | 6,218.61 | PARKS | 7,600.50 |
| 6/30/1999 | 20 | NATURE CENTER RESTROOM | 11,420.00 | 4,568.00 | 571.00 | 5,139.00 | PARKS | 6,281.00 |
| 6/30/2000 | 20 | HOWLETT PARK SPORTSFIELD IMPRV. | 170,816.56 | 59,785.80 | 8,540.83 | 68,326.63 | PARKS | 102,489.93 |
| 6/30/2000 | 20 | ROCKBLUFF PARK IRRIGATION IMPRV. | 7,063.92 | 2,471.98 | 353.20 | 2,825.18 | PARKS | 4,238.74 |
| 6/30/2000 | 20 | DAPPLEGRAY PARK RIDING RING IMPR. | 15,501.06 | 5,425.37 | 775.05 | 6,200.42 | PARKS | 9,300.64 |
| 6/30/2000 | 20 | HOWLETT PARK ELECTRICAL UPGRADES | 10,759.81 | 3,765.93 | 537.99 | 4,303.92 | PARKS | 6,455.89 |
| 6/30/2000 | 3 | ACTIVITY CENTER FEASIBILITY STUDY | 16,068.60 | 16,068.60 | - | 16,068.60 | N/A | - |
| 6/30/2001 | 20 | THREE-RAIL FENCING | 26,223.00 | 7,866.90 | 1,311.15 | 9,178.05 | PARKS | 17,044.95 |
| 6/30/2001 | 20 | HIGHRIDGE PARK SOCCER FIELD IMPR. | 5,114.84 | 1,534.44 | 255.74 | 1,790.18 | PARKS | 3,324.66 |
| 6/30/2001 | 20 | HOWLETT PARK RIDING RING | 15,815.56 | 4,744.68 | 790.78 | 5,535.46 | PARKS | 10,280.10 |
| 6/30/2002 | 20 | THREE-RAIL FENCING | 10,291.20 | 2,572.80 | 514.56 | 3,087.36 | PARKS | 7,203.84 |
| 6/30/2002 | 20 | HOWLETT PARK SPORTSFIELD IMPRV. | 17,465.00 | 4,366.25 | 873.25 | 5,239.50 | PARKS | 12,225.50 |
| 6/30/2002 | 20 | SILVER SPUR PARK IRRIGATION SYSTEM | 7,390.00 | 1,847.50 | 369.50 | 2,217.00 | PARKS | 5,173.00 |
| 6/30/2003 | 20 | THREE-RAIL FENCING | 35,827.83 | 7,165.56 | 1,791.39 | 8,956.95 | PARKS | 26,870.88 |
| 6/30/2003 | 20 | HIGHRIDGE PK SOFTBALL FIELD DUGOUT | 8,879.00 | 1,775.80 | 443.95 | 2,219.75 | PARKS | 6,659.25 |
| 6/30/2003 | 20 | HOWLETT PARK RIDING RING IMPRV. | 6,000.00 | 1,200.00 | 300.00 | 1,500.00 | PARKS | 4,500.00 |
| 9/13/2005 | 20 | MAINTENANCE YARD FENCING | 6,625.00 | 496.88 | 331.25 | 828.13 | PARKS | 5,796.87 |
| 1/10/2006 | 20 | THREE-RAIL FENCING | 32,476.00 | 2,435.70 | 1,623.80 | 4,059.50 | PARKS | 28,416.50 |
| 3/13/2007 | 20 | THREE-RAIL FENCING | 32,024.50 | 800.61 | 1,601.23 | 2,401.84 | PARKS | 29,622.66 |
| 6/30/2008 | 20 | THREE-RAIL FENCING | 25,100.00 | | 627.50 | 627.50 | PARKS | 24,472.50 |
| SUBTOTAL IMPROVEMENTS | | 1,097,992.45 | 580,231.18 | 38,844.28 | 619,075.46 | | 478,916.99 | |

| 70-0130 PARK IMPROVEMENTS AND FACILITIES | | ACC DEP | CY | ACC DEP | DEPREC. By | NET | |
|---|-------------|------------------------------|----------------------------|--------------------------|-------------------------|---------------------------|--------------------------|
| Date Acquired # YRS | Description | Cost | 6/30/07 | DEP | 6/30/08 | FUNCTION ASSETS | |
| 7/82 | 20 | 10 STALL BARN | 46,116.00 | 46,116.00 | - | 46,116.00 N/A - | |
| 7/82 | 20 | BASEBALL BLEACHERS (6) | 19,320.00 | 19,320.00 | - | 19,320.00 N/A - | |
| 7/82 | 20 | BASKETBALL COURTS | 16,900.00 | 16,900.00 | - | 16,900.00 N/A - | |
| 7/82 | 20 | EQUESTRIAN BLEACHERS | 8,658.00 | 8,658.00 | - | 8,658.00 N/A - | |
| 6/77 | 25 | EQUESTRIAN OFFICE/AC POR BDG | 11,422.00 | 11,422.00 | - | 11,422.00 N/A - | |
| various 98-99 | 20 | FENCING | 87,938.00 | 39,572.10 | 4,396.90 | 43,969.00 PARKS 43,969.00 | |
| 7/82 | 20 | HANDBALL COURTS | 48,800.00 | 48,800.00 | - | 48,800.00 N/A - | |
| 9/82 | 10 | MAINT EQUIP | 14,696.00 | 14,696.00 | - | 14,696.00 N/A - | |
| 9/82 | 5 | MISC. PARK EQUIP | 13,846.00 | 13,846.00 | - | 13,846.00 N/A - | |
| 7/82 | 25 | RESTROOM BUILDING | 49,622.00 | 48,631.18 | 990.82 | 49,622.00 PARKS - | |
| 6/77 | 25 | RESTROOM # 1 | 14,308.00 | 14,017.52 | 290.48 | 14,308.00 PARKS - | |
| 1/11/2005 | 10 | RIGHT-OF-WAY RAILING | 19,511.00 | 4,877.75 | 1,951.10 | 6,828.85 PARKS 12,682.15 | |
| SUBTOTAL IMPROVEMENTS | | | <u>351,137.00</u> | <u>286,856.55</u> | <u>7,629.30</u> | <u>294,485.85</u> | <u>56,651.15</u> |
| TOTAL IMPROVEMENTS | | | <u>1,449,129.45</u> | <u>867,087.73</u> | <u>46,473.58</u> | <u>913,561.31</u> | <u>635,568.14</u> |

| 70-0140 VEHICLES | | ACC DEP | CY | ACC DEP | DEPREC. By | NET | |
|-------------------------|-------------|------------------------------------|-------------------|-------------------|------------------|---------------------------|------------------|
| Date Acquired # YRS | Description | Cost | 6/30/07 | DEP | 6/30/08 | FUNCTION ASSETS | |
| 10/1/1990 | 7 | GROUNDMASTER LAWNMOWER | 12,702.18 | 12,702.18 | - | 12,702.18 N/A - | |
| 9/14/1982 | 10 | RAKE-O-VAC, TORO | 13,312.50 | 13,312.50 | - | 13,312.50 N/A - | |
| 6/1/1993 | 6 | 93 4WD PICKUP | 14,764.63 | 14,764.63 | - | 14,764.63 N/A - | |
| 1/1/1994 | 7 | ONE TON FLATBED | 24,879.00 | 24,879.00 | - | 24,879.00 N/A - | |
| 10/1/1987 | 6 | 88 CHEVY 1 TON PU & CAB | 14,816.70 | 14,816.70 | - | 14,816.70 N/A - | |
| 10/1/1991 | 10 | TRACTOR LOADER-FORD | 35,173.67 | 35,173.67 | - | 35,173.67 N/A - | |
| 6/23/1998 | 5 | RADAR TRAILER | 16,203.94 | 16,203.94 | - | 16,203.94 N/A - | |
| 7/28/1998 | 5 | EOC STATUS BOARD | 5,209.73 | 5,209.73 | - | 5,209.73 N/A - | |
| 9/29/1999 | 6 | 2000 GMC 1 TON TRUCK W/CAB | 20,616.21 | 20,616.21 | - | 20,616.21 PARKS - | |
| 10/18/1999 | 6 | 2000 GMC TRUCK STAKE DUMP BODY | 5,265.28 | 5,265.28 | - | 5,265.28 PARKS - | |
| 8/22/2001 | 10 | 545 TRACTOR SKIPLOADER | 46,158.17 | 32,310.72 | 4,615.82 | 36,926.54 PARKS 9,231.63 | |
| 11/27/2001 | 10 | 2001 HOLLAND TRACTOR | 23,980.32 | 14,388.18 | 2,398.03 | 16,786.21 PARKS 7,194.11 | |
| 5/14/2002 | 7 | 2002 GMC PICKUP TRUCK | 23,397.03 | 20,054.59 | 3,342.44 | 23,397.03 PARKS - | |
| 12/24/2002 | 7 | BRADCO #609 BACKHOE | 9,796.30 | 6,997.35 | 1,399.47 | 8,396.82 PARKS 1,399.48 | |
| 1/14/2003 | 10 | VERMEER BRUSH CHIPPER | 31,620.50 | 15,810.25 | 3,162.05 | 18,972.30 PARKS 12,648.20 | |
| 12/9/2003 | 5 | 545 FORD TRACTOR BETTERMENT | 5,664.95 | 4,531.96 | 1,132.99 | 5,664.95 PARKS - | |
| 3/10/2004 | 7 | 1992 FORD F250 TRUCK & AERIAL LIFT | 14,112.40 | 8,064.23 | 2,016.06 | 10,080.29 PARKS 4,032.11 | |
| 12/15/2004 | 5 | 2005 FORD FIVE HUNDRED | 24,848.65 | 12,424.33 | 4,969.73 | 17,394.06 ADMIN 7,454.59 | |
| 12/15/2004 | 5 | 2005 FORD FIVE HUNDRED | 24,848.64 | 12,424.32 | 4,969.73 | 17,394.05 ADMIN 7,454.59 | |
| 3/8/2006 | 5 | 2006 FORD RANGER XLT | 21,734.53 | 6,520.37 | 4,346.91 | 10,867.28 PARKS 10,867.25 | |
| 3/8/2006 | 5 | 2006 FORD F-350 UTILITY TRUCK | 29,031.71 | 8,709.51 | 5,806.34 | 14,515.85 PARKS 14,515.86 | |
| 3/8/2006 | 5 | 2006 FORD F-350 DUMP TRUCK | 28,888.96 | 8,666.69 | 5,777.79 | 14,444.48 PARKS 14,444.48 | |
| SUBTOTAL VEHICLES | | | <u>447,026.00</u> | <u>313,846.34</u> | <u>43,937.36</u> | <u>357,783.70</u> | <u>89,242.30</u> |

| 70-0140 EQUIPMENT | | ACC DEP | CY | ACC DEP | DEPREC. By | NET | |
|--------------------------|-------------|---|--------------------------|--------------------------|-------------------------|--------------------------------|--------------------------|
| Date Acquired # YRS | Description | Cost | 6/30/07 | DEP | 6/30/08 | FUNCTION ASSETS | |
| 6/30/1996 | 10 | EQUIPMENT ADDITIONS | 6,388.27 | 6,388.27 | - | 6,388.27 N/A - | |
| 8/31/1997 | 5 | VAN (Aerial Lift removed and sold in 2003-04) | 7,707.45 | 7,707.45 | - | 7,707.45 N/A - | |
| 6/30/1995 | 5 | EQUIPMENT ADDITIONS | 20,000.00 | 20,000.00 | - | 20,000.00 N/A - | |
| 6/13/2000 | 5 | MOBILE RADIO SYSTEM | 7,497.14 | 7,497.14 | - | 7,497.14 N/A - | |
| 11/30/2000 | 3 | ACCOUNTING SERVER | 11,237.50 | 11,237.50 | - | 11,237.50 N/A - | |
| 6/15/2001 | 5 | MICROFICHE READER/PRINTER | 6,743.52 | 6,743.52 | - | 6,743.52 GEN. GOVT. - | |
| 6/30/2003 | 10 | OCE 3275 DIGITAL COPIER | 23,717.39 | 9,486.96 | 2,371.74 | 11,858.70 GEN. GOVT. 11,858.69 | |
| various 05-06 | 5 | FUND ACCOUNTING SOFTWARE | 118,999.89 | 35,699.97 | 23,799.98 | 59,499.95 GEN. GOVT. 59,499.94 | |
| 9/26/2006 | 8 | DATANET PHONE SYSTEM - CITY HALL | 17,733.52 | 1,108.35 | 2,216.69 | 3,325.04 GEN. GOVT. 14,408.48 | |
| SUBTOTAL EQUIPMENT | | | <u>220,024.68</u> | <u>105,869.16</u> | <u>28,388.41</u> | <u>134,257.57</u> | <u>85,767.11</u> |
| TOTAL EQUIPMENT | | | <u>667,050.68</u> | <u>419,715.50</u> | <u>72,325.77</u> | <u>492,041.27</u> | <u>175,009.41</u> |

70-0150 FURNITURE & FIXTURES

| Date Acquired | # YRS | Description | Cost | ACC DEP 6/30/07 | CY DEP | ACC DEP 6/30/08 | DEPREC. By FUNCTION | NET ASSETS |
|---------------------------------------|-------|------------------------------------|------------------|--------------------|-----------------|--------------------|------------------------|-----------------|
| 6/30/1993 | 10 | MODULAR OFFICE WORKSTATIONS - C.H. | 54,208.17 | 54,208.17 | - | 54,208.17 | N/A | - |
| 8/24/1999 | 10 | OFFICE FURNITURE - CITY HALL | 25,662.96 | 20,530.89 | 2,566.30 | 23,097.19 | GEN. GOVT. | 2,565.77 |
| 11/13/2001 | 10 | COUNCIL CHAMBER CHAIRS | 6,192.96 | 3,715.79 | 619.30 | 4,335.09 | GEN. GOVT. | 1,857.87 |
| TOTAL FURNITURE & FIXTURES | | | 86,064.09 | 78,454.85 | 3,185.60 | 81,640.45 | | 4,423.64 |

70-0170 INFRASTRUCTURE

| Date Acquired | # YRS | Description | Cost | ACC DEP 6/30/07 | CY DEP | ACC DEP 6/30/08 | DEPREC. By FUNCTION | NET ASSETS |
|-----------------------------|-----------|-----------------------------------|---------------------|--------------------|------------------|--------------------|------------------------|---------------------|
| 6/30/2004 | 15 | STREETS: PAVING OF 4 STREETS * | 469,850.10 | 93,970.02 | 31,323.34 | 125,293.36 | PUBLIC WKS | 344,556.74 |
| 6/30/2004 | 15 | STREETS: CRENSHAW BLVD. PAVING | 52,000.00 | 10,400.01 | 3,466.67 | 13,866.68 | PUBLIC WKS | 38,133.32 |
| 12/13/2005 | 15 | STREETS: RECONSTRUCTION - VARIOUS | 384,743.30 | 38,474.33 | 25,649.55 | 64,123.88 | PUBLIC WKS | 320,619.42 |
| 10/10/2006 | 15 | STREETS: PAVING - VARIOUS | 75,047.26 | 2,501.58 | 5,003.15 | 7,504.73 | PUBLIC WKS | 67,542.53 |
| various 06-07 | 40 | STREETS: RECONSTRUCTION - VARIOUS | 134,237.08 | 1,677.96 | 3,355.93 | 5,033.89 | PUBLIC WKS | 129,203.19 |
| various 06-07 | 30 | TRAFFIC SIGNALS - REPLACEMENTS | 190,309.15 | 3,171.82 | 6,343.64 | 9,515.46 | PUBLIC WKS | 180,793.69 |
| various 06-07 | 50 | STORM DRAIN REPLACEMENTS | 1,069,521.92 | 10,695.22 | 21,390.44 | 32,085.66 | PUBLIC WKS | 1,037,436.26 |
| various 07-08 | 50 | STORM DRAIN REPLACEMENTS | 204,426.04 | | 2,044.26 | 2,044.26 | PUBLIC WKS | 202,381.78 |
| TOTAL INFRASTRUCTURE | | | 2,580,134.85 | 160,890.94 | 98,576.97 | 259,467.91 | | 2,320,666.94 |

NOTE: NO DEPRECIATION IN FIRST YEAR
FOR INFRASTRUCTURE ASSETS.

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

GRAND TOTAL

| | | | | |
|---------------------|---------------------|-------------------|---------------------|---------------------|
| 9,977,362.94 | 2,205,966.52 | 264,059.14 | 2,470,025.66 | 7,507,337.28 |
|---------------------|---------------------|-------------------|---------------------|---------------------|

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Legislative | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 99,953 | 98,428 | 97,931 | 97,124 | 97,142 |
| TOTAL MATERIALS & OPS | 286,351 | 189,100 | 151,652 | 153,780 | 153,780 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 386,304 | 287,528 | 249,583 | 250,904 | 250,922 |

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 |
| Legislative | City Council | 4110 |

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 |
|-----------------------------------|---------------------|--------------------|----------------------|----------------------|-----------------------|
| Legislative | City Council | | | | 4110 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 9,564 | 10,006 | 10,006 | 9,810 | 9,810 |
| 405 Wages - Overtime | - | | | | |
| 410 Benefits | 6,423 | 3,465 | 3,465 | 3,455 | 3,457 |
| TOTAL PERSONNEL | 15,987 | 13,471 | 13,471 | 13,265 | 13,267 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | | 2,500 | 2,500 | 2,500 | 2,500 |
| 463 Mileage | 3,327 | 2,000 | 2,000 | 3,000 | 3,000 |
| 470 Travel & Meetings | 71,134 | 60,000 | 30,000 | 30,000 | 30,000 |
| 472 Dues & Memberships | 15,872 | 18,500 | 18,500 | 18,680 | 18,680 |
| TOTAL MATERIALS & OPS | 90,333 | 83,000 | 53,000 | 54,180 | 54,180 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 106,320 | 96,471 | 66,471 | 67,445 | 67,447 |
| FUND SOURCE | | | | | |
| 01 General Fund | 106,320 | 96,471 | 66,471 | 67,445 | 67,447 |
| TOTAL | 106,320 | 96,471 | 66,471 | 67,445 | 67,447 |

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|--------------------|----------------------------|-------------|
| Legislative | Planning Commission | 4120 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
Planning activity devoted to this activity is 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 |
|-----------------------------------|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Legislative | Planning Commission | | | | 4120 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 15,288 | 16,230 | 16,230 | 15,922 | 15,922 |
| 405 Wages - Overtime | 137 | 500 | 500 | 500 | 500 |
| 410 Benefits | 7,236 | 6,119 | 6,120 | 6,114 | 6,117 |
| TOTAL PERSONNEL | 22,661 | 22,849 | 22,850 | 22,536 | 22,539 |
| MATERIALS & OPERATIONS | | | | | |
| 430 Contractual Services | 4,756 | 7,500 | 3,000 | 3,000 | 3,000 |
| 463 Mileage | 135 | 200 | 200 | 200 | 200 |
| 470 Travel & Meetings | 4,252 | 3,000 | 2,000 | 2,000 | 2,000 |
| TOTAL MATERIALS & OPS | 9,143 | 10,700 | 5,200 | 5,200 | 5,200 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 31,804 | 33,549 | 28,050 | 27,736 | 27,739 |
| FUND SOURCE | | | | | |
| 01 General Fund | 31,804 | 33,549 | 28,050 | 27,736 | 27,739 |
| TOTAL | 31,804 | 33,549 | 28,050 | 27,736 | 27,739 |

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

| Function | Activity | Code |
|--------------------|---------------------------|-------------|
| Legislative | P&A Commission | 4130 |

Narrative

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

Description

- 401 SALARIES/WAGES - FT
Includes a portion of the full time salaries of the Community Services Director and Human Resources Analyst to staff the Park and Activities Commission, City Council and various City advisory committees relative to Community Services.
- 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 |
|-----------------------------------|---------------------------|--------------------|----------------------|----------------------|-----------------------|
| Legislative | P&A Commission | | | | 4130 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 42,094 | 44,157 | 44,157 | 44,154 | 44,154 |
| 405 Wages - Overtime | | 500 | | | |
| 410 Benefits | 19,211 | 17,451 | 17,453 | 17,170 | 17,182 |
| TOTAL PERSONNEL | 61,305 | 62,108 | 61,610 | 61,324 | 61,336 |
| MATERIALS & OPERATIONS | | | | | |
| 470 Travel & Meetings | 10,498 | 3,000 | 2,000 | 2,000 | 2,000 |
| 472 Dues & Memberships | 315 | 400 | 400 | 400 | 400 |
| TOTAL MATERIALS & OPS | 10,813 | 3,400 | 2,400 | 2,400 | 2,400 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 72,118 | 65,508 | 64,010 | 63,724 | 63,736 |
| FUND SOURCE | | | | | |
| 01 General Fund | 72,118 | 65,508 | 64,010 | 63,724 | 63,736 |
| TOTAL | 72,118 | 65,508 | 64,010 | 63,724 | 63,736 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|--------------------|----------------------|-------------|
| Legislative | City Attorney | 4140 |

Narrative

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

Description

- 430 GENERAL CONTRACTUAL SERVICES
Charges are made here for maintenance of Hawthorne Canyon Landfill, with annual expenditures necessary funded through General Fund Reserve Designation when expenditures are required.
- 431 CITY ATTORNEY RETAINER
Covers costs associated with the monthly retainer fee for the City Attorney's services.
- 436 SPECIAL COUNSEL
Covers costs associated with litigation defense, CEQA compliance, settlement and real property transactions that are outside the scope of the above monthly retainer.
- 470 MEETINGS/CONFERENCES/TRAVEL
City Attorney's attendance at 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 |
|----------------------------|----------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Legislative | City Attorney | | | | | 4140 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| 430 Contractual Services | | | | | |
| 431 City Attorney Retainer | 66,000 | 72,000 | 72,000 | 72,000 | 72,000 |
| 436 Special Counsel | 99,843 | 10,000 | 10,000 | 10,000 | 10,000 |
| 470 Travel & Meetings | 1,469 | 1,500 | 1,500 | 1,500 | 1,500 |
| 476 Advertising | 8,652 | 7,500 | 7,500 | 7,500 | 7,500 |

| | | | | | |
|----------------------------------|----------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 175,964 | 91,000 | 91,000 | 91,000 | 91,000 |
|----------------------------------|----------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|----------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 175,964 | 91,000 | 91,000 | 91,000 | 91,000 |
|-----------------------|----------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|-----------------|---------|--------|--------|--------|--------|
| 01 General Fund | 175,964 | 91,000 | 91,000 | 91,000 | 91,000 |
|-----------------|---------|--------|--------|--------|--------|

| | | | | | |
|--------------|----------------|---------------|---------------|---------------|---------------|
| TOTAL | 175,964 | 91,000 | 91,000 | 91,000 | 91,000 |
|--------------|----------------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|--------------------|-----------------|-------------|
| Legislative | Election | 4150 |

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 |
|----------------------------|-----------------|---------|-----------|-----------|-------------|
| Legislative | Election | | | | 4150 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|----|-------|----|-------|-------|
| 430 Contractual Services | 98 | 1,000 | 52 | 1,000 | 1,000 |
|--------------------------|----|-------|----|-------|-------|

| | | | | | |
|----------------------------------|-----------|--------------|-----------|--------------|--------------|
| TOTAL MATERIALS & OPS | 98 | 1,000 | 52 | 1,000 | 1,000 |
|----------------------------------|-----------|--------------|-----------|--------------|--------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|-----------|--------------|-----------|--------------|--------------|
| TOTAL ACTIVITY | 98 | 1,000 | 52 | 1,000 | 1,000 |
|-----------------------|-----------|--------------|-----------|--------------|--------------|

FUND SOURCE

| | | | | | |
|-----------------|----|-------|----|-------|-------|
| 01 General Fund | 98 | 1,000 | 52 | 1,000 | 1,000 |
|-----------------|----|-------|----|-------|-------|

| | | | | | |
|--------------|-----------|--------------|-----------|--------------|--------------|
| TOTAL | 98 | 1,000 | 52 | 1,000 | 1,000 |
|--------------|-----------|--------------|-----------|--------------|--------------|

DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|-------------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 1,076,364 | 1,244,021 | 1,229,247 | 1,209,787 | 1,210,910 |
| TOTAL MATERIALS & OPS | 562,159 | 589,984 | 542,243 | 541,601 | 495,963 |
| TOTAL CAPITAL OUTLAY | 11,303 | 8,500 | 8,500 | 6,000 | 6,000 |
| TOTAL FUNCTION | 1,649,826 | 1,842,505 | 1,779,990 | 1,757,387 | 1,712,872 |

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 |
|-------------------------------------|---------------------|-------------|
| Administration & Support | City Manager | 4210 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes full time salaries for the City Manager (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 |
|-------------------------------------|---------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | City Manager | | | | 4210 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 447,043 | 466,885 | 466,885 | 467,882 | 467,882 |
| 410 Benefits | 204,744 | 204,658 | 204,683 | 190,770 | 190,876 |
| TOTAL PERSONNEL | 651,787 | 671,543 | 671,568 | 658,652 | 658,758 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 245 | 300 | 300 | 300 | 300 |
| 430 Contractual Services | 395 | | | | |
| 438 Records Management Serv | 4,128 | 7,000 | 3,000 | 3,000 | 3,000 |
| 463 Mileage | 438 | 200 | 200 | 200 | 200 |
| 470 Travel & Meetings | 19,912 | 20,000 | 10,000 | 10,000 | 10,000 |
| 472 Dues & Memberships | 135 | 1,500 | 1,500 | 1,600 | 1,600 |
| TOTAL MATERIALS & OPS | 25,253 | 29,000 | 15,000 | 15,100 | 15,100 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 677,040 | 700,543 | 686,568 | 673,752 | 673,858 |
| FUND SOURCE | | | | | |
| 01 General Fund | 677,040 | 700,543 | 686,568 | 673,752 | 673,858 |
| TOTAL | 677,040 | 700,543 | 686,568 | 673,752 | 673,858 |

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

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

Narrative

This program provides for all office and custodial supplies, Information Technology, building and grounds repairs and maintenance, telephone, 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 |
|-------------------------------------|--|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Central Services/Facilities Ops | | | | 4220 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 402 Wages - Part Time | 63 | 600 | 200 | 63 | 600 |
| 410 Benefits | 22 | 104 | 45 | 22 | 106 |
| TOTAL PERSONNEL | 85 | 704 | 245 | 85 | 706 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 36,846 | 35,000 | 35,000 | 35,000 | 35,000 |
| 430 Contractual Services | 30,506 | 36,000 | 36,000 | 36,000 | 36,000 |
| 434 Repairs & Maint Services | 29,837 | 25,000 | 25,000 | 25,000 | 25,000 |
| 435 Building Maint & Repair | 35,704 | 20,000 | 20,000 | 20,000 | 20,000 |
| 439 Software & Training Serv | 13,943 | 20,000 | 20,000 | 20,000 | 20,000 |
| 440 Property Insurance | 25,551 | 29,105 | 10,656 | 11,189 | 11,748 |
| 441 Liability Insurance | | 123,629 | 113,825 | 156,004 | 111,764 |
| 443 Public Official Bonds | | 1,000 | 770 | 808 | 850 |
| 450 Telephone Utility | 15,553 | 19,500 | 19,500 | 19,500 | 19,500 |
| 451 Water Utility | 5,221 | 6,000 | 6,000 | 6,000 | 6,000 |
| 452 Electric Utility | 21,902 | 24,000 | 24,000 | 24,000 | 24,000 |
| 475 Postage | 15,256 | 18,000 | 18,000 | 18,000 | 18,000 |
| 478 Equipment Rental | 1,036 | 1,000 | 1,000 | 1,000 | 1,000 |
| TOTAL MATERIALS & OPS | 231,355 | 358,234 | 329,751 | 372,501 | 328,863 |
| CAPITAL OUTLAY | | | | | |
| 484 Furniture/Office Equipment | 1,311 | 2,500 | 2,500 | 1,000 | 1,000 |
| 485 Machinery/Special Equip | 9,992 | 6,000 | 6,000 | 5,000 | 5,000 |
| TOTAL CAPITAL OUTLAY | 11,303 | 8,500 | 8,500 | 6,000 | 6,000 |
| TOTAL ACTIVITY | 242,743 | 367,438 | 338,496 | 378,586 | 335,569 |
| FUND SOURCE | | | | | |
| 01 General Fund | 242,743 | 367,438 | 338,496 | 378,586 | 335,569 |
| TOTAL | 242,743 | 367,438 | 338,496 | 378,586 | 335,569 |

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|--------------------------------|-------------|
| Administration & Support | Administrative Services | 4230 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
Provides for Administrative Services Director’s salary (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 |
|-------------------------------------|--------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Administrative Services | | | | 4230 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 220,594 | 238,014 | 238,014 | 234,840 | 234,840 |
| 402 Wages - Part Time | 1,498 | 500 | | 500 | 500 |
| 405 Wages - Overtime | 615 | 500 | 2,500 | 1,000 | 1,000 |
| 410 Benefits | 114,334 | 117,381 | 117,397 | 114,543 | 114,908 |
| TOTAL PERSONNEL | 337,041 | 356,395 | 357,911 | 350,883 | 351,248 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 1,654 | 1,800 | 2,401 | 1,800 | 1,800 |
| 430 Contractual Services | 51,232 | 65,000 | 65,000 | 65,000 | 65,000 |
| 439 Software & Training Serv | 20,115 | 25,000 | 25,000 | 25,000 | 25,000 |
| 463 Mileage | 114 | 300 | 300 | 300 | 300 |
| 470 Travel & Meetings | 1,805 | 3,500 | 1,100 | 3,000 | 3,000 |
| 472 Dues & Memberships | 830 | 1,000 | 850 | 1,000 | 1,000 |
| TOTAL MATERIALS & OPS | 75,750 | 96,600 | 94,651 | 96,100 | 96,100 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 412,791 | 452,995 | 452,562 | 446,983 | 447,348 |
| FUND SOURCE | | | | | |
| 01 General Fund | 412,791 | 452,995 | 452,562 | 446,983 | 447,348 |
| TOTAL | 412,791 | 452,995 | 452,562 | 446,983 | 447,348 |

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|-----------------------------|-------------|
| Administration & Support | Economic Development | 4235 |

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 (Holiday lighting \$8,700).

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

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

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

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | Activity |
|-------------------------------------|-----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Economic Development | | | | 4235 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 65,038 | 68,764 | 68,764 | 68,157 | 68,157 |
| 410 Benefits | 29,811 | 26,194 | 26,197 | 26,469 | 26,485 |
| TOTAL PERSONNEL | 94,849 | 94,958 | 94,961 | 94,626 | 94,642 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | | 500 | 500 | 200 | 200 |
| 430 Contractual Services | 21,719 | 22,000 | 22,826 | 8,700 | 8,700 |
| 470 Travel & Meetings | | 500 | | 500 | 500 |
| 472 Dues & Memberships | | 500 | | 500 | 500 |
| 474 Grants to Other Agencies | 28,000 | 20,000 | 13,000 | 10,000 | 10,000 |
| TOTAL MATERIALS & OPS | 49,719 | 43,500 | 36,326 | 19,900 | 19,900 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 144,568 | 138,458 | 131,287 | 114,526 | 114,542 |
| FUND SOURCE | | | | | |
| 01 General Fund | 144,568 | 138,458 | 131,287 | 114,526 | 114,542 |
| TOTAL | 144,568 | 138,458 | 131,287 | 114,526 | 114,542 |

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|---------------------------------|-------------|
| Administration & Support | Personnel Administration | 4240 |

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | Activity |
|-------------------------------------|---------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Personnel Administration | | | | 4240 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 27,648 | 29,056 | 29,056 | 29,666 | 29,666 |
| 410 Benefits | 38,667 | 45,836 | 30,838 | 31,140 | 31,147 |
| TOTAL PERSONNEL | 66,315 | 74,892 | 59,894 | 60,806 | 60,813 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 219 | 300 | 300 | 300 | 300 |
| 430 Contractual Services | 400 | 400 | 400 | 400 | 400 |
| 470 Travel & Meetings | 47 | 250 | 250 | 250 | 250 |
| 471 Tuition Reimbursement | 300 | 300 | 300 | 300 | 300 |
| 472 Dues & Memberships | | 100 | 100 | 100 | 100 |
| 476 Advertising | | 300 | 300 | 300 | 300 |
| TOTAL MATERIALS & OPS | 966 | 1,650 | 1,650 | 1,650 | 1,650 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 67,281 | 76,542 | 61,544 | 62,456 | 62,463 |
| FUND SOURCE | | | | | |
| 01 General Fund | 67,281 | 76,542 | 61,544 | 62,456 | 62,463 |
| TOTAL | 67,281 | 76,542 | 61,544 | 62,456 | 62,463 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|---------------------------|-------------|
| Administration & Support | Public Information | 4250 |

Narrative

This activity provides for Public Information duties related to production 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
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 |
|-------------------------------------|---------------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Public Information | | | | 4250 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 29,559 | 30,503 | 30,503 | 31,065 | 31,065 |
| 410 Benefits | 13,140 | 15,026 | 14,165 | 13,670 | 13,678 |
| TOTAL PERSONNEL | 42,699 | 45,529 | 44,668 | 44,735 | 44,743 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 3 | | | | |
| 430 Contractual Services | 33,219 | 34,000 | 40,000 | 15,850 | 15,850 |
| 475 Postage | 6,704 | 7,500 | 6,500 | 3,000 | 3,000 |
| TOTAL MATERIALS & OPS | 39,926 | 41,500 | 46,500 | 18,850 | 18,850 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 82,625 | 87,029 | 91,168 | 63,585 | 63,593 |
| FUND SOURCE | | | | | |
| 01 General Fund | 82,625 | 87,029 | 91,168 | 63,585 | 63,593 |
| TOTAL | 82,625 | 87,029 | 91,168 | 63,585 | 63,593 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|--------------------------|-------------|
| Administration & Support | Employee Benefits | 4260 |

Narrative

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

Description

- 410 BENEFITS
The negative amount equals the charges to the other programs -- a reimbursement "receipt" here.
- 411, 412 RETIREMENT
Retirement benefits are provided to full-time employees through the Public Employees Retirement System (PERS). 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 |
|-------------------------------------|--------------------------|--------------------|----------------------|----------------------|-----------------------|
| Administration & Support | Employee Benefits | | | | 4260 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 410 Benefits | (1,079,914) | (961,906) | (979,121) | (966,200) | (954,646) |
| 411 Employee Share Retirement | 146,653 | 148,720 | 154,669 | 150,504 | 147,552 |
| 412 Employer Share Retirement | 373,136 | 385,471 | 393,180 | 408,506 | 400,643 |
| 413 Worker's Compensation | 51,086 | 37,345 | 37,345 | 51,739 | 51,000 |
| 414 Group Health Insurance | 231,993 | 220,000 | 220,000 | 245,551 | 245,551 |
| 415 Life Insurance | 12,496 | 11,694 | 12,162 | 12,000 | 12,000 |
| 416 Disability Insurance | 18,670 | 18,377 | 18,378 | 18,300 | 18,300 |
| 417 Unemployment Insurance | | 1,300 | 1,300 | 1,300 | 1,300 |
| 418 Medicare | 24,373 | 26,000 | 25,000 | 25,000 | 25,000 |
| 419 Auto Allowance | 10,800 | 10,800 | 10,800 | 10,800 | 10,800 |
| 428 PARS Retirement | 94,295 | 102,199 | 106,287 | 42,500 | 42,500 |
| TOTAL PERSONNEL | (116,412) | 0 | 0 | 0 | 0 |
| MATERIALS & OPERATIONS | | | | | |
| 441 Liability Insurance | 116,412 | | | | |
| TOTAL MATERIALS & OPS | 116,412 | 0 | 0 | 0 | 0 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 0 | 0 | 0 | 0 | 0 |
| FUND SOURCE | | | | | |
| 01 General Fund | | | | | |
| TOTAL | 0 | 0 | 0 | 0 | 0 |

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-------------------------------------|-----------------|-------------|
| Administration & Support | Overhead | 4270 |

Narrative

This program represents charges to other funds for general governmental administrative support. Such support includes the 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 |
|-------------------------------------|-----------------|---------|-----------|-----------|-------------|
| Administration & Support | Overhead | | | | 4270 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|-------------------------|----------|----------|----------|----------|----------|
| 467 Overhead Assessment | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
|-------------------------|----------|----------|----------|----------|----------|

| | | | | | |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| TOTAL MATERIALS & OPS | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| TOTAL ACTIVITY | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|

FUND SOURCE

| | | | | | |
|-----------------|----------|----------|----------|----------|----------|
| 01 General Fund | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
|-----------------|----------|----------|----------|----------|----------|

| | | | | | |
|--------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| TOTAL | (42,000) | (44,000) | (44,000) | (46,000) | (48,000) |
|--------------|-----------------|-----------------|-----------------|-----------------|-----------------|

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

| | | |
|-------------------------------------|------------------|-------------|
| Function | Activity Title | Activity |
| Administration & Support | Equipment | 4279 |

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 |
|-------------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Administration & Support | Equipment | | | | | 4279 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|------------------------------|--------|--------|--------|--------|--------|
| 420 Materials & Supplies | 1,457 | 1,800 | 1,800 | 1,800 | 1,800 |
| 442 Auto Comp/Coll Insurance | | 1,700 | 565 | 1,700 | 1,700 |
| 461 Vehicle Maintenance | 39,019 | 35,000 | 35,000 | 35,000 | 35,000 |
| 462 Gas and Oil | 24,302 | 25,000 | 25,000 | 25,000 | 25,000 |

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 64,778 | 63,500 | 62,365 | 63,500 | 63,500 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

482 Motor Vehicles

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

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 64,778 | 63,500 | 62,365 | 63,500 | 63,500 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|------------------------|--------|--------|--------|--------|--------|
| 01 General Fund (4279) | 64,778 | 63,500 | 62,365 | 63,500 | 63,500 |
|------------------------|--------|--------|--------|--------|--------|

| | | | | | |
|--------------|----------|---------------|---------------|---------------|---------------|
| TOTAL | 0 | 63,500 | 62,365 | 63,500 | 63,500 |
|--------------|----------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
Administrative Services Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Public Safety | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 31,605 | 22,171 | 23,165 | 22,552 | 22,555 |
| TOTAL MATERIALS & OPS | 1,883,289 | 2,022,879 | 2,035,086 | 1,898,331 | 1,886,388 |
| TOTAL CAPITAL OUTLAY | 7,966 | 2,000 | 2,000 | 0 | 0 |
| TOTAL FUNCTION | 1,922,860 | 2,047,050 | 2,060,251 | 1,920,883 | 1,908,943 |

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 |
|----------------------|------------------------|-------------|
| Public Safety | Patrol Services | 4310 |

Narrative

This activity provides for police services under the Regional Policing Agreement between Los Angeles County and the cities of Rolling Hills Estates, Rancho Palos Verdes, and Rolling Hills. In addition to police services provided by the Sheriff's Lomita Station, this activity provides for a commercial vehicle enforcement program; computerized parking citation collection services; 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 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 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
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, which expires on March 25, 2010. Estimated appropriations of \$72,693 for FY09-10 and no further payments after expiration date.
- 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 |
|----------------------------|------------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Public Safety | Patrol Services | | | | | 4310 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|------------------------------|-----------|-----------|-----------|-----------|-----------|
| 430 Contractual Services | 1,729,534 | 1,813,916 | 1,863,484 | 1,752,270 | 1,804,838 |
| 438 Records Management Serv | 3,714 | 3,500 | 3,500 | 3,500 | 3,500 |
| 474 Grants to Other Agencies | 98,356 | 99,713 | 96,592 | 64,511 | |

| | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL MATERIALS & OPS | 1,831,604 | 1,917,129 | 1,963,576 | 1,820,281 | 1,808,338 |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|

CAPITAL OUTLAY

| | | | | | |
|--------------------------------|-------|-------|-------|--|--|
| 484 Furniture/Office Equipment | | | | | |
| 485 Machinery/Special Equip | 7,966 | 2,000 | 2,000 | | |

| | | | | | |
|-----------------------------|--------------|--------------|--------------|----------|----------|
| TOTAL CAPITAL OUTLAY | 7,966 | 2,000 | 2,000 | 0 | 0 |
|-----------------------------|--------------|--------------|--------------|----------|----------|

| | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL ACTIVITY | 1,839,570 | 1,919,129 | 1,965,576 | 1,820,281 | 1,808,338 |
|-----------------------|------------------|------------------|------------------|------------------|------------------|

FUND SOURCE

| | | | | | |
|-----------------|-----------|-----------|-----------|-----------|-----------|
| 01 General Fund | 1,839,570 | 1,919,129 | 1,965,576 | 1,820,281 | 1,808,338 |
|-----------------|-----------|-----------|-----------|-----------|-----------|

| | | | | | |
|--------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL | 1,839,570 | 1,919,129 | 1,965,576 | 1,820,281 | 1,808,338 |
|--------------|------------------|------------------|------------------|------------------|------------------|

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

| Function | Activity | Code |
|----------------------|-----------------------|-------------|
| Public Safety | Animal Control | 4330 |

Narrative

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

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 |
|----------------------------|-----------------------|---------|-----------|-----------|-------------|
| Public Safety | Animal Control | | | | 4330 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|--------|--------|--------|--------|--------|
| 430 Contractual Services | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
|--------------------------|--------|--------|--------|--------|--------|

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|-----------------|--------|--------|--------|--------|--------|
| 01 General Fund | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
|-----------------|--------|--------|--------|--------|--------|

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 24,148 | 35,000 | 35,000 | 35,000 | 35,000 |
|--------------|---------------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

| | | |
|----------------------|------------------------|------------------|
| Function | Activity Title | Activity |
| Public Safety | Crossing Guards | 4340/4343 |

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 |
|-----------------------------------|------------------------|--------------------|----------------------|----------------------|-----------------------|------------------|
| Public Safety | Crossing Guards | | | | | 4340/4343 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 402 Wages - Part Time | 24,150 | 17,964 | 18,400 | 18,228 | 18,228 | |
| 410 Benefits | 7,455 | 4,207 | 4,765 | 4,324 | 4,327 | |
| TOTAL PERSONNEL | 31,605 | 22,171 | 23,165 | 22,552 | 22,555 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | 250 | 250 | 250 | 250 | |
| 430 Contractual Services | 24,519 | 67,000 | 32,760 | 39,300 | 39,300 | |
| TOTAL MATERIALS & OPS | 24,519 | 67,250 | 33,010 | 39,550 | 39,550 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 56,124 | 89,421 | 56,175 | 62,102 | 62,105 | |
| FUND SOURCE | | | | | | |
| 01 General Fund (4343) | | 34,000 | | | | |
| 14 Traffic Safety Fund (4340) | 56,124 | 55,421 | 56,175 | 62,102 | 62,105 | |
| TOTAL | 56,124 | 89,421 | 56,175 | 62,102 | 62,105 | |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|----------------------|-----------------------------|-------------|
| Public Safety | Emergency Management | 4350 |

Narrative

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

Description

- 420 MATERIALS & SUPPLIES
Provides for materials supplies in support of the Neighborhood Watch program, Disaster Preparedness Information, City Hall Emergency Supplies, and miscellaneous emergency supplies (\$1,500).

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

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|----------------------------|-----------------------------|---------|-----------|-----------|-----------|-------------|
| Public Safety | Emergency Management | | | | | 4350 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 | |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed | |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|--------------------------|-------|-------|-------|-------|-------|
| 420 Materials & Supplies | 790 | 1,500 | 1,500 | 1,500 | 1,500 |
| 430 Contractual Services | 2,228 | 2,000 | 2,000 | 2,000 | 2,000 |

| | | | | | |
|----------------------------------|--------------|--------------|--------------|--------------|--------------|
| TOTAL MATERIALS & OPS | 3,018 | 3,500 | 3,500 | 3,500 | 3,500 |
|----------------------------------|--------------|--------------|--------------|--------------|--------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|--------------|--------------|--------------|--------------|--------------|
| TOTAL ACTIVITY | 3,018 | 3,500 | 3,500 | 3,500 | 3,500 |
|-----------------------|--------------|--------------|--------------|--------------|--------------|

FUND SOURCE

| | | | | | |
|-----------------|-------|-------|-------|-------|-------|
| 01 General Fund | 3,018 | 3,500 | 3,500 | 3,500 | 3,500 |
|-----------------|-------|-------|-------|-------|-------|

| | | | | | |
|--------------|--------------|--------------|--------------|--------------|--------------|
| TOTAL | 3,018 | 3,500 | 3,500 | 3,500 | 3,500 |
|--------------|--------------|--------------|--------------|--------------|--------------|

DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Public Works | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 119,766 | 113,794 | 113,504 | 113,838 | 113,856 |
| TOTAL MATERIALS & OPS | 465,825 | 514,082 | 531,394 | 497,482 | 501,482 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 585,591 | 627,876 | 644,898 | 611,320 | 615,338 |

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 |
|---------------------|----------------------|-------------|
| Public Works | Street Repair | 4410 |

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | Activity |
|----------------------------|----------------------|---------|-----------|-----------|-------------|
| Public Works | Street Repair | | | | 4410 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|------------------------------|--------|--------|--------|--------|--------|
| 434 Repairs & Maint Services | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
|------------------------------|--------|--------|--------|--------|--------|

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL MATERIALS & OPS | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|-----------------|--------|--------|--------|--------|--------|
| 11 Gas Tax Fund | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
|-----------------|--------|--------|--------|--------|--------|

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 69,521 | 95,000 | 95,000 | 95,000 | 95,000 |
|--------------|---------------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------|----------------|-------------|
| Public Works | Transit | 4450 |

Narrative

This activity provides for City participation in the Palos Verdes Peninsula Transit Authority 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 |
|-----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Public Works | Transit | | | | 4450 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 13,599 | 14,521 | 14,521 | 14,581 | 14,581 |
| 410 Benefits | 5,962 | 5,082 | 5,083 | 5,176 | 5,180 |
| TOTAL PERSONNEL | 19,561 | 19,603 | 19,604 | 19,757 | 19,761 |
| MATERIALS & OPERATIONS | | | | | |
| 430 Contractual Services | 93,800 | 111,982 | 111,982 | 111,982 | 111,982 |
| TOTAL MATERIALS & OPS | 93,800 | 111,982 | 111,982 | 111,982 | 111,982 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 113,361 | 131,585 | 131,586 | 131,739 | 131,743 |
| FUND SOURCE | | | | | |
| 18 Transit Fund | 113,361 | 131,585 | 131,586 | 131,739 | 131,743 |
| TOTAL | 113,361 | 131,585 | 131,586 | 131,739 | 131,743 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| | | |
|---------------------|----------------|------------------|
| Function | Activity Title | Activity |
| Public Works | Signals | 4451/4454 |

Narrative

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

Description

- 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 |
|----------------------------|----------------|---------|-----------|-----------|------------------|
| Public Works | Signals | | | | 4451/4454 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|------------------------------|--------|--------|---------|--------|--------|
| 432 Eng/Arch Design | 61,745 | 40,000 | 40,000 | 35,000 | 35,000 |
| 434 Repairs & Maint Services | 82,257 | 89,500 | 109,500 | 97,000 | 97,000 |
| 452 Electric Utility | 16,549 | 14,000 | 14,000 | 15,000 | 15,000 |

| | | | | | |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL MATERIALS & OPS | 160,551 | 143,500 | 163,500 | 147,000 | 147,000 |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL ACTIVITY | 160,551 | 143,500 | 163,500 | 147,000 | 147,000 |
|-----------------------|----------------|----------------|----------------|----------------|----------------|

FUND SOURCE

| | | | | | |
|------------------------|---------|--------|--------|--------|--------|
| 01 General Fund (4451) | 30,296 | 56,000 | 66,000 | 60,000 | 60,000 |
| 11 Gas Tax Fund (4454) | 130,255 | 87,500 | 97,500 | 87,000 | 87,000 |

| | | | | | |
|--------------|----------------|----------------|----------------|----------------|----------------|
| TOTAL | 160,551 | 143,500 | 163,500 | 147,000 | 147,000 |
|--------------|----------------|----------------|----------------|----------------|----------------|

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

| Function | Activity | Code |
|---------------------|----------------------------|-------------|
| Public Works | Compliance w/ NPDES | 4460 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
Salaries and wages of City personnel, including a portion of the salaries of the Assistant City Manager and 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 |
|-----------------------------------|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Public Works | Compliance w/ NPDES | | | | 4460 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 47,058 | 46,335 | 46,106 | 45,742 | 45,742 |
| 405 Wages - Overtime | | | | | |
| 410 Benefits | 22,702 | 17,801 | 17,738 | 17,653 | 17,663 |
| TOTAL PERSONNEL | 69,760 | 64,136 | 63,844 | 63,395 | 63,405 |
| MATERIALS & OPERATIONS | | | | | |
| 430 Contractual Services | 138,297 | 158,600 | 153,000 | 136,000 | 140,000 |
| TOTAL MATERIALS & OPS | 138,297 | 158,600 | 153,000 | 136,000 | 140,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 208,057 | 222,736 | 216,844 | 199,395 | 203,405 |
| FUND SOURCE | | | | | |
| 01 General Fund | 208,057 | 222,736 | 216,844 | 199,395 | 203,405 |
| TOTAL | 208,057 | 222,736 | 216,844 | 199,395 | 203,405 |

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

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

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Assistant 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 |
|-----------------------------------|--------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Public Works | Solid Waste | | | | | 4625 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 401 Wages -Full Time | 21,114 | 21,788 | 21,788 | 22,189 | 22,189 | |
| 410 Benefits | 9,331 | 8,267 | 8,268 | 8,497 | 8,501 | |
| TOTAL PERSONNEL | 30,445 | 30,055 | 30,056 | 30,686 | 30,690 | |
| MATERIALS & OPERATIONS | | | | | | |
| 430 Contractual Services | 3,656 | 2,500 | 5,300 | 5,000 | 5,000 | |
| 485 Machinery/Special Equip | | 2,500 | 2,612 | 2,500 | 2,500 | |
| TOTAL MATERIALS & OPS | 3,656 | 5,000 | 7,912 | 7,500 | 7,500 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 34,101 | 35,055 | 37,968 | 38,186 | 38,190 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 34,101 | 35,055 | 37,968 | 38,186 | 38,190 | |
| TOTAL | 34,101 | 35,055 | 37,968 | 38,186 | 38,190 | |

DEPARTMENT RESPONSIBLE
Assistant City Manager

**City of Rolling Hills Estates
Summary**

| Function Planning | | | | | |
|----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 678,666 | 702,226 | 699,830 | 628,133 | 567,349 |
| TOTAL MATERIALS & OPS | 904,653 | 736,450 | 527,676 | 479,600 | 549,600 |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL FUNCTION | 1,583,319 | 1,438,676 | 1,227,506 | 1,107,733 | 1,116,949 |

PLANNING OVERVIEW

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

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-----------------|--------------------------------|-------------|
| Planning | Planning Administration | 4510 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
 Full-time wages for Planning Administration, Building Regulation, and Zoning have been combined into this activity. 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 |
|-----------------------------------|--------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Planning | Planning Administration | | | | 4510 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 301,082 | 321,075 | 321,075 | 314,575 | 314,575 |
| 410 Benefits | 138,496 | 138,849 | 138,085 | 130,483 | 131,365 |
| TOTAL PERSONNEL | 439,578 | 459,924 | 459,160 | 445,058 | 445,940 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 5,133 | 3,000 | 2,000 | 2,000 | 2,000 |
| 430 Contractual Services | 381,599 | 300,000 | 170,000 | 200,000 | 200,000 |
| 432 Eng/Arch Design | | 1,000 | | | |
| 437 Building Inspection Serv | 296,199 | 250,000 | 220,000 | 220,000 | 220,000 |
| 463 Mileage | 1,679 | 800 | 1,500 | 1,000 | 1,000 |
| 470 Travel & Meetings | 7,786 | 7,000 | 3,000 | 4,000 | 4,000 |
| 472 Dues & Memberships | 661 | 700 | 700 | 700 | 700 |
| 473 Publications/Subscriptions | 273 | 300 | 300 | 300 | 300 |
| TOTAL MATERIALS & OPS | 693,330 | 562,800 | 397,500 | 428,000 | 428,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 1,132,908 | 1,022,724 | 856,660 | 873,058 | 873,940 |
| FUND SOURCE | | | | | |
| 01 General Fund | 1,132,908 | 1,022,724 | 856,660 | 873,058 | 873,940 |
| TOTAL | 1,132,908 | 1,022,724 | 856,660 | 873,058 | 873,940 |

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-----------------|--------------------------|-------------|
| Planning | Advanced Planning | 4520 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
This account provides the funding necessary for all General Plan amendments and special studies. 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 |
|-----------------------------------|--------------------------|--------------------|----------------------|----------------------|-----------------------|
| Planning | Advanced Planning | | | | 4520 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 41,210 | 43,919 | 43,919 | 43,038 | 43,038 |
| 410 Benefits | 18,708 | 16,756 | 16,758 | 16,728 | 16,740 |
| TOTAL PERSONNEL | 59,918 | 60,675 | 60,677 | 59,766 | 59,778 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 564 | 500 | 500 | 500 | 500 |
| 430 Contractual Services | 163,125 | 150,000 | 61,000 | 30,000 | 100,000 |
| 432 Eng/Arch Design | | | | | |
| 477 Printing & Binding | | 1,500 | | | |
| TOTAL MATERIALS & OPS | 163,689 | 152,000 | 61,500 | 30,500 | 100,500 |
| CAPITAL OUTLAY | | | | | |
| 484 Furniture/Office Equipment | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 223,607 | 212,675 | 122,177 | 90,266 | 160,278 |
| FUND SOURCE | | | | | |
| 01 General Fund | 223,607 | 212,675 | 122,177 | 90,266 | 160,278 |
| TOTAL | 223,607 | 212,675 | 122,177 | 90,266 | 160,278 |

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

| | | |
|-----------------|----------------------------|-------------|
| Function | Activity | Code |
| Planning | Code Administration | 4530 |

Narrative

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

Description

- 401 **SALARIES/WAGES FT**
Provides staffing to administer the City's Code Enforcement Program, under the supervision of the Planning Director. 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 |
|-----------------------------------|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Planning | Code Administration | | | | 4530 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 101,781 | 106,238 | 106,238 | 64,118 | 22,886 |
| 410 Benefits | 47,430 | 45,053 | 43,417 | 29,306 | 8,857 |
| TOTAL PERSONNEL | 149,211 | 151,291 | 149,655 | 93,424 | 31,743 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 242 | 450 | 450 | 300 | 300 |
| 430 Contractual Services | 46,289 | 20,000 | 67,000 | 20,000 | 20,000 |
| 463 Mileage | 885 | 1,000 | 1,000 | 500 | 500 |
| 470 Travel & Meetings | 218 | 200 | 226 | 300 | 300 |
| TOTAL MATERIALS & OPS | 47,634 | 21,650 | 68,676 | 21,100 | 21,100 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 196,845 | 172,941 | 218,331 | 114,524 | 52,843 |
| FUND SOURCE | | | | | |
| 01 General Fund | 196,845 | 172,941 | 218,331 | 114,524 | 52,843 |
| TOTAL | 196,845 | 172,941 | 218,331 | 114,524 | 52,843 |

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|-----------------|-------------------------------|-------------|
| Planning | Subdivision Regulation | 4540 |

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 |
|-----------------------------------|-------------------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Planning | Subdivision Regulation | | | | | 4540 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 401 Wages -Full Time | 20,605 | 21,959 | 21,959 | 21,519 | 21,519 | |
| 410 Benefits | 9,354 | 8,377 | 8,379 | 8,365 | 8,369 | |
| TOTAL PERSONNEL | 29,959 | 30,336 | 30,338 | 29,884 | 29,888 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | | | | | | |
| 432 Eng/Arch Design | | | | | | |
| TOTAL MATERIALS & OPS | 0 | 0 | 0 | 0 | 0 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 29,959 | 30,336 | 30,338 | 29,884 | 29,888 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 29,959 | 30,336 | 30,338 | 29,884 | 29,888 | |
| TOTAL | 29,959 | 30,336 | 30,338 | 29,884 | 29,888 | |

DEPARTMENT RESPONSIBLE
Planning Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| TOTAL PERSONNEL | 1,138,455 | 1,244,404 | 1,219,597 | 1,111,396 | 1,111,563 |
| TOTAL MATERIALS & OPS | 1,060,939 | 984,536 | 910,961 | 940,333 | 947,612 |
| TOTAL CAPITAL OUTLAY | 1,125 | 4,400 | 4,400 | 4,600 | 4,600 |
| TOTAL FUNCTION | 2,200,519 | 2,233,340 | 2,134,958 | 2,056,329 | 2,063,775 |

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 |
|---------------------------|--------------------------|-------------|
| Community Services | Parks Maintenance | 4610 |

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 |
|-----------------------------------|--------------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Parks Maintenance | | | | 4610 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 233,075 | 234,261 | 227,979 | 204,373 | 204,373 |
| 402 Wages - Part Time | 2,348 | 2,673 | 948 | 1,377 | 1,377 |
| 405 Wages - Overtime | 6,811 | 3,800 | 6,000 | 6,000 | 6,000 |
| 410 Benefits | 121,021 | 126,658 | 122,726 | 102,328 | 102,975 |
| TOTAL PERSONNEL | 363,255 | 367,392 | 357,653 | 314,078 | 314,725 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 29,448 | 28,000 | 28,000 | 28,000 | 28,000 |
| 430 Contractual Services | 79,554 | 82,000 | 82,000 | 79,000 | 83,000 |
| 434 Repairs & Maint Services | 5,926 | 6,000 | 6,000 | 6,000 | 6,000 |
| 450 Telephone Utility | 2,129 | 2,250 | 2,250 | | |
| 451 Water Utility | 52,106 | 40,000 | 40,000 | 40,000 | 40,000 |
| 452 Electric Utility | 3,775 | 4,225 | 4,225 | 4,000 | 4,000 |
| 453 Refuse Removal | 490 | 500 | 750 | 500 | 500 |
| 470 Travel & Meetings | 1,643 | 2,000 | 1,000 | 1,000 | 1,000 |
| 478 Equipment Rental | 4,985 | 7,000 | 5,000 | 5,000 | 5,000 |
| TOTAL MATERIALS & OPS | 180,056 | 171,975 | 169,225 | 163,500 | 167,500 |
| CAPITAL OUTLAY | | | | | |
| 485 Machinery/Special Equip | 520 | 1,000 | 1,000 | 1,000 | 1,000 |
| TOTAL CAPITAL OUTLAY | 520 | 1,000 | 1,000 | 1,000 | 1,000 |
| TOTAL ACTIVITY | 543,831 | 540,367 | 527,878 | 478,578 | 483,225 |
| FUND SOURCE | | | | | |
| 01 General Fund | 543,831 | 540,367 | 527,878 | 478,578 | 483,225 |
| TOTAL | 543,831 | 540,367 | 527,878 | 478,578 | 483,225 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|----------------------|-------------|
| Community Services | Tree Trimming | 4615 |

Narrative

The City's public vegetation guidelines provide for trees located in the public right-of-way or City parks to be maintained on a 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 |
|-----------------------------------|----------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Community Services | Tree Trimming | | | | | 4615 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 401 Wages -Full Time | 32,781 | 33,644 | 32,730 | 29,408 | 29,408 | |
| 402 Wages - Part Time | 911 | 1,003 | 718 | 517 | 517 | |
| 405 Wages - Overtime | | 500 | 500 | 500 | 500 | |
| 410 Benefits | 16,491 | 15,539 | 15,282 | 13,613 | 13,622 | |
| TOTAL PERSONNEL | 50,183 | 50,686 | 49,230 | 44,038 | 44,047 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 1,868 | 2,500 | 2,500 | 2,500 | 2,500 | |
| 430 Contractual Services | 100,742 | 75,500 | 25,500 | 50,000 | 50,000 | |
| TOTAL MATERIALS & OPS | 102,610 | 78,000 | 28,000 | 52,500 | 52,500 | |
| CAPITAL OUTLAY | | | | | | |
| 485 Machinery/Special Equip | 543 | 600 | 600 | 600 | 600 | |
| TOTAL CAPITAL OUTLAY | 543 | 600 | 600 | 600 | 600 | |
| TOTAL ACTIVITY | 153,336 | 129,286 | 77,830 | 97,138 | 97,147 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 153,336 | 129,286 | 77,830 | 97,138 | 97,147 | |
| TOTAL | 153,336 | 129,286 | 77,830 | 97,138 | 97,147 | |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity | Code |
|---------------------------|------------------------------|-------------|
| Community Services | Landscape Maintenance | 4620 |

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. 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 |
|-----------------------------------|------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Landscape Maintenance | | | | 4620 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 81,916 | 122,112 | 119,827 | 111,523 | 111,523 |
| 402 Wages - Part Time | 816 | 1,012 | 1,012 | 521 | 521 |
| 405 Wages - Overtime | 340 | 500 | 500 | 500 | 500 |
| 410 Benefits | 44,477 | 60,652 | 58,541 | 50,714 | 50,941 |
| TOTAL PERSONNEL | 127,549 | 184,276 | 179,880 | 163,258 | 163,485 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 14,852 | 9,000 | 10,690 | 10,000 | 10,000 |
| 430 Contractual Services | 122,284 | 128,800 | 128,800 | 145,000 | 152,000 |
| 434 Repairs & Maint Services | 1,401 | 1,200 | 1,200 | 1,200 | 1,200 |
| 451 Water Utility | 81,571 | 60,000 | 60,000 | 60,000 | 60,000 |
| 452 Electric Utility | 2,506 | 3,000 | 3,000 | 3,000 | 3,000 |
| 453 Refuse Removal | | 200 | 200 | 200 | 200 |
| 474 Grants to Other Agencies | 6,349 | 5,000 | 3,500 | | |
| TOTAL MATERIALS & OPS | 228,963 | 207,200 | 207,390 | 219,400 | 226,400 |
| CAPITAL OUTLAY | | | | | |
| 485 Machinery/Special Equip | | 200 | 200 | 200 | 200 |
| TOTAL CAPITAL OUTLAY | 0 | 200 | 200 | 200 | 200 |
| TOTAL ACTIVITY | 356,512 | 391,676 | 387,470 | 382,858 | 390,085 |
| FUND SOURCE | | | | | |
| 01 General Fund | 356,512 | 391,676 | 387,470 | 382,858 | 390,085 |
| TOTAL | 356,512 | 391,676 | 387,470 | 382,858 | 390,085 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|----------------------|-------------|
| Community Services | Bridle Trails | 4630 |

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | | Activity |
|-----------------------------------|----------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Community Services | Bridle Trails | | | | | 4630 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 401 Wages -Full Time | 71,519 | 59,172 | 57,687 | 52,288 | 52,288 | |
| 402 Wages - Part Time | 128 | 1,357 | | 700 | 700 | |
| 410 Benefits | 38,473 | 26,983 | 26,567 | 23,886 | 23,899 | |
| TOTAL PERSONNEL | 110,120 | 87,512 | 84,254 | 76,874 | 76,887 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 8,333 | 14,000 | 10,000 | 12,000 | 12,000 | |
| 478 Equipment Rental | 339 | 2,100 | 2,100 | 2,250 | 2,250 | |
| TOTAL MATERIALS & OPS | 8,672 | 16,100 | 12,100 | 14,250 | 14,250 | |
| CAPITAL OUTLAY | | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 | |
| TOTAL ACTIVITY | 118,792 | 103,612 | 96,354 | 91,124 | 91,137 | |
| FUND SOURCE | | | | | | |
| 01 General Fund | 118,792 | 103,612 | 96,354 | 91,124 | 91,137 | |
| TOTAL | 118,792 | 103,612 | 96,354 | 91,124 | 91,137 | |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|----------------------------|-------------|
| Community Services | Recreation Programs | 4640 |

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Includes the cost of 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 |
|-----------------------------------|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Recreation Programs | | | | 4640 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 11,173 | 11,701 | 11,701 | 11,482 | 11,482 |
| 402 Wages - Part Time | 11,318 | 9,000 | 9,589 | 4,000 | 4,000 |
| 410 Benefits | 8,226 | 4,499 | 8,200 | 4,500 | 4,502 |
| TOTAL PERSONNEL | 30,717 | 25,200 | 29,490 | 19,982 | 19,984 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | | 100 | | 100 | 100 |
| 430 Contractual Services | 27,356 | 26,500 | 26,500 | 20,000 | 20,000 |
| 463 Mileage | | 100 | 100 | 100 | 100 |
| 477 Printing & Binding | 86 | 500 | 500 | 500 | 500 |
| 478 Equipment Rental | | 2,500 | | 1,000 | 1,000 |
| TOTAL MATERIALS & OPS | 27,442 | 29,700 | 27,100 | 21,700 | 21,700 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 58,159 | 54,900 | 56,590 | 41,682 | 41,684 |
| FUND SOURCE | | | | | |
| 01 General Fund | 58,159 | 54,900 | 56,590 | 41,682 | 41,684 |
| TOTAL | 58,159 | 54,900 | 56,590 | 41,682 | 41,684 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|----------------|-------------|
| Community Services | Stables | 4650 |

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 |
|-----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Stables | | | | 4650 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 220,894 | 253,344 | 253,230 | 251,051 | 251,051 |
| 402 Wages - Part Time | 15,830 | 10,200 | 10,200 | 10,800 | 10,200 |
| 405 Wages - Overtime | 10,182 | 5,000 | 5,000 | 5,000 | 5,000 |
| 410 Benefits | 147,072 | 155,908 | 154,899 | 149,405 | 149,267 |
| TOTAL PERSONNEL | 393,978 | 424,452 | 423,329 | 416,256 | 415,518 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 171,977 | 170,000 | 170,000 | 175,000 | 175,000 |
| 430 Contractual Services | 71,761 | 60,000 | 60,000 | 60,000 | 60,000 |
| 441 Liability Insurance | | 18,057 | 11,605 | 18,440 | 13,189 |
| 450 Telephone Utility | 2,259 | 2,100 | 2,100 | 1,080 | 1,080 |
| 451 Water Utility | 7,196 | 6,725 | 6,725 | 7,000 | 7,000 |
| 452 Electric Utility | 5,798 | 5,500 | 5,500 | 5,500 | 5,500 |
| 453 Refuse Removal | 31,749 | 31,752 | 31,752 | 31,752 | 31,752 |
| 461 Vehicle Maintenance | 5,611 | 5,000 | 5,000 | 5,000 | 5,000 |
| 462 Gas and Oil | 2,295 | 1,800 | 1,800 | 2,000 | 2,000 |
| 463 Mileage | | 100 | 100 | 100 | 100 |
| 466 Depreciation Expense | 802 | 800 | 800 | 800 | 800 |
| 467 Overhead Assessment | 34,000 | 35,000 | 35,000 | 36,000 | 37,000 |
| TOTAL MATERIALS & OPS | 333,448 | 336,834 | 330,382 | 342,672 | 338,421 |
| CAPITAL OUTLAY | | | | | |
| 485 Machinery/Special Equip | 62 | 2,300 | 2,300 | 2,500 | 2,500 |
| TOTAL CAPITAL OUTLAY | 62 | 2,300 | 2,300 | 2,500 | 2,500 |
| TOTAL ACTIVITY | 727,488 | 763,586 | 756,011 | 761,428 | 756,438 |
| FUND SOURCE | | | | | |
| 50 Equestrian Fund | 727,488 | 763,586 | 756,011 | 761,428 | 756,438 |
| TOTAL | 727,488 | 763,586 | 756,011 | 761,428 | 756,438 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

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

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
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 |
|-----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|-------------|
| Community Services | Tennis | | | | | 4660 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed | |
| PERSONNEL | | | | | | |
| 401 Wages -Full Time | 2,637 | 27,730 | 27,616 | 15,160 | 15,160 | |
| 402 Wages - Part Time | 17,162 | 21,840 | 21,840 | 21,840 | 21,840 | |
| 405 Wages - Overtime | 1,663 | 1,550 | 1,550 | 1,000 | 1,000 | |
| 410 Benefits | 6,160 | 23,766 | 15,000 | 9,738 | 9,740 | |
| TOTAL PERSONNEL | 27,622 | 74,886 | 66,006 | 47,738 | 47,740 | |
| MATERIALS & OPERATIONS | | | | | | |
| 420 Materials & Supplies | 2,476 | 2,000 | 1,000 | 1,500 | 1,500 | |
| 423 Resale Supplies | 52 | 200 | 200 | 200 | 200 | |
| 430 Contractual Services | 5,504 | 4,500 | 5,000 | 5,000 | 5,000 | |
| 441 Liability Insurance | | 2,727 | 764 | 1,711 | 1,241 | |
| 450 Telephone Utility | 1,196 | 1,000 | 1,200 | 1,200 | 1,200 | |
| 466 Depreciation Expense | 3,060 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 467 Overhead Assessment | 8,000 | 9,000 | 9,000 | 10,000 | 11,000 | |
| TOTAL MATERIALS & OPS | 20,288 | 22,427 | 20,164 | 22,611 | 23,141 | |
| CAPITAL OUTLAY | | | | | | |
| 485 Machinery/Special Equip | | 300 | 300 | 300 | 300 | |
| TOTAL CAPITAL OUTLAY | 0 | 300 | 300 | 300 | 300 | |
| TOTAL ACTIVITY | 47,910 | 97,613 | 86,470 | 70,649 | 71,181 | |
| FUND SOURCE | | | | | | |
| 51 Tennis Fund | 47,910 | 97,613 | 86,470 | 70,649 | 71,181 | |
| TOTAL | 47,910 | 97,613 | 86,470 | 70,649 | 71,181 | |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

| Function | Activity Title | Activity |
|---------------------------|-----------------------|-------------|
| Community Services | Special Events | 4670 |

Narrative

This activity includes the City Celebration, the annual Holiday Parade and Community Support. The 10th 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.

- 430 **GENERAL CONTRACTUAL SERVICES**
Provides contract management services (\$9,100), insurance (\$500), and Sheriff Services (\$7,500) for the Holiday Parade and contractual entertainment services (\$5,000) and insurance (\$500) for the 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 City Celebration and Parade events.

**City of Rolling Hills Estates
Activity Detail**

| Function | Activity Title | | | | Activity |
|-----------------------------------|-----------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Special Events | | | | 4670 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 14,708 | 11,701 | 11,701 | 11,482 | 11,482 |
| 402 Wages - Part Time | | 300 | 554 | 300 | 300 |
| 405 Wages - Overtime | 3,616 | 4,000 | 3,500 | 3,500 | 3,500 |
| 410 Benefits | 8,574 | 5,899 | 5,899 | 5,900 | 5,902 |
| TOTAL PERSONNEL | 26,898 | 21,900 | 21,654 | 21,182 | 21,184 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 8,828 | 6,050 | 3,000 | 3,000 | 3,000 |
| 430 Contractual Services | 61,733 | 20,000 | 23,000 | 23,000 | 23,000 |
| 474 Grants to Other Agencies | 22,600 | 21,200 | 21,200 | 5,000 | 5,000 |
| 476 Advertising | 3,003 | 2,250 | 1,155 | 1,200 | 1,200 |
| TOTAL MATERIALS & OPS | 96,164 | 49,500 | 48,355 | 32,200 | 32,200 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 123,062 | 71,400 | 70,009 | 53,382 | 53,384 |
| FUND SOURCE | | | | | |
| 01 General Fund | 123,062 | 71,400 | 70,009 | 53,382 | 53,384 |
| TOTAL | 123,062 | 71,400 | 70,009 | 53,382 | 53,384 |

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 |
|-----------------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Community Services | Peppertree | | | | 4674,4675 |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| PERSONNEL | | | | | |
| 401 Wages -Full Time | 5,586 | 5,851 | 5,851 | 5,741 | 5,741 |
| 405 Wages - Overtime | | | | | |
| 410 Benefits | 2,547 | 2,249 | 2,250 | 2,250 | 2,252 |
| TOTAL PERSONNEL | 8,133 | 8,100 | 8,101 | 7,991 | 7,993 |
| MATERIALS & OPERATIONS | | | | | |
| 420 Materials & Supplies | 15,212 | 20,000 | 13,000 | 15,000 | 15,000 |
| 430 Contractual Services | 18,340 | 20,000 | 23,000 | 23,000 | 23,000 |
| 476 Advertising | 1,020 | 1,000 | 1,445 | 1,500 | 1,500 |
| 478 Equipment Rental | | 1,500 | | 1,500 | 1,500 |
| TOTAL MATERIALS & OPS | 34,572 | 42,500 | 37,445 | 41,000 | 41,000 |
| CAPITAL OUTLAY | | | | | |
| TOTAL CAPITAL OUTLAY | 0 | 0 | 0 | 0 | 0 |
| TOTAL ACTIVITY | 42,705 | 50,600 | 45,546 | 48,991 | 48,993 |
| FUND SOURCE | | | | | |
| 01 General Fund (4674) | 8,133 | 8,100 | 8,101 | 7,991 | 7,993 |
| 95 Peppertree Fund (4675) | 34,572 | 42,500 | 37,445 | 41,000 | 41,000 |
| TOTAL | 42,705 | 50,600 | 45,546 | 48,991 | 48,993 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

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

Narrative

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

Description

- 420 MATERIALS & SUPPLIES
Provided by PVPLC.

- 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 |
|----------------------------|-------------------------------------|---------|-----------|-----------|------------------|
| Community Services | Nature Center Ops/Prop A MTC | | | | 4676,4680 |
| | 2007-08 | 2008-09 | 2008-09 | 2009-2010 | 2010-2011 |
| Expenditure Classification | Actual | Adopted | Estimated | Adopted | Proposed |

PERSONNEL

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

MATERIALS & OPERATIONS

| | | | | | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| 420 Materials & Supplies | 315 | 300 | 300 | 300 | 300 |
| 423 Resale Supplies | | | | | |
| 430 Contractual Services | 24,840 | 26,000 | 26,000 | 26,000 | 26,000 |
| 434 Repairs & Maint Services | 245 | 500 | 1,300 | 1,000 | 1,000 |
| 450 Telephone Utility | 414 | 700 | 400 | 400 | 400 |
| 451 Water Utility | 1,098 | 900 | 900 | 900 | 900 |
| 452 Electric Utility | 1,812 | 1,900 | 1,900 | 1,900 | 1,900 |
| 470 Travel & Meetings | | | | | |
| 476 Advertising | | | | | |
| TOTAL MATERIALS & OPS | 28,724 | 30,300 | 30,800 | 30,500 | 30,500 |

CAPITAL OUTLAY

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

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL ACTIVITY | 28,724 | 30,300 | 30,800 | 30,500 | 30,500 |
|-----------------------|---------------|---------------|---------------|---------------|---------------|

FUND SOURCE

| | | | | | |
|------------------------|--------|--------|--------|--------|--------|
| 01 General Fund (4676) | 15,224 | 16,300 | 16,800 | 16,500 | 16,500 |
| 32 Prop A Fund (4680) | 13,500 | 14,000 | 14,000 | 14,000 | 14,000 |

| | | | | | |
|--------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL | 28,724 | 30,300 | 30,800 | 30,500 | 30,500 |
|--------------|---------------|---------------|---------------|---------------|---------------|

DEPARTMENT RESPONSIBLE
Community Services Director

**City of Rolling Hills Estates
Summary**

| Function | | | | | |
|-----------------------------|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | | | | | |
| Expenditure Classification | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

| | | | | | |
|-----------------------------|----------------|------------------|----------------|------------------|------------------|
| TOTAL CAPITAL OUTLAY | 495,799 | 1,894,450 | 806,832 | 2,169,413 | 2,642,416 |
|-----------------------------|----------------|------------------|----------------|------------------|------------------|

| | | | | | |
|-----------------------|----------------|------------------|----------------|------------------|------------------|
| TOTAL FUNCTION | 495,799 | 1,894,450 | 806,832 | 2,169,413 | 2,642,416 |
|-----------------------|----------------|------------------|----------------|------------------|------------------|

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 2009-10 total \$2,293,413 & total \$2,586,416 for FY 2010-11, and the General Fund's portion is zero for FY 2009-10.

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 2007-08 through FY 2010-11 related to streets.

FY 09-10 includes \$320,000 for environmental review and design of the PVDN Bike Lane Project. FY 10-11 includes 2,493,000 for construction of these improvements. These funds are derived from the 2007 Metro Call for Projects and a State Safe Routes to School Grant.

The American Reinvestment and Recovery Act (ARRA) provides \$500,000 in funding during FY 09-10 for three projects: Illuminated street name signs retrofit; traffic signal improvements at the intersection of PVDN / Crenshaw Blvd.; and resurfacing of PVDN between Crenshaw Blvd. and Rolling Hills Road. Proposition C Funds totaling \$250,000 have also been designated for the PVDN resurfacing project.

Residential street resurfacing in the Palomino tract is funded by \$90,000 in Proposition 1B funds, and \$120,000 in Measure R funds over FY 09-10 and 10-11.

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|-------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Streets | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5103 | | | | | |
| Street Resurfacing (General Fund) | | | | | |
| 430 Contractual Services | 14,610 | 50,000 | 3,800 | | |
| 5120 | | | | | |
| Street Resurfacing (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | | | | 250,000 | |
| 5140 | | | | | |
| Curb/Gutter/Sidewalk Improvements (General Fund) | | | | | |
| 430 Contractual Services | | 10,000 | 10,000 | | |
| 5142 | | | | | |
| George F Canyon Storm Drain Improvements (Prop 40, Fund 33) | | | | | |
| 430 Contractual Services | | | | | |
| 5145 | | | | | |
| Storm Drain Repairs & Improvements (General Fund) | | | | | |
| 430 Contractual Services | 187,323 | 50,000 | | | |
| 5146 | | | | | |
| Storm Drain Repairs & Improvements (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | 44,646 | | | | |
| 5150 | | | | | |
| Arterial Streets Median Improvements (General Fund) | | | | | |
| 430 Contractual Services | 18,200 | | 64,150 | | |
| 51xx | | | | | |
| STPL Grant (Fund 21) | | | | | |
| 430 Contractual Services | | | | | |
| PAGE TOTAL | 264,779 | 110,000 | 77,950 | 250,000 | 0 |

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Streets (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5180 | | | | | |
| Traffic Signal Improvements (General Fund) | | | | | |
| 430 Contractual Services | | 70,000 | 5,000 | | |
| 51xx | | | | | |
| PVDN Bike Lane Project (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | | | | 6,400 | 193,436 |
| 5186 | | | | | |
| Advanced Street Signs Repainting (General Fund) | | | | | |
| 430 Contractual Services | 1,577 | 3,000 | 3,000 | | |
| 5187 | | | | | |
| Street Resurfacing (Prop 1B, Fund 22) | | | | | |
| 430 Contractual Services | | 200,000 | 210,682 | 90,413 | |
| 5188 | | | | | |
| Storm Drain Repairs/Improvements (Prop 1B, Fund 22) | | | | | |
| 430 Contractual Services | | 200,000 | 105,305 | | |
| 51xx | | | | | |
| ARRA Projects (Prop C, Fund 19) | | | | | |
| 430 Contractual Services | | | | | |
| 51xx | | | | | |
| Street Resurfacing (Measure R, Fund 23) | | | | | |
| 430 Contractual Services | | | | 40,000 | 80,000 |
| PAGE TOTAL | 1,577 | 473,000 | 323,987 | 136,813 | 273,436 |

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|---|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Streets (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 51xx | | | | | |
| PVDN Bike Lane Project (Federal STIP, Fund 24) | | | | | |
| 430 Contractual Services | | | | 256,000 | 1,803,000 |
| 51xx | | | | | |
| PVDN Bike Lane Project (State SR2S, Fund 25) | | | | | |
| 430 Contractual Services | | | | 57,600 | 496,980 |
| 51xx | | | | | |
| PVDN Resurfacing (Federal ARRA, Fund 26) | | | | | |
| 430 Contractual Services | | | | 280,000 | |
| 51xx | | | | | |
| Illuminated Street Signs LED (Federal ARRA, Fund 26) | | | | | |
| 430 Contractual Services | | | | 100,000 | |
| 51xx | | | | | |
| Traffic Signals (Federal ARRA, Fund 26) | | | | | |
| 430 Contractual Services | | | | 120,000 | |
| TOTAL FUNCTION | 266,356 | 583,000 | 401,937 | 1,200,413 | 2,573,416 |
| FUND SOURCE | | | | | |
| 01 General Fund | 221,710 | 183,000 | 85,950 | 0 | 0 |
| 19 Prop C Transit Fund | 44,646 | 0 | 0 | 256,400 | 193,436 |
| 21 STPL Grant | 0 | 0 | 0 | 0 | 0 |
| 22 Transportation Prop 1B | 0 | 400,000 | 315,987 | 90,413 | 0 |
| 23 Measure R | 0 | 0 | 0 | 40,000 | 80,000 |
| 24 Federal STIP | 0 | 0 | 0 | 256,000 | 1,803,000 |
| 25 State SR2S | 0 | 0 | 0 | 57,600 | 496,980 |
| 26 Federal ARRA | 0 | 0 | 0 | 500,000 | 0 |
| 33 Prop 40 Parks Grant Fund | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 266,356 | 583,000 | 401,937 | 1,200,413 | 2,573,416 |

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 2007-08 through FY 2010-11.

FY 2009-10 and 2010-11 provides \$25,000 for Brush Clearance in the George F Canyon Nature Park and Preserve.

Replacement and painting of three-rail fencing throughout the City is provided in FY 2009-10 in the amount of \$25,000 (Project 5221).

FY 2009-10 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 40 Roberti-Z' Berg funding in FY 2009-10 in the amount of \$25,500 (Project 5238).

FY 2009-10 provides \$3,000 for Picnic Tables Replacement from the Pepper Tree Foundation (Project 5245).

FY 2009-10 provides for \$900,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (Project 5250).

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|-------------------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Parks & Recreation | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5201 | | | | | |
| Brush Clearance (General Fund) | | | | | |
| 430 Contractual Services | | | | 25,000 | 25,000 |
| 5211 | | | | | |
| Riding Ring Improvements (General Fund) | | | | | |
| 430 Contractual Services | 5,998 | | | | |
| 5213 | | | | | |
| Dapplegray Park Round Pen (General Fund) | | | | | |
| 430 Contractual Services | | | | | |
| 5221 | | | | | |
| Three Rail Fencing (General Fund) | | | | | |
| 430 Contractual Services | 25,100 | 33,000 | 27,053 | 25,000 | 25,000 |
| 5230 | | | | | |
| 4th District Grant (General Fund) | | | | | |
| 430 Contractual Services | 58,844 | | 12,479 | | |
| 5234 | | | | | |
| Prop. 40 Per Capita Grant - ADA Transition Plan (Fund 31) | | | | | |
| 430 Contractual Services | | | | | |
| 5236 | | | | | |
| Riparian Grant - Nature Preserve (Fund 31) | | | | | |
| 430 Contractual Services | 14,888 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5238 | | | | | |
| Nature Center ADA Improvements (Fund 31) | | | | | |
| 430 Contractual Services | | 25,500 | 25,500 | | |
| PAGE TOTAL | 104,830 | 68,500 | 75,032 | 60,000 | 60,000 |

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|---|---|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Parks & Recreation (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5245 | | | | | |
| Picnic Tables Replacement (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | 2,800 | 3,041 | 3,000 | 3,000 |
| 5250 | | | | | |
| Stables Renovation (Fund 32) | | | | | |
| 430 Contractual Services | 53,127 | 1,080,000 | 180,000 | 900,000 | |
| 5272 | | | | | |
| Maintenance Yard Improvements (General Fund) | | | | | |
| 430 Contractual Services | | 5,000 | 1,954 | | |
| 5275 | | | | | |
| Riding Ring Improvements (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | 6,000 | 6,000 | 6,000 | 6,000 |
| 5289/5290 | | | | | |
| Chandler Park Improvements (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | | | | |
| 5291 | | | | | |
| Community Center Landscape (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | | | | |
| 5292 | | | | | |
| Howlett Park Equestrian Center Improvements (Prop 40, Fund 33) | | | | | |
| 430 Contractual Services | | 25,000 | | | |
| PAGE TOTAL | | | | | |
| | 53,127 | 1,118,800 | 190,995 | 909,000 | 9,000 |

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|---|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Parks & Recreation (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5293 | | | | | |
| Portable Radios (General Fund) | | | | | |
| 430 Contractual Services | 2,430 | | | | |
| 5295 | | | | | |
| Dapplegray Riding Arena Fence (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | 17,000 | 17,000 | | |
| 5296 | | | | | |
| Roberti-Z'Berg Grant Match (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | 3,650 | 3,650 | | |
| 5297 | | | | | |
| Howlett Park Dessage Arena (Pepper Tree Fund 95) | | | | | |
| 430 Contractual Services | | 15,000 | 15,000 | | |
| TOTAL FUNCTION | | | | | |
| | 160,387 | 1,222,950 | 301,677 | 969,000 | 69,000 |
| FUND SOURCE | | | | | |
| 01 General Fund | 92,372 | 38,000 | 41,486 | 50,000 | 50,000 |
| 31 Prop. 12 Parks Grant Fund | 14,888 | 35,500 | 35,500 | 10,000 | 10,000 |
| 32 Prop. A Parks Grant Fund | 53,127 | 1,080,000 | 180,000 | 900,000 | 0 |
| 33 Prop. 40 Parks Grant Fund | 0 | 25,000 | 0 | 0 | 0 |
| 95 Peppertree Fund | 0 | 44,450 | 44,691 | 9,000 | 9,000 |
| TOTAL | 160,387 | 1,222,950 | 301,677 | 969,000 | 69,000 |

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Capital Improvements – Public Improvements
(5300 Capital Projects)

Descriptions

This section includes Capital Improvement projects for FY 2007-08 through FY 2010-11, 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 2008-09 provides \$50,000 for the City's Website Redesign (Project 5316) that will carry over into FY 2009-10.

FY 2008-09 includes City Hall Lighting Efficiency Project of \$30,000 (Project 5397), and this project is on hold.

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|--|----------------------------|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Public Improvements | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |
| 5306 | | | | | |
| Accounting System Upgrades (General Fund) | | | | | |
| 430 Contractual Services | | | | | |
| 5307 | | | | | |
| Computer Network Upgrades | | | | | |
| 430 Contractual Services | 5,869 | 6,000 | 5,814 | | |
| 5316 | | | | | |
| Website Development Costs | | | | | |
| 430 Contractual Services | | 50,000 | 50,000 | | |
| 5317 | | | | | |
| ADA Improvements (General Fund) | | | | | |
| 430 Contractual Services | | 2,500 | | | |
| 5323 | | | | | |
| Council Chambers Multimedia | | | | | |
| 430 Contractual Services | | | | | |
| 5326 | | | | | |
| Phone & Voice Mail System | | | | | |
| 430 Contractual Services | | | | | |
| 5345 | | | | | |
| GIS - Planning | | | | | |
| 430 Contractual Services | | | | | |

| | | | | | |
|-------------------|--------------|---------------|---------------|----------|----------|
| PAGE TOTAL | 5,869 | 58,500 | 55,814 | 0 | 0 |
|-------------------|--------------|---------------|---------------|----------|----------|

(Public Improvements - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

| Function | Description | | | | |
|-----------------------------|--|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Public Improvements (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |

5395

City Hall Retro and Update (Fund 02)

| | | | | | |
|--------------------------|--------|--|-------|--|--|
| 430 Contractual Services | 20,674 | | 7,832 | | |
|--------------------------|--------|--|-------|--|--|

5396

City Hall Kitchen Expansion (Fund 02)

| | | | | | |
|--------------------------|--------|--|--------|--|--|
| 430 Contractual Services | 25,298 | | 16,765 | | |
|--------------------------|--------|--|--------|--|--|

5395

City Hall Flag Pole Lights (Fund 02)

| | | | | | |
|--------------------------|-------|--|--|--|--|
| 430 Contractual Services | 1,285 | | | | |
|--------------------------|-------|--|--|--|--|

5395

City Hall Trash Enclosure (Fund 02)

| | | | | | |
|--------------------------|-------|--|--|--|--|
| 430 Contractual Services | 5,470 | | | | |
|--------------------------|-------|--|--|--|--|

5397

City Hall Lighting (Fund 02)

| | | | | | |
|--------------------------|--------|--------|--------|--|--|
| 430 Contractual Services | 10,460 | 30,000 | 22,807 | | |
|--------------------------|--------|--------|--------|--|--|

| | | | | | |
|-------------------|---------------|---------------|---------------|----------|----------|
| PAGE TOTAL | 63,187 | 30,000 | 47,404 | 0 | 0 |
|-------------------|---------------|---------------|---------------|----------|----------|

(Public Improvements - Continued on Next Page)

| Function | Description | | | | |
|-----------------------------|--|--------------------|----------------------|----------------------|-----------------------|
| Capital Improvements | Public Improvements (Continued) | | | | |
| Activity Title | 2007-08 Actual | 2008-09 Adopted | 2008-09 Estimated | 2009-2010 Adopted | 2010-2011 Proposed |

See Totals Below

| | | | | | |
|-----------------------|---------------|---------------|----------------|----------|----------|
| TOTAL FUNCTION | 69,056 | 88,500 | 103,218 | 0 | 0 |
|-----------------------|---------------|---------------|----------------|----------|----------|

| FUND SOURCE | | | | | |
|---------------------------------|--------|--------|--------|---|---|
| 01 General Fund | 5,869 | 58,500 | 55,814 | 0 | 0 |
| 02 Capital Projects Designation | 63,187 | 30,000 | 47,404 | 0 | 0 |

| | | | | | |
|--------------|---------------|---------------|----------------|----------|----------|
| TOTAL | 69,056 | 88,500 | 103,218 | 0 | 0 |
|--------------|---------------|---------------|----------------|----------|----------|

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 through FY 2007-08, and the estimated 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 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|--|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| 5103 Street Resurfacing | 323,769 | 236,626 | 14,610 | 3,800 | | | 578,805 |
| 5140 Curb, Gutter, and Sidewalk Improvements | | | | 10,000 | | | 10,000 |
| 5145 Storm Drain Repairs and Improvements | 52,801 | 772,446 | 187,323 | | | | 1,012,570 |
| 51xx New Bus Shelters | | | | | | | |
| 51xx PVDN Bicycle Path Improvements | | | | | | | 200,000 |
| 5150 Arterial Streets Median Landscape | | | 18,200 | 64,150 | | | |
| 5180 Traffic Signal Improvements | | | | 5,000 | | | 5,000 |
| 5186 Advance Street Sign Improvements | 15,747 | 5,482 | 1,577 | 3,000 | | | 25,806 |
| STREETS (General Fund SUBTOTAL) | 392,317 | 1,014,554 | 221,710 | 85,950 | | | 1,714,531 |

5200 Parks

| GENERAL FUND (Parks): Project Description | 2005/06 Actual | 2006/07 Actual | 2007/08 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|--|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| 52xx Brush Clearance | | | | | 25,000 | 25,000 | 50,000 |
| 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 | 25,100 | 27,053 | 25,000 | 25,000 | 166,654 |
| 5230 4th District Grant | | | 58,844 | 12,479 | | | |
| 5272 Maintenance Yard Improvements | 6,625 | | | 1,954 | | | 8,579 |
| 5293 Portable Radios | | | 2,430 | | | | |
| PARKS (General Fund SUBTOTAL) | 60,463 | 38,023 | 92,372 | 41,486 | 50,000 | 50,000 | 258,591 |

**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 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|--|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| 5306 Accounting System Upgrade | 119,000 | 23,272 | | | | | 142,272 |
| 5307 Computer Network Upgrade | | 20,306 | 5,869 | 5,814 | | | 31,989 |
| 5316 Website Development Costs | 3,600 | | | 50,000 | | | 53,600 |
| 5317 ADA Plan Improvements (General Fund) | | | | | | | |
| 5323 Council Chambers Multimedia | | | | | | | |
| 5326 Phone & Voice Mail System | | 17,979 | | | | | 17,979 |
| 5345 GIS | | 3,495 | | | | | 3,495 |
| PUBLIC IMPROVEMENTS (SUBTOTAL) | 122,600 | 65,052 | 5,869 | 55,814 | | | 249,335 |
| GENERAL FUND GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS | 575,380 | 1,117,629 | 319,951 | 183,250 | 50,000 | 50,000 | 2,222,457 |

| CAPITAL PROJECTS DESIGNATION FUND 02 | 2005/06 Actual | 2006/07 Actual | 2007/08 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|---|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| 5395 City Hall Retro and Update | | 132,825 | 20,674 | 7,832 | | | 161,331 |
| 5395 City Hall Kitchen Expansion | | | 25,298 | 16,765 | | | 42,063 |
| 5395 City Hall Flag Pole Lights | | | 1,285 | | | | 1,285 |
| 5395 City Hall Trash Enclosure | | | 5,470 | | | | 5,470 |
| 5397 City Hall Lighting | | | 10,460 | 20,000 | | | 30,460 |
| FUND 02 DESIGNATION | | 132,825 | 63,187 | 44,597 | | | 240,609 |
| TOTAL FUNDS 01 & 02 | 575,380 | 1,250,454 | 383,138 | 227,847 | 50,000 | 50,000 | 2,463,066 |

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

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

| | 2005/06 Actual | 2006/07 Actual | 2007/08 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|---|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| PROP. C TRANSIT FUND CIP: | | | | | | | |
| 5120 Street Resurfacing | 107,128 | | | | 250,000 | | 357,128 |
| 5146 Storm Drain Repairs & Improvements | | 318,684 | 44,646 | | | | 363,330 |
| 51xx PVDN Bike Lane Project | | | | | 6,400 | 193,436 | 199,836 |
| 51xx ARRA Projects | | | | | | | |
| FUND 19 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | 107,128 | 318,684 | 44,646 | | 256,400 | 193,436 | 920,294 |
| STPL GRANT FUND | | | | | | | |
| 51XX STPL Fund Exchange | | | | | | | |
| FUND 21 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | | | |
| PROP. 1B TRANSPORTATION | | | | | | | |
| 5187 Street Resurfacing & Curb Impr. | | | | 210,682 | 90,413 | | 301,095 |
| 5188 Storm Drain Repairs/Improvements | | | | 105,305 | | | 105,305 |
| FUND 22 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | 315,987 | 90,413 | | 406,400 |
| MEASURE R FUND 23 | | | | | | | |
| 51XX Residential Street Resurfacing | | | | | 40,000 | 80,000 | 120,000 |
| FUND 23 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | 40,000 | 80,000 | 120,000 |
| FEDERAL STIP FUND 24 | | | | | | | |
| 51XX PVDN Bike Lane Project | | | | | 256,000 | 1,803,000 | 2,059,000 |
| FUND 24 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | 256,000 | 1,803,000 | 2,059,000 |
| STATE SR25 FUND 25 | | | | | | | |
| 51XX PVDN Bike Lane Project | | | | | 57,600 | 496,980 | 554,580 |
| FUND 25 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | 57,600 | 496,980 | 554,580 |
| FEDERAL ARRA FUND 26 | | | | | | | |
| 51XX PVDN Resurfacing | | | | | 280,000 | | 280,000 |
| 51XX Illuminated Street Signs LED | | | | | 100,000 | | 100,000 |
| 51XX Traffic Signals | | | | | 120,000 | | 120,000 |
| FUND 26 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | 500,000 | | 500,000 |
| PROP. 12 PARKS GRANT FUND CIP: | | | | | | | |
| 5234 Prop. 12 Per Capita Grant -- ADA Plan | 560 | 109,112 | | | | | 109,672 |
| 5236 Prop. 12 Riparian Grant -- Nature Preserve | 28,858 | 94,952 | 14,888 | 10,000 | 10,000 | 10,000 | 168,698 |
| 5238 Prop.12 RZH Block Grant - ADA Plan | | | | 25,500 | | | 25,500 |

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

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

| | 2005/06 Actual | 2006/07 Actual | 2007/08 Actual | 2008/09 Estimated | 2009/10 Adopted | 2010/11 Proposed | SIX YEAR TOTALS |
|---|-------------------|-------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| FEDERAL ARRA FUND 26 | | | | | | | |
| 51XX PVDN Resurfacing | | | | | 280,000 | | 280,000 |
| 51XX Illuminated Street Signs LED | | | | | 100,000 | | 100,000 |
| 51XX Traffic Signals | | | | | 120,000 | | 120,000 |
| FUND 26 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | | | | 500,000 | | 500,000 |
| PROP. 12 PARKS GRANT FUND CIP: | | | | | | | |
| 5234 Prop. 12 Per Capita Grant -- ADA Plan | 560 | 109,112 | | | | | 109,672 |
| 5236 Prop. 12 Riparian Grant -- Nature Preserve | 28,858 | 94,952 | 14,888 | 10,000 | 10,000 | 10,000 | 168,698 |
| 5238 Prop.12 RZH Block Grant - ADA Plan | | | | 25,500 | | | 25,500 |
| FUND 31 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | 29,418 | 204,064 | 14,888 | 35,500 | 10,000 | 10,000 | 303,870 |
| PROP. A PARKS GRANT FUND CIP: | | | | | | | |
| 5250 Stables Renovation | 800 | 9,228 | 53,127 | 180,000 | 900,000 | | 1,143,155 |
| FUND 32 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | 800 | 9,228 | 53,127 | 180,000 | 900,000 | | 1,143,155 |
| PROP. 40 PARKS GRANT FUND CIP: | | | | | | | |
| 5292 Community Center ADA Restroom | | 56 | | | | | 56 |
| FUND 33 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | | 56 | | | | | 56 |
| PEPPERTREE FOUNDATION FUND CIP: | | | | | | | |
| 5245 Picnic Tables Replacement | | | | 3,041 | 3,000 | 3,000 | 9,041 |
| 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 |
| FUND 95 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS | 5,345 | 9,198 | | 44,691 | 9,000 | 9,000 | 77,234 |
| GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS | | | | | | | |
| | 718,071 | 1,791,684 | 495,799 | 804,025 | 2,169,413 | 2,642,416 | 8,547,655 |