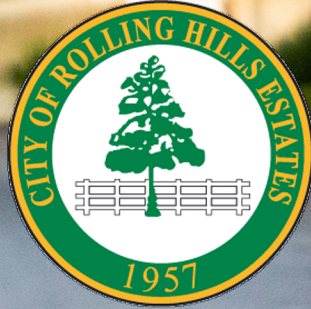


City of Rolling Hills Estates California



Budget

Proposed Fiscal Year 2019-20
Proposed Fiscal Year 2020-21



Prepared by
Administrative Services Department

City of Rolling Hills Estates



RHE.city

**Proposed Budget
FY 2019 – 2020**

**Proposed Budget
FY 2020 – 2021**

**Prepared by
Administrative Services Department**



Ernie Howlett Park

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MEMORANDUM

DATE: JUNE 25, 2019

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: PROPOSED BUDGET FISCAL YEARS 2019-2020 & 2020-2021

This memorandum will serve to transmit the proposed budget for Fiscal Year 2019-20 & 2020-21 at the June 25 City Council Meeting. The budget document incorporates direction and decisions from Budget Study Session held June 4. Additionally, this document includes projected year-end budget numbers for FY 2018-19.

This document reflects continued exceptional revenues in Building Permits, slight increases in Property Tax and Business Licenses, and generally stable Sales Tax. Expenditures include maintenance of all existing programs, proceeding with the General Plan Update and continuation of increased capital expenditures in keeping with Council policy to dedicate exceptional revenues to accelerating infrastructure investment and maintenance of prudent reserves. Highlights to note include:

General Fund Operating surplus of \$1,370,709 or 14% for FY18-19;
General Fund Operating surplus of \$1,343,517 or 14% for FY19-20;
General Fund Operating surplus of \$1,186,257 or 12% for FY20-21;

Exceptional Building Permit Revenues of \$2,750,000 for FY18-19;
Exceptional Building Permit Revenues of \$2,750,000 for FY19-20;
Exceptional Building Permit Revenues of \$2,500,000 for FY20-21;

General Fund Balance of \$2,544,972 at 6/30/19;
General Fund Balance of \$2,186,953 at 6/30/20;
General Fund Balance of \$2,348,210 at 6/30/21;

FY19-20 expenditures include a payment of \$500,000 toward the City's Small Cities Pool UAL.

The draft budget also reflects a 3.0% CPI increase for employees receiving a satisfactory evaluation and a \$40,000 merit pool as determined by the City Manager. Continuation of PARS contributions for the City Manager, Assistant City Manager, Administrative Services Director, and Community Development Director are also included in the budget. All personnel items were considered in Closed Session with the full Council in advance of the Budget Public Hearing.

We believe that we have once again proposed a budget reflective of existing Council policy, realistic revenue assumptions, and responsible expenditures that benefit the community and the organization.

**A New Budget Message
is Currently being Designed**



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CITY OF ROLLING HILLS ESTATES



FUND BALANCE POLICY

INTRODUCTION

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

These policies are intended to provide guidelines for budget decisions as to the appropriate use of General Fund resources and the maintenance of adequate reserves for contingencies, emergencies, capital improvements, and other such uses as determined by the City Council. After amounts projected to be available from the year-end fund balance of the General Fund are allocated to Assigned categories, the remaining amount, referred to as the Unassigned Fund Balance, will be reserved for contingencies as further set forth below.

STATEMENT OF FINANCIAL POLICIES

1. BUDGET POLICIES

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

- d. Specified grant revenues in Special Revenue Funds shall be used to minimize the cost to the General Fund of both qualifying operating and capital expenditures.
- e. The Enterprise Funds of the City shall be essentially self-supporting, without need of General Fund resources.

2. RESERVE POLICIES

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

Approval: June 25, 2019

CITY OF ROLLING HILLS ESTATES



INVESTMENT POLICY

INTRODUCTION

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

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

STATEMENT OF INVESTMENT POLICY

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

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

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

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

More detailed descriptions of these vehicles are in the Appendix.

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

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

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

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

Approval: June 25, 2019

CITY OF ROLLING HILLS ESTATES



APPENDIX OF DESCRIPTIONS OF INVESTMENT MECHANISMS

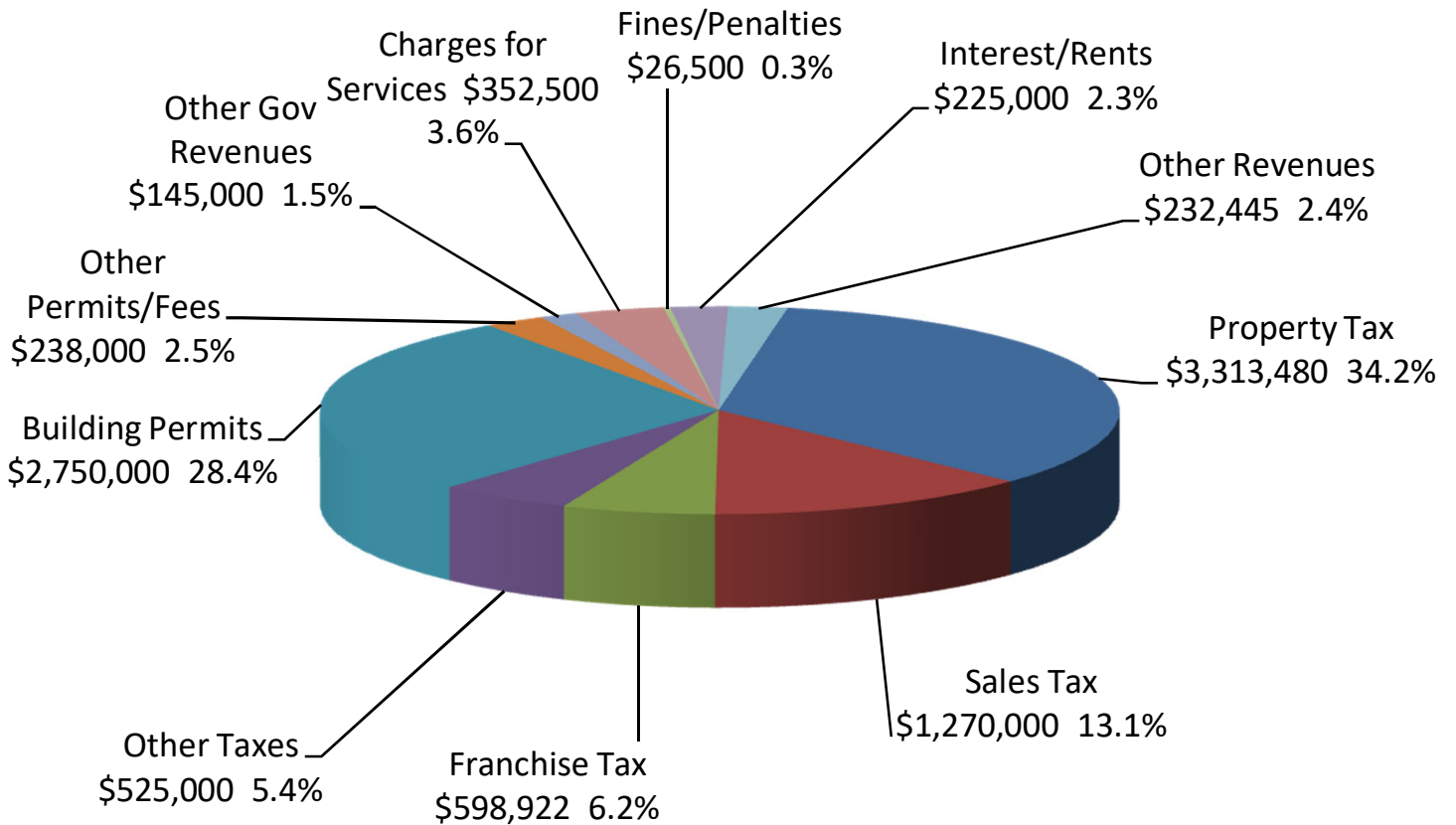
1. LOCAL AGENCY INVESTMENT FUND (LAIF) is a special fund of the State Treasury which local agencies may use to deposit excess funds. There is no minimum investment period and no minimum account balance requirement with a maximum of \$65 million per agency. Funds are available on a same day basis with no loss of interest. Interest is distributed quarterly, based on the agency's proportionate share of deposits and length of deposit. (16429.1)

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

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

City of Rolling Hills Estates

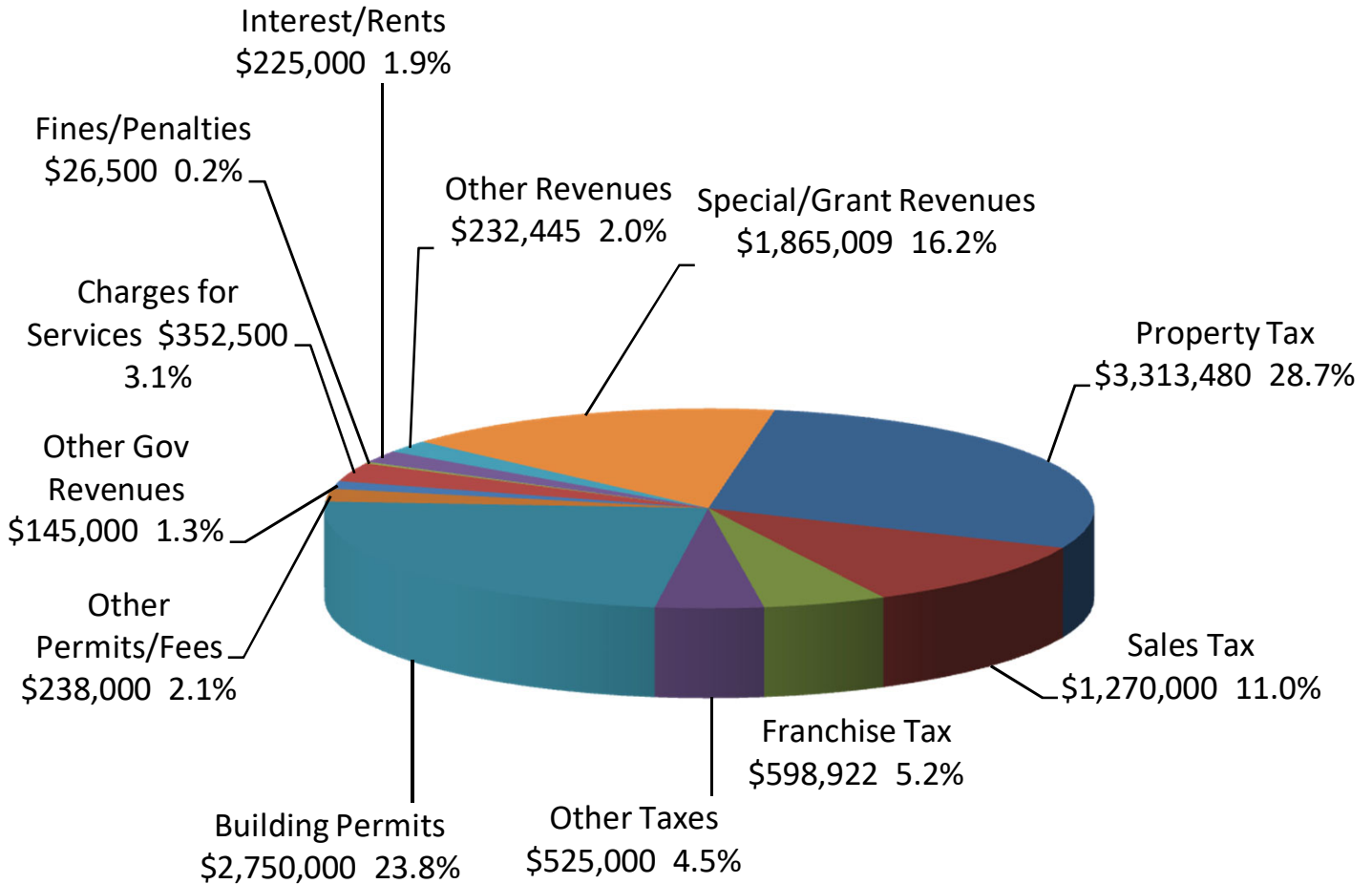
Budget Revenues 2019- 2020 (General Fund)



Total General Fund Revenue \$9,676,847

City of Rolling Hills Estates

Budget Revenues 2019- 2020 (All Funds)



Total All Revenue \$11,541,856

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

REVENUE SUMMARY		2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Estimated	Proposed	Proposed
GENERAL FUND						
LOCAL TAXES						
Property Tax	3110	2,024,182	2,165,759	2,310,778	2,411,480	2,450,000
Property Tax in lieu of VLF Fees	3115	777,347	828,935	871,201	902,000	950,000
Sales Tax	3120	1,171,000	1,287,221	1,262,523	1,270,000	1,309,000
Franchise Tax	3130	570,539	604,648	590,000	598,922	600,000
Business License Tax	3140	238,062	229,750	375,000	375,000	375,000
Property Transfer Tax	3160	89,129	143,247	125,000	125,000	125,000
New Construction Tax	3170	2,000	6,000	25,000	25,000	25,000
TOTAL		4,872,259	5,265,560	5,559,502	5,707,402	5,834,000
LICENSES & PERMITS						
Animal Licenses	3220	7,785	6,668	8,000	8,000	8,000
Building Permits	3230	2,810,534	2,804,117	2,750,000	2,750,000	2,500,000
Street Permits	3240	243,437	245,809	215,000	230,000	230,000
TOTAL		3,061,756	3,056,594	2,973,000	2,988,000	2,738,000
INTERGOVERNMENTAL REVENUES						
COPS Grant (Policing)	3311	129,324	139,416	148,747	145,000	145,000
Highway Through Cities Grant	3324					
TOTAL		129,324	139,416	148,747	145,000	145,000
CHARGES FOR SERVICES						
Planning Fees	3410	212,872	382,500	210,000	250,000	250,000
GIS Fees	3420	7,200	4,400	7,600	7,000	7,000
City Celebration & Holiday Parade	3430	2,206	1,345	825	1,500	1,500
Recreation Fees	3440	31,997	32,172	30,000	30,000	30,000
Tennis Court Fees	3460	54,587	56,456	55,000	55,000	55,000
Tennis Membership Dues	3461	10,855	7,335	9,000	9,000	9,000
TOTAL		319,717	484,208	312,425	352,500	352,500
FINES & FORFEITURES						
Misc. Fines and Forfeitures	3510	35,282	7,174	18,345	10,000	10,000
False Alarm Fines	3520	16,675	16,625	10,000	10,000	10,000
Business License Penalties	3530	7,715	4,852	7,650	6,500	6,500
TOTAL		59,672	28,651	35,995	26,500	26,500
USE OF MONEY & PROPERTY						
Interest Income	3610	2,650	14,858	20,000	21,000	22,000
Rents and Concessions	3620	27,727	37,873	33,500	34,000	35,000
PWEC Concessionaire's Fee	3630	55,388	151,484	165,500	170,000	175,000
TOTAL		85,765	204,215	219,000	225,000	232,000
OTHER REVENUES						
State CASp Fee	3705	121	262	70	70	70
Refunds/Rebates/Reimbursements	3710	25,655	44,699	27,000	30,000	30,000
SB 90 Reimb. of State Mandated Costs	3715	6,769				
AB 939/Infrastructure Fees	3720	190,608	189,487	175,000	179,375	183,411
Prior Year Adjustments	3725	7		1,784		
Miscellaneous Revenues	3730	11,813	8,665	19,500	13,000	13,000
Curbside Recycling/Oil	3740	5,000	4,496	5,000	5,000	5,000
Litter Abatement/Recycling	3750	5,000	15,000	5,000	5,000	5,000
TOTAL		244,973	262,609	233,354	232,445	236,481
TOTALS, GENERAL FUND	01	8,773,466	9,441,253	9,482,023	9,676,847	9,564,481

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

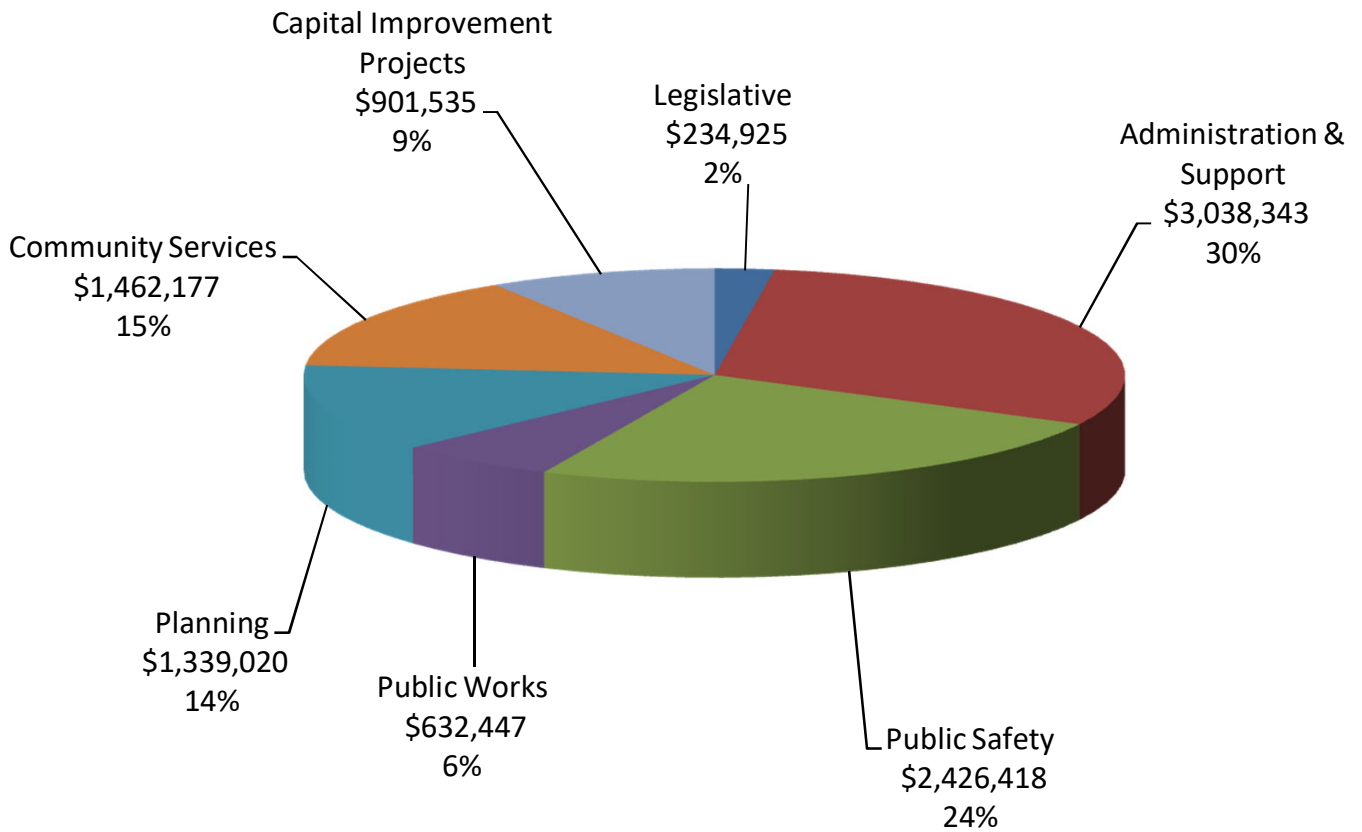
REVENUE SUMMARY		2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Estimated	Proposed	Proposed
EXHIBIT A						
SPECIAL REVENUE FUNDS						
QUIMBY FEES						
Quimby Fees	3180		1,500	240,000	500,000	500,000
Interest Income	3610	2,328	1,370	2,000	1,370	2,000
TOTAL	10	2,328	2,870	242,000	501,370	502,000
HIGHWAY USERS TAX						
Section 2103 - HUTA	3329	21,531	31,415	35,528	69,859	69,000
Section 2105 - HUTA	3330	45,328	43,777	46,887	45,046	45,000
Section 2106 - HUTA	3340	31,236	31,091	33,119	31,397	31,000
Section 2107 - HUTA	3350	57,468	56,973	60,572	58,834	59,000
Section 2107.5 - HUTA	3360	2,000	2,000	2,000	2,000	2,000
HUTA Loan Repayment for 3 years	3366		9,171	9,230	9,147	
HUT & RMRA SUBTOTAL		157,563	174,427	187,336	216,283	206,000
Interest Income	3610			150	150	150
TOTAL	11	157,563	174,427	187,486	216,433	206,150
SB1 HUTA RMRA FUND						
HUTA SB1 RMRA 2030	3365		37,186	138,576	133,303	134,000
Interest Income	3610		8	10	10	10
TOTAL	12		37,194	138,586	133,313	134,010
LOCAL TRANSPORTATION FUND						
TDA Article 3 Funds	3121		7,040		5,871	
Interest Income	3610					
TOTAL	13		7,040		5,871	
TRAFFIC SAFETY FUND						
Traffic Safety Fines	3540	25,966	17,295	20,000	20,000	20,000
Interest Income	3610	81	49			
TOTAL	14	26,047	17,344	20,000	20,000	20,000
PEG FEES						
Cox PEG Fees	3760	28,982	32,044	29,500	30,000	30,000
Interest Income	3610	306	465	700	800	800
TOTAL	16	29,288	32,509	30,200	30,800	30,800
COMMUNITY DEVELOPMENT BLOCK GRANT						
CDBG	3320	45,745	21,896	25,000	23,000	23,000
Interest Income	3610	39				
TOTAL	17	45,784	21,896	25,000	23,000	23,000
TRANSIT FUND						
PROP A - Transit Improvement	3121	150,048	149,748	165,000	164,269	169,197
Interest Income	3610	147	155	175	175	175
TOTAL	18	150,195	149,903	165,175	164,444	169,372
PROP C						
PROP C - Transit Tax	3122	189,401	124,265	140,000	201,257	140,000
Interest Income	3610	653	2,297	300	300	300
TOTAL	19	190,054	126,562	140,300	201,557	140,300
AQMD						
Air Quality Funds AB 2766	3390	10,252	10,168	9,100	9,100	9,100
Interest Income	3610	283	662	300	900	900
TOTAL	20	10,535	10,830	9,400	10,000	10,000
STPL GRANT						
STPL Fund Exchange	3328	142,246				
Interest Income	3610					
TOTAL	21	142,246				
MEASURE R						
Residential Street Resurfacing	3371	144,138	94,383	105,000	102,203	105,000
Interest Income	3610	537	1,713	300	300	300
TOTAL	23	144,675	96,096	105,300	102,503	105,300
STATE SR2S						
PVDN Bike Lane & Silver Spur Pathways	3372	59,117				
Interest Income	3610					
TOTAL	25	59,117				

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

REVENUE SUMMARY		2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Estimated	Proposed	Proposed
MEASURE M						
Street Resurfacing	3368				51,300	63,000
Subregion Fund in 2020	3369		84,310	116,822	115,818	115,818
Interest Income	3610		370	800	500	500
TOTAL	26		84,680	117,622	167,618	179,318
CALRECYCLE GRANT						
Street Resurfacing Grant	3378	40,464				
Interest Income	3610					
TOTAL	28	40,464				
PROP 84 STATE PARK GRANT EQUESTRIAN						
Peter Weber Equestrian Center	3387	197,924	60,379			
Interest Income	3610		15			
TOTAL	30	197,939	60,379			
PROP 12 PARKS GRANT						
Prop. 12 Riparian Grant (Nature Preserve)	3396					
Interest Income	3610					
TOTAL	31					
PROP A COUNTY PARKS						
PROP A - Maintenance/Service	3392			47,778		
PROP A - Howlett Park Pathways	3393				249,500	
PROP A - Specified	3394	668,437				
TOTAL	32	668,437		47,778	249,500	
PROP A 4TH DISTRICT GRANT						
Equestrian Improvements	3399					
TOTAL	34					
JR. NATURALIST STATE GRANT						
Nature Center Youth Programs	3389	22,575		44,938		
TOTAL	35	22,575		44,938		
PEPPER TREE FOUNDATION						
Donations	3440	36,402	36,451	36,000	36,000	36,000
Interest Income	3610	89	226	70	300	300
TOTAL	95	36,491	36,677	36,070	36,300	36,300
CHANDLER CONTRIBUTION FUND						
Donations/Match	3780					
Interest Income	3610	3,122	3,066			
TOTAL	97	3,122	3,066			
TRAFFIC MITIGATION MEASURES FUND						
Traffic Mitigation	3190		188,240			
Interest Income	3610		788	2,300	2,300	2,300
TOTAL	98		189,028	2,300	2,300	2,300
TOTALS, SPECIAL REVENUE FUNDS		1,926,860	1,050,501	1,312,155	1,865,009	1,558,850
EXHIBIT A						
ENTERPRISE FUNDS						
STABLES						
Stable Rental & Concessionaire	3450	80,931				
CHARGES FOR SERVICES	50	80,931				
TOTALS, ENTERPRISE FUNDS		80,931				
GRAND TOTALS, ALL FUNDS		10,781,257	10,491,754	10,794,178	11,541,856	11,123,331

City of Rolling Hills Estates

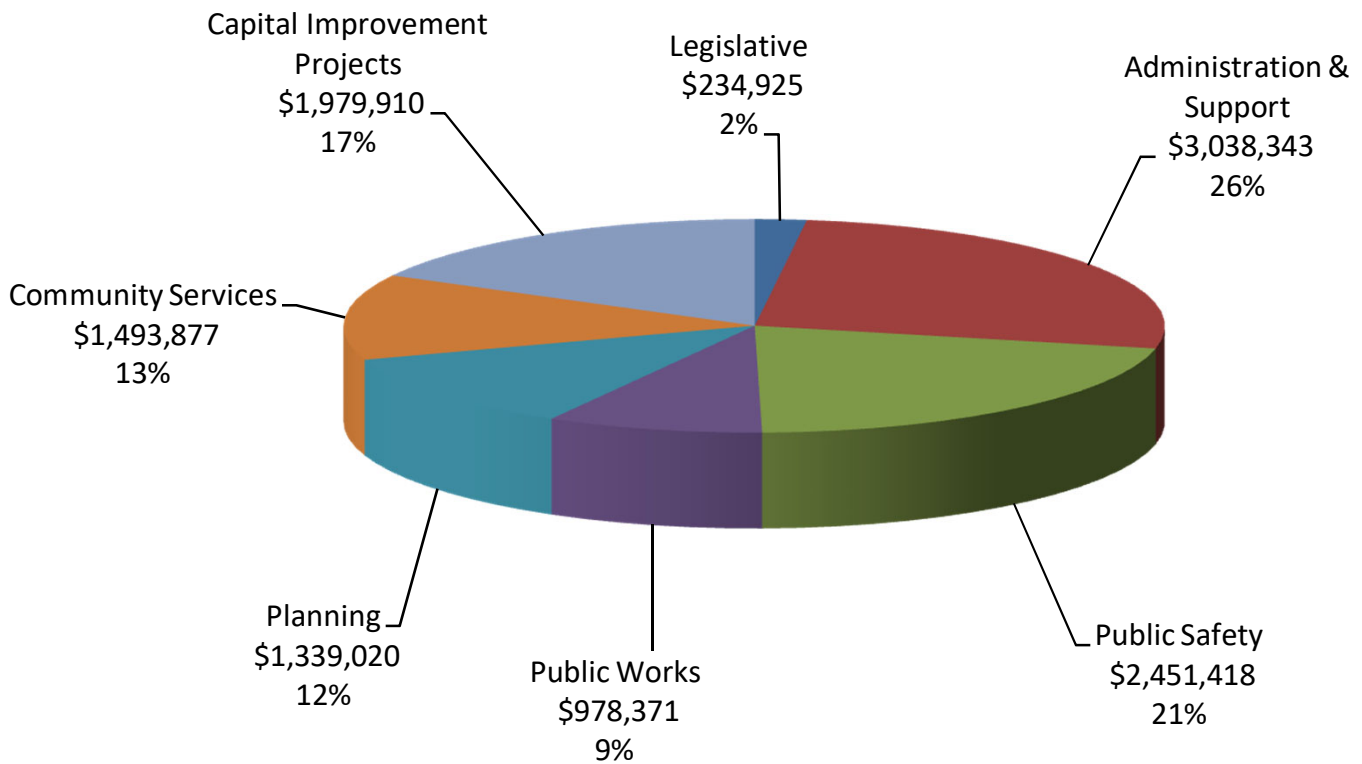
Budget Expenditures 2019-2020 (General Funds)



Total General Fund Expenditures \$10,034,865

City of Rolling Hills Estates

Budget Expenditures 2019-2020 (All Funds)



Total All Funds Expenditures \$11,515,863

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

EXPENDITURES/EXPENSES SUMMARY	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	
<u>GENERAL FUND OPERATING EXPENDITURES</u>						
LEGISLATIVE						
CITY COUNCIL	4110	61,300	63,481	64,040	65,594	65,826
PLANNING COMMISSION	4120	48,942	49,326	49,545	32,408	33,056
P&A COMMISSION	4130	37,835	39,490	41,328	22,323	22,739
CITY ATTORNEY	4140	109,531	132,300	140,011	114,000	114,000
ELECTION	4150		22,750	600	600	25,000
TOTAL		257,608	307,347	295,524	234,925	260,620
ADMINISTRATION & SUPPORT						
CITY MANAGER	4210	724,609	784,751	809,382	740,942	679,343
CENTRAL SERVICES	4220	465,507	549,892	642,020	663,013	675,790
FINANCE	4230	515,831	541,233	601,274	568,676	577,101
PERSONNEL	4240	2,117,499	215,543	807,974	901,379	398,380
PUBLIC INFORMATION	4250	21,811	66,402	89,310	95,558	97,009
EQUIPMENT	4279	118,145	156,612	70,784	68,775	60,775
TOTAL		3,963,402	2,314,433	3,020,744	3,038,343	2,488,398
PUBLIC SAFETY						
PATROL SERVICES	4310	1,975,732	2,085,435	2,147,071	2,307,783	2,352,153
ANIMAL CONTROL	4330	17,995	24,524	25,000	25,000	30,000
CROSSING GUARDS - GENERAL FUND	4343		14,813	19,199	60,635	63,965
EMERGENCY MANAGEMENT	4350	7,035	5,302	8,000	33,000	33,000
TOTAL		2,000,762	2,130,074	2,199,270	2,426,418	2,479,117
PUBLIC WORKS						
SIGNALS & STRIPING	4451	435,894	414,097	242,606	216,000	216,000
STORMWATER PERMIT	4460	283,367	268,023	380,868	380,500	381,109
SOLID WASTE/RECYCLING	4625	27,754	33,258	39,639	35,948	26,367
TOTAL		747,015	715,378	663,113	632,447	623,475
COMMUNITY DEVELOPMENT						
PLANNING ADMINISTRATION	4510	893,188	915,707	814,371	726,100	732,502
ADVANCED PLANNING	4520	128,774	134,786	108,339	470,103	473,505
CODE ADMINISTRATION	4530	93,257	79,630	109,905	142,817	145,453
TOTAL		1,115,219	1,130,123	1,032,615	1,339,020	1,351,460
COMMUNITY SERVICES						
PARKS MAINTENANCE	4610	865,258	901,888	938,351	910,765	917,380
TREE TRIMMING	4615	199,216	195,043	188,577	179,695	180,399
BRIDLE TRAILS	4630	69,314	73,381	78,583	73,243	74,387
RECREATION PROGRAMS	4640	31,129	37,757	28,389	57,005	57,975
TENNIS RECREATION	4645	69,401	76,420	84,033	101,438	104,670
SPECIAL EVENTS	4670	99,136	83,111	92,269	77,737	77,944
PEPPERTREE	4674	9,246	9,632	9,946	5,193	5,297
NATURE CENTER	4676	29,343	27,605	34,900	57,100	57,100
TOTAL		1,372,043	1,404,837	1,455,048	1,462,177	1,475,153
TOTAL OPERATING EXPENDITURES						
		9,456,049	8,002,192	8,666,314	9,133,330	8,678,224

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

EXPENDITURES/EXPENSES SUMMARY		2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES						
PUBLIC WORKS						
STREET RESURFACING & ROAD IMPR.	5103	781,495	785,578	350,800	150,000	250,000
CURB/GUTTER/SIDEWALK IMPR.	5140	10,022	60,105	25,000	25,000	25,000
STORM DRAIN REPAIRS/IMPROVEMENTS	5145	251,213	48,473	400,000	400,000	400,000
TRAFFIC SIGNAL IMPROVEMENTS	5180	96,434	28,045			
ADV. STREET SIGNS REPAINTING	5186					
TOTAL STREETS		1,139,164	922,201	775,800	575,000	675,000
PARKS & RECREATION						
BRUSH CLEARANCE	5201	10,839	5,520	11,000	10,000	15,000
THREE RAIL FENCING	5221					
TOTAL PARKS & RECREATION		10,839	5,520	11,000	10,000	15,000
PUBLIC IMPROVEMENTS						
SHERIFF'S ALPR	5302	73,866	1,339	53,654	81,535	
CITY HALL RENOVATION & DESIGN	5303	71,273	17,882	330,000	200,000	
COMPUTER NETWORK UPGRADE	5307	38,272	69,657	41,000	35,000	35,000
SPEED BOARD	5315	8,901				
WEBSITE UPGRADE AND REDESIGN	5316	17,312				
TOTAL PUBLIC IMPROVEMENTS		209,624	88,878	424,654	316,535	35,000
<hr/>						
TOTAL CAPITAL PROJECTS		1,359,627	1,016,599	1,211,454	901,535	725,000
TOTAL GENERAL FUND EXPENDITURES		10,815,676	9,018,791	9,877,768	10,034,865	9,403,224

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

EXPENDITURES/EXPENSES SUMMARY		2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
<u>SPECIAL REVENUE FUND TYPE EXPENDITURES</u>						
<u>QUIMBY FEES FUND 10</u>						
PVDN/SILVER SPUR PATHWAYS	5130	400,000				
DAPPLEGRAY BRIDLE TRAIL	5259	42,050	18,900			
PEPPERWOOD PARK/CIVIC CENTER	5262		29,998	7,571	5,000	5,000
CHANDLER PARK	5263	18,276	16,134	15,765		
HOWLETT PARK IMPROVEMENTS	5264	177,240	29,255	27,000	40,000	
HIGHRIDGE PARK IMPROVEMENTS	5265				12,500	
PARK ADA IMPROVEMENTS	5266		12,400	19,000	40,000	40,000
NATURE & COMMUNITY CENTERS	5267		23,570	20,000		
BUTCHER PARK DEVELOPMENT	5269		2,974	3,955		150,000
TOTAL		637,566	133,231	93,291	97,500	195,000
<u>HIGHWAY USERS TAX FUND 11</u>						
STREET REPAIR	4410	53,258	43,481	90,000	55,000	55,000
SIGNALS & STRIPING	4454	174,024	44,567	187,336	125,000	125,000
TOTAL		227,282	88,048	277,336	180,000	180,000
<u>SB1 HUTA RMRA FUND 12</u>						
ROAD MAINTENANCE AND REHABILITATION	5112		46,520	133,961	134,250	135,000
<u>TDA FUND 13</u>						
TRANSIT TDA ARTICLE 3	5113		7,040	15,000		10,000
<u>TRAFFIC SAFETY FUND 14</u>						
CROSSING GUARDS - TRAFFIC FINES	4340	36,518	38,016	42,300	25,000	25,000
<u>PEG FEES FUND 16</u>						
PEG FEES UPGRADES & IMPROVEMENTS	5322	119,377	11,721		45,000	
<u>COMM. DEVELOPMENT BLOCK GRANT FUND 17</u>						
CDBG	5190	82,285	21,896	25,000	23,000	23,000
<u>TRAFFIC SAFETY FUND 18</u>						
PV TRANSIT	4450	158,091	153,484	165,518	165,923	166,382
TOTAL		158,091	153,484	165,518	165,923	166,382
<u>TRANSIT PROP C FUND 19</u>						
STREET RESURFACING	5120	50,000	351,098	100,000	200,000	100,000
TRAFFIC SIGNAL IMPROVEMENTS	5182	12,133				
TOTAL		62,133	351,098	100,000	200,000	100,000
<u>AIR QUALITY FUND 20</u>						
TURF UTILITY VEHICLES	4281					
TOTAL						
<u>STP-L FUND 21</u>						
STREET RESURFACING PROJECT	5115	142,246				
TOTAL		142,246				
<u>MEASURE R FUND 23</u>						
RESIDENTIAL STREET RESURFACING	5170	75,000	200,000	100,000	100,000	100,000
TRAFFIC SIGNAL IMPROVEMENTS	5171	101,536				
TOTAL		176,536	200,000	100,000	100,000	100,000

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

EXPENDITURES/EXPENSES SUMMARY		2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Estimated	Proposed	Proposed
<u>MEASURE M, FUND 26</u>						
NEW SUB REGIONAL FUNDS	5148					100,000
STREET RESURFACING PROJECT	5117			233,644	100,000	116,000
TOTAL				233,644	100,000	216,000
<u>CALRECYCLE GRANT, FUND 28</u>						
STREET RESURFACING GRANT	5116	83,123	144			
TOTAL		83,123	144			
<u>PROP 84 STATE GRANT FUND 30</u>						
PETER WEBER EQUESTRIAN CENTER	5251					
TOTAL						
<u>PROP A PARKS FUND 32</u>						
HOWLETT PARK PATHWAYS	5232				249,500	
STABLES RENOVATION	5250	3,113	11,303			
NATURE CENTER	4680	14,071	14,071	14,959		
TOTAL		17,184	25,374	14,959	249,500	
<u>PROP A 4TH DISTRICT GRANT FUND 34</u>						
EQUESTRIAN IMPROVEMENTS	5220	120,317	49,574		40,000	
TOTAL		120,317	49,574		40,000	
<u>JR. NATURALIST STATE GRANT FUND 35</u>						
YOUTH PROGRAMS AT NATURE CENTER	4677	22,574		44,938		
TOTAL		22,574		44,938		
<u>PEPPERTREE FUND 95</u>						
PEPPERTREE FOUNDATION	4675	30,964	40,235	30,600	31,700	31,700
SPECIAL PROJECTS	5231		2,375	12,375	89,125	
TOTAL		30,964	42,610	42,975	120,825	31,700
<u>CHANDLER CONTRIBUTION FUND 97</u>						
EQUESTRIAN & PARK IMPROVEMENTS	5255	23,730	406,362			
TOTAL		23,730	406,362			
TOTAL OPERATIONS		489,500	333,854	575,651	402,623	403,082
TOTAL CAPITAL PROJECTS		1,450,426	1,241,264	713,271	1,078,375	779,000
TOTAL SPECIAL FUNDS		1,939,926	1,575,118	1,288,922	1,480,998	1,182,082
GRAND TOTAL, ALL FUNDS		12,755,602	10,593,909	11,166,690	11,515,863	10,585,306

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



EXHIBIT C				
City of Rolling Hills Estates				
SOURCES and USES				
FY 2016-17	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	4,872,259			4,872,259
LICENSES/PERMITS	3,061,756			3,061,756
REV FR OTH AGENCIES	129,324	1,827,910		1,957,234
CHARGES FOR SVCS	319,717		80,931	400,648
FINES/FORFEITURES	59,672	25,966		85,638
USE OF MONEY/PROPERTY	85,765	7,600		93,365
OTHER REVENUES	244,973	65,384		310,357
Total Revenues	8,773,466	1,926,860	80,931	10,781,257
USES				
Legislative	257,608			257,608
Administration/Support	2,080,482			2,080,482
Public Safety	2,000,762	36,518		2,037,280
Public Works	747,015	385,373		1,132,388
Planning	1,115,219			1,115,219
Community Services	1,372,043	67,609		1,439,652
Operations Expenditures	7,573,129	489,500		8,062,629
PERS UAL Payment	1,814,634			1,814,634
Capital Projects	1,359,627	1,450,426		2,810,053
Vehicle Purchases/Reserves	68,286			68,286
Total Expenditures	10,815,676	1,939,926		12,755,602
Net Change	(2,042,210)	(13,066)	80,931	(1,974,344)
Transfer In/(Out)	6,380		(80,931)	(74,551)
Fund Balance/RE - 7/1/16	4,566,489	495,929		5,062,418
Fund Balance/RE - 6/30/17	2,524,279	482,863		3,013,523
OPERATING RESULTS:				
Total Revenues	8,773,466	1,926,860	80,931	10,781,257
Less: Special Operating Revenues				
Less: Operations Expenditures	(7,573,129)	(489,500)		(8,062,629)
RESULTS AFTER ADD-BACKS	1,200,337	1,437,360	80,931	2,718,629
SUBTOTALS BEFORE SPECIALS	1,200,337	1,437,360	80,931	2,718,629
Add: CLEEP Grant Usage	5,201			5,201
NET OPERATING RESULTS (\$)	1,205,538	1,437,360	80,931	2,723,830
Net Operating Results (%) as a % of Revenues	14%	75%	100%	25%

EXHIBIT C		(Continued) Special Funds																		Enterprise Funds			
City of Rolling Hills Estates SOURCES and USES		Quimby	State	Local	Traffic	PEG	CDBG	Transit	PROP	AQMD	STPL	Measure	State	State	PROP 84	PROP A	PROP A	State	Pepper	Chandler	Special	Enterprise	
FY 2016-17		10	11	13	14	16	17	18	19	20	21	23	25	28	30	32	34	35	95	97	TOTAL	50	TOTAL
SOURCES																							
TAXES																							
LICENSES/PERMITS																							
REV FR OTH AGENCIES			157,563				45,745	150,048	189,401	10,252	142,246	144,138	59,117	40,464	197,924	668,437		22,575			1,827,910		
CHARGES FOR SVCS																							
FINES/FORFEITURES					25,966																25,966		
USE OF MONEY/PROPERTY		2,328			81	306	39	147	653	283		537			15				89	3,122	7,600		
OTHER REVENUES						28,982													36,402		65,384		
Total Revenues		2,328	157,563		26,047	29,288	45,784	150,195	190,054	10,535	142,246	144,675	59,117	40,464	197,939	668,437		22,575	36,491	3,122	1,926,860	80,931	80,931
USES																							
Legislative																							
Administration/Support																							
Public Safety					36,518																	36,518	
Public Works			227,282					158,091														385,373	
Planning																							
Community Services																							
Operations Expenditures			227,282		36,518			158,091														67,609	
PERS UAL Payment																							
Capital Projects		637,566				119,377	82,285		62,133		142,246	176,536		83,123		3,113	120,317				23,730	1,450,426	
Vehicle Purchases/Reserves																							
Total Expenditures		637,566	227,282		36,518	119,377	82,285	158,091	62,133		142,246	176,536		83,123		17,184	120,317	22,574	30,964	23,730	1,939,926		
Net Change		(635,238)	(69,719)		(10,471)	(90,089)	(36,501)	(7,896)	127,921	10,535		(31,861)	59,117	(42,659)	197,939	651,253	(120,317)	1	5,527	(20,608)	(13,066)	80,931	80,931
Transfer In/(Out)															(231,310)	231,310						(29,914)	#REF!
Fund Balance/RE - 7/1/16		870,283	(73,126)		22,552	131,194	19,324	47,399	126,628	64,186		176,777	(65,142)		(28,557)	(1,434,811)	(110,571)	(1)	11,816	737,978	495,929	(54,047)	(54,047)
Fund Balance/RE - 6/30/17		235,045	(142,845)		12,081	41,105	(17,177)	39,503	254,549	74,721		144,916	(6,025)	(42,659)	(61,928)	(552,248)	(230,888)		17,343	717,370	482,863		#REF!

Note:
Closed Both
Enterprise
Funds.

EXHIBIT D			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2017-18	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,265,560		5,265,560
LICENSES/PERMITS	3,056,594	188,240	3,244,834
REV FR OTH AGENCIES	139,416	763,802	903,218
CHARGES FOR SVCS	484,208		484,208
FINES/FORFEITURES	28,651	17,295	45,946
USE OF MONEY/PROPERTY	204,215	11,169	215,384
OTHER REVENUES	262,609	69,995	332,604
Total Revenues	9,441,253	1,050,501	10,491,754
USES			
Legislative	307,347		307,347
Administration/Support	2,205,962		2,205,962
Public Safety	2,130,074	38,016	2,168,090
Public Works	715,378	241,532	956,910
Planning	1,130,123		1,130,123
Community Services	1,404,837	54,306	1,459,143
Operations Expenditures	7,893,721	333,854	8,227,575
Capital Projects	1,016,599	1,241,263	2,257,862
Vehicle Purchases/Reserves	108,471		108,471
Total Expenditures	9,018,791	1,575,117	10,593,908
Net Change	422,462	(524,616)	(102,154)
Transfer In/(Out)	(6,025)		
Fund Balance/RE - 7/1/17	2,524,279	482,863	3,007,142
Fund Balance/RE - 6/30/18	2,940,716	(41,753)	2,904,988
OPERATING RESULTS:			
Total Revenues	9,441,253	1,050,501	10,491,754
Less: Special Operating Revenues			
Less: Operations Expenditures	(7,893,721)	(333,854)	(8,227,575)
RESULTS	1,547,532	716,647	2,264,179
SUBTOTALS BEFORE SPECIALS	1,547,532	716,647	2,264,179
Special Project	10,000		10,000
General Plan Update	80,815		80,815
NET OPERATING RESULTS (\$)	1,638,347	716,647	2,354,994
Net Operating Results (%) as a % of Revenues	17%	68%	22%

EXHIBIT D (Continued) Special Funds																							
City of Rolling Hills Estates SOURCES and USES	Quimby Fees	State HUTA	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R Grant	State SR2S Grant	Measure M	State Calrecycle Grant	PROP 84 State Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Chandler Equestrian	Traffic Measure	Special Revenue	
FY 2017-18	10	11	12	13	14	16	17	18	19	20	23	25	26	28	30	32	34	35	95	97	98	TOTAL	
SOURCES																							
TAXES																							
LICENSES/PERMITS																						188,240	
REV FR OTH AGENCIES		174,427	37,186	7,040			21,896	149,748	124,265	10,168	94,383		84,310		60,379							763,802	
CHARGES FOR SVCS																						17,295	
FINES/FORFEITURES					17,295																	17,295	
USE OF MONEY/PROPERTY	1,370		8		49	465		155	2,297	662	1,713		370						226	3,066	788	11,169	
OTHER REVENUES	1,500					32,044													36,451			69,995	
Total Revenues	2,870	174,427	37,194	7,040	17,344	32,509	21,896	149,903	126,562	10,830	96,096		84,680		60,379				36,677	3,066	189,028	1,050,501	
USES																							
Legislative																							
Administration/Support																							
Public Safety					38,016																	38,016	
Public Works		88,048						153,484														241,532	
Planning																							
Community Services																							
Operations Expenditures		88,048			38,016			153,484								14,071					40,235	54,306	
Capital Projects																							
Vehicle Purchases/Reserves	133,231		46,520	7,040		11,721	21,896		351,098		200,000			144		11,302	49,574		2,375	406,362		1,241,263	
Total Expenditures	133,231	88,048	46,520	7,040	38,016	11,721	21,896	153,484	351,098		200,000			144		25,373	49,574		42,610	406,362		1,575,117	
Net Change	(130,361)	86,379	(9,326)		(20,672)	20,788		(3,581)	(224,536)	10,830	(103,904)		84,680	(144)	60,379	(25,373)	(49,574)		(5,933)	(403,296)	189,028	(524,616)	
Transfer In/(Out)																							
Fund Balance/RE - 7/1/17	235,045	(142,845)			12,081	41,105	(17,177)	39,503	254,549	74,721	144,916	(6,025)		(42,659)	(61,928)	(552,248)	(230,888)		17,343	717,370		482,863	
Fund Balance/RE - 6/30/18	104,684	(56,466)	(9,326)		(8,591)	61,893	(17,177)	35,922	30,013	85,551	41,012	(6,025)	84,680	(42,803)		(265,096)	(280,462)		11,410		189,028	(41,753)	

EXHIBIT E			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2018-19	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,559,502		5,559,502
LICENSES/PERMITS	2,973,000		2,973,000
REV FR OTH AGENCIES	148,747	979,550	1,128,297
CHARGES FOR SVCS	312,425		312,425
FINES/FORFEITURES	35,995	20,000	55,995
USE OF MONEY/PROPERTY	219,000	7,105	226,105
OTHER REVENUES	233,354	305,500	538,854
Total Revenues	9,482,023	1,312,155	10,794,178
USES			
Legislative	295,524		295,524
Administration/Support	2,520,744		2,520,744
Public Safety	2,199,270	42,300	2,241,570
Public Works	663,113	442,854	1,105,967
Planning	1,032,615		1,032,615
Community Services	1,455,048	90,497	1,545,545
Operations Expenditures	8,166,314	575,651	8,741,965
PERS UAL Payment	500,000		500,000
Capital Projects	1,211,454	713,271	1,924,725
Total Expenditures	9,877,768	1,288,922	11,166,690
Net Change	(395,745)	23,233	(372,512)
Transfers In/(Out)		66,005	66,005
Fund Balance/RE - 7/1/18	2,940,716	(41,753)	2,898,963
Fund Balance/RE - 6/30/19	2,544,972	47,485	2,592,457
OPERATING RESULTS:			
Total Revenues	9,482,023	1,312,155	10,794,178
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,166,314)	(575,651)	(8,741,965)
RESULTS	1,315,709	736,504	2,052,213
SUBTOTALS BEFORE SPECIALS	1,315,709	736,504	2,052,213
Special Project			
General Plan Update	55,000		55,000
NET OPERATING RESULTS (\$)	1,370,709	736,504	2,107,213
Net Operating Results (%) as a % of Revenues	14%	56%	20%

EXHIBIT E (Continued) Special Funds																				
City of Rolling Hills Estates SOURCES and USES	Quimby Fees	State GT	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R Grant	State SR2S Grant	Measure M	State Calrecycle Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Traffic Measure	Special Revenue
FY 2018-19	10	11	12	13	14	16	17	18	19	20	23	25	26	28	32	34	35	95	98	TOTAL
SOURCES																				
TAXES																				
LICENSES/PERMITS																				
REV FR OTH AGENCIES		187,336	138,576				25,000	165,000	140,000	9,100	105,000		116,822		47,778		44,938			979,550
CHARGES FOR SVCS					20,000															20,000
FINES/FORFEITURES						700		175	300	300	300		800					70	2,300	7,105
USE OF MONEY/PROPERTY	2,000	150	10																	
OTHER REVENUES	240,000					29,500												36,000		305,500
Total Revenues	242,000	187,486	138,586		20,000	30,200	25,000	165,175	140,300	9,400	105,300		117,622		47,778		44,938	36,070	2,300	1,312,155
USES																				
Legislative																				
Administration/Support																				
Public Safety					42,300															42,300
Public Works		277,336						165,518												442,854
Planning																				
Community Services															14,959		44,938	30,600		90,497
Operations Expenditures		277,336			42,300			165,518							14,959		44,938	30,600		575,651
PERS UAL Payment																				
Capital Projects	93,291		133,961	15,000			25,000		100,000		100,000		233,644						12,375	713,271
Total Expenditures	93,291	277,336	133,961	15,000	42,300		25,000	165,518	100,000		100,000		233,644		14,959		44,938	42,975		1,288,922
Net Change	148,709	(89,850)	4,625	(15,000)	(22,300)	30,200		(343)	40,300	9,400	5,300		(116,022)		32,819			(6,905)	2,300	23,233
Transfers In/(Out)							17,177					6,025		42,803						66,005
Fund Balance/RE - 7/1/18	104,684	(56,466)	(9,326)		(8,591)	61,893	(17,177)	35,922	30,013	85,551	41,012	(6,025)	84,680	(42,803)	(265,096)	(280,462)		11,410	189,028	(41,753)
Fund Balance/RE - 6/30/19	253,393	(146,316)	(4,701)	(15,000)	(30,891)	92,093		35,579	70,313	94,951	46,312		(31,342)		(232,277)	(280,462)		4,505	191,328	47,485

EXHIBIT F			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2019-20	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,707,402		5,707,402
LICENSES/PERMITS	2,988,000		2,988,000
REV FR OTH AGENCIES	145,000	1,271,904	1,416,904
CHARGES FOR SVCS	352,500		352,500
FINES/FORFEITURES	26,500	20,000	46,500
USE OF MONEY/PROPERTY	225,000	7,105	232,105
OTHER REVENUES	232,445	566,000	798,445
Total Revenues	9,676,847	1,865,009	11,541,856
USES			
Legislative	234,925		234,925
Administration/Support	2,538,343		2,538,343
Public Safety	2,426,418	25,000	2,451,418
Public Works	632,447	345,923	978,371
Planning	1,339,020		1,339,020
Community Services	1,462,177	31,700	1,493,877
Operations Expenditures	8,633,330	402,623	9,035,953
PERS UAL Payment	500,000		500,000
Capital Projects	901,535	1,078,375	1,979,910
Total Expenditures	10,034,865	1,480,998	11,515,863
Net Change	(358,018)	384,011	25,993
Transfer In/(Out)			
Fund Balance/RE - 7/1/19	2,544,972	47,485	2,592,457
Fund Balance/RE - 6/30/20	2,186,953	431,496	2,618,449
OPERATING RESULTS:			
Total Revenues	9,676,847	1,865,009	11,541,856
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,633,330)	(402,623)	(9,035,953)
RESULTS	1,043,517	1,462,386	2,505,903
SUBTOTALS BEFORE SPECIALS			
Special Project			
General Plan Update	300,000		300,000
NET OPERATING RESULTS (\$)	1,343,517	1,462,386	2,805,903
Net Operating Results (%) as a % of Revenues	14%	78%	24%

EXHIBIT F		(Continued) Special Funds																		
City of Rolling Hills Estates SOURCES and USES		Quimby Fees	State HUTA	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R Grant	Measure M	State Calrecycle Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Traffic Measure	Special Revenue TOTAL
FY 2019-20		10	11	12	13	14	16	17	18	19	20	23	26	28	32	34	35	95	98	TOTAL
SOURCES																				
TAXES																				
LICENSES/PERMITS																				
REV FR OTH AGENCIES			216,283	133,303	5,871			23,000	164,269	201,257	9,100	102,203	167,118		249,500					1,271,904
CHARGES FOR SVCS						20,000														20,000
FINES/FORFEITURES																				
USE OF MONEY/PROPERTY		1,370	150	10			800		175	300	900	300	500					300	2,300	7,105
OTHER REVENUES		500,000					30,000											36,000		566,000
Total Revenues		501,370	216,433	133,313	5,871	20,000	30,800	23,000	164,444	201,557	10,000	102,503	167,618		249,500			36,300	2,300	1,865,009
USES																				
Legislative																				
Administration/Support																				
Public Safety						25,000														25,000
Public Works			180,000						165,923											345,923
Planning																				
Community Services																			31,700	31,700
Operations Expenditures			180,000			25,000			165,923										31,700	402,623
PERS UAL Payment																				
Capital Projects		97,500		134,250			45,000	23,000		200,000		100,000	100,000		249,500	40,000		89,125		1,078,375
Total Expenditures		97,500	180,000	134,250		25,000	45,000	23,000	165,923	200,000		100,000	100,000		249,500	40,000		120,825		1,480,998
Net Change		403,870	36,433	(937)	5,871	(5,000)	(14,200)		(1,479)	1,557	10,000	2,503	67,618			(40,000)		(84,525)	2,300	384,011
Transfer In/(Out)																				
Fund Balance/RE - 7/1/19		253,393	(146,316)	(4,701)	(15,000)	(30,891)	92,093		35,579	70,313	94,951	46,312	(31,342)		(232,277)	(280,462)		4,505	191,328	47,485
Fund Balance/RE - 6/30/20		657,263	(109,883)	(5,638)	(9,129)	(35,891)	77,893		34,100	71,870	104,951	48,815	36,276		(232,277)	(320,462)		(80,020)	193,628	431,496

EXHIBIT G			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2020-21	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,834,000		5,834,000
LICENSES/PERMITS	2,738,000		2,738,000
REV FR OTH AGENCIES	145,000	965,115	1,110,115
CHARGES FOR SVCS	352,500		352,500
FINES/FORFEITURES	26,500	20,000	46,500
USE OF MONEY/PROPERTY	232,000	7,735	239,735
OTHER REVENUES	236,481	566,000	802,481
Total Revenues	9,564,481	1,558,850	11,123,331
USES			
Legislative	260,620		260,620
Administration/Support	2,488,398		2,488,398
Public Safety	2,479,117	25,000	2,504,117
Public Works	623,475	346,382	969,857
Planning	1,351,460		1,351,460
Community Services	1,475,153	31,700	1,506,853
Operations Expenditures	8,678,224	403,082	9,081,306
PERS UAL Payment			
Capital Projects	725,000	779,000	1,504,000
Total Expenditures	9,403,224	1,182,082	10,585,306
Net Change	161,257	376,769	538,025
Transfers In/(Out)			
Fund Balance/RE - 7/1/20	2,186,953	431,496	2,618,449
Fund Balance/RE - 6/30/21	2,348,210	808,264	3,156,475
OPERATING RESULTS:			
Total Revenues	9,564,481	1,558,850	11,123,331
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,678,224)	(403,082)	(9,081,306)
RESULTS	886,257	1,155,769	2,042,025
SUBTOTALS BEFORE SPECIALS	886,257	1,155,769	2,042,025
Special Project			
General Plan Update	300,000		300,000
NET OPERATING RESULTS (\$)	1,186,257	1,155,769	2,342,025
Net Operating Results (%) as a % of Revenues	12%	74%	21%

EXHIBIT G		(Continued) Special Funds																		
City of Rolling Hills Estates SOURCES and USES		Quimby	State	State	PROP A	Traffic	PEG	CDBG	Transit	PROP	AQMD	Measure R	Measure	State	PROP A	PROP A	State	Pepper	Traffic	Special
FY 2020-21	Fees	GT	RMRA	Local	Safety	Fees	Funds	Imp	C	AB 2766	Grant	M	Grant	Parks	4th District	Naturalist	Tree	Measure	Revenue	
	10	11	12	13	14	16	17	18	19	20	23	26	28	32	34	35	95	98	TOTAL	
SOURCES																				
TAXES																				
LICENSES/PERMITS																				
REV FR OTH AGENCIES		206,000	134,000				23,000	169,197	140,000	9,100	105,000	178,818								965,115
CHARGES FOR SVCS																				
FINES/FORFEITURES					20,000															20,000
USE OF MONEY/PROPERTY	2,000	150	10			800		175	300	900	300	500						300	2,300	7,735
OTHER REVENUES	500,000					30,000												36,000		566,000
Total Revenues	502,000	206,150	134,010		20,000	30,800	23,000	169,372	140,300	10,000	105,300	179,318						36,300	2,300	1,558,850
USES																				
Legislative																				
Administration/Support																				
Public Safety					25,000															25,000
Public Works		180,000						166,382												346,382
Planning																				
Community Services																				31,700
Operations Expenditures		180,000			25,000			166,382												31,700
PERS UAL Payment																				
Capital Projects	195,000		135,000	10,000			23,000		100,000		100,000	216,000								779,000
Total Expenditures	195,000	180,000	135,000	10,000	25,000		23,000	166,382	100,000		100,000	216,000						31,700		1,182,082
Net Change	307,000	26,150	(990)	(10,000)	(5,000)	30,800		2,991	40,300	10,000	5,300	(36,682)						4,600	2,300	376,769
Transfers In/(Out)																				
Fund Balance/RE - 7/1/20	657,263	(109,883)	(5,638)	(9,129)	(35,891)	77,893		34,100	71,870	104,951	48,815	36,276		(232,277)	(320,462)			(80,020)	193,628	431,496
Fund Balance/RE - 6/30/21	964,263	(83,733)	(6,628)	(19,129)	(40,891)	108,693		37,090	112,170	114,951	54,115	(406)		(232,277)	(320,462)			(75,420)	195,928	808,264

CITY OF ROLLING HILLS ESTATES



EXHIBIT H

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

	Exhibit D Actual Year Ending June 30, 2018	Exhibit E Estimated Year Ending June 30, 2019	Exhibit F Proposed Year Ending June 30, 2020	Exhibit G Proposed Year Ending June 30, 2021	
Fund Balances:	2,940,716	2,544,972	2,186,953	2,348,210	Fund Balances:
Nonspendable:					Nonspendable:
Advance to Other Funds					Advance to Other Funds
Inventories	14,635	9,000	9,000	9,000	Inventories
Restricted for:					Restricted for:
Maint. of Hawthorne Canyon	10,000	10,000	10,000	10,000	Maint. of Hawthorne Canyon
Assigned to:					Assigned to:
Equipment	30,000	30,000	10,000	30,000	Equipment
Capital Asset Replacement	410,000	455,000		130,000	Capital Asset Replacement
Capital Projects					Capital Projects
PERS UAL	500,000				PERS UAL
Other Assigned Reserves					Other Assigned Reserves
ALPR Replacement Fund					ALPR Replacement Fund
Unassigned:					Unassigned:
Contingency Reserve	776,081	840,972	957,953	969,210	Contingency Reserve
Emergency Reserve	1,200,000	1,200,000	1,200,000	1,200,000	Emergency Reserve
Total Unassigned	1,976,081	2,040,972	2,157,953	2,169,210	Total Unassigned
Total Fund Balances	2,940,716	2,544,972	2,186,953	2,348,210	Total Fund Balances
Operating Expenditures	7,893,721	8,166,314	8,633,330	8,678,224	Operating Expenditures
% of Operating Expenditures*	25.0%	25.0%	25.0%	25.0%	% of Operating Expenditures*

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

City of Rolling Hills Estates



Gann Appropriations Limit 2019 – 2020

This Year's Limit: \$17,321,826
Amount under Limit: \$11,866,380

PURSUANT to Article XIII-B of Proposition 4, as amended by Proposition 111 and Senate Bill 88, the Appropriations Limit (known as the Gann Limit) for the City of Rolling Hills Estates for Fiscal Year 2019-2020 has been calculated to be \$17,321,826, which is \$11,866,380 under the limit.

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

Supporting documents are also available for viewing online at:

www.RHE.city



“DEPARTMENTS”



“Administrative Services”

**City of Rolling Hills Estates
Summary**

Function					
Legislative					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	100,376	100,287	100,548	64,775	66,070
TOTAL MATERIALS & OPS	157,232	207,060	194,976	170,150	194,550
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	257,608	307,347	295,524	234,925	260,620

LEGISLATIVE OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Council	4110

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 City Clerk’s time for services as a Minutes Recorder for all City Council meetings.

- 405 WAGES/OVERTIME
Provides for City staff to assist, if needed, with production and broadcast of City Council meetings or to act as a substitute Minutes Recorder.

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

- 420 MATERIALS & SUPPLIES
Provides for proclamations, awards, and other ceremonial items.

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

- 470 MEETINGS/CONFERENCES/TRAVEL
Includes attendance at various conferences and meetings including the 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 (League of California Cities, California Contract Cities Association, Local Government Commission, Los Angeles County LAFCO, SBCCOG, and West Basin Water Association), along with other individual Council memberships/affiliations.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Legislative	City Council				4110
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	12,380	10,389	9,225	9,595	9,787
405 Wages - Overtime					
410 Benefits	2,069	2,046	2,000	1,999	2,039
TOTAL PERSONNEL	14,449	12,435	11,225	11,594	11,826
MATERIALS & OPERATIONS					
420 Materials & Supplies	474	2,291	1,500	2,000	2,000
463 Mileage	1,114	952	1,000	1,000	1,000
470 Travel & Meetings	25,877	27,469	30,000	30,000	30,000
472 Dues & Memberships	19,386	20,334	20,315	21,000	21,000
TOTAL MATERIALS & OPS	46,851	51,046	52,815	54,000	54,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	61,300	63,481	64,040	65,594	65,826
FUND SOURCE					
01 General Fund 4110	61,300	63,481	64,040	65,594	65,826
TOTAL	61,300	63,481	64,040	65,594	65,826

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Planning Commission	4120

Narrative

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

Description

- 401 SALARIES/WAGES FT
Planning activity devoted to this activity is a portion of the Administrative Assistant’s salary and a portion of Community Services Director’s salary.

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

- 410 BENEFITS
Allocation from employee benefit cost center.

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

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

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Legislative	Planning Commission				4120
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	38,238	37,655	38,498	24,441	24,930
405 Wages - Overtime	768				
410 Benefits	9,936	11,671	11,047	7,967	8,126
TOTAL PERSONNEL	48,942	49,326	49,545	32,408	33,056
MATERIALS & OPERATIONS					
430 Contractual Services	0	0	0		
463 Mileage					
470 Travel & Meetings					
TOTAL MATERIALS & OPS	0	0	0	0	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	48,942	49,326	49,545	32,408	33,056
FUND SOURCE					
01 General Fund	48,942	49,326	49,545	32,408	33,056
TOTAL	48,942	49,326	49,545	32,408	33,056

City of Rolling Hills Estates

Function	Activity	Code
Legislative	P&A Commission	4130

Narrative

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

Description

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

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

- 430 CONTRACTUAL SERVICES
Provides contractual services for minutes and transcription of regular Park and Activities Commission meetings.

- 470 MEETINGS/CONFERENCE FEES
Provides registration fees and related expenses for the Park and Activities Commission members and staff at off-site meetings and conferences.

- 472 MEMBERSHIPS
Provides membership in the California Park and Recreation Society and National Recreation and Park Association, and the City's membership in the United States Tennis Association.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Legislative	P&A Commission				4130
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	29,111	29,685	30,338	15,912	16,230
410 Benefits	7,874	8,841	9,440	4,861	4,958
TOTAL PERSONNEL	36,985	38,526	39,778	20,773	21,189
MATERIALS & OPERATIONS					
430 Contractual Services					
470 Travel & Meetings	515	624	1,200	1,200	1,200
472 Dues & Memberships	335	340	350	350	350
TOTAL MATERIALS & OPS	850	964	1,550	1,550	1,550
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	37,835	39,490	41,328	22,323	22,739
FUND SOURCE					
01 General Fund	37,835	39,490	41,328	22,323	22,739
TOTAL	37,835	39,490	41,328	22,323	22,739

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Attorney	4140

Narrative

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

Description

- 430 GENERAL CONTRACTUAL SERVICES
Charges are made here for maintenance of Hawthorne Canyon Landfill, with annual expenditures necessary funded through General Fund Reserve Designation when expenditures are required.

- 431 CITY ATTORNEY RETAINER
Covers costs associated with the monthly retainer fee for the City Attorney's services.

- 436 SPECIAL COUNSEL
Covers costs associated with litigation defense, CEQA compliance, settlement and real property transactions that are outside the scope of the above monthly retainer.

- 470 MEETINGS/CONFERENCES/TRAVEL
City Attorney's attendance at City related meetings, seminars, and conferences.

- 476 ADVERTISING
Provides for legal notices and publications as necessary to meet federal, state or local requirements.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	City Attorney					4140
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services					
431 City Attorney Retainer	82,535	89,729	90,000	90,000	90,000
436 Special Counsel	16,287	35,591	41,011	15,000	15,000
470 Travel & Meetings					
476 Advertising	10,709	6,980	9,000	9,000	9,000

TOTAL MATERIALS & OPS	109,531	132,300	140,011	114,000	114,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	109,531	132,300	140,011	114,000	114,000
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FUND SOURCE

01 General Fund	109,531	132,300	140,011	114,000	114,000
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TOTAL	109,531	132,300	140,011	114,000	114,000
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City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Election	4150

Narrative

The general municipal elections are held in November of the even numbered years with the State-wide general and consolidated with the County's other elections.

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	Election					4150
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	
PERSONNEL						
TOTAL PERSONNEL						
	0	0	0	0	0	0
MATERIALS & OPERATIONS						
430 Contractual Services		22,750	600	600	25,000	
TOTAL MATERIALS & OPS						
	0	22,750	600	600	25,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY						
	0	0	0	0	0	0
TOTAL ACTIVITY						
	0	22,750	600	600	25,000	
FUND SOURCE						
01 General Fund		22,750	600	600	25,000	
TOTAL						
	0	22,750	600	600	25,000	

**City of Rolling Hills Estates
Summary**

Function					
Administration & Support					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	3,227,493	1,374,518	2,060,188	2,090,335	1,530,113
TOTAL MATERIALS & OPS	664,080	828,531	952,556	941,508	951,785
TOTAL CAPITAL OUTLAY	71,829	111,384	9,500	6,500	6,500
TOTAL FUNCTION	3,963,402	2,314,433	3,022,244	3,038,343	2,488,398

ADMINISTRATION AND SUPPORT OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	City Manager	4210

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	City Manager					4210
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	
PERSONNEL						
401 Wages - Full Time	565,281	573,614	614,082	489,916	418,714	
402 Wages - Part Time			22,000	44,000	44,880	
410 Benefits	130,224	155,602	146,363	186,126	189,849	
TOTAL PERSONNEL	695,505	729,216	782,445	720,042	653,443	
MATERIALS & OPERATIONS						
420 Materials & Supplies	142	111	398	400	400	
430 Contractual Services	9,100	33,537				
438 Records Management Serv	5,859	7,041	9,164	5,000	10,000	
463 Mileage	311	507	500	500	500	
470 Travel & Meetings	12,004	12,779	13,875	12,000	12,000	
472 Dues & Memberships	1,688	1,560	3,000	3,000	3,000	
TOTAL MATERIALS & OPS	29,104	55,535	26,937	20,900	25,900	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	724,609	784,751	809,382	740,942	679,343	
FUND SOURCE						
01 General Fund	724,609	784,751	809,382	740,942	679,343	
TOTAL	724,609	784,751	809,382	740,942	679,343	

City of Rolling Hills Estates

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

Narrative

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

Description

- 402 SALARIES/WAGES PT
Provides for a City Hall proctor during certain evening meetings in the Council Chambers.
- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies, custodial supplies and maintenance supplies used at Civic Center.
- 430 CONTRACTUAL SERVICE
Provides for voice, data, & IT support, website hosting, Domain registrations, Granicus, & related items.
- 434 REPAIRS AND MAINTENANCE SERVICES
Provides for janitorial services, landscape maintenance, copier lease, generator maintenance and AEDs.
- 435 BUILDING MAINTENANCE AND REPAIRS
Provides building repairs and maintenance such as carpet cleaning, HVAC, alarm system, and pest control. Landscaped median lighting in the Commercial District, and property tax for City's house.
- 439 SOFTWARE, LICENSING & MAINTENANCE
Software purchase, training, licensing and maintenance fees including Office365, Digital Imaging, GovInvest, GIS, Planning Database, and other applications.
- 440 PROPERTY INSURANCE
Property insurance costs, including earthquake coverage.
- 441 LIABILITY INSURANCE
General liability & pollution insurance costs paid to California JPIA.
- 443 GOVERNMENT CRIME INSURANCE POLICY
Covers government crime on discovery form for all employees.
- 445 PENSION OBLIGATION BOND
Principle payment.
- 446 PENSION OBLIGATION BOND INTEREST
Interest payment and annual administration fee.
- 450 VOICE & DATA SERVICES
Cost for voice & Internet/data services at Civic Center.
- 451 WATER
Cost of water service for Civic Center and grounds.
- 452 ELECTRICITY
Cost of Edison's electric services for the Civic Center.
- 475 POSTAGE
Provides for all mailing costs (including FED-EX) except for the newsletters and calendars.
- 478 EQUIPMENT RENTAL
Provides for monthly rental of the postage meter on our postage machine.
- 484 OFFICE FURNITURE, ETC.
Includes cost of new or replacement office furniture.
- 485 IT & SPECIAL EQUIPMENT
Provides for IT hardware and special equipment costing less than \$10,000 per item.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Administration & Support	Central Services/Facilities Ops				4220
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
402 Wages - Part Time	286	239	655	350	350
410 Benefits	22	25	50	30	30
TOTAL PERSONNEL	308	264	705	380	380
MATERIALS & OPERATIONS					
420 Materials & Supplies	24,039	29,336	28,000	30,000	30,000
430 Contractual Services	28,180	43,092	45,000	45,000	50,000
434 Repairs & Maint. Services	29,323	23,368	30,000	30,000	30,000
435 Building Maint. & Repair	26,745	25,013	36,000	35,000	35,000
439 Software & Maintenance	20,270	21,410	30,000	30,000	30,000
440 Property Insurance	23,520	22,053	21,868	27,159	25,000
441 Liability Insurance	1,189	62,659	109,265	115,996	116,000
443 Gov. Crime Insurance	1,450		750	788	788
445 Pension Obligation Bond	197,000	212,000	230,000	246,000	265,000
446 Pension Bond Interest	40,490	33,175	24,761	16,990	7,922
450 Voice & Data Services	30,568	32,264	34,000	34,000	34,000
451 Water Utility	5,717	10,698	8,500	8,500	8,500
452 Electric Utility	19,415	19,192	21,000	21,000	21,000
475 Postage	10,142	8,832	10,000	10,000	10,000
478 Equipment Rental	3,608	3,623	5,671	5,700	5,700
TOTAL MATERIALS & OPS	461,656	546,715	634,815	656,133	668,910
CAPITAL OUTLAY					
484 Office Furniture, Etc.	1,141		1,500	1,500	1,500
485 IT & Special Equipment	2,402	2,913	5,000	5,000	5,000
TOTAL CAPITAL OUTLAY	3,543	2,913	6,500	6,500	6,500
TOTAL ACTIVITY	465,507	549,892	642,020	663,013	675,790
FUND SOURCE					
01 General Fund	465,507	549,892	642,020	663,013	675,790
TOTAL	465,507	549,892	642,020	663,013	675,790

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
Includes full-time salaries for Administrative Services Director, Accountant, and Account Clerk II.
- 402 SALARIES/WAGES PT
Provides wages for part-time Interns at City Hall.
- 405 OVERTIME
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Small equipment and supplies for Administrative Services.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for the annual external audit and accounting temporary services, for the purchase of materials and submission fees related to preparation of budget document, CAFR, and other agency reports.
- 439 COMPUTER SOFTWARE AND TRAINING
Provides for the annual maintenance, training and related services for the City's financial applications.
- 463 MILEAGE
Includes mileage reimbursement for the Administrative Services Department staff's use of personal vehicles while on City-related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Provides for Administrative Services Director's and Department Staff's attendance at meetings and conferences.
- 472 MEMBERSHIPS
Covers Administrative Services Director and Department Staff memberships in the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), the California Municipal Treasurers' Association (CMTA), California Municipal Revenue & Tax Association (CMRTA), Municipal Information Systems Association of California (MISAC), and other related organizations. Also provides for CAFR awards programs.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Administrative Services				4230
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	308,590	313,508	354,190	320,359	326,766
402 Wages - Part Time	6,171	5,039	5,000	5,000	5,000
405 Wages - Overtime	2,107	1,576	3,200	3,200	3,200
410 Benefits	89,429	99,475	100,434	100,867	102,884
TOTAL PERSONNEL	406,297	419,598	462,824	429,426	437,851
MATERIALS & OPERATIONS					
420 Materials & Supplies	400	510	200	1,000	1,000
430 Contractual Services	74,368	87,309	95,000	95,000	95,000
439 Software & Maintenance	28,964	29,239	36,000	36,000	36,000
463 Mileage	267	179	350	350	350
470 Travel & Meetings	4,240	3,453	5,500	5,500	5,500
472 Dues & Memberships	1,295	945	1,400	1,400	1,400
TOTAL MATERIALS & OPS	109,534	121,635	138,450	139,250	139,250
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	515,831	541,233	601,274	568,676	577,101
FUND SOURCE					
01 General Fund	515,831	541,233	601,274	568,676	577,101
TOTAL	515,831	541,233	601,274	568,676	577,101

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Personnel Administration	4240

Narrative

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

Description

- 401 SALARIES AND WAGES FT
Wages for a portion of the Assistant City Manager’s and Administrative Aide’s time.

- 410 BENEFITS
Allocation of employee benefits from the benefits cost center. Employee benefits allocated to this division include all benefits not directly allocated to other City divisions. Includes payments to PERS to reduce the unfunded actuarial liability in FY2018-19 (\$500,000), FY2019-20 (\$500,000), and feasibly in FY2020-21 though not budgeted as of yet.

- 420 MATERIALS & SUPPLIES
Purchase of employment applications, employee data calendars and payroll forms.

- 430 GENERAL CONTRACTUAL SERVICES
Pre-employment physical examinations, background checks, and recruitment.

- 470 TRAVEL AND MEETINGS
Funding is provided to support staff training activities through attendance at local seminars.

- 471 TUITION REIMBURSEMENT
Funding provided to support continuing education efforts by staff under City guidelines established for eligibility.

- 472 DUES AND MEMBERSHIPS
Provides for Memberships in various professional organizations, such as CALPELRA and Southern California Labor Relations Association.

- 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	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	53,849	54,795	56,165	97,971	99,930
410 Benefits	2,056,602	155,165	742,139	794,958	290,000
TOTAL PERSONNEL	2,110,451	209,960	798,304	892,929	389,930
MATERIALS & OPERATIONS					
420 Materials & Supplies	957	825	950	950	950
430 Contractual Services	156	770	4,000	4,500	4,500
470 Travel & Meetings	966	269	255	500	500
471 Tuition Reimbursement					
472 Dues & Memberships	3,495		225	1,500	1,500
476 Advertising	1,474	3,719	4,240	1,000	1,000
TOTAL MATERIALS & OPS	7,048	5,583	9,670	8,450	8,450
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	2,117,499	215,543	807,974	901,379	398,380
FUND SOURCE					
01 General Fund	2,117,499	215,543	807,974	901,379	398,380
TOTAL	2,117,499	215,543	807,974	901,379	398,380

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Public Information	4250

Narrative

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

Description

- 401 SALARIES AND WAGES FT
Wages for a portion of the Assistant City Manager’s and Administrative Aide’s time.

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

- 420 MATERIALS & SUPPLIES
Provides for supplies as needed and printing support for public education distribution.

- 430 GENERAL CONTRACTUAL SERVICES
Provides contractual service as needed for Public Information, including video production of meetings, support for public engagement and outreach and emergency alert system.

- 475 POSTAGE

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Public Information				4250
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	11,966	12,177	12,481	37,451	38,200
410 Benefits	2,966	3,303	3,429	10,107	10,309
TOTAL PERSONNEL	14,932	15,480	15,910	47,558	48,509
MATERIALS & OPERATIONS					
420 Materials & Supplies	1,362	424	1,500	5,000	5,000
430 Contractual Services	5,517	47,631	69,000	38,500	39,000
475 Postage		2,867	2,900	3,000	3,000
476 Advertising			1,500	1,500	1,500
TOTAL MATERIALS & OPS	6,879	50,922	74,900	48,000	48,500
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	21,811	66,402	90,810	95,558	97,009
FUND SOURCE					
01 General Fund	21,811	66,402	90,810	95,558	97,009
TOTAL	21,811	66,402	90,810	95,558	97,009

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.

- 412 **RETIREMENT**
Retirement benefits are provided to employees through the Public Employees Retirement System (PERS).

- 413 **WORKERS' COMPENSATION**
Workers' Compensation insurance cost premiums paid to the CJPIA insurance pool.

- 414 **GROUP HEALTH INSURANCE**
Medical, dental and prescription premiums are paid at 100% for each full-time employee. 75% of spousal and dependent coverage's are paid by the City while 25% of such coverage's are paid by the employee.

- 415 **LIFE INSURANCE**
Coverage for employee life insurance.

- 416 **DISABILITY INSURANCE**
Long-term disability benefits of 60% of salary are paid sixty days after being unable to work. The City self-insures for first 30 days following elimination period, after which coverage is provided by CIGNA.

- 417 **UNEMPLOYMENT INSURANCE**
The City self-insures for unemployment insurance compensation.

- 418 **FICA/MEDICARE**
The City's social security contribution for part-time employees and Medicare contributions for full-time employees, as required by federal law.

- 419 **AUTO ALLOWANCE**
\$500 monthly auto allowance each to the Assistant City Manager, Administrative Services Director, and Community Development Director.

- 428 **PARS Retirement**
A deferred compensation program available to management employees designed to reward outstanding long term commitment.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Employee Benefits				4260
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
410 Benefits	(524,550)	(607,193)	(619,810)	(582,655)	(608,400)
412 Employer Share Retirement	173,561	173,522	196,000	173,522	196,000
413 Worker's Compensation		46,793	46,364	41,733	45,000
414 Group Health Insurance	244,207	267,240	267,240	270,000	270,000
415 Life Insurance	6,081	6,246	6,306	6,400	6,400
416 Disability Insurance	15,140	14,426	15,000	15,000	15,000
417 Unemployment Insurance		1,652	1,000	1,000	1,000
418 Medicare	29,399	30,964	29,000	32,000	32,000
419 Auto Allowance	23,500	24,000	24,000	18,000	18,000
428 PARS Retirement	32,662	42,350	34,900	25,000	25,000
TOTAL PERSONNEL	0	0	0	0	0
MATERIALS & OPERATIONS					
TOTAL MATERIALS & OPS	0	0	0	0	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	0	0	0	0	0
FUND SOURCE					
01 General Fund					
TOTAL	0	0	0	0	0

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Equipment	4279/4281

Narrative

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

Description

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

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

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

- 462 GAS AND OIL
Reflects costs for petroleum, propane, and fuel products for city-owned vehicles.

- 482 MOTOR VEHICLES (General Fund 4279)
Provides for the purchase of City owned vehicles from the Assigned Equipment Fund.

- 482 MOTOR VEHICLES (Air Quality Fund 4281)
Two turf utility vehicles are planned for future purchases for Ernie Howlett and Highridge Parks.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Equipment					4279/4281
	2016-17	2017-18	2018-19	2019-20	2020-21	
Expenditure Classification	Actual	Actual	Estimated	Proposed	Proposed	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	1,342	5,156	3,500	4,000	4,000
442 Auto Comp/Coll Insurance	1,610	1,342	1,774	1,775	1,775
461 Vehicle Maintenance	31,722	27,556	37,510	38,000	30,000
462 Gas and Oil	15,185	14,087	25,000	25,000	25,000

TOTAL MATERIALS & OPS	49,859	48,141	67,784	68,775	60,775
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CAPITAL OUTLAY

482 Motor Vehicles	68,286	108,471	3,000		
482 Motor Vehicles Fund 20					

TOTAL CAPITAL OUTLAY	68,286	108,471	3,000	0	0
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TOTAL ACTIVITY	118,145	156,612	70,784	68,775	60,775
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FUND SOURCE

01 General Fund (4279)	118,145	156,612	70,784	68,775	60,775
20 AQMD Fund (4281)					

TOTAL	118,145	156,612	70,784	68,775	60,775
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**City of Rolling Hills Estates
Summary**

Function					
Public Safety					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	0	14,459	19,120	38,201	38,965
TOTAL MATERIALS & OPS	2,037,227	2,153,631	2,222,450	2,413,217	2,465,153
TOTAL CAPITAL OUTLAY	53	0	0	0	0
TOTAL FUNCTION	2,037,280	2,168,090	2,241,570	2,451,418	2,504,117

PUBLIC SAFETY OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
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 patrol services provided by the Sheriff's Lomita Station, this activity provides for a commercial vehicle enforcement program; parking citation collection services; CORE Deputies; and special enforcement programs as identified.

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Safety	Patrol Services				4310
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	1,973,069	2,085,088	2,144,196	2,304,793	2,349,163
438 Records Management Serv	2,610	347	1,500	1,500	1,500
450 Voice & Data Services			1,375	1,490	1,490

TOTAL MATERIALS & OPS	1,975,679	2,085,435	2,147,071	2,307,783	2,352,153
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CAPITAL OUTLAY

484 Office Furniture, Etc.					
485 IT & Special Equipment	53				

TOTAL CAPITAL OUTLAY	53	0	0	0	0
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TOTAL ACTIVITY	1,975,732	2,085,435	2,147,071	2,307,783	2,352,153
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FUND SOURCE

01 General Fund	1,975,732	2,085,435	2,147,071	2,307,783	2,352,153
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TOTAL	1,975,732	2,085,435	2,147,071	2,307,783	2,352,153
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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, and cruelty investigations; (2) animal shelter services; (3) and other special programs such as spay and neuter clinics. The costs of services are partially offset through animal license fees and housing shelter revenues. Additionally, pest management is provided by County of Los Angeles Department of Agricultural Commissioner/Weights and Measurements.

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Safety	Animal Control				4330
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Proposed
PERSONNEL					
TOTAL PERSONNEL	0	0	0	0	0
MATERIALS & OPERATIONS					
430 Contractual Services	17,995	24,524	25,000	25,000	30,000
TOTAL MATERIALS & OPS	17,995	24,524	25,000	25,000	30,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	17,995	24,524	25,000	25,000	30,000
FUND SOURCE					
01 General Fund	17,995	24,524	25,000	25,000	30,000
TOTAL	17,995	24,524	25,000	25,000	30,000

City of Rolling Hills Estates

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

Narrative

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

Description

- 402 SALARIES/WAGES PT (4343 General Fund)
Wages for part-time Traffic Control Officer at PVDN and Rancho Vista School.

- 410 BENEFITS (4343 General Fund)
Allocation of employee benefits from the benefits cost center.

- 420 MATERIALS & SUPPLIES
Purchase of miscellaneous safety equipment and supplies.

- 430 CONTRACTUAL SERVICES (4340 Fund 14)
Payments for contractual Crossing Guards at various locations throughout the City.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Safety	Crossing Guards/Traffic Control				4340/4343
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
402 Wages - Part Time		13,069	17,640	35,280	35,986
410 Benefits		1,390	1,480	2,921	2,979
TOTAL PERSONNEL	0	14,459	19,120	38,201	38,965
MATERIALS & OPERATIONS					
<u>4343 General Fund</u>					
420 Materials & Supplies			79		
430 Contractual Services		354		22,434	25,000
<u>4340 Traffic Safety Fund</u>					
430 Contractual Services	36,518	38,016	42,300	25,000	25,000
TOTAL MATERIALS & OPS	36,518	38,370	42,379	47,434	50,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	36,518	52,829	61,499	85,635	88,965
FUND SOURCE					
01 General Fund (4343)		14,813	19,199	60,635	63,965
14 Traffic Safety Fund (4340)	36,518	38,016	42,300	25,000	25,000
TOTAL	36,518	52,829	61,499	85,635	88,965

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Emergency Management	4350

Narrative

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

Description

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

- 430 CONTRACTUAL SERVICES
Provides for membership in Area G Disaster Preparedness program and joint peninsula emergency manager.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Safety	Emergency Management				4350
	2016-17	2017-18	2018-19	2019-20	2020-21
Expenditure Classification	Actual	Actual	Estimated	Proposed	Proposed

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	5,295	3,756	6,000	6,000	6,000
430 Contractual Services	1,740	1,546	2,000	27,000	27,000

TOTAL MATERIALS & OPS	7,035	5,302	8,000	33,000	33,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	7,035	5,302	8,000	33,000	33,000
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FUND SOURCE

01 General Fund	7,035	5,302	8,000	33,000	33,000
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TOTAL	7,035	5,302	8,000	33,000	33,000
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**City of Rolling Hills Estates
Summary**

Function					
Public Works					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	74,448	70,059	76,070	74,371	75,857
TOTAL MATERIALS & OPS	1,057,940	886,851	1,029,897	904,000	894,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	1,132,388	956,910	1,105,967	978,371	969,857

PUBLIC WORKS OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Street & Sidewalk Repair	4410

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Works	Street & Sidewalk Repair					4410
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

434 Repairs & Maint. Services	53,258	43,481	90,000	55,000	55,000
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TOTAL MATERIALS & OPS	53,258	43,481	90,000	55,000	55,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	53,258	43,481	90,000	55,000	55,000
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FUND SOURCE

11 Highway Users TaxFund	53,258	43,481	90,000	55,000	55,000
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TOTAL	53,258	43,481	90,000	55,000	55,000
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City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Transit	4450

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the administration staff time, however, personnel costs cannot exceed 20% of expenditures.

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

- 430 GENERAL CONTRACTUAL SERVICES
Participation in PV Transit and Dial-a-Ride is provided through membership in the Palos Verdes Peninsula Transit Authority.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Transit				4450
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	22,385	16,227	18,134	20,592	21,004
410 Benefits	5,718	5,319	4,429	2,331	2,378
TOTAL PERSONNEL	28,103	21,546	22,563	22,923	23,382
MATERIALS & OPERATIONS					
430 Contractual Services	129,988	131,938	142,955	143,000	143,000
TOTAL MATERIALS & OPS	129,988	131,938	142,955	143,000	143,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	158,091	153,484	165,518	165,923	166,382
FUND SOURCE					
18 Transit Fund	158,091	153,484	165,518	165,923	166,382
TOTAL	158,091	153,484	165,518	165,923	166,382

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Signals & Striping	4451/4454

Narrative

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

Description

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

Note:

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Works	Signals & Striping					4451/4454
	2016-17	2017-18	2018-19	2019-20	2020-21	
Expenditure Classification	Actual	Actual	Estimated	Proposed	Proposed	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

4451 General Fund

430 Contractual Services	343,660	202,329	121,106	120,000	120,000
432 Engineering Services	52,421	74,575	50,000	50,000	50,000
434 Repairs & Maint. Services	24,085	120,858	55,500	30,000	30,000
452 Electric Utility	15,728	16,335	16,000	16,000	16,000

4454 HUT Fund

432 Engineering Services	22,403	4,095	90,000	25,000	25,000
434 Repairs & Maint. Services	151,621	40,472	97,336	100,000	100,000

TOTAL MATERIALS & OPS	609,918	458,664	429,942	341,000	341,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	609,918	458,664	429,942	341,000	341,000
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FUND SOURCE

01 General Fund (4451)	435,894	414,097	242,606	216,000	216,000
11 HUT Fund (4454)	174,024	44,567	187,336	125,000	125,000

TOTAL	609,918	458,664	429,942	341,000	341,000
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City of Rolling Hills Estates

Function	Activity	Code
Public Works	Stormwater Permit Compliance	4460

Narrative

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

Description

- 401 SALARIES/WAGES FT
Salaries and wages of City personnel, including a portion of the salaries of the Public Works Director and maintenance staff wages.
- 410 OVERTIME
- 410 BENEFITS
Allocation of employee benefits from the benefits cost center.
- 430 GENERAL CONTRACTUAL SERVICES
To provide contractual services for the implementation of NPDES¹/TMDL² programs, including Program Management and Coordination (\$90,500), Water Quality Monitoring (\$80,000), Street Sweeping (\$70,000), Storm Drain Cleaning and Inspections (\$30,000), Used Oil Recycling (\$5,000).

Definitions:

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Works	Stormwater Permit Compliance				4460
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	19,822	20,210	24,225	23,542	24,013
405 Wages - Overtime				50	50
410 Benefits	4,906	5,764	6,643	6,908	7,046
TOTAL PERSONNEL	24,728	25,974	30,868	30,500	31,109
MATERIALS & OPERATIONS					
430 Contractual Services	258,639	242,049	350,000	350,000	350,000
TOTAL MATERIALS & OPS	258,639	242,049	350,000	350,000	350,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	283,367	268,023	380,868	380,500	381,109
FUND SOURCE					
01 General Fund	283,367	268,023	380,868	380,500	381,109
TOTAL	283,367	268,023	380,868	380,500	381,109

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Solid Waste/Recycling	4625

Narrative

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

Description

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

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

- 430 GENERAL CONTRACTUAL SERVICES
Consulting services for solid waste franchise municipal code update.

- 485 MACHINERY/SPECIAL EQUIPMENT
Provides for materials to promote beverage container recycling (CalRecycle Beverage Container Recycling Grant).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Solid Waste/Recycling				4625
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	17,468	17,676	18,135	17,291	17,637
410 Benefits	4,149	4,863	4,504	3,657	3,730
TOTAL PERSONNEL	21,617	22,539	22,639	20,948	21,367
MATERIALS & OPERATIONS					
430 Contractual Services	5,660	2,940	12,000	10,000	
485 IT & Special Equipment	477	7,779	5,000	5,000	5,000
TOTAL MATERIALS & OPS	6,137	10,719	17,000	15,000	5,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	27,754	33,258	39,639	35,948	26,367
FUND SOURCE					
01 General Fund	27,754	33,258	39,639	35,948	26,367
TOTAL	27,754	33,258	39,639	35,948	26,367

**City of Rolling Hills Estates
Summary**

Function					
Community Development					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	535,398	551,798	569,695	622,020	634,460
TOTAL MATERIALS & OPS	579,821	578,325	462,920	717,000	717,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	1,115,219	1,130,123	1,032,615	1,339,020	1,351,460

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
Community Development	Planning Administration	4510

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Development	Planning Administration				4510
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	332,794	329,631	327,263	257,040	262,181
410 Benefits	73,579	88,600	78,568	63,060	64,322
TOTAL PERSONNEL	406,373	418,231	405,831	320,100	326,502
MATERIALS & OPERATIONS					
420 Materials & Supplies	430	1,941	250	2,000	2,000
430 Contractual Services	94,850	104,369	30,000	100,000	100,000
432 Engineering Services					
437 Building Inspection Serv	388,603	386,692	375,000	300,000	300,000
463 Mileage	426	235	500	500	500
470 Travel & Meetings	1,396	3,061	1,590	1,500	1,500
472 Dues & Memberships	1,110	1,178	1,200	2,000	2,000
473 Publications/Subscriptions					
TOTAL MATERIALS & OPS	486,815	497,476	408,540	406,000	406,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	893,188	915,707	814,371	726,100	732,502
FUND SOURCE					
01 General Fund	893,188	915,707	814,371	726,100	732,502
TOTAL	893,188	915,707	814,371	726,100	732,502

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Development	Advanced Planning	4520

Narrative

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

Description

- 401 **SALARIES/WAGES FT**
This account provides the funding necessary for all General Plan amendments and special studies. Allocations to this activity are a portion of planning staff salaries.

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

- 420 **MATERIALS & SUPPLIES**
Includes graphic supplies and blueprint costs.

- 430 **GENERAL CONTRACTUAL SERVICES**
Provides for consultant services related to the preparation of the General Plan revisions. Also includes other special studies as directed by the City Council. FY 2016-17 begins the General Plan Update.

- 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
Community Development	Advanced Planning					4520
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed	
PERSONNEL						
401 Wages - Full Time	42,787	42,547	43,561	132,777	135,433	
410 Benefits	9,611	11,424	10,773	37,326	38,072	
TOTAL PERSONNEL	52,398	53,971	54,334	170,103	173,505	
MATERIALS & OPERATIONS						
420 Materials & Supplies						
430 Contractual Services	76,376	80,815	54,005	300,000	300,000	
432 Engineering Services						
477 Printing & Binding						
TOTAL MATERIALS & OPS	76,376	80,815	54,005	300,000	300,000	
CAPITAL OUTLAY						
484 Office Furniture, Etc.						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	128,774	134,786	108,339	470,103	473,505	
FUND SOURCE						
01 General Fund	128,774	134,786	108,339	470,103	473,505	
TOTAL	128,774	134,786	108,339	470,103	473,505	

City of Rolling Hills Estates

Function	Activity	Code
Community Development	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 Community Development Director.

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

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

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

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

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Development	Code Administration				4530
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	65,593	59,190	87,530	104,360	106,447
402 Wages - Part Time		6,836	12,000		
410 Benefits	11,034	13,570	10,000	27,457	28,006
TOTAL PERSONNEL	76,627	79,596	109,530	131,817	134,453
MATERIALS & OPERATIONS					
420 Materials & Supplies					
430 Contractual Services	15,797	34	315	10,000	10,000
463 Mileage	507		60	500	500
470 Travel & Meetings	326			500	500
TOTAL MATERIALS & OPS	16,630	34	375	11,000	11,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	93,257	79,630	109,905	142,817	145,453
FUND SOURCE					
01 General Fund	93,257	79,630	109,905	142,817	145,453
TOTAL	93,257	79,630	109,905	142,817	145,453

**City of Rolling Hills Estates
Summary**

Function					
Community Services					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
TOTAL PERSONNEL	600,903	619,613	634,669	642,227	655,203
TOTAL MATERIALS & OPS	838,197	834,910	908,776	849,450	849,450
TOTAL CAPITAL OUTLAY	552	4,620	2,100	2,200	2,200
TOTAL FUNCTION	1,439,652	1,459,143	1,545,545	1,493,877	1,506,853

COMMUNITY SERVICES OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Parks & Landscape Maintenance	4610

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Parks & Landscape Maintenance				4610
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	270,799	279,797	302,717	283,300	288,966
402 Wages - Part Time	6,423	2,769	6,300	3,100	2,000
405 Wages - Overtime	5,696	1,191	2,000	2,000	2,000
410 Benefits	89,276	101,874	103,859	102,465	104,514
TOTAL PERSONNEL	372,194	385,631	414,876	390,865	397,480
MATERIALS & OPERATIONS					
420 Materials & Supplies	40,388	27,305	26,000	26,000	26,000
430 Contractual Services	281,339	276,817	290,000	280,000	280,000
434 Repairs & Maint. Services	11,299	17,869	20,000	13,000	13,000
450 Voice & Data Services	3,778	4,628	5,200	5,200	5,200
451 Water Utility	139,809	172,235	171,000	175,000	175,000
452 Electric Utility	8,487	8,882	8,500	8,500	8,500
453 Refuse Removal				500	500
470 Travel & Meetings	387	350	275	1,000	1,000
474 Grants to Other Agencies	4,500	4,345		5,000	5,000
478 Equipment Rental	2,525		1,500	4,500	4,500
TOTAL MATERIALS & OPS	492,512	512,431	522,475	518,700	518,700
CAPITAL OUTLAY					
485 IT & Special Equipment	552	3,826	1,000	1,200	1,200
TOTAL CAPITAL OUTLAY	552	3,826	1,000	1,200	1,200
TOTAL ACTIVITY	865,258	901,888	938,351	910,765	917,380
FUND SOURCE					
01 General Fund	865,258	901,888	938,351	910,765	917,380
TOTAL	865,258	901,888	938,351	910,765	917,380

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Tree Trimming	4615

Narrative

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

Description

- 401 **SALARIES/WAGES FT**
Includes the cost of full-time personnel to maintain street and parkway trees not completed under private contract. An allocation of 8% of both the City maintenance staff's wages and the Maintenance Superintendent's salary is included in this program.

- 402 **SALARIES/WAGES PT**
Provides an allocation for summer part-time staff.

- 405 **OVERTIME**
Provides for emergency removal of trees after regular work hours.

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

- 420 **MATERIALS & SUPPLIES**
Provides for the purchase of replacement trees and tree trimming repair supplies such as bar oil, chain saw parts, clipper blades, and deep-root fertilization.

- 427 **STREET TREES**
P&A Commission approved street tree removals that are reimbursed by residents.

- 430 **GENERAL CONTRACTUAL SERVICES**
Includes miscellaneous and emergency tree removals, plantings, and annual contract street tree trimming program. Also, includes "as needed" tree limb raising services.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Tree Trimming				4615
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	45,103	38,589	24,359	25,713	26,227
402 Wages - Part Time					
405 Wages - Overtime	167	343	230	500	500
410 Benefits	15,457	14,233	8,557	9,482	9,672
TOTAL PERSONNEL	60,727	53,165	33,146	35,695	36,399
MATERIALS & OPERATIONS					
420 Materials & Supplies	2,835	1,414	4,000	4,000	4,000
427 Street Trees			13,010		
430 Contractual Services	135,654	140,464	138,421	140,000	140,000
TOTAL MATERIALS & OPS	138,489	141,878	155,431	144,000	144,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	199,216	195,043	188,577	179,695	180,399
FUND SOURCE					
01 General Fund	199,216	195,043	188,577	179,695	180,399
TOTAL	199,216	195,043	188,577	179,695	180,399

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 salaries.

- 402 SALARIES/WAGES PT
Provides an allocation for summer part-time staff.

- 405 OVERTIME

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

- 420 MATERIALS & SUPPLIES
Provides for materials and supplies for 3-rail fence repairs and bridle trail maintenance. Includes cost of "as needed" fence repair services.

- 478 EQUIPMENT RENTAL
Provides for rental of brush clearing equipment.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Bridle Trails				4630
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	40,916	44,900	39,583	41,785	42,621
402 Wages - Part Time					
405 Wages - Overtime				50	50
410 Benefits	13,218	14,656	19,500	15,408	15,717
TOTAL PERSONNEL	54,134	59,556	59,083	57,243	58,387
MATERIALS & OPERATIONS					
420 Materials & Supplies	10,100	13,825	19,500	12,000	12,000
478 Equipment Rental	5,080			4,000	4,000
TOTAL MATERIALS & OPS	15,180	13,825	19,500	16,000	16,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	69,314	73,381	78,583	73,243	74,387
FUND SOURCE					
01 General Fund	69,314	73,381	78,583	73,243	74,387
TOTAL	69,314	73,381	78,583	73,243	74,387

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 Supervisor's and Community Services Coordinator's salaries.

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

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

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

- 430 GENERAL CONTRACTUAL SERVICES
Provided for payment of independent contractors on a fee recovery basis. Programs include equestrian, sports camps, soccer, basketball, tennis classes, nature, and golf. Also includes State mandated fingerprinting of Recreation staff supervising youth.

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

- 478 EQUIPMENT RENTAL
Fees for rental of gymnasiums, pool, 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	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	14,556	14,843	15,169	35,443	36,152
402 Wages - Part Time					
410 Benefits	3,937	4,421	4,720	13,012	13,273
TOTAL PERSONNEL	18,493	19,264	19,889	48,455	49,425
MATERIALS & OPERATIONS					
420 Materials & Supplies	213	19		50	50
430 Contractual Services	12,423	18,474	8,000	8,000	8,000
477 Printing & Binding					
478 Equipment Rental			500	500	500
TOTAL MATERIALS & OPS	12,636	18,493	8,500	8,550	8,550
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	31,129	37,757	28,389	57,005	57,975
FUND SOURCE					
01 General Fund	31,129	37,757	28,389	57,005	57,975
TOTAL	31,129	37,757	28,389	57,005	57,975

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Tennis Recreation	4645

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Supervisor's and Community Services Coordinator's salaries.
- 402 SALARIES/WAGES PT
Recreation Staff for the Tennis Club Office and other related recreational activities.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes tennis court nets, staff shirts, and office and court maintenance supplies.
- 423 RESALE SUPPLIES
Provides for the purchase of tennis balls that are sold to Tennis Center players.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for promotional flyers to market Tennis Center facilities and services, contractual janitorial services for the Center's restrooms and replacement of cash register.
- 450 VOICE & DATA SERVICES
Provides voice, Internet/data service, and WiFi.
- 485 IT & SPECIAL EQUIPMENT
Provides for signage improvements (\$1,000).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Tennis Recreation				4645
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	14,590	14,843	15,169	35,443	36,152
402 Wages - Part Time	40,068	42,648	48,825	37,800	40,000
405 Wages - Overtime	156	449	500	500	500
410 Benefits	7,074	8,848	8,816	16,145	16,468
TOTAL PERSONNEL	61,888	66,788	73,310	89,888	93,120
MATERIALS & OPERATIONS					
420 Materials & Supplies	1,128	378	1,400	2,000	2,000
423 Resale Supplies				200	200
430 Contractual Services	4,928	5,110	4,873	5,000	5,000
450 Voice & Data Services	1,457	3,350	3,350	3,350	3,350
TOTAL MATERIALS & OPS	7,513	8,838	9,623	10,550	10,550
CAPITAL OUTLAY					
485 IT & Special Equipment		794	1,100	1,000	1,000
TOTAL CAPITAL OUTLAY	0	794	1,100	1,000	1,000
TOTAL ACTIVITY	69,401	76,420	84,033	101,438	104,670
FUND SOURCE					
01 General Fund	69,401	76,420	84,033	101,438	104,670
TOTAL	69,401	76,420	84,033	101,438	104,670

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Special Events	4670

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes an allocation of a portion of the Community Services Supervisor’s salary.

- 402 SALARIES/WAGES PT
Includes part-time workers to assist with City Events.

- 405 SALARIES/WAGES OVERTIME
Includes the overtime cost for maintenance workers assigned the day of City Celebration and Holiday Parade.

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

- 420 MATERIALS & SUPPLIES
Includes City Celebration, Movie Nights, and Parade supplies.

- 430 GENERAL CONTRACTUAL SERVICES
Provides contract management services, insurance, and Sheriff Services for the Holiday Parade, contractual entertainment services and insurance for the City Celebration, and Holiday Banners in the Commercial District.

- 474 GRANTS TO OTHER AGENCIES
Provides grants to local organizations providing social services to Peninsula residents.

- 476 ADVERTISING
Provides for newspaper ads for the City Celebration and Parade events.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Special Events				4670
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	14,556	14,843	15,169	7,956	8,115
402 Wages - Part Time					
405 Wages - Overtime	5,265	4,364	4,530	4,500	4,500
410 Benefits	4,400	6,370	4,720	2,431	2,479
TOTAL PERSONNEL	24,221	25,577	24,419	14,887	15,094
MATERIALS & OPERATIONS					
420 Materials & Supplies	5,872	6,740	10,900	11,000	11,000
430 Contractual Services	67,982	49,136	55,100	50,000	50,000
474 Grants to Other Agencies					
476 Advertising	1,061	1,658	1,850	1,850	1,850
TOTAL MATERIALS & OPS	74,915	57,534	67,850	62,850	62,850
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	99,136	83,111	92,269	77,737	77,944
FUND SOURCE					
01 General Fund	99,136	83,111	92,269	77,737	77,944
TOTAL	99,136	83,111	92,269	77,737	77,944

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Pepper Tree Foundation	4674/4675

Narrative

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

Description

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

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

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

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

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

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

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Pepper Tree Foundation				4674/4675
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time	7,278	7,421	7,585	3,978	4,058
405 Wages - Overtime					
410 Benefits	1,968	2,211	2,361	1,215	1,240
TOTAL PERSONNEL	9,246	9,632	9,946	5,193	5,297
MATERIALS & OPERATIONS					
420 Materials & Supplies	10,062	12,483	12,500	12,500	12,500
430 Contractual Services	19,752	27,752	18,000	18,000	18,000
476 Advertising	1,150		100	1,200	1,200
478 Equipment Rental					
TOTAL MATERIALS & OPS	30,964	40,235	30,600	31,700	31,700
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	40,210	49,867	40,546	36,893	36,997
FUND SOURCE					
01 General Fund (4674)	9,246	9,632	9,946	5,193	5,297
95 Pepper Tree Fund (4675)	30,964	40,235	30,600	31,700	31,700
TOTAL	40,210	49,867	40,546	36,893	36,997

City of Rolling Hills Estates

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

Narrative

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

Description

- 420 **MATERIALS & SUPPLIES**
Provided by PVPLC, except for minor City repair items.

- 423 **RESALE SUPPLIES**
Provided by PVPLC.

- 430 **GENERAL CONTRACT SERVICES**
The PVPLC is reimbursed a portion of the annual per year management fee. Contractual service costs of a Naturalist and an Assistant Naturalist, including administrative fees, was charged to the Special Revenue Fund 32 in account 4680-430. The Los Angeles County Parks and Open Space District provided a Proposition A – Parks grant to reimburse the City for the costs of these services at the Nature Center, however these Prop Funds have been depleted. All costs are charged to the General Fund, as well as other services needed at the Nature Center such as janitorial services and fingerprint check costs. As well as, burglar alarm services for building.

- 434 **REPAIRS/MAINTENANCE SERVICE**
Includes HVAC maintenance contract at the Nature Center.

- 450 **VOICE & DATA SERVICES**
Provides for voice and Internet/data services at the Nature Center.

- 451 **WATER**
Provides for water at the Nature Center.

- 452 **ELECTRICITY**
Provides for electricity at the Nature Center.

- 470 **TRAVEL AND MEETINGS**
Provided by PVPLC.

- 474 **GRANTS TO OTHER AGENCIES**
Fund 35, 4680-474, Jr. Naturalist State Grant is a 3-year pass-through grant to PVPLC.

- 476 **ADVERTISING**
Provided by PVPLC.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title			Activity	
Community Services	Nature Center Ops/Prop A MTC			4676/4677/4680	
	2016-17	2017-18	2018-19	2019-20	2020-21
Expenditure Classification	Actual	Actual	Estimated	Proposed	Proposed

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	2,331	1,246	500	2,000	2,000
430 Contractual Services	34,509	35,305	40,059	45,500	45,500
434 Repairs & Maint. Services	1,228	706	4,200	4,500	4,500
450 Voice & Data Services	1,984	2,000	2,200	2,200	2,200
451 Water Utility	1,988	995	1,500	1,500	1,500
452 Electric Utility	1,374	1,424	1,400	1,400	1,400
470 Travel & Meetings					
474 Grants to Other Agencies	22,574		44,938		
476 Advertising					
TOTAL MATERIALS & OPS	65,988	41,676	94,797	57,100	57,100

CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	65,988	41,676	94,797	57,100	57,100
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FUND SOURCE

01 General Fund (4676)	51,917	27,605	34,900	57,100	57,100
32 Prop A Fund (4680)	14,071	14,071	14,959		
35 Jr. Naturalist State Grant (4677)			44,938		

TOTAL	65,988	41,676	94,797	57,100	57,100
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**City of Rolling Hills Estates
Summary**

Function					
Capital Improvements					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

TOTAL CAPITAL OUTLAY 2,810,053 2,257,863 1,924,725 1,979,910 1,504,000

TOTAL FUNCTION 2,810,053 2,257,863 1,924,725 1,979,910 1,504,000

CAPITAL IMPROVEMENT PROJECTS OVERVIEW

Capital improvement projects are divided into various functions depending on the type of project. This budget includes capital improvement projects for Streets, Parks and Recreation, and Public Improvements. Capital improvement projects projected for FY 2019-20 total \$2,050,285 and a total of \$1,507,000 for FY 2020-21, and the General Fund’s portion is \$1,059,535 for FY 2019-20 and \$758,000 for FY 2020-21.

City of Rolling Hills Estates

Capital Improvements – Public Works
(5100 Capital Projects)

Descriptions

This section contains Capital Improvements related to streets.

FY 2019-20 includes General Fund, SB1 (RMRA), Prop C, Measure R and Measure M expenditures for Major Street Maintenance (01-5103, 12-5112, 19-5120, 23-5170, & 26-5117).

FY 2019-20 and FY 2020-21 include General Fund expenditures for Storm Drain Inspection and Repairs (01-5145).

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

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Works				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
5103					
Street Resurfacing & Road Improvements (General Fund)					
430 Contractual Services	781,495	785,578	350,800	150,000	250,000
5112					
Street Resurfacing (SB1 RMRA, Fund 12)					
430 Contractual Services		46,520	133,961	134,250	135,000
5113					
Street Resurfacing (TDA, Fund 13)					
430 Contractual Services		7,040	15,000		10,000
5115					
Street Resurfacing Project (STP-L Fund 21)					
430 Contractual Services	142,246				
5116					
Street Resurfacing Project (CalRecycle Grant, Fund 28)					
430 Contractual Services	83,123	144			
5117					
Street Resurfacing Project (Measure M, Fund 26)					
430 Contractual Services			233,644	100,000	116,000
5120					
Street Resurfacing (Prop C, Fund 19)					
430 Contractual Services	50,000	351,098	100,000	200,000	100,000
PAGETOTAL					
	1,056,864	1,190,380	833,405	584,250	611,000

(Public Works - Continued on Next Page)

City of Rolling Hills Estates
Activity Detail

Function	Description				
Capital Improvements	Public Works (Continued)				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
5130					
PVDN/Silver Spur Pathways (Quimby Fees Fund 10)					
430 Contractual Services	400,000				
5140					
Curb/Gutter/Sidewalk Improvements (General Fund)					
430 Contractual Services	10,022	60,105	25,000	25,000	25,000
5145					
Storm Drain Repairs & Improvements (General Fund)					
430 Contractual Services	251,213	48,473	400,000	400,000	400,000
5148					
Sub Regional Funds (Measure M, Fund 26)					
430 Contractual Services					100,000
5170					
Street Resurfacing (Measure R, Fund 23)					
430 Contractual Services	75,000	200,000	100,000	100,000	100,000
5171					
Traffic Signal Improvements (Measure R, Fund 23)					
430 Contractual Services	101,536				
5180					
Traffic Signal Improvements (General Fund)					
430 Contractual Services	96,434	28,045			
PAGE TOTAL	934,205	336,623	525,000	525,000	625,000

(Public Works - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Works (Continued)				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed

5182

Traffic Signal Improvements (Prop C, Fund 19)

430 Contractual Services	12,133				
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5190

Community Development Block Grant (CDBG, Fund 17)

430 Contractual Services	82,285	21,896	25,000	23,000	23,000
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TOTAL FUNCTION	2,085,487	1,548,899	1,383,405	1,132,250	1,259,000
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FUND SOURCE

01 General Fund	1,139,164	922,201	775,800	575,000	675,000
10 Quimby Fees	400,000				
12 SB1 RMRA		46,520	133,961	134,250	135,000
13 TDA		7,040	15,000		10,000
17 CDBG	82,285	21,896	25,000	23,000	23,000
19 Prop C Transit Fund	62,133	351,098	100,000	200,000	100,000
21 STP-L	142,246				
23 Measure R	176,536	200,000	100,000	100,000	100,000
26 Measure M			233,644	100,000	216,000
28 CalRecycle Asphalt	83,123	144			

TOTAL	2,085,487	1,548,899	1,383,405	1,132,250	1,259,000
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City of Rolling Hills Estates
Capital Improvements – Parks and Recreation
(5200 Capital Projects)

Descriptions

This section includes all Parks and Recreation Capital Improvement projects.

Provides for mandatory brush clearance in Linden Chandler and George F Canyon Nature Preserves (\$18,000) in FY 2019-20 & 2020-21 (01-5201).

FY 2019-20 provides for the completion of the Proposition A Excess Grant Funds (34-5220) bridle trail fencing project (\$40,000)

FY 2019-20 provides for pathway improvements in Howlett Park (\$249,500) from LA County Trail Grant Funds (32-5232).

FY 2019-20 provides for the design and development of a Taber Grove Park from the Pepper Tree Foundation Fund (95-5231) with a Land Conservancy reimbursement (\$87,625). New Public Address purchase (\$1,500).

FY 2019-20 & 2020-21 provides for anticipated JPIA ADA Compliance Study improvements from the Quimby Fees Fund (10-5266) at Pepperwood Park / Civic Center, Chandler Park, Howlett Park, Rockbluff Park, Dapplegray Park, and Highridge Park (\$80,000).

FY 2019-20 & 2020-21 provides for Civic Center / Pepperwood Park landscaping improvements (\$10,000) from Quimby Fees Fund (10-5262).

FY 2019-20 provides for Howlett Park improvements from the Quimby Fees Fund (10-5264) to replace the Basketball Court restroom's main sewer line (\$30,000), Wi-Fi improvements (\$5,000), and floor coating for two park's restroom buildings (\$5,000).

FY 2020-21 provides for the design and development of Butcher Park (\$150,000 each year) from MWD Property Lease Fees listed under Quimby Fees Fund (10-5269).

FY 2019-20 provides for Highridge restroom building improvements from Quimby Funds (10-5265) (\$12,500).

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
5201					
Brush Clearance (General Fund)					
430 Contractual Services	10,839	5,520	11,000	10,000	15,000
5220					
Equestrian Improvements (Prop. A Fund 34)					
430 Contractual Services	120,317	49,574		40,000	
5221					
Three Rail Fencing (General Fund)					
430 Contractual Services					
5231					
Special Equipment (Pepper Tree Fund 95)					
430 Contractual Services		2,375	12,375	89,125	
5232					
Howlett Park Pathways (Prop. A Fund 32)					
430 Contractual Services				249,500	
5250					
Stables Renovation (Prop. A Fund 32)					
430 Contractual Services	3,113	11,303			
5255					
Equestrian & Park Improvements (Chandler Contribution Fund 97)					
430 Contractual Services	23,730	406,362			
5259					
Dapplegray Bridle Trail (Quimby Fees, Fund 10)					
430 Contractual Services	42,050	18,900			
5262					
Pepperwood Park / Civic Center Improvements (Quimby Fees, Fund 10)					
430 Contractual Services		29,998	7,571	5,000	5,000
PAGETOTAL					
	200,049	524,032	30,946	393,625	20,000

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
5263					
Chandler Park (Quimby Fees, Fund 10)					
430 Contractual Services	18,276	16,134	15,765		
5264					
Howlett Park Improvements (Quimby Fees, Fund 10)					
430 Contractual Services	177,240	29,255	27,000	40,000	
5265					
Highridge Park Improvements (Quimby Fees, Fund 10)					
430 Contractual Services				12,500	
5266					
Park ADA Improvements (Quimby Fees, Fund 10)					
430 Contractual Services		12,400	19,000	40,000	40,000
5267					
Nature & Community Centers (Quimby Fees, Fund 10)					
430 Contractual Services		23,570	20,000		
5269					
Butcher Park Development (Quimby Fees, Fund 10)					
430 Contractual Services		2,974	3,955		150,000

PAGE TOTAL	195,516	84,333	85,720	92,500	190,000
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(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed

TOTAL FUNCTION	395,565	608,365	116,666	486,125	210,000
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FUND SOURCE					
01 General Fund	10,839	5,520	11,000	10,000	15,000
10 Quimby Fees	237,566	133,231	93,291	97,500	195,000
32 Prop. A Parks Grant Fund	3,113	11,303		249,500	
34 Prop. A 4th District Grant	120,317	49,574		40,000	
95 Pepper Tree Fund		2,375	12,375	89,125	
97 Chandler Contribution	23,730	406,362			

TOTAL	395,565	608,365	116,666	486,125	210,000
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City of Rolling Hills Estates

Capital Improvements – Public Improvements (5300 Capital Projects)

Descriptions

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

FY 2019-20 and 2020-21 provides for new ALPR equipment (01-5302)

FY 2018-19 and FY 2019-20 provides for City Hall and Council Chambers renovation projects. The project begin in FY2018-19 and continue in FY 2019-20 (01-5303).

FY 2019-20 and 2020-21 provides for new, upgrading, and replacement for I.T. including, but not limited to: computer system replacements, network hardware and appliances, WiFi equipment, security cameras, phone system, Commissioners' iPads and other related equipment (01-5307).

FY 2019-20 provides for expanding for the audio and visual system during City Hall's renovation for public broadcasts of meetings (16-5322). Additionally, the replacement of dated Granicus' encoder and upgrade to high definition. Funding source is from the PEG fees revenue.

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Improvements				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Estimated	2019-20 Proposed	2020-21 Proposed
5302					
Sheriff's ALPR Unit (General Fund)					
430 Contractual Services	73,866	1,339	53,654	81,535	
5303					
City Hall Renovation & Design (General Fund)					
430 Contractual Services	71,273	17,882	330,000	200,000	
5307					
Computer Network Upgrades (General Fund)					
430 Contractual Services	38,272	69,657	41,000	35,000	35,000
5315					
Speed Board (General Fund)					
430 Contractual Services	8,901				
5316					
Website Upgrade & Redesign (General Fund)					
430 Contractual Services	17,312				
5322					
PEG Fees (Fund 16)					
430 Contractual Services	119,377	11,721		45,000	
TOTAL FUNCTION					
	329,001	100,599	424,654	361,535	35,000
FUND SOURCE					
01 General Fund	209,624	88,878	424,654	316,535	35,000
16 PEG Fees	119,377	11,721		45,000	
TOTAL					
	329,001	100,599	424,654	361,535	35,000



CITY OF ROLLING HILLS ESTATES
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