

City of Rolling Hills Estates

State of California



Estimated Budget FY 2019-20

July 1, 2019 - June 30, 2020

Adopted Budget FY 2020-21

July 1, 2020 - June 30, 2021



Prepared by
Administrative Services Department

**City of
Rolling Hills Estates**
State of California



RHE.city

Estimated Budget FY 2019-20
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**Prepared by
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Ernie Howlett Park

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MEMORANDUM

DATE: JUNE 23, 2020

TO: MAYOR AND CITY COUNCIL

**FROM: GREG GRAMMER, CITY MANAGER
MICHAEL C. WHITEHEAD, ADMINISTRATIVE SERVICES DIRECTOR**

SUBJECT: ADOPTED BUDGET FISCAL YEAR 2020-21

This memorandum will serve to transmit the adopted budget for Fiscal Year 2020-21 at the June 23 City Council Meeting. The budget document incorporates direction and decisions from Budget Study Session held June 9. Additionally, this document includes projected year-end budget numbers for FY 2019-20.

This budget document reflects slightly decreased revenues in Sales Tax and generally stable Property Tax and Business Licenses. Extraordinary building permit revenues have tapered off but continue to exceed the historical average. Expenditures include maintenance of essential programs, as well as the General Plan Update and the use of special funds for most capital projects.

Highlights to note include:

General Fund Operating surplus of \$815,559 or 9% for FY19-20;
General Fund Operating surplus of \$124,470 or 2% for FY20-21;

Building Permit Revenues of \$2,250,000 for FY19-20;
Building Permit Revenues of \$1,500,000 for FY20-21;

Streets Capital Expenditures of \$636,403 for FY19-20;
Streets Capital Expenditures of \$628,403 for FY20-21;

Storm Drains Capital Expenditures of \$134,584 for FY19-20;
Storm Drains Capital Expenditures of \$100,000 for FY20-21;

General Fund Balance of \$2,357,242 at 6/30/20;
General Fund Balance of \$2,281,633 at 6/30/21;

Operating Reserves of \$2,013,242 for FY19-20
Operating Reserves of \$2,032,633 for FY20-21

Public safety continues to represent the largest percentage (30%) of the City's operating budget, including \$2,424,682 for the City's regional share of patrol services provided by Lomita Sheriff's Station under an agreement with Los Angeles County. This amount includes the proposed 5.5% increase in the annual contract city rate, which is still pending review and approval by the Los Angeles County Board of Supervisors. Also included in this amount is \$19,500 for the City's share of two School Resource Officers (SROs), to be formalized in a Memorandum of Understanding (MOU) between the Palos Verdes Peninsula Unified School District and the four Peninsula cities.

Given the economic uncertainty due to the coronavirus pandemic, the draft budget currently reflects no Consumer Price Index (CPI) increase for employees and a discontinuation of the PARS (401(a)) benefit contributions for the three employees in the Management Group.

Staff with City Council's direction has been addressing the CalPERS Unfunded Accrued Liability (UAL) for the City, and the City is over 80% funded with CalPERS. In 2012, the City issued a Pension Obligation Bond (POB) that will mature on June 30, 2021. The POB paid off the PERS Side Fund of the "Pre-2013 Pool UAL" and reduced the interest rate of 7.5% down to 3.62%. Additionally in fiscal years 2018-19 and 2019-20, the City elected to make additional payments to the UAL of \$500,000 in each of the two years. The two-year additional payments will save the City approximately \$1,351,739 over the 30-year original amortization period.

Staff believes we have proposed a budget that reflects existing City Council policy, provides realistic revenue assumptions, and plans for responsible expenditures that benefit the community.

Please feel free to contact us if you have any questions. We look forward to meeting with you and discussing in more detail.

BUDGET IN BRIEF

FISCAL YEAR
2020-21

*“As stewards of
taxpayer dollars,
the City of Rolling
Hills Estates
endeavors to
provide
transparency and
accountability in
its budget”*



CITY OF
ROLLING HILLS ESTATES
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Introduction

Adopted Fiscal Year 2020-21 Operating and Capital Budget

The City of Rolling Hills Estates' Budget in Brief is intended to provide you with information about your City's Budget. The annual budget is one of our most important policy documents. This simplified version of the comprehensive budget document includes highlights, an overview of major revenue sources and expenditures, and our capital program.

The City's budget is prepared much like a household spending plan. While a family might plan for such expenses as housing, food, clothing, transportation, or medical bills, the City's focus is for public safety, parks, recreation, storm drains, roads, building maintenance, and much more.

Mission Statement

To preserve and enhance the quality of life for residents, businesses and visitors through outstanding municipal governance and exemplary service to the community

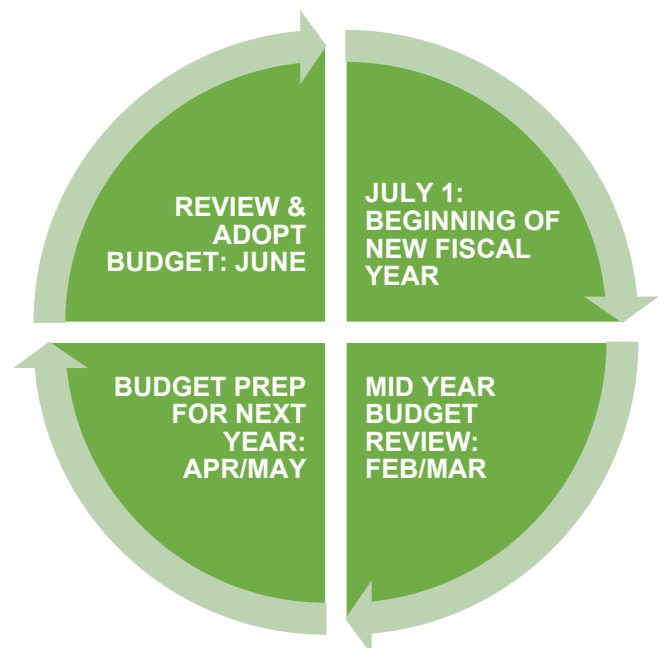
City Council Top Priorities

City Council has identified the top three priorities for Fiscal Year 2020-21:

- ❖ Balanced Budget
- ❖ Public Safety
- ❖ Infrastructure Maintenance

How is the budget developed?

City Council adopts the budget in June of each year for the following fiscal year, which runs from July 1 to June 30. The budget development process is continuous and includes public engagement throughout the year.



Rolling Hills Estates At A Glance

Incorporated: September 18, 1957

Form of Government: Council/Manager

City Employees: 20 Full Time

Area: 4.18 square miles

City Parks (total area): 52.5 acres

City Bridle Trails: 16 miles

City Streets: 28 miles

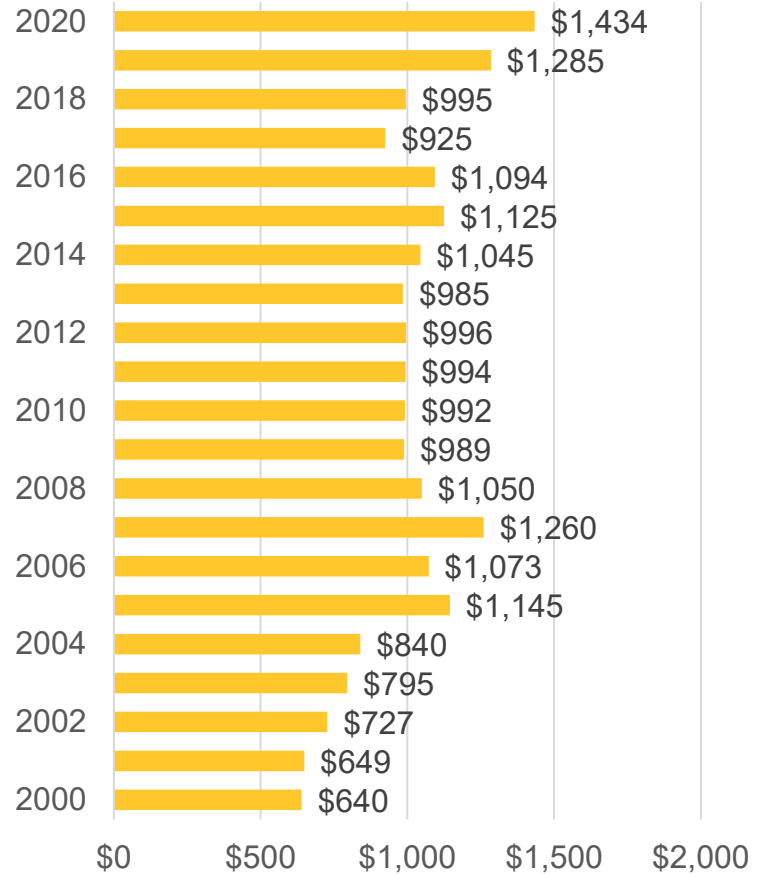
City Bike Paths: 10 miles

Population: 8,247 (2019)

Housing Units: 3,026 (2018)

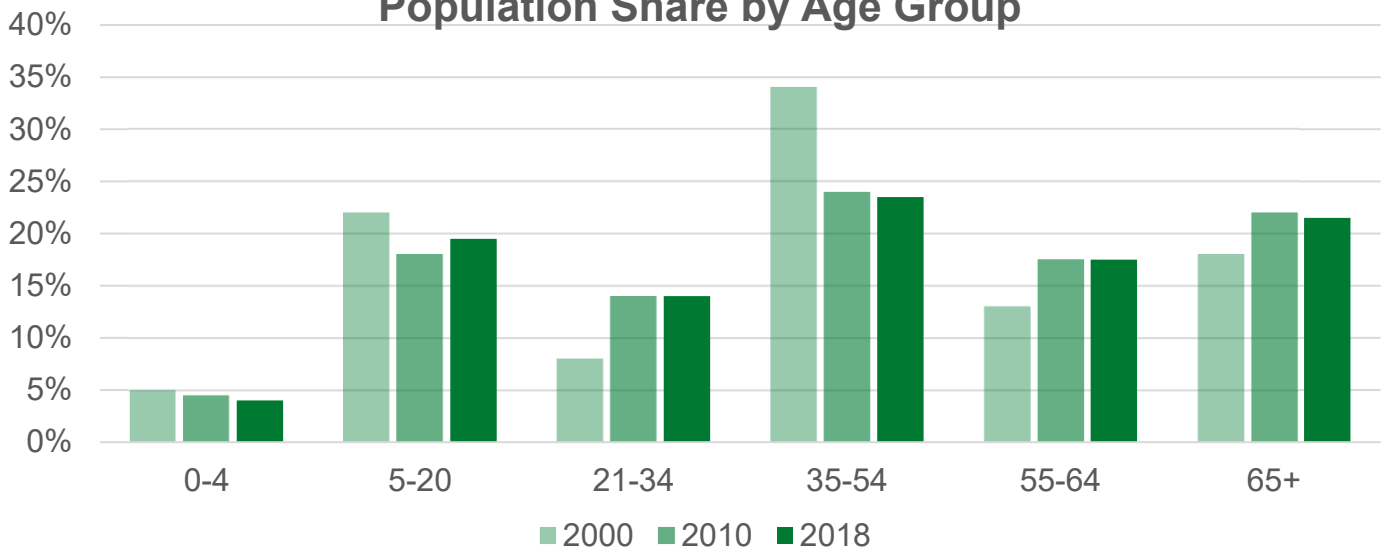
Median Household Income: \$143,873

Median Home Sales Price for Existing Home (\$ thousand)

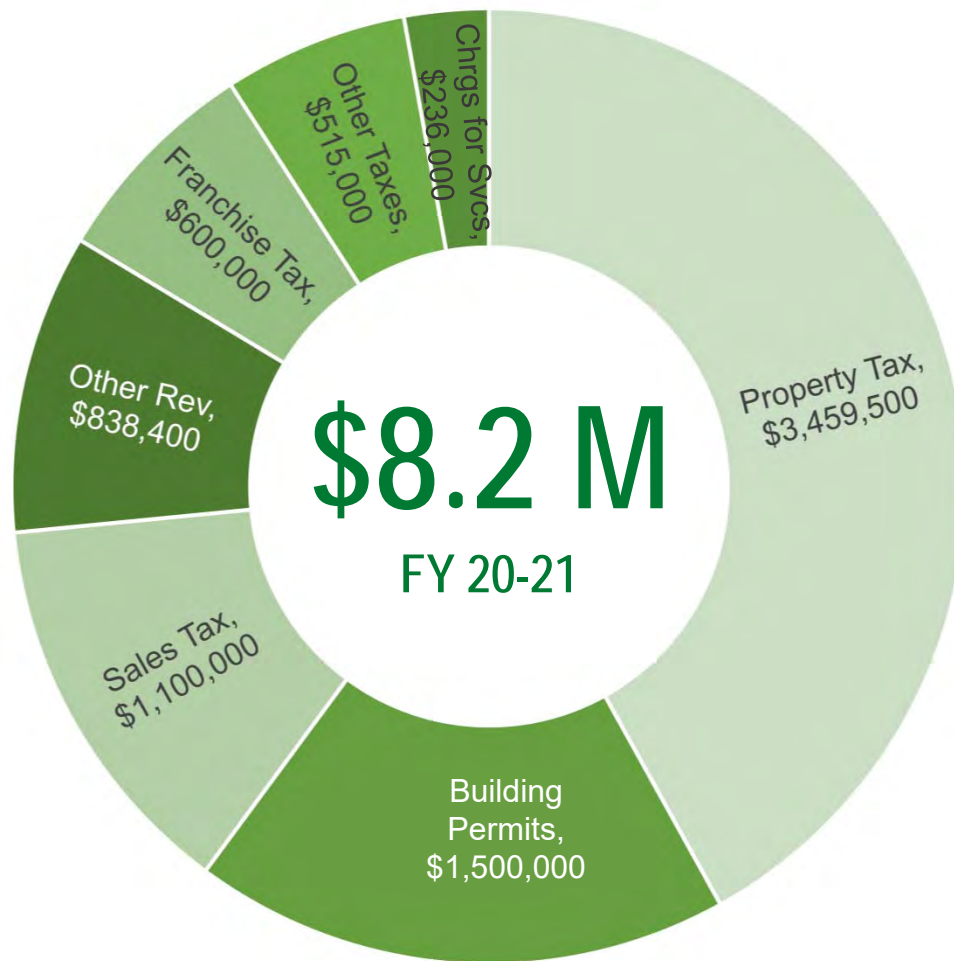


Source: CoreLogic/DataQuick, 2000-2020

Population Share by Age Group



General Fund Revenues



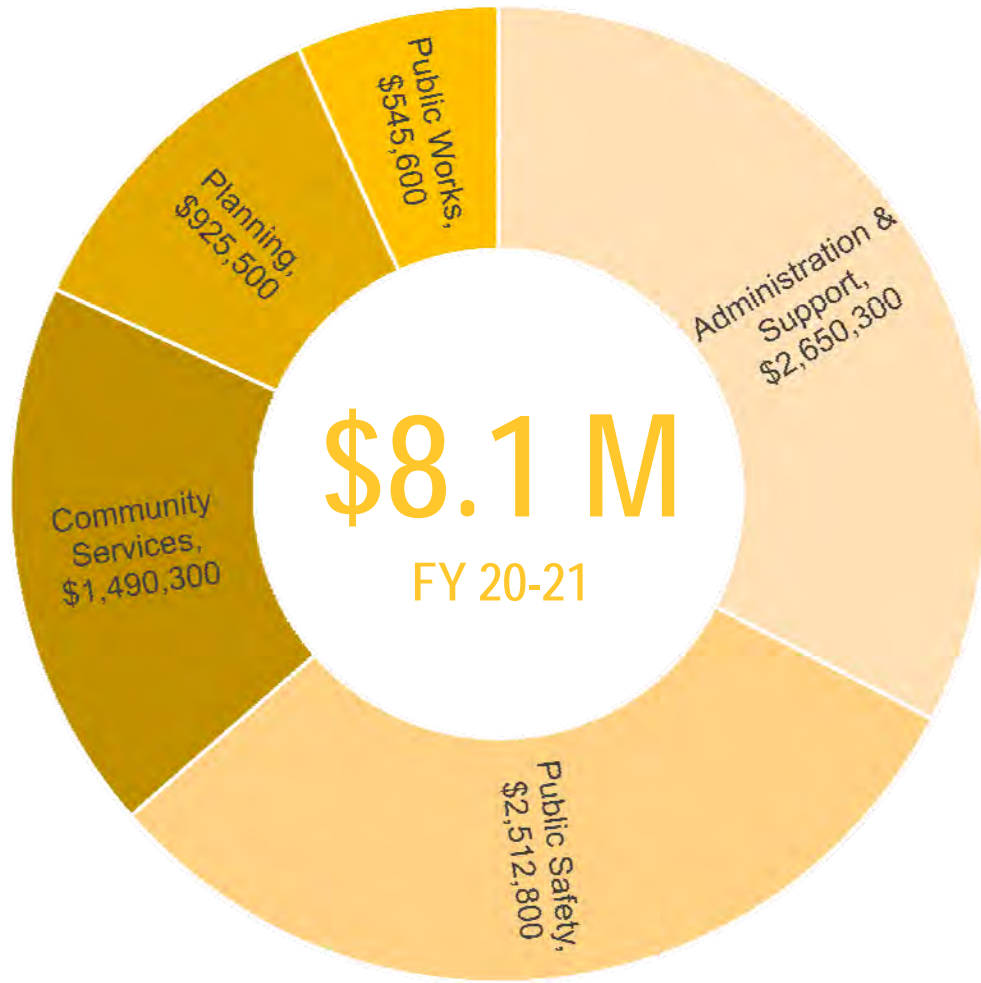
Property Tax (Every \$100 assessed)

K-12 Education	\$0.446358
LA County	\$0.238663
LA County Fire	\$0.179732
College District	\$0.076015
City of Rolling Hills Estates	\$0.066911
LA County Library	\$0.033231
Countywide Infrastructure	\$0.031673
Total Property Tax	\$1.072583

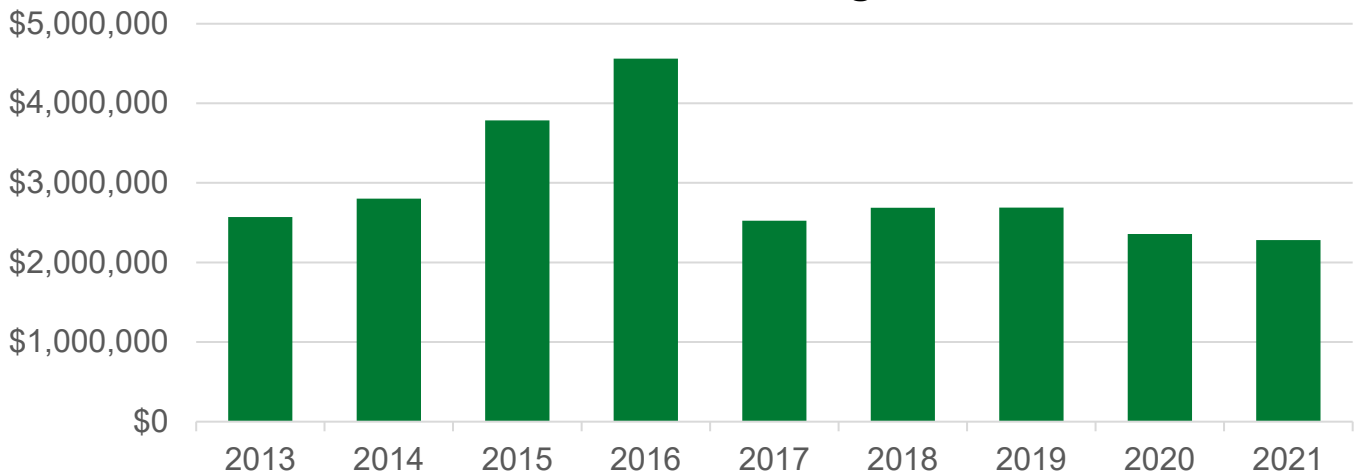
Sales Tax (Every \$100 purchased)

State General Fund	\$3.9375
State Public Safety (Prop 172)	\$0.50
State Local Revenue Fund for County Mental & Social Services	\$0.50
State Local Revenue Fund	\$1.0625
County Transportation	\$0.25
City Bradley Burns 1% Local Tax	\$1.00
LA County Metropolitan Transportation Authority	\$2.00
Total Sales Tax	\$9.25

General Fund Expenditures

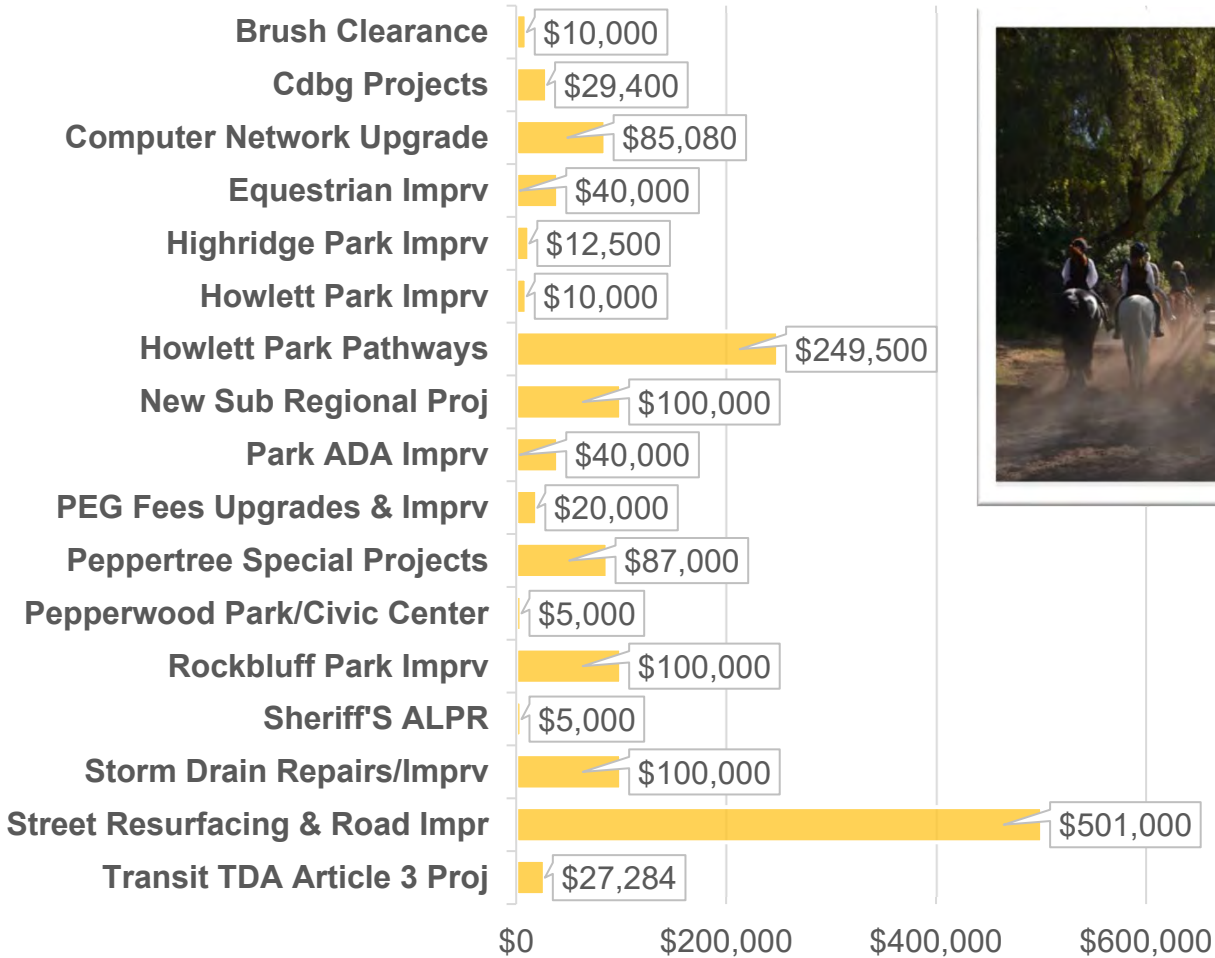


General Fund Fiscal Year Ending Fund Balance

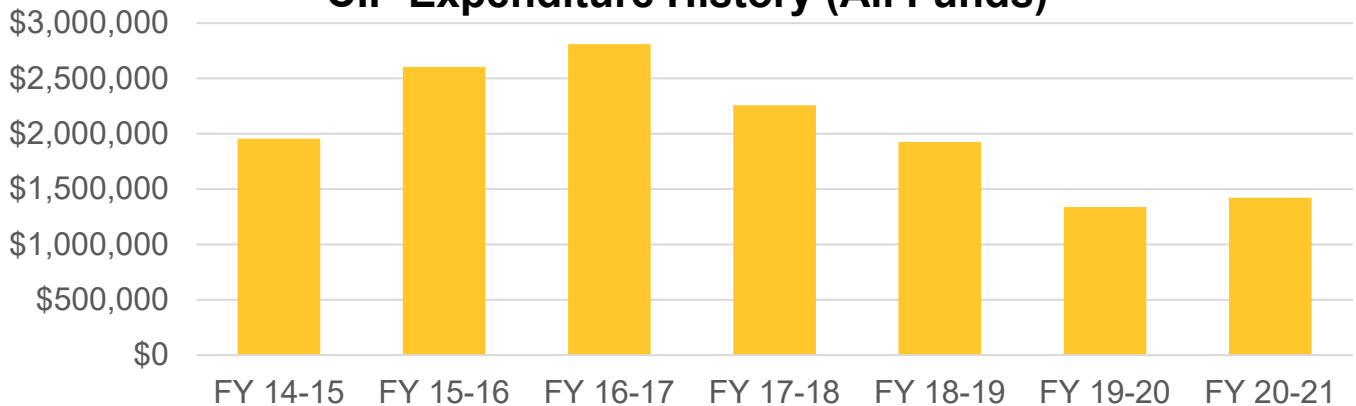


Capital Improvement Program

While the operating budget keeps Rolling Hills Estates safe and beautiful on a daily basis, the Capital Improvement Program identifies major projects to maintain, replace and improve the city's infrastructure, such as streets, parks, and facilities. The chart below shows the Fiscal Year 2020-21 Capital Improvement Program. The City has committed over \$14.3 million in capital improvements since 2014 from all government funds, including grant funds.



CIP Expenditure History (All Funds)



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 23, 2020

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 23, 2020

CITY OF ROLLING HILLS ESTATES



APPENDIX OF DESCRIPTIONS OF INVESTMENT MECHANISMS

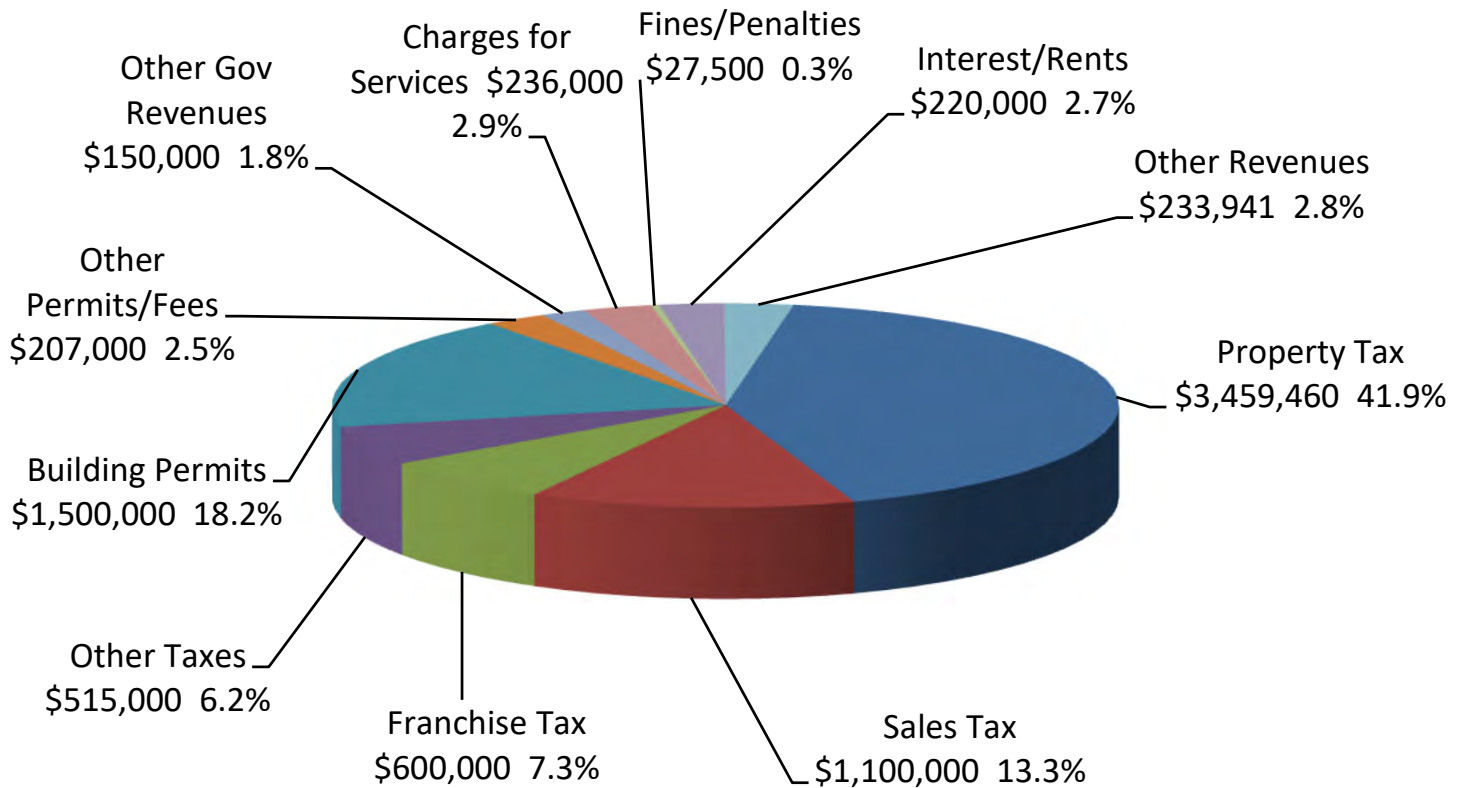
1. LOCAL AGENCY INVESTMENT FUND (LAIF) is a special fund of the State Treasury which local agencies may use to deposit excess funds. There is no minimum investment period and no minimum account balance requirement with a maximum of \$65 million per agency. Funds are available on a same day basis with 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

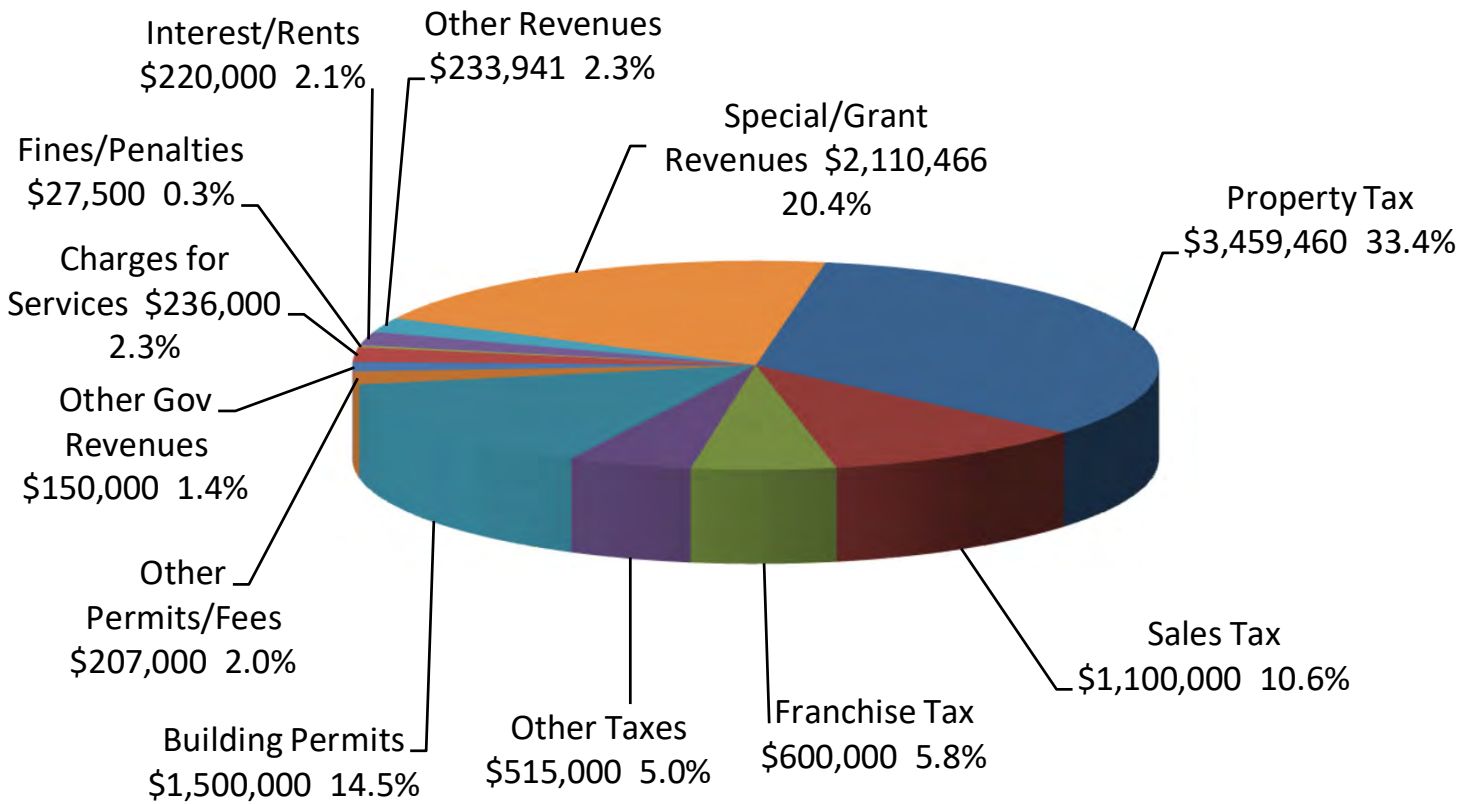
Budget Revenues 2020 - 2021 (General Fund)



Total General Fund Revenue \$8,248,901

City of Rolling Hills Estates

Budget Revenues 2020 - 2021 (All Funds)



Total All Revenue \$10,359,367

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	Actual	Estimated	Adopted
GENERAL FUND						
LOCAL TAXES						
Property Tax	3110	2,024,182	2,165,759	2,384,253	2,411,480	2,500,572
Property Tax in lieu of VLF Fees	3115	777,347	828,935	871,201	928,535	958,888
Sales Tax	3120	1,171,000	1,287,221	1,257,782	1,054,000	1,100,000
Franchise Tax	3130	570,539	604,648	592,171	598,922	600,000
Business License Tax	3140	238,062	229,750	378,343	400,000	375,000
Property Transfer Tax	3160	89,129	143,247	101,611	130,000	125,000
New Construction Tax	3170	2,000	6,000	15,000	50,000	15,000
TOTAL		4,872,259	5,265,560	5,600,361	5,572,937	5,674,460
LICENSES & PERMITS						
Animal Licenses	3220	7,785	6,668	6,685	7,000	7,000
Building Permits	3230	2,810,534	2,804,117	3,131,803	2,250,000	1,500,000
Street Permits	3240	243,437	245,809	215,948	185,000	200,000
TOTAL		3,061,756	3,056,594	3,354,436	2,442,000	1,707,000
INTERGOVERNMENTAL REVENUES						
COPS Grant (Policing)	3311	129,324	139,416	148,747	155,948	150,000
Highway Through Cities Grant	3324					
TOTAL		129,324	139,416	148,747	155,948	150,000
CHARGES FOR SERVICES						
Planning Fees	3410	212,872	382,500	223,977	120,000	165,000
GIS Fees	3420	7,200	4,400	7,600	4,400	5,000
City Celebration & Holiday Parade	3430	2,206	1,345	825	183	
Recreation Fees	3440	31,997	32,172	27,646	25,000	20,000
Tennis Court Fees	3460	54,587	56,456	52,001	35,000	40,000
Tennis Membership Dues	3461	10,855	7,335	9,015	9,000	6,000
TOTAL		319,717	484,208	321,064	193,583	236,000
FINES & FORFEITURES						
Misc. Fines and Forfeitures	3510	35,282	7,174	21,876	10,000	10,000
False Alarm Fines	3520	16,675	16,625	11,925	10,000	10,000
Business License Penalties	3530	7,715	4,852	7,645	7,500	7,500
TOTAL		59,672	28,651	41,446	27,500	27,500
USE OF MONEY & PROPERTY						
Interest Income	3610	2,650	14,858	25,012	37,000	35,000
Rents and Concessions	3620	27,727	37,873	36,249	34,000	25,000
PWEC Concessionaire's Fee	3630	55,388	151,484	163,457	160,000	160,000
TOTAL		85,765	204,215	224,718	231,000	220,000
OTHER REVENUES						
State CASp Fee	3705	121	262	523	500	500
Refunds/Rebates/Reimbursements	3710	25,655	44,699	26,129	32,000	30,000
SB 90 Reimb. of State Mandated Costs	3715	6,769				
AB 939/Infrastructure Fees	3720	190,608	189,487	223,074	179,375	183,441
Prior Year Adjustments	3725	7		1,784		
Miscellaneous Revenues	3730	11,813	8,665	19,626	7,000	10,000
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	281,136	228,875	233,941
TOTALS, GENERAL FUND	01	8,773,466	9,441,253	9,971,908	8,851,843	8,248,901

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

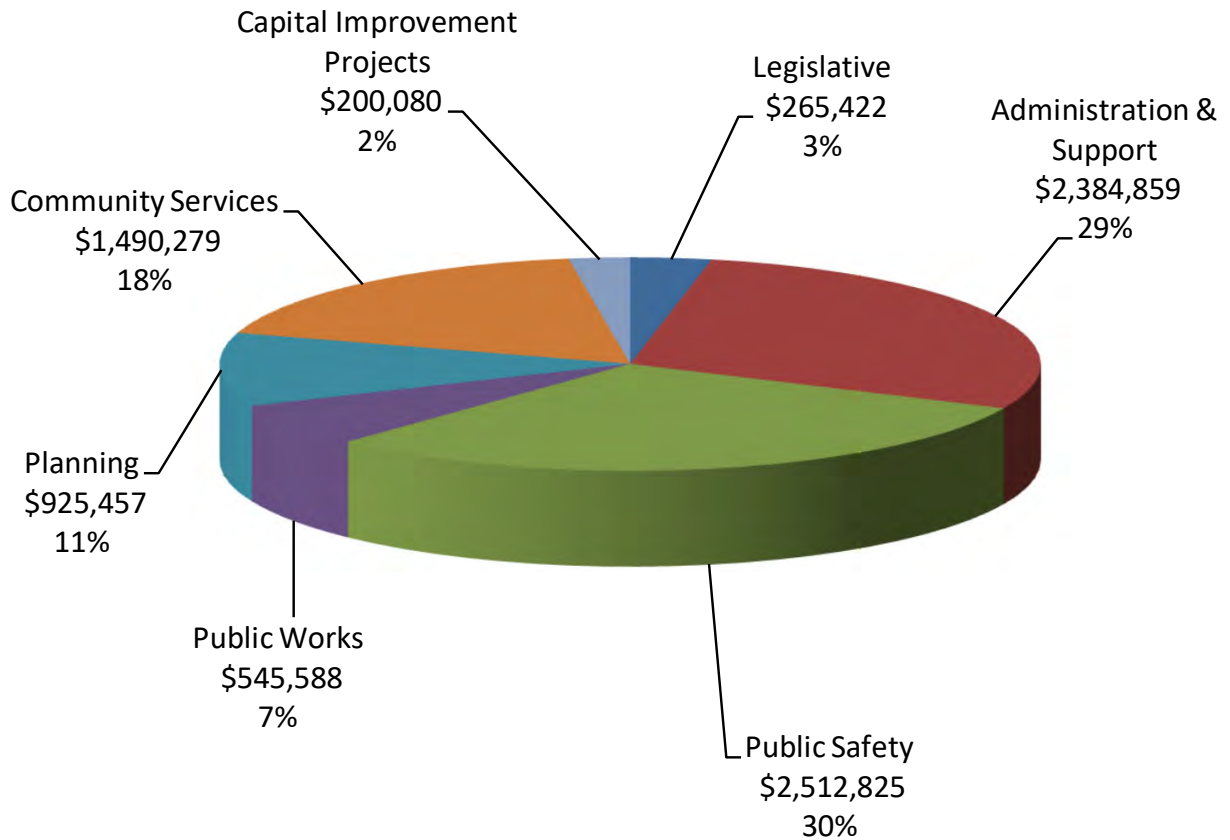
REVENUE SUMMARY		2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Actual	Estimated	Adopted
EXHIBIT A						
SPECIAL REVENUE FUNDS						
PARK FACILITIES FEES						
Park Facilities Fees	3180		1,500	99,030	1,300,000	500,000
Interest Income	3610	2,328	1,370	1,103	10,000	10,000
TOTAL	10	2,328	2,870	100,133	1,310,000	510,000
HIGHWAY USERS TAX						
Section 2103 - HUTA	3329	21,531	31,415	27,097	60,679	69,681
Section 2105 - HUTA	3330	45,328	43,777	44,502	42,103	43,714
Section 2106 - HUTA	3340	31,236	31,091	31,339	29,545	30,513
Section 2107 - HUTA	3350	57,468	56,973	55,966	52,588	52,588
Section 2107.5 - HUTA	3360	2,000	2,000	2,000	2,000	2,000
HUTA Loan Repayment for 3 years	3366		9,171	9,147	9,271	
HUT & RMRA SUBTOTAL		157,563	174,427	170,051	196,186	198,496
Interest Income	3610			259	150	150
TOTAL	11	157,563	174,427	170,310	196,336	198,646
SB1 HUTA RMRA FUND						
HUTA SB1 RMRA 2030	3365		37,186	146,223	137,361	141,738
Interest Income	3610		8	8	10	10
TOTAL	12		37,194	146,231	137,371	141,748
LOCAL TRANSPORTATION FUND						
TDA Article 3 Funds	3121		7,040			25,000
Interest Income	3610					
TOTAL	13		7,040			25,000
TRAFFIC SAFETY FUND						
Traffic Safety Fines	3540	25,966	17,295	19,675	20,000	20,000
Interest Income	3610	81	49			
TOTAL	14	26,047	17,344	19,675	20,000	20,000
PEG FEES						
Cox PEG Fees	3760	28,982	32,044	31,003	30,000	30,000
Interest Income	3610	306	465	969	800	800
TOTAL	16	29,288	32,509	31,972	30,800	30,800
COMMUNITY DEVELOPMENT BLOCK GRANT						
CDBG	3320	45,745	21,896	23,991	23,000	29,400
Interest Income	3610	39				
TOTAL	17	45,784	21,896	23,991	23,000	29,400
TRANSIT FUND						
PROP A - Transit Improvement	3121	150,048	149,748	161,793	164,269	169,197
Interest Income	3610	147	155	271	175	175
TOTAL	18	150,195	149,903	162,064	164,444	169,372
PROP C						
PROP C - Transit Tax	3122	189,401	124,265	199,203	201,257	140,000
Interest Income	3610	653	2,297	528	300	300
TOTAL	19	190,054	126,562	199,731	201,557	140,300
AQMD						
Air Quality Funds AB 2766	3390	10,252	10,168	10,520	9,100	9,100
Interest Income	3610	283	662	1,199	900	900
TOTAL	20	10,535	10,830	11,719	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	100,681	102,203	105,000
Interest Income	3610	537	1,713	428	300	300
TOTAL	23	144,675	96,096	101,109	102,503	105,300
MEASURE W						
Safe Clean Water	3364					180,000
Interest Income	3610					
TOTAL	24					180,000

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	Actual	Estimated	Adopted
STATE SR2S						
PVDN Bike Lane & Silver Spur Pathways	3372	59,117				
Interest Income	3610					
TOTAL	25	59,117				
MEASURE M						
Subregion Fund in 2020	3368				51,300	100,000
Street Resurfacing	3369		84,310	113,342	115,818	116,000
Interest Income	3610		370	442	100	100
TOTAL	26		84,680	113,784	167,218	216,100
CALRECYCLE GRANT						
Street Resurfacing Grant	3378	40,464				50,000
Interest Income	3610					
TOTAL	28	40,464				50,000
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 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				146,000	
TOTAL	34				146,000	
JR. NATURALIST STATE GRANT						
Nature Center Youth Programs	3389	22,575		44,938	20,279	
TOTAL	35	22,575		44,938	20,279	
PEPPER TREE FOUNDATION						
Donations	3440	36,402	36,451	32,995	59,235	31,700
Interest Income	3610	89	226	422	300	300
TOTAL	95	36,491	36,677	33,417	59,535	32,000
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	2,564	3,000	2,300
TOTAL	98		189,028	2,564	3,000	2,300
GENERAL PLAN UPDATE FUND						
General Plan Update Fee	3195					
Interest Income	3610					
TOTAL	99					
TOTALS, SPECIAL REVENUE FUNDS		1,926,860	1,050,501	1,209,416	2,592,043	2,110,466
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	11,181,324	11,443,886	10,359,367

City of Rolling Hills Estates

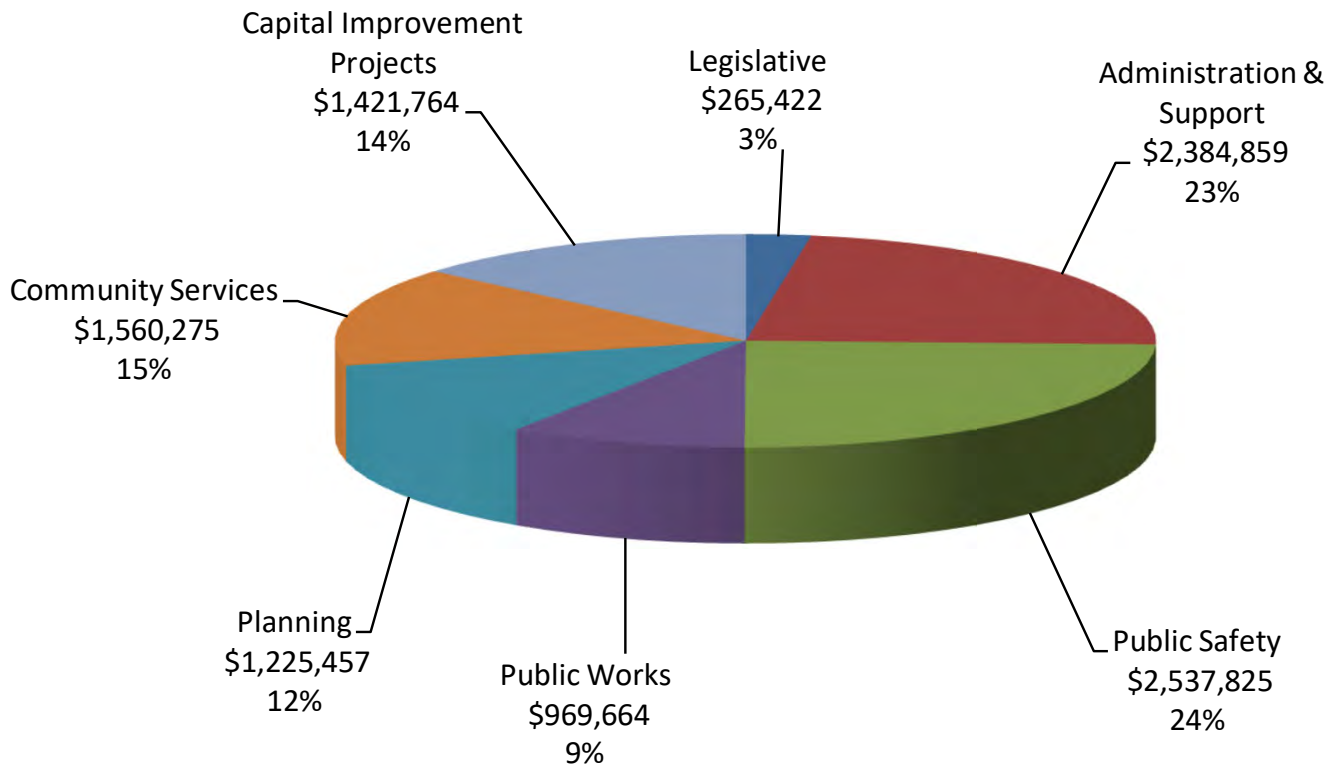
Budget Expenditures 2020-2021 (General Funds)



Total General Fund Expenditures \$8,324,511

City of Rolling Hills Estates

Budget Expenditures 2020-2021 (All Funds)



Total All Funds Expenditures \$10,365,266

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

EXPENDITURES/EXPENSES SUMMARY	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
<u>GENERAL FUND OPERATING EXPENDITURES</u>					
LEGISLATIVE					
CITY COUNCIL	4110	61,300	63,481	57,522	61,317
PLANNING COMMISSION	4120	48,942	49,326	49,919	33,495
P&A COMMISSION	4130	37,835	39,491	51,677	26,610
CITY ATTORNEY	4140	109,531	132,300	188,325	117,000
ELECTION	4150		22,750	242	1,500
TOTAL		257,608	307,347	347,685	237,602
ADMINISTRATION & SUPPORT					
CITY MANAGER	4210	724,609	784,750	822,575	715,208
CENTRAL SERVICES	4220	465,507	549,890	635,155	661,285
FINANCE	4230	515,831	541,233	602,280	561,228
PERSONNEL	4240	2,117,499	215,542	802,420	857,757
PUBLIC INFORMATION	4250	21,811	66,400	91,936	58,650
EQUIPMENT	4279	118,145	156,612	71,370	45,948
TOTAL		3,963,402	2,314,428	3,025,736	2,900,076
PUBLIC SAFETY					
PATROL SERVICES	4310	1,975,732	2,085,435	2,163,710	2,309,283
ANIMAL CONTROL	4330	17,995	24,524	23,703	20,000
CROSSING GUARDS - GENERAL FUND	4343		14,813	6,318	40,209
EMERGENCY MANAGEMENT	4350	7,035	5,302	7,200	16,975
TOTAL		2,000,762	2,130,074	2,200,931	2,386,467
PUBLIC WORKS					
SIGNALS & STRIPING	4451	435,894	414,097	322,688	216,000
STORMWATER PERMIT	4460	283,367	268,023	389,380	380,500
SOLID WASTE/RECYCLING	4625	27,754	33,258	29,384	25,066
TOTAL		747,015	715,378	741,452	621,566
COMMUNITY DEVELOPMENT					
PLANNING ADMINISTRATION	4510	893,188	915,708	970,669	602,166
ADVANCED PLANNING	4520	128,774	134,786	109,965	200,103
CODE ADMINISTRATION	4530	93,257	79,630	119,147	147,412
TOTAL		1,115,219	1,130,124	1,199,781	949,681
COMMUNITY SERVICES					
PARKS MAINTENANCE	4610	865,258	901,888	995,788	901,871
TREE TRIMMING	4615	199,216	195,043	213,361	167,500
BRIDLE TRAILS	4630	69,314	73,380	81,690	77,824
RECREATION PROGRAMS	4640	31,129	37,756	38,421	64,767
TENNIS RECREATION	4645	69,401	76,419	93,940	100,295
SPECIAL EVENTS	4670	99,136	83,111	109,453	84,635
PEPPERTREE	4674	9,246	9,632	12,282	5,900
NATURE CENTER	4676	29,343	27,605	34,854	58,100
TOTAL		1,372,043	1,404,834	1,579,789	1,460,892
TOTAL OPERATING EXPENDITURES					
		9,456,049	8,002,185	9,095,374	8,556,284
					8,124,431

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

EXPENDITURES/EXPENSES SUMMARY		2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES						
PUBLIC WORKS						
STREET RESURFACING & ROAD IMPR.	5103	781,495	785,578	340,727	102,153	
CURB/GUTTER/SIDEWALK IMPR.	5140	10,022	60,105	25,840	25,000	
STORM DRAIN REPAIRS/IMPROVEMENTS	5145	251,213	48,473	248,295	134,584	100,000
TRAFFIC SIGNAL IMPROVEMENTS	5180	96,434	28,045			
ADV. STREET SIGNS REPAINTING	5186					
TOTAL STREETS		1,139,164	922,201	614,862	261,737	100,000
PARKS & RECREATION						
BRUSH CLEARANCE	5201	10,839	5,520	10,839	10,000	10,000
THREE RAIL FENCING	5221					
TOTAL PARKS & RECREATION		10,839	5,520	10,839	10,000	10,000
PUBLIC IMPROVEMENTS						
SHERIFF'S ALPR	5302	73,866	1,339	53,654	73,200	5,000
CITY HALL RENOVATION & DESIGN	5303	71,273	17,882	349,417	251,591	
COMPUTER NETWORK UPGRADE	5307	38,272	69,657	40,294	30,000	85,080
SPEED BOARD	5315	8,901				
WEBSITE UPGRADE AND REDESIGN	5316	17,312				
TOTAL PUBLIC IMPROVEMENTS		209,624	88,878	443,365	354,791	90,080
<hr/>						
TOTAL CAPITAL PROJECTS		1,359,627	1,016,599	1,069,066	626,528	200,080
TOTAL GENERAL FUND EXPENDITURES		10,815,676	9,018,784	10,164,440	9,182,811	8,324,511

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

EXPENDITURES/EXPENSES SUMMARY		2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
<u>SPECIAL REVENUE FUND TYPE EXPENDITURES</u>						
<u>PARK FACILITIES 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
CHANDLER PARK	5263	18,276	16,134	15,765		
HOWLETT PARK IMPROVEMENTS	5264	177,240	29,255	26,597	53,967	10,000
HIGHRIDGE PARK IMPROVEMENTS	5265				12,500	12,500
PARK ADA IMPROVEMENTS	5266		12,400	18,978		40,000
NATURE & COMMUNITY CENTERS	5267		23,570	18,449	27,000	
BUTCHER PARK DEVELOPMENT	5269		2,974	3,955		
ROCKBLUFF PARK IMPROVEMENTS	5270					100,000
TOTAL		637,566	133,231	91,315	93,467	167,500
<u>HIGHWAY USERS TAX FUND 11</u>						
STREET REPAIR	4410	53,258	43,481	59,560	55,000	55,000
SIGNALS & STRIPING	4454	174,024	44,567	46,565	125,000	125,000
TOTAL		227,282	88,048	106,125	180,000	180,000
<u>SBI 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			27,284
<u>TRAFFIC SAFETY FUND 14</u>						
CROSSING GUARDS - TRAFFIC FINES	4340	36,518	38,016	41,203	11,000	25,000
<u>PEG FEES FUND 16</u>						
PEG FEES UPGRADES & IMPROVEMENTS	5322	119,377	11,721		45,000	20,000
<u>COMM. DEVELOPMENT BLOCK GRANT FUND 17</u>						
CDBG	5190	82,285	21,896	23,991	23,000	29,400
<u>TRAFFIC SAFETY FUND 18</u>						
PV TRANSIT	4450	158,091	153,484	160,267	170,166	165,872
TOTAL		158,091	153,484	160,267	170,166	165,872
<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>						
ALTERNATIVE FUELED VEHICLES	52xx					
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 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
<u>MEASURE W, FUND 24</u>						
SAFE CLEAN WATER	4461					78,204
SAFE CLEAN WATER	4611				55,000	46,796
TOTAL					55,000	125,000
<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			50,000
TOTAL		83,123	144			50,000
<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		65,217	20,279	
TOTAL		22,574		65,217	20,279	
<u>PEPPERTREE FUND 95</u>						
PEPPERTREE FOUNDATION	4675	30,964	40,235	23,814	30,768	23,200
SPECIAL PROJECTS	5231		2,375		16,000	87,000
TOTAL		30,964	42,610	23,814	46,768	110,200
<u>CHANDLER CONTRIBUTION FUND 97</u>						
EQUESTRIAN & PARK IMPROVEMENTS	5255	23,730	406,362			
TOTAL		23,730	406,362			
<u>TRAFFIC MITIGATION MEASURE FUND 98</u>						
Traffic Mitigation	5135					
TOTAL						
<u>GENERAL PLAN UPDATE FUND 99</u>						
General Plan Update	4545					300,000
TOTAL						300,000
TOTAL OPERATIONS		489,500	333,854	411,585	467,213	819,072
TOTAL CAPITAL PROJECTS		1,450,426	1,241,264	682,911	711,717	1,221,684
TOTAL SPECIAL FUNDS		1,939,926	1,575,118	1,094,496	1,178,930	2,040,756
GRAND TOTAL, ALL FUNDS		12,755,602	10,593,902	11,258,936	10,361,741	10,365,266

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)	(80,931)
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		3,007,143
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		Park Facilities	State Fees	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	STPL Grant	Measure R	State SR25	State Calrecycle Grant	PROP 84 State Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Chandler Equestrian	Special Revenue TOTAL	Stables 50	Enterprise Funds TOTAL
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																							
CHARGES FOR SVCS																							
FINES/FORFEITURES																							
USE OF MONEY/PROPERTY																							
OTHER REVENUES																							
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																							
Public Works																							
Community Development																							
Community Services																							
Operations Expenditures																							
PERS UAL Payment																							
Capital Projects																							
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	2,205,957		2,205,957
Public Safety	2,130,074	38,016	2,168,090
Public Works	715,378	241,532	956,910
Planning	1,130,124		1,130,124
Community Services	1,404,834	54,306	1,459,140
Operations Expenditures	7,893,715	333,854	8,227,569
Capital Projects	1,016,599	1,241,264	2,257,863
Vehicle Purchases/Reserves	108,471		108,471
Total Expenditures	9,018,784	1,575,118	10,593,902
Net Change	422,469	(524,617)	(102,148)
Transfer In/(Out)	(6,025)	6,025	(6,025)
Fund Balance/RE - 7/1/17	2,524,279	482,863	3,007,142
Fund Balance/RE - 6/30/18	2,940,723	(35,729)	2,898,969
OPERATING RESULTS:			
Total Revenues	9,441,253	1,050,501	10,491,754
Less: Special Operating Revenues			
Less: Operations Expenditures	(7,893,715)	(333,854)	(8,227,569)
RESULTS	1,547,538	716,647	2,264,185
SUBTOTALS BEFORE SPECIALS	1,547,538	716,647	2,264,185
Special Project	10,000		10,000
General Plan Update	80,815		80,815
NET OPERATING RESULTS (\$)	1,638,353	716,647	2,355,000
Net Operating Results (%) as a % of Revenues	17%	68%	22%

EXHIBIT D		(Continued) Special Funds																						
City of Rolling Hills Estates		Park	State	State	PROP A		PEG	CDBG	Transit	PROP	AQMD	Measure	State	Measure	State	PROP 84	PROP A	PROP A	State	Pepper	Chandler	Traffic	Special	
SOURCES and USES		Facilities	HUTA	RMRA	Local	Traffic	Fees	Funds	Imp	C	AB 2766	R	SR2S	M	Calrecycle	State	Parks	4th District	Naturalist	Tree	Equestrian	Measure	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																								
REV FR OTH AGENCIES																								
CHARGES FOR SVCS																								
FINES/FORFEITURES																								
USE OF MONEY/PROPERTY																								
OTHER REVENUES																								
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																								
Public Works																								
Community Development																								
Community Services																								
Operations Expenditures		88,048				38,016			153,484								14,071			40,235				333,854
Capital Projects		133,231		46,520	7,040		11,721	21,896		351,098		200,000			144		11,303	49,574		2,375	406,362			1,241,264
Vehicle Purchases/Reserves																								
Total Expenditures		133,231	88,048	46,520	7,040	38,016	11,721	21,896	153,484	351,098		200,000			144		25,374	49,574		42,610	406,362			1,575,118
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	(25,374)	(49,574)		(5,933)	(403,296)	189,028		(524,617)
Transfer In/(Out)													6,025			1,549	312,525				(314,074)			6,025
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		84,680	(42,803)		(265,097)	(280,462)		11,410		189,028		(35,729)

EXHIBIT E			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2018-19	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,600,361		5,600,361
LICENSES/PERMITS	3,354,436		3,354,436
REV FR OTH AGENCIES	148,747	1,018,520	1,167,267
CHARGES FOR SVCS	321,064		321,064
FINES/FORFEITURES	41,446	19,675	61,121
USE OF MONEY/PROPERTY	224,718	8,193	232,911
OTHER REVENUES	281,136	163,028	444,164
Total Revenues	9,971,908	1,209,416	11,181,324
USES			
Legislative	347,685		347,685
Administration/Support	2,522,736		2,522,736
Public Safety	2,200,931	41,203	2,242,134
Public Works	741,452	266,392	1,007,844
Planning	1,199,781		1,199,781
Community Services	1,579,789	103,990	1,683,779
Operations Expenditures	8,592,374	411,585	9,003,959
PERS UAL Payment	500,000		500,000
Capital Projects	1,069,066	682,911	1,751,977
Trailer Purchase	3,000		3,000
Total Expenditures	10,164,440	1,094,496	11,258,936
Net Change	(192,532)	114,920	(77,612)
Transfers In/(Out)	(59,980)	59,980	
Fund Balance/RE - 7/1/18	2,940,723	(35,729)	2,904,994
Fund Balance/RE - 6/30/19	2,688,211	139,171	2,827,382
OPERATING RESULTS:			
Total Revenues	9,971,908	1,209,416	11,181,324
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,592,374)	(411,585)	(9,003,959)
RESULTS	1,379,534	797,831	2,177,365
SUBTOTALS BEFORE SPECIALS	1,379,534	797,831	2,177,365
Special Project			
General Plan Update	55,000		55,000
NET OPERATING RESULTS (\$)	1,434,534	797,831	2,232,365
Net Operating Results (%) as a % of Revenues	14%	66%	20%

EXHIBIT E (Continued) Special Funds																				
City of Rolling Hills Estates SOURCES and USES	Park Facilities	State GT	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R	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		170,051	146,223				23,991	161,793	199,203	10,520	100,681		113,342		47,778		44,938			1,018,520
CHARGES FOR SVCS																				
FINES/FORFEITURES					19,675															19,675
USE OF MONEY/PROPERTY	1,103	259	8			969		271	528	1,199	428		442					422	2,564	8,193
OTHER REVENUES	99,030					31,003												32,995		163,028
Total Revenues	100,133	170,310	146,231		19,675	31,972	23,991	162,064	199,731	11,719	101,109		113,784		47,778		44,938	33,417	2,564	1,209,416
USES																				
Legislative																				
Administration/Support																				
Public Safety					41,203															41,203
Public Works		106,125						160,267												266,392
Community Development																				
Community Services															14,959		65,217	23,814		103,990
Operations Expenditures		106,125			41,203			160,267							14,959		65,217	23,814		411,585
PERS UAL Payment																				
Capital Projects	91,315		133,961				23,991		100,000		100,000		233,644							682,911
Trailer Purchase																				
Total Expenditures	91,315	106,125	133,961		41,203		23,991	160,267	100,000		100,000		233,644		14,959		65,217	23,814		1,094,496
Net Change	8,818	64,185	12,270		(21,528)	31,972		1,797	99,731	11,719	1,109		(119,860)		32,819		(20,279)	9,603	2,564	114,920
Transfers In/(Out)							17,177							42,803						59,980
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		84,680	(42,803)	(265,097)	(280,462)		11,410	189,028	(35,729)
Fund Balance/RE - 6/30/19	113,502	7,719	2,944		(30,119)	93,865		37,719	129,744	97,270	42,121		(35,180)		(232,278)	(280,462)	(20,279)	21,013	191,592	139,171

EXHIBIT F			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2019-20	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,572,937		5,572,937
LICENSES/PERMITS	2,442,000		2,442,000
REV FR OTH AGENCIES	155,948	1,166,773	1,322,721
CHARGES FOR SVCS	193,583		193,583
FINES/FORFEITURES	27,500	20,000	47,500
USE OF MONEY/PROPERTY	231,000	16,035	247,035
OTHER REVENUES	228,875	1,389,235	1,618,110
Total Revenues	8,851,843	2,592,043	11,443,886
USES			
Legislative	237,602		237,602
Administration/Support	2,400,076		2,400,076
Public Safety	2,386,467	11,000	2,397,467
Public Works	621,566	350,166	971,732
Planning	949,681		949,681
Community Services	1,460,892	106,047	1,566,939
Operations Expenditures	8,056,284	467,213	8,523,497
PERS UAL Payment	500,000		500,000
Capital Projects	626,528	711,717	1,338,245
Total Expenditures	9,182,811	1,178,930	10,361,741
Net Change	(330,968)	1,413,113	1,082,145
Transfer In/(Out)			
Fund Balance/RE - 7/1/19	2,688,211	139,171	2,827,382
Fund Balance/RE - 6/30/20	2,357,242	1,552,284	3,909,527
OPERATING RESULTS:			
Total Revenues	8,851,843	2,592,043	11,443,886
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,056,284)	(467,213)	(8,523,497)
RESULTS	795,559	2,124,830	2,920,390
SUBTOTALS BEFORE SPECIALS			
Special Project			
General Plan Update	20,000		20,000
NET OPERATING RESULTS (\$)	815,559	2,124,830	2,940,390
Net Operating Results (%) as a % of Revenues	9%	82%	26%

EXHIBIT F (Continued) Special Funds																				
City of Rolling Hills Estates SOURCES and USES	Park Facilities	State HUTA	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R	Measure W	Measure M	State Calrecycle Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Traffic Measure	Special Revenue
FY 2019-20	10	11	12	13	14	16	17	18	19	20	23	24	26	28	32	34	35	95	98	TOTAL
SOURCES																				
TAXES																				
LICENSES/PERMITS																				
REV FR OTH AGENCIES		196,186	137,361				23,000	164,269	201,257	9,100	102,203		167,118			146,000	20,279			1,166,773
CHARGES FOR SVCS					20,000															20,000
FINES/FORFEITURES																				
USE OF MONEY/PROPERTY	10,000	150	10			800		175	300	900	300		100					300	3,000	16,035
OTHER REVENUES	1,300,000					30,000												59,235		1,389,235
Total Revenues	1,310,000	196,336	137,371		20,000	30,800	23,000	164,444	201,557	10,000	102,503		167,218			146,000	20,279	59,535	3,000	2,592,043
USES																				
Legislative																				
Administration/Support																				
Public Safety					11,000															11,000
Public Works		180,000						170,166												350,166
Community Development																				
Community Services													55,000				20,279	30,768		106,047
Operations Expenditures		180,000			11,000			170,166					55,000				20,279	30,768		467,213
PERS UAL Payment																				
Capital Projects	93,467		134,250			45,000	23,000		200,000		100,000		100,000					16,000		711,717
Total Expenditures	93,467	180,000	134,250		11,000	45,000	23,000	170,166	200,000		100,000		100,000				20,279	46,768		1,178,930
Net Change	1,216,533	16,336	3,121		9,000	(14,200)		(5,722)	1,557	10,000	2,503	(55,000)	67,218			146,000		12,767	3,000	1,413,113
Transfer In/(Out)																				
Fund Balance/RE - 7/1/19	113,502	7,719	2,944		(30,119)	93,865		37,719	129,744	97,270	42,121		(35,180)		(232,278)	(280,462)	(20,279)	21,013	191,592	139,171
Fund Balance/RE - 6/30/20	1,330,035	24,055	6,065		(21,119)	79,665		31,997	131,301	107,270	44,624	(55,000)	32,038		(232,278)	(134,462)	(20,279)	33,780	194,592	1,552,284

EXHIBIT G			
City of Rolling Hills Estates			
SOURCES and USES			
FY 2020-21	General Fund	Special Revenue Funds	Total
SOURCES			
TAXES	5,674,460		5,674,460
LICENSES/PERMITS	1,707,000		1,707,000
REV FR OTH AGENCIES	150,000	1,513,431	1,663,431
CHARGES FOR SVCS	236,000		236,000
FINES/FORFEITURES	27,500	20,000	47,500
USE OF MONEY/PROPERTY	220,000	15,335	235,335
OTHER REVENUES	233,941	561,700	795,641
Total Revenues	8,248,901	2,110,466	10,359,367
USES			
Legislative	265,422		265,422
Administration/Support	2,384,859		2,384,859
Public Safety	2,512,825	25,000	2,537,825
Public Works	545,588	424,076	969,664
Planning	925,457	300,000	1,225,457
Community Services	1,490,279	69,996	1,560,275
Operations Expenditures	8,124,431	819,072	8,943,502
PERS UAL Payment			
Capital Projects	200,080	1,221,684	1,421,764
Total Expenditures	8,324,511	2,040,756	10,365,266
Net Change	(75,610)	69,710	(5,899)
Transfers In/(Out)			
Fund Balance/RE - 7/1/20	2,357,242	1,552,284	3,909,527
Fund Balance/RE - 6/30/21	2,281,633	1,621,995	3,903,627
OPERATING RESULTS:			
Total Revenues	8,248,901	2,110,466	10,359,367
Less: Special Operating Revenues			
Less: Operations Expenditures	(8,124,431)	(819,072)	(8,943,502)
RESULTS	124,470	1,291,394	1,415,865
SUBTOTALS BEFORE SPECIALS	124,470	1,291,394	1,415,865
Special Project			
NET OPERATING RESULTS (\$)	124,470	1,291,394	1,415,865
Net Operating Results (%) as a % of Revenues	2%	61%	14%

EXHIBIT G		(Continued) Special Funds																					
City of Rolling Hills Estates SOURCES and USES		Park Facilities Fees	State GT	State RMRA	PROP A Local Trans	Traffic Safety	PEG Fees	CDBG Funds	Transit Imp	PROP C	AQMD AB 2766	Measure R	Measure W	Measure M	State Calrecycle Grant	PROP A Parks Grant	PROP A 4th District Grant	State Naturalist Grant	Pepper Tree	Traffic Measure	General Plan	Special Revenue TOTAL	
FY 2020-21		10	11	12	13	14	16	17	18	19	20	23	24	26	28	32	34	35	95	98	99		
SOURCES																							
TAXES																							
LICENSES/PERMITS																							
REV FR OTH AGENCIES																							1,513,431
CHARGES FOR SVCS																							
FINES/FORFEITURES																							20,000
USE OF MONEY/PROPERTY																							15,335
OTHER REVENUES																							561,700
Total Revenues		510,000	198,646	141,748	25,000	20,000	30,800	29,400	169,372	140,300	10,000	105,300	180,000	216,100	50,000	249,500			32,000	2,300		2,110,466	
USES																							
Legislative																							
Administration/Support																							
Public Safety																							25,000
Public Works																							180,000
Community Development																							
Community Services																							300,000
Operations Expenditures																							
PERS UAL Payment																							819,072
Capital Projects																							1,221,684
Total Expenditures		167,500	180,000	135,000	27,284	25,000	20,000	29,400	165,872	100,000		100,000		216,000	50,000	249,500	40,000		110,200		300,000	2,040,756	
Net Change		342,500	18,646	6,748	(2,284)	(5,000)	10,800		3,500	40,300	10,000	5,300	55,000	100			(40,000)		(78,200)	2,300	(300,000)	69,710	
Transfers In/(Out)																							
Fund Balance/RE - 7/1/20		1,330,035	24,055	6,065		(21,119)	79,665		31,997	131,301	107,270	44,624	(55,000)	32,038		(232,278)	(134,462)	(20,279)	33,780	194,592		1,552,284	
Fund Balance/RE - 6/30/21		1,672,535	42,701	12,813	(2,284)	(26,119)	90,465		35,497	171,601	117,270	49,924		32,138		(232,278)	(174,462)	(20,279)	(44,420)	196,892	(300,000)	1,321,995	

CITY OF ROLLING HILLS ESTATES



EXHIBIT H

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

	Exhibit D Actual Year Ending June 30, 2018	Exhibit E Actual Year Ending June 30, 2019	Exhibit F Estimated Year Ending June 30, 2020	Exhibit G Adopted Year Ending June 30, 2021	
Fund Balances:	2,940,723	2,688,211	2,357,242	2,281,633	Fund Balances:
Nonspendable:					Nonspendable:
Advance to Other Funds					Advance to Other Funds
Inventories	14,635	10,997	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	50,000		40,000	Equipment
Capital Asset Replacement	410,000	470,000	175,000	90,000	Capital Asset Replacement
Capital Projects			150,000	100,000	Capital Projects
PERS UAL	500,000				PERS UAL
Other Assigned Reserves					Other Assigned Reserves
ALPR Replacement Fund					ALPR Replacement Fund
Unassigned:					Unassigned:
Contingency Reserve	776,087	947,214	813,242	832,633	Contingency Reserve
Emergency Reserve	1,200,000	1,200,000	1,200,000	1,200,000	Emergency Reserve
Total Unassigned	1,976,087	2,147,214	2,013,242	2,032,633	Total Unassigned
Total Fund Balances	2,940,723	2,688,211	2,357,242	2,281,633	Total Fund Balances
Operating Expenditures	7,893,715	8,592,374	8,056,284	8,124,431	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 2020 – 2021

This Year's Limit: \$18,038,005
Amount under Limit: \$12,662,095

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 2020-2021 has been calculated to be \$18,038,005, which is \$12,662,095 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 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	100,376	100,287	112,407	70,829	70,572
TOTAL MATERIALS & OPS	157,232	207,060	235,278	166,773	194,850
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	257,608	307,347	347,685	237,602	265,422

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 Actual	2019-20 Estimated	2020-21 Adopted	
PERSONNEL						
401 Wages - Full Time	12,380	10,389	9,624	9,595	9,400	
405 Wages - Overtime						
410 Benefits	2,069	2,046	2,234	1,999	1,917	
TOTAL PERSONNEL	14,449	12,435	11,858	11,594	11,317	
MATERIALS & OPERATIONS						
420 Materials & Supplies	474	2,291	1,010	2,000	2,000	
463 Mileage	1,114	952	1,098	1,000	1,000	
470 Travel & Meetings	25,877	27,469	23,041	23,000	25,000	
472 Dues & Memberships	19,386	20,334	20,515	21,448	22,000	
TOTAL MATERIALS & OPS	46,851	51,046	45,664	47,448	50,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	61,300	63,481	57,522	59,042	61,317	
FUND SOURCE						
01 General Fund 4110	61,300	63,481	57,522	59,042	61,317	
TOTAL	61,300	63,481	57,522	59,042	61,317	

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	38,238	37,655	38,051	25,500	25,500
405 Wages - Overtime	768				
410 Benefits	9,936	11,671	11,868	7,975	7,995
TOTAL PERSONNEL	48,942	49,326	49,919	33,475	33,495
MATERIALS & OPERATIONS					
430 Contractual Services					
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	49,919	33,475	33,495
FUND SOURCE					
01 General Fund	48,942	49,326	49,919	33,475	33,495
TOTAL	48,942	49,326	49,919	33,475	33,495

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	29,111	29,685	41,687	20,100	20,100
410 Benefits	7,874	8,841	8,943	5,660	5,660
TOTAL PERSONNEL	36,985	38,527	50,630	25,760	25,760
MATERIALS & OPERATIONS					
430 Contractual Services					
470 Travel & Meetings	515	624	284	460	500
472 Dues & Memberships	335	340	763	365	350
TOTAL MATERIALS & OPS	850	964	1,047	825	850
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	37,835	39,491	51,677	26,585	26,610
FUND SOURCE					
01 General Fund	37,835	39,491	51,677	26,585	26,610
TOTAL	37,835	39,491	51,677	26,585	26,610

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 Actual	2019-20 Estimated	2020-21 Adopted	

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	127,887	90,000	90,000
436 Special Counsel	16,287	35,591	52,824	22,000	15,000
470 Travel & Meetings					
476 Advertising	10,709	6,980	7,614	5,000	9,000

TOTAL MATERIALS & OPS	109,531	132,300	188,325	117,000	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	188,325	117,000	114,000
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FUND SOURCE

01 General Fund	109,531	132,300	188,325	117,000	114,000
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TOTAL	109,531	132,300	188,325	117,000	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
	2016-17	2017-18	2018-19	2019-20	2020-21	
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services		22,750	242	1,500	30,000
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TOTAL MATERIALS & OPS	0	22,750	242	1,500	30,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	0	22,750	242	1,500	30,000
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FUND SOURCE

01 General Fund		22,750	242	1,500	30,000
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TOTAL	0	22,750	242	1,500	30,000
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**City of Rolling Hills Estates
Summary**

Function					
Administration & Support					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	3,227,493	1,374,518	2,064,201	2,001,236	1,433,148
TOTAL MATERIALS & OPS	664,080	828,527	956,821	892,340	945,211
TOTAL CAPITAL OUTLAY	71,829	111,383	4,714	6,500	6,500
TOTAL FUNCTION	3,963,402	2,314,428	3,025,736	2,900,076	2,384,859

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 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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	565,281	573,614	610,881	525,800	435,000
402 Wages - Part Time			24,906	53,555	53,555
405 Wages - Overtime				180	
410 Benefits	130,224	155,602	159,178	120,000	110,000
TOTAL PERSONNEL	695,505	729,216	794,965	699,535	598,555
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	9,439	5,000	8,000
463 Mileage	311	507	760	500	500
470 Travel & Meetings	12,004	12,779	14,043	7,773	8,000
472 Dues & Memberships	1,688	1,560	2,970	2,000	2,000
TOTAL MATERIALS & OPS	29,104	55,535	27,610	15,673	18,900
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	724,609	784,750	822,575	715,208	617,455
FUND SOURCE					
01 General Fund	724,609	784,750	822,575	715,208	617,455
TOTAL	724,609	784,750	822,575	715,208	617,455

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
402 Wages - Part Time	286	239	655		350
410 Benefits	22	25	67		30
TOTAL PERSONNEL	308	264	722	0	380
MATERIALS & OPERATIONS					
420 Materials & Supplies	24,039	29,336	28,444	25,000	25,000
430 Contractual Services	28,180	43,092	46,525	45,000	45,000
434 Repairs & Maint. Services	29,323	23,368	31,115	30,000	30,000
435 Building Maint. & Repair	26,745	25,013	38,559	35,000	30,000
439 Software & Maintenance	20,270	21,410	26,309	35,000	35,000
440 Property Insurance	23,520	22,053	21,868	25,511	25,000
441 Liability Insurance	1,189	62,659	109,339	115,996	141,876
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	25,270	16,990	7,922
450 Voice & Data Services	30,568	32,264	33,560	34,000	46,000
451 Water Utility	5,717	10,698	8,384	8,500	8,500
452 Electric Utility	19,415	19,192	20,470	23,000	21,000
475 Postage	10,142	8,832	7,439	10,000	10,000
478 Equipment Rental	3,608	3,623	4,687	4,000	4,000
TOTAL MATERIALS & OPS	461,656	546,713	632,719	654,785	695,086
CAPITAL OUTLAY					
484 Office Furniture, Etc.	1,141			1,500	1,500
485 IT & Special Equipment	2,402	2,913	1,714	5,000	5,000
TOTAL CAPITAL OUTLAY	3,543	2,913	1,714	6,500	6,500
TOTAL ACTIVITY	465,507	549,890	635,155	661,285	701,966
FUND SOURCE					
01 General Fund	465,507	549,890	635,155	661,285	701,966
TOTAL	465,507	549,890	635,155	661,285	701,966

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.
- 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, and for related software.
- 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 attendance at meetings, conferences, and associated travel.
- 472 MEMBERSHIPS
Accounts for staff's membership and subscriptions in related professional organizations.

**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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	308,590	313,508	360,844	325,000	325,000
402 Wages - Part Time	6,171	5,039	906	684	
405 Wages - Overtime	2,107	1,577	1,867	500	500
410 Benefits	89,429	99,475	96,762	100,867	100,035
TOTAL PERSONNEL	406,297	419,599	460,379	427,051	425,535
MATERIALS & OPERATIONS					
420 Materials & Supplies	400	510	80	1,000	1,000
430 Contractual Services	74,368	87,309	106,321	95,000	95,000
439 Software & Maintenance	28,964	29,239	28,388	32,000	38,000
463 Mileage	267	179	89	400	400
470 Travel & Meetings	4,240	3,453	5,733	4,377	5,500
472 Dues & Memberships	1,295	945	1,290	1,400	1,400
TOTAL MATERIALS & OPS	109,534	121,635	141,901	134,177	141,300
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	515,831	541,233	602,280	561,228	566,835
FUND SOURCE					
01 General Fund	515,831	541,233	602,280	561,228	566,835
TOTAL	515,831	541,233	602,280	561,228	566,835

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	53,849	54,795	57,274	78,000	78,000
410 Benefits	2,056,602	155,165	734,710	775,000	309,028
TOTAL PERSONNEL	2,110,451	209,960	791,984	853,000	387,028
MATERIALS & OPERATIONS					
420 Materials & Supplies	957	825	944	150	250
430 Contractual Services	156	770	4,519	4,200	4,000
470 Travel & Meetings	966	269	508	132	250
471 Tuition Reimbursement					
472 Dues & Memberships	3,495		225	225	225
476 Advertising	1,474	3,719	4,240	50	
TOTAL MATERIALS & OPS	7,048	5,582	10,436	4,757	4,725
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	2,117,499	215,542	802,420	857,757	391,753
FUND SOURCE					
01 General Fund	2,117,499	215,542	802,420	857,757	391,753
TOTAL	2,117,499	215,542	802,420	857,757	391,753

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	11,966	12,177	12,728	16,950	16,950
410 Benefits	2,966	3,303	3,423	4,700	4,700
TOTAL PERSONNEL	14,932	15,479	16,151	21,650	21,650
MATERIALS & OPERATIONS					
420 Materials & Supplies	1,362	424	1,261	1,000	500
430 Contractual Services	5,517	47,631	74,524	36,000	37,000
475 Postage		2,867			
476 Advertising					
TOTAL MATERIALS & OPS	6,879	50,921	75,785	37,000	37,500
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	21,811	66,400	91,936	58,650	59,150
FUND SOURCE					
01 General Fund	21,811	66,400	91,936	58,650	59,150
TOTAL	21,811	66,400	91,936	58,650	59,150

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
410 Benefits	(524,550)	(607,193)	(633,944)	(576,855)	(595,021)
412 Employer Share Retirement	173,561	173,522	191,484	173,522	196,000
413 Worker's Compensation		46,793	46,364	41,733	49,621
414 Group Health Insurance	244,207	267,240	278,562	270,000	270,000
415 Life Insurance	6,081	6,246	6,170	6,400	6,400
416 Disability Insurance	15,140	14,426	13,889	15,000	15,000
417 Unemployment Insurance		1,652	1,098	1,000	1,000
418 Medicare	29,399	30,964	33,975	34,200	34,200
419 Auto Allowance	23,500	24,000	24,000	18,000	18,000
428 PARS Retirement	32,662	42,350	38,402	17,000	4,800
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

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 vehicles.

**City of Rolling Hills Estates
Activity Detail**

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

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	1,342	5,156	4,276	4,000	4,000
442 Auto Comp/Coll Insurance	1,610	1,342	1,704	1,648	1,700
461 Vehicle Maintenance	31,722	27,556	45,673	23,300	25,000
462 Gas and Oil	15,185	14,087	16,717	17,000	17,000

TOTAL MATERIALS & OPS	49,859	48,142	68,370	45,948	47,700
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CAPITAL OUTLAY

482 Motor Vehicles	68,286	108,471	3,000		
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TOTAL CAPITAL OUTLAY	68,286	108,471	3,000	0	0
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TOTAL ACTIVITY	118,145	156,612	71,370	45,948	47,700
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FUND SOURCE

01 General Fund (4279)	118,145	156,612	71,370	45,948	47,700
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TOTAL	118,145	156,612	71,370	45,948	47,700
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**City of Rolling Hills Estates
Summary**

Function					
Public Safety					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	0	14,459	6,239	17,775	21,244
TOTAL MATERIALS & OPS	2,037,227	2,153,631	2,236,992	2,379,692	2,516,581
TOTAL CAPITAL OUTLAY	53	0	0	0	0
TOTAL FUNCTION	2,037,280	2,168,090	2,243,231	2,397,467	2,537,825

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; (4) costs associated with special services such as Sobriety Check Point; and (5) School Resource Officer.
- 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.
- 474 GRANTS TO OTHER AGENCIES
Provides for neighborhood entryway grants to Rolling Hills Estates homeowners associations.
- 485 IT & SPECIAL EQUIPMENT
Public Safety computer and equipment technology upgrades constitute the expenditures from this account.

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
	2016-17	2017-18	2018-19	2019-20	2020-21
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	17,995	24,524	23,703	20,000	25,000
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TOTAL MATERIALS & OPS	17,995	24,524	23,703	20,000	25,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	17,995	24,524	23,703	20,000	25,000
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FUND SOURCE

01 General Fund	17,995	24,524	23,703	20,000	25,000
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TOTAL	17,995	24,524	23,703	20,000	25,000
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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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
402 Wages - Part Time		13,069	5,677	16,200	19,600
410 Benefits		1,390	562	1,575	1,644
TOTAL PERSONNEL	0	14,459	6,239	17,775	21,244
MATERIALS & OPERATIONS					
<u>4343 General Fund</u>					
420 Materials & Supplies			79		
430 Contractual Services		354		22,434	22,434
<u>4340 Traffic Safety Fund</u>					
430 Contractual Services	36,518	38,016	42,300	11,000	25,000
TOTAL MATERIALS & OPS	36,518	38,370	42,379	33,434	47,434
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	36,518	52,829	48,618	51,209	68,678
FUND SOURCE					
01 General Fund (4343)		14,813	6,318	40,209	43,678
14 Traffic Safety Fund (4340)	36,518	38,016	42,300	11,000	25,000
TOTAL	36,518	52,829	48,618	51,209	68,678

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	Actual	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	5,295	3,756	5,655	6,000	1,000
430 Contractual Services	1,740	1,546	1,545	10,975	10,975

TOTAL MATERIALS & OPS	7,035	5,302	7,200	16,975	11,975
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	7,035	5,302	7,200	16,975	11,975
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FUND SOURCE

01 General Fund	7,035	5,302	7,200	16,975	11,975
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TOTAL	7,035	5,302	7,200	16,975	11,975
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**City of Rolling Hills Estates
Summary**

Function					
Public Works					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	74,448	70,059	70,826	75,464	75,664
TOTAL MATERIALS & OPS	1,057,940	886,851	937,018	896,268	894,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	1,132,388	956,910	1,007,844	971,732	969,664

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 the National Pollutant Discharge Elimination System (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
	2016-17	2017-18	2018-19	2019-20	2020-21
Expenditure Classification	Actual	Actual	Actual	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

434 Repairs & Maint. Services	53,258	43,481	59,560	55,000	55,000
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TOTAL MATERIALS & OPS	53,258	43,481	59,560	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	59,560	55,000	55,000
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FUND SOURCE

11 Highway Users TaxFund	53,258	43,481	59,560	55,000	55,000
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TOTAL	53,258	43,481	59,560	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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	22,385	16,227	12,555	20,592	20,394
410 Benefits	5,718	5,319	4,757	2,331	2,478
TOTAL PERSONNEL	28,103	21,546	17,312	22,923	22,872
MATERIALS & OPERATIONS					
430 Contractual Services	129,988	131,938	142,955	147,243	143,000
TOTAL MATERIALS & OPS	129,988	131,938	142,955	147,243	143,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	158,091	153,484	160,267	170,166	165,872
FUND SOURCE					
18 Transit Fund	158,091	153,484	160,267	170,166	165,872
TOTAL	158,091	153,484	160,267	170,166	165,872

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

Function	Activity	Code
Public Works	Stormwater Permit Compliance	4460/4461

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 and Measure W³ programs, including Program Management and Coordination, Water Quality Monitoring, Street Sweeping, Storm Drain Cleaning and Inspections, and Used Oil Recycling.

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
3. Measure W is the Safe Clean Water Program

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Works	Stormwater Permit Compliance				4460/4461
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	19,822	20,210	22,327	23,542	23,322
405 Wages - Overtime			4	50	50
410 Benefits	4,906	5,764	6,257	6,908	7,379
TOTAL PERSONNEL	24,728	25,974	28,588	30,500	30,751
MATERIALS & OPERATIONS					
4460 General Fund					
430 Contractual Services	258,639	242,049	360,792	350,000	271,796
4461 Measure W					
430 Contractual Services					78,204
TOTAL MATERIALS & OPS	258,639	242,049	360,792	350,000	350,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	283,367	268,023	389,380	380,500	380,751
FUND SOURCE					
01 General Fund (4460)	283,367	268,023	389,380	380,500	302,547
24 Measure W (4461)					78,204
TOTAL	283,367	268,023	389,380	380,500	380,751

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 and/or compliance audit with Cal Recycle Regulations (CalRecycle Beverage Container Recycling Grant).
- 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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	17,468	17,676	19,584	17,291	17,291
410 Benefits	4,149	4,863	5,342	4,750	4,750
TOTAL PERSONNEL	21,617	22,539	24,926	22,041	22,041
MATERIALS & OPERATIONS					
430 Contractual Services	5,660	2,940	2	3,000	5,000
485 IT & Special Equipment	477	7,779	4,456	25	
TOTAL MATERIALS & OPS	6,137	10,719	4,458	3,025	5,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	27,754	33,258	29,384	25,066	27,041
FUND SOURCE					
01 General Fund	27,754	33,258	29,384	25,066	27,041
TOTAL	27,754	33,258	29,384	25,066	27,041

**City of Rolling Hills Estates
Summary**

Function					
Community Development					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	535,398	551,799	593,725	628,370	628,707
TOTAL MATERIALS & OPS	579,821	578,326	606,056	321,311	596,750
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	1,115,219	1,130,124	1,199,781	949,681	1,225,457

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, and office supplies including software and electronic tools.
- 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.
- 437 BUILDING PERMIT 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 to meetings, conferences, and associated travel.
- 472 DUES AND MEMBERSHIPS
Accounts for staff's memberships and subscriptions in related professional organizations.

**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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	332,794	329,631	334,244	262,100	262,100
410 Benefits	73,579	88,600	88,222	64,350	66,299
TOTAL PERSONNEL	406,373	418,231	422,466	326,450	328,399
MATERIALS & OPERATIONS					
420 Materials & Supplies	430	1,941	221	500	500
430 Contractual Services	94,850	104,369	46,971	20,000	100,000
437 Building Inspection Serv	388,603	386,692	497,774	252,000	175,000
463 Mileage	426	235	396	550	500
470 Travel & Meetings	1,396	3,061	1,663	1,416	1,500
472 Dues & Memberships	1,110	1,178	1,178	1,250	1,250
TOTAL MATERIALS & OPS	486,815	497,477	548,203	275,716	278,750
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	893,188	915,708	970,669	602,166	607,149
FUND SOURCE					
01 General Fund	893,188	915,708	970,669	602,166	607,149
TOTAL	893,188	915,708	970,669	602,166	607,149

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
Provides funding for resources related to presentation materials, and office supplies including software and electronic tools.

- 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.

**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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	42,787	42,547	44,121	132,777	131,537
410 Benefits	9,611	11,424	11,839	37,326	37,191
TOTAL PERSONNEL	52,398	53,971	55,960	170,103	168,728
MATERIALS & OPERATIONS					
420 Materials & Supplies					2,000
430 Contractual Services	76,376	80,815	54,005	30,000	
TOTAL MATERIALS & OPS	76,376	80,815	54,005	30,000	2,000
CAPITAL OUTLAY					
484 Office Furniture, Etc.					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	128,774	134,786	109,965	200,103	170,728
FUND SOURCE					
01 General Fund	128,774	134,786	109,965	200,103	170,728
TOTAL	128,774	134,786	109,965	200,103	170,728

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	65,593	59,190	88,179	104,360	103,363
402 Wages - Part Time		6,836	2,786		
410 Benefits	11,034	13,570	24,334	27,457	28,217
TOTAL PERSONNEL	76,627	79,596	115,299	131,817	131,580
MATERIALS & OPERATIONS					
420 Materials & Supplies					
430 Contractual Services	15,797	34	3,788	15,000	15,000
463 Mileage	507		60	500	500
470 Travel & Meetings	326			95	500
TOTAL MATERIALS & OPS	16,630	34	3,848	15,595	16,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	93,257	79,630	119,147	147,412	147,580
FUND SOURCE					
01 General Fund	93,257	79,630	119,147	147,412	147,580
TOTAL	93,257	79,630	119,147	147,412	147,580

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Development	General Plan Update	4545

Narrative

This activity includes updating the City's primary guide for development, housing, transportation, environmental quality, public services, and parks and open spaces (General Plan 2040).

Description

- 401 SALARIES/WAGES FT
- 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
Includes contracted services with the City's General Plan Update consultant (Michael Baker International) and their sub-contractors. Activities include preparation of the General Plan, outreach, materials and staff time for the General Plan Advisory Committee, and related activities.
- 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 Title				Activity
Community Development	General Plan Update				4545
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Proposed
PERSONNEL					
401 Wages - Full Time					
410 Benefits					
TOTAL PERSONNEL	0	0	0	0	0
MATERIALS & OPERATIONS					
420 Materials & Supplies					
430 Contractual Services					300,000
TOTAL MATERIALS & OPS	0	0	0	0	300,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	0	0	0	0	300,000
FUND SOURCE					
99 General Plan Update Fee					300,000
TOTAL	0	0	0	0	300,000

**City of Rolling Hills Estates
Summary**

Function					
Community Services					
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
TOTAL PERSONNEL	600,903	619,610	713,988	686,067	700,282
TOTAL MATERIALS & OPS	838,197	834,911	947,761	880,656	858,493
TOTAL CAPITAL OUTLAY	552	4,619	1,751	216	1,500
TOTAL FUNCTION	1,439,652	1,459,140	1,663,500	1,566,939	1,560,275

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	4610/4611

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				4610/4611
Expenditure Classification	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	270,799	279,797	319,593	283,300	286,842
402 Wages - Part Time	6,423	2,769	1,775		3,100
405 Wages - Overtime	5,696	1,191	1,637	2,000	2,000
410 Benefits	89,276	101,874	108,044	110,000	110,000
TOTAL PERSONNEL	372,194	385,630	431,049	395,300	401,942
MATERIALS & OPERATIONS					
<u>4610 General Fund</u>					
420 Materials & Supplies	40,388	27,305	22,972	26,000	25,000
430 Contractual Services	281,339	276,817	320,407	260,000	255,247
434 Repairs & Maint. Services	11,299	17,869	24,684	30,000	30,000
450 Voice & Data Services	3,778	4,628	5,514	4,500	4,500
451 Water Utility	139,809	172,235	180,109	175,000	175,000
452 Electric Utility	8,487	8,882	8,442	7,500	8,500
453 Refuse Removal					
470 Travel & Meetings	387	350	273	855	1,000
474 Grants to Other Agencies	4,500	4,345		2,500	
478 Equipment Rental	2,525		1,687		1,500
<u>4611 Measure W</u>					
430 Contractual Services	-	-	-	55,000	46,796
TOTAL MATERIALS & OPS	492,512	512,432	564,088	561,355	547,543
CAPITAL OUTLAY					
485 IT & Special Equipment	552	3,826	651	216	500
TOTAL CAPITAL OUTLAY	552	3,826	651	216	500
TOTAL ACTIVITY	865,258	901,888	995,788	956,871	949,985
FUND SOURCE					
01 General Fund (4610)	865,258	901,888	995,788	901,871	903,189
24 Measure W (4611)				55,000	46,796
TOTAL	865,258	901,888	995,788	956,871	949,985

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	45,103	38,589	39,309	38,500	38,500
402 Wages - Part Time					
405 Wages - Overtime	167	343	243	500	500
410 Benefits	15,457	14,233	18,006	17,500	17,500
TOTAL PERSONNEL	60,727	53,164	57,558	56,500	56,500
MATERIALS & OPERATIONS					
420 Materials & Supplies	2,835	1,414	1,778	1,000	1,000
427 Street Trees			15,605		2,000
430 Contractual Services	135,654	140,464	138,420	110,000	140,000
TOTAL MATERIALS & OPS	138,489	141,878	155,803	111,000	143,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	199,216	195,043	213,361	167,500	199,500
FUND SOURCE					
01 General Fund	199,216	195,043	213,361	167,500	199,500
TOTAL	199,216	195,043	213,361	167,500	199,500

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	40,916	44,900	45,795	48,515	48,515
402 Wages - Part Time					
405 Wages - Overtime			24	50	50
410 Benefits	13,218	14,656	16,447	16,120	16,120
TOTAL PERSONNEL	54,134	59,555	62,266	64,685	64,685
MATERIALS & OPERATIONS					
420 Materials & Supplies	10,100	13,825	19,424	13,139	12,000
478 Equipment Rental	5,080				1,000
TOTAL MATERIALS & OPS	15,180	13,825	19,424	13,139	13,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	69,314	73,380	81,690	77,824	77,685
FUND SOURCE					
01 General Fund	69,314	73,380	81,690	77,824	77,685
TOTAL	69,314	73,380	81,690	77,824	77,685

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 for recreation activities on a fee recovery basis, such as, sports camps, tennis lessons, and dog agility. Also includes State mandated fingerprinting of Recreation staff supervising youth.
- 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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	14,556	14,843	23,160	36,500	36,492
402 Wages - Part Time					
410 Benefits	3,937	4,421	5,253	13,012	13,545
TOTAL PERSONNEL	18,493	19,263	28,413	49,512	50,037
MATERIALS & OPERATIONS					
420 Materials & Supplies	213	19			
430 Contractual Services	12,423	18,474	10,008	15,000	10,000
463 Mileage				255	200
478 Equipment Rental					
TOTAL MATERIALS & OPS	12,636	18,493	10,008	15,255	10,200
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	31,129	37,756	38,421	64,767	60,237
FUND SOURCE					
01 General Fund	31,129	37,756	38,421	64,767	60,237
TOTAL	31,129	37,756	38,421	64,767	60,237

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	14,590	14,843	26,283	36,000	36,492
402 Wages - Part Time	40,068	42,648	47,116	37,800	40,950
405 Wages - Overtime	156	449	51	500	500
410 Benefits	7,074	8,848	10,881	16,145	16,982
TOTAL PERSONNEL	61,888	66,787	84,331	90,445	94,924
MATERIALS & OPERATIONS					
420 Materials & Supplies	1,128	378	1,345	1,500	1,000
423 Resale Supplies					
430 Contractual Services	4,928	5,110	4,873	5,000	5,000
450 Voice & Data Services	1,457	3,350	2,291	3,350	3,350
TOTAL MATERIALS & OPS	7,513	8,839	8,509	9,850	9,350
CAPITAL OUTLAY					
485 IT & Special Equipment		794	1,100		1,000
TOTAL CAPITAL OUTLAY	0	794	1,100	0	1,000
TOTAL ACTIVITY	69,401	76,419	93,940	100,295	105,274
FUND SOURCE					
01 General Fund	69,401	76,419	93,940	100,295	105,274
TOTAL	69,401	76,419	93,940	100,295	105,274

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	14,556	14,843	26,169	14,675	14,675
402 Wages - Part Time					
405 Wages - Overtime	5,265	4,364	4,528	2,000	4,500
410 Benefits	4,400	6,370	7,392	7,050	7,050
TOTAL PERSONNEL	24,221	25,577	38,089	23,725	26,225
MATERIALS & OPERATIONS					
420 Materials & Supplies	5,872	6,740	11,394	7,500	6,000
430 Contractual Services	67,982	49,136	57,644	52,000	50,000
476 Advertising	1,061	1,658	2,326	1,410	1,000
TOTAL MATERIALS & OPS	74,915	57,534	71,364	60,910	57,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	99,136	83,111	109,453	84,635	83,225
FUND SOURCE					
01 General Fund	99,136	83,111	109,453	84,635	83,225
TOTAL	99,136	83,111	109,453	84,635	83,225

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 Actual	2019-20 Estimated	2020-21 Adopted
PERSONNEL					
401 Wages - Full Time	7,278	7,421	10,076	4,600	4,635
405 Wages - Overtime					
410 Benefits	1,968	2,211	2,206	1,300	1,334
TOTAL PERSONNEL	9,246	9,632	12,282	5,900	5,969
MATERIALS & OPERATIONS					
420 Materials & Supplies	10,062	12,483	16,139	10,000	10,000
430 Contractual Services	19,752	27,752	7,267	12,000	12,000
476 Advertising	1,150		408	800	1,200
478 Equipment Rental				7,968	
TOTAL MATERIALS & OPS	30,964	40,235	23,814	30,768	23,200
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	40,210	49,867	36,096	36,668	29,169
FUND SOURCE					
01 General Fund (4674)	9,246	9,632	12,282	5,900	5,969
95 Pepper Tree Fund (4675)	30,964	40,235	23,814	30,768	23,200
TOTAL	40,210	49,867	36,096	36,668	29,169

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 pest-related damages, 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
Summary**

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

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

TOTAL CAPITAL OUTLAY 2,810,053 2,257,863 1,751,977 1,338,245 1,421,764

TOTAL FUNCTION 2,810,053 2,257,863 1,751,977 1,338,245 1,421,764

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 2020-21 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 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 Actual	2019-20 Estimated	2020-21 Adopted
5103					
Street Resurfacing & Road Improvements (General Fund)					
430 Contractual Services	781,495	785,578	340,727	102,153	
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			27,284
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			50,000
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
PAGE TOTAL					
	1,056,864	1,190,380	808,332	536,403	428,284

(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 Actual	2019-20 Estimated	2020-21 Adopted

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	23,991	23,000	29,400
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TOTAL FUNCTION	2,085,487	1,548,899	1,206,458	818,987	757,684
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FUND SOURCE

01 General Fund	1,139,164	922,201	614,862	261,737	100,000
10 Park Facilities Fees	400,000				
12 SBI RMRA		46,520	133,961	134,250	135,000
13 TDA		7,040			27,284
17 CDBG	82,285	21,896	23,991	23,000	29,400
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			50,000
TOTAL	2,085,487	1,548,899	1,206,458	818,987	757,684

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 2020-21 provides for the completion of the Proposition A Excess Grant Funds (34-5220) bridle trail fencing project (\$40,000)

FY 2020-21 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 2020-21 provides for development of Taber Grove Park and installation of drinking fountains.

FY 2019-20 & 2020-21 provides for anticipated JPIA ADA Compliance Study improvements from the Park Facilities Fees Fund (10-5266) at Pepperwood Park / Civic Center, Chandler Park, Howlett Park, Rockbluff Park, Dapplegray Park, and Highridge Park (\$40,000).

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

FY 2019-20 provides for Howlett Park improvements from the Park Facilities 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 continued improvements toward Ernie Howlett Park.

FY 2019-20 & 2020-21 provides for Highridge restroom building improvements from Park Facilities Funds (10-5265).

FY 2020-21 provides funds through Park Facilities Fee (10-5270) for the replacement of the Rock Bluff Park play Structure.

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
5201					
Brush Clearance (General Fund)					
430 Contractual Services	10,839	5,520	10,839	10,000	10,000
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		16,000	87,000
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 (Park Facilities Fees, Fund 10)					
430 Contractual Services	42,050	18,900			
5262					
Pepperwood Park / Civic Center Improvements (Park Facilities Fees, Fund 10)					
430 Contractual Services		29,998	7,571		5,000

PAGE TOTAL	200,049	524,032	18,410	26,000	391,500
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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 Actual	2019-20 Estimated	2020-21 Adopted
5263					
Chandler Park (Park Facilities Fees, Fund 10)					
430 Contractual Services	18,276	16,134	15,765		
5264					
Howlett Park Improvements (Park Facilities Fees, Fund 10)					
430 Contractual Services	177,240	29,255	26,597	53,967	10,000
5265					
Highridge Park Improvements (Park Facilities Fees, Fund 10)					
430 Contractual Services				12,500	12,500
5266					
Park ADA Improvements (Park Facilities Fees, Fund 10)					
430 Contractual Services		12,400	18,978		40,000
5267					
Nature & Community Centers (Park Facilities Fees, Fund 10)					
430 Contractual Services		23,570	18,449	27,000	
5269					
Butcher Park Development (Park Facilities Fees, Fund 10)					
430 Contractual Services		2,974	3,955		
5270					
Rockbluff Park (Park Facilities Fees, Fund 10)					
430 Contractual Services					100,000

PAGE TOTAL	195,516	84,333	83,744	93,467	162,500
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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 Actual	2019-20 Estimated	2020-21 Adopted

TOTAL FUNCTION	395,565	608,365	102,154	119,467	554,000
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FUND SOURCE					
01 General Fund	10,839	5,520	10,839	10,000	10,000
10 Park Facilities Fees	237,566	133,231	91,315	93,467	167,500
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		16,000	87,000
97 Chandler Contribution	23,730	406,362			

TOTAL	395,565	608,365	102,154	119,467	554,000
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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.

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 began in FY2018-19 and concluded 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). Additionally, FY2020-21 includes upgrade of the City's financial system with the hosted provider.

FY 2019-20 and 2020-21 provides for upgrades and expansions for the audio and visual system for public broadcasts of meetings (16-5322). Funding source is from the PEG fees revenue.

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Improvements				
Activity Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted
5302					
Sheriff's ALPR Unit (General Fund)					
430 Contractual Services	73,866	1,339	53,654	73,200	5,000
5303					
City Hall Renovation & Design (General Fund)					
430 Contractual Services	71,273	17,882	349,417	251,591	
5307					
Computer Network Upgrades (General Fund)					
430 Contractual Services	38,272	69,657	40,294	30,000	85,080
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	20,000
TOTAL FUNCTION					
	329,001	100,599	443,365	399,791	110,080
FUND SOURCE					
01 General Fund	209,624	88,878	443,365	354,791	90,080
16 PEG Fees	119,377	11,721		45,000	20,000
TOTAL					
	329,001	100,599	443,365	399,791	110,080



CITY OF ROLLING HILLS ESTATES
4045 Palos Verdes Drive North, Rolling Hills Estates, CA 90274
www.RHE.city

