

City of Rolling Hills Estates

Budget

Estimated
Fiscal Year 2009 - 2010

&

Adopted

Fiscal Year 2010 - 2011

Prepared by
Administrative Services Department



City of Rolling Hills Estates



RollingHillsEstatesCA.gov

**Estimated Budget
FY 2009 – 2010**

**Adopted Budget
2010 – 2011**

**SUSAN SEAMANS
Council Member**

**FRANK V. ZERUNYAN
Council Member**



**STEVEN ZUCKERMAN
Mayor Pro Tem**

**JUDITH M. MITCHELL
Council Member**

**JOHN C. ADDLEMAN
Mayor**

City of



ROLLING HILLS ESTATES

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Staff Report

City of Rolling Hills Estates

June 22, 2010

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: FY2010-11 BUDGET PUBLIC HEARING TRANSMITTAL MESSAGE

INTRODUCTION

We are pleased to submit for Council consideration the final proposed budget for Fiscal Year 2010-2011, which is the second year of the two-year budget cycle. On June 8, staff met with Council to review the expenditure proposals and revenue estimates. Changes were made to the draft budget based on Council direction at that Budget Study Session.

The FY2010-11 budget is a modified Zero-Based Budget (ZBB), with many programs and services reduced based on Council direction at the March 2010 Policy Development Session (PDS) in response to lower revenues. Zero-Based Budgeting takes a fresh look at all expenditure line items, and includes only those expenditures deemed to be necessary to the successful operation of the most basic levels of programs and services. Since review of the FY2009-10 Mid-Year Report at the PDS, the local economy has shown positive signs of recovery with higher than projected sales tax and building and planning fees.

Several items on the Add-Back have been included for funding based on action at the Budget Study Session. These items, while not deemed essential, nonetheless are important to effective on-going operations and include enhanced tree trimming (\$25,000); funding (\$3,500) to bring the Holiday Parade to its traditional levels; enhanced Animal Control services (\$10,000); Chamber support for the Local First campaign (\$3,000); Council Meetings and Travel (\$5,000); Planning Commission Meetings and Travel (\$2,000); and PARS funding at ½ normal rates (\$42,500). Other items included from the Budget Study Session are a series of Capital Projects for Parks to be funded from a Proposition 40 grant (\$240,000); AQMD permit application and retrofit of our emergency generator (\$30,000); and purchase of propane vehicles and fueling station for our Maintenance Department fleet to be funded from AB 2766 clean air grant funds (\$130,000). All other expenditures are as recommended in the draft budget.

The City has seen a decrease of General Fund revenues for the past couple of years due to the economic recession, and the City has responded with a combination of program cuts, staff cost reductions and utilization of reserves to balance recent budgets. The General Fund balance is projected to be over \$2.8 million at the end of the current fiscal year (June 30, 2010) with cash on hand of over \$3.2 million for all funds. The General Fund has advanced “loans” to special grant reimbursable funds and carries an accumulated deficit in the equestrian fund, all of which total slightly over \$670,000. Of that total, approximately \$130,000 has been submitted for reimbursement from the County Park’s Proposition A grant for purchase and installation of the Stables Leadman housing unit. This will increase the General Fund balance by that amount when it is received.

The City has been able to continue to maintain and improve its vital infrastructure by completing a series of grant funded capital improvement projects over the past several years. FY2010-11 continues this philosophy of utilizing restricted funds for capital projects, with over \$2,000,000 proposed for street and park improvements.

OVERVIEW FY 2010-11

Following actions from the Budget Study Session, the FY2010-11 budget now projects a \$158,791 operating result for the General Fund (see exhibit F for details) after accounting for the note receivable. Otherwise, the General Fund operating budget is projected at essentially break-even following the actions by the Council at the Budget Study Session to incorporate certain Add-Backs. Total FY2010-11 General Fund appropriated operating expenditures are \$6,158,133, while projected revenues total \$6,146,861. The unreserved, undesignated fund balance, which was reduced from \$1,500,000 to \$1,200,000 for FY 2009-10 will remain at that reduced level for FY2010-11, with the project balance as of June 30, 2011 set at \$1,388,181.

In addition to the Capital Projects mentioned above, the FY2010-11 budget also includes General Fund Capital Projects for Brush Clearance (\$25,000) and Three Rail Fencing (\$25,000). All other proposed capital projects are funded through restricted or grant revenues as is our custom.

REVENUE ANALYSIS

- Sales tax revenue continues to be one of our largest revenue sources. Current sales tax projections show the revenue decline of the recent past has leveled off and revenue is actually increasing slightly based on a year-to-year comparison of the most recent receipts from the State Board of Equalization. The City’s sales tax estimates are based on recommendations from our consulting firm MuniServices and are considered “most likely” projections. Both Sales Tax and Property Tax in lieu of Sales Tax are derived from these forecasts. The 8.2% sales tax sharing agreement with the City of Rancho Palos Verdes concluded on March 25, 2010 so there will be no expenditure from that line item from this point forward.
- Property Tax continues to remain an important revenue source and assessed valuations are expected to increase by 1.1% in the upcoming year based on Auditor-Controller projections.

- As directed by Council at the PDS, the proposed budget incorporates a change that combines the Building Permits and Business License-County accounts into a single Building Permits account (01-3230), thus eliminating the Building License-County account (01-3150). The Planning Department has experienced an uptick in building activity levels since Mid-Year, and there are some larger development projects known to be in various stages of processing that should produce increased revenues by the latter part of FY 2010-11.
- Revenue assumptions for Planning Fees include the continuation of a supplemental planning services policy to offset the cost of the consultants who provide a variety of environmental review and support services. Planning Fees include Environmental Impact Review (EIR) Fast Track Fees, normal over-the-counter fees, and fees to reimburse EIR costs of various projects. At the Budget Study Session, Council voted to discontinue the solar panel fee waiver due to the upcoming AB811 program implementation.
- Waste Management “Maintenance and Infrastructure Fee” that the City receives is projected to increase by 2.5%.
- The COPS Policing Grant (which funds the City’s share of the CORE deputy program) is expected to remain at \$100,000.
- MuniServices is actively canvassing every business operating in the City through SBOE sales tax records, business address listings, and other means to bring those operating without an active City business license into compliance. MuniServices’ major work on contacting those without a license will be conducted in FY 2010-11 that should result in an increase in revenues for calendar year 2011. However, revenue projections for business licenses (01-3140), late penalties (01-3530), and if applicable, AB 939 fees (01-3720) do not currently reflect any additional revenues resulting from this canvassing efforts as it is too difficult to accurately predict the impact this effort will have on total revenue.
- Proposed new and adjusted revenue sources discussed at the Budget Study Session will be incorporated into the FY2010-11 Fees and Charges Booklet and will be approved by resolution at the June 22 Public Hearing. These include:
 - Residential Parking Permits (currently \$25) have not been adjusted in over twenty-five years and are proposed to be increased to \$30 annually. With 200 permits issued annually, this would result in an additional \$1,000.
 - The Community Advertising Banner program is currently offered free of charge. However, processing of these applications consumes planning staff time to review and approve the design and locations and maintenance staff time to inspect the installation of banners. A new \$25 per banner processing fee (current applicants only make a refundable deposit of \$25 which is returned when the banner is removed) will help cover staff time in this area. With approximately 130 applications processed annually, this would generate an additional \$3,250.
- Recommendations by the Park & Activities Commission to increase the field usage fees paid by youth sports organizations to utilize playing fields at the City’s parks were not approved and are not included in the revised Fees and Charges Booklet.

EXPENDITURE ANALYSIS

The FY2010-11 Budget was created by taking a careful look at our overall financial position, making reasonable assumptions as to the future of the national, regional and local economic conditions and balancing a number of competing interests in the area of service provision. In terms of revenue, we have, as always, taken a conservative approach to estimating expected receipts. Substantial fund reserves still remain available for possible draw down for operations or Capital Projects if desired by Council.

The FY2010-11 General Operating Budget is based on the following principals: realistic revenue projections; reductions in expenditures that have the least impact on the public; and a shared burden across a number of programs so that no one segment of the budget bears a disproportionate share of the cuts as proposed.

Many items that have been traditionally funded were reduced or eliminated at the adoption of the FY2009-10 budget last June, with additional reductions made at Mid-Year. Discussion at the PDS also provided direction for expenditure assumptions for the remainder of the current fiscal year as well as projections for FY2010-11.

As a result of Council direction at the Budget Study Session, we project a net positive operating result of approximately \$158,791.

A review of each program function is contained in the Budget Detail section of the budget document.

ENTERPRISE FUNDS

Equestrian Fund: This fund has generated a lot of discussion amongst the Park and Activities Commission and the Equestrian Committee concerning the stables operation after the Stables Analysis Report. City Council's directive to staff has been to bring the operations to a financial break-even point, but not to repay the accumulated deficit to the General Fund at this point in time. In essence, the equestrian operations should be self-sustaining. Current actual revenue and expenditure numbers show a breakeven operation barring any unforeseen circumstances. Boarding and other services fees will be increased based on recommendations of the Park & Activities Commission and acted upon by Council at the Budget Study Session.

Tennis Fund: After several years of positive operating results, the Tennis Fund has once again generated an operating deficit due to more complete accounting of staff time and overhead assessments. At the Budget Study Session, Council chose not to increase fees so we will continue to draw down the fund balance.

CAPITAL IMPROVEMENT PROGRAM

Contrary to the Operating Budget perspective of doing more with less, the Capital Improvement Budget as proposed is very aggressive in undertaking a number of high profile projects, including PVDN resurfacing, PVDN Bike Lane, Palomino Tract street resurfacing, PVDN Underground Utility District, shared purchase of an ASAP-equipped Sheriff's vehicle, and various Park improvements. This is due in part to the federal stimulus package (ARRA), competitive grants awarded over the past several years, expedited procurement procedures, and effective management of block grants and restricted funds. Only three projects will utilize General Funds: George F Canyon Brush Clearance (\$25,000); Three Rail Fencing Replacement (\$25,000); and emergency generator particulate matter trap (\$30,000).

OUTLOOK FOR THE FUTURE

This budget was prepared using conservative revenue estimates and Zero-Based expenditure assumptions. Signs of improvement in the condition of the local economy will have a tremendous impact on our fiscal position. Finally, the continuation of the City's historically strong fiscal position will ultimately rely upon the on-going tight budgetary control exercised by Council and every level of staff.

CONCLUSION

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

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

CITY OF ROLLING HILLS ESTATES



FUND BALANCE POLICY

INTRODUCTION

The purpose of this document is to state the policies regarding the Fund Balance of the General Fund of the City of Rolling Hills Estates and the budgeting practices that maintain such policies.

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 and designations for contingencies, emergencies, capital improvements, and other such uses as determined by the City Council.

After reservations and designations of the General Fund Fund Balance are authorized, the remaining amount is defined as the Unreserved/Undesignated Fund Balance.

Although there is no formula that defines a completely adequate Fund Balance, a conservative approach would enable the City to finance its operations for approximately six months without having to incur short-term debt or raise new revenues.

STATEMENT OF FUND BALANCE POLICY

1. Operating revenues will sufficiently fund current year operating expenditures. (Operating deficits are normally contrary to City policy as well as reasonable financial prudence.) All unreserved Fund Balance designations are eligible for use at the discretion of the City Council at a time of an unforeseen fiscal crisis. Such determinations will be handled by the City Council on a case-by-case basis. Operating revenues are defined as both (a) current year revenues and (b) revenues generated in prior fiscal years and designated for specific operating uses in future years.
2. Special projects expenditures are projects that by nature go beyond on-going operational expenditures but are not capital in nature. (Examples of such expenditures are General Plan revision costs, mediation costs, CEQA costs, and website design costs.) This category of expenditures shall be specifically excluded when computing the operating surplus of a given fiscal year. In the annual budget and Comprehensive Annual Financial Report (CAFR) documents, a schedule showing the operating surplus computation will be made a part of both those publications.

3. Capital improvements will be funded by prior year operating surpluses. (The pay-as-you-go principle for capital project expenditures is the most efficient use of City resources.)
4. A designation of Fund Balance of \$876,500 (this is equal to approximately two months of operating expenditures) to provide for contingencies is prudent.
5. A designation of Fund Balance for capital projects expenditures shall be based on the Six Year Capital Improvement plan forecast, within the limits of the overall Fund Balance Policy.
6. 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.
7. The Enterprise Funds of the City shall be essentially self-supporting, without need of General Fund resources.
8. Designations of portions of unreserved fund balance for PERS rate stabilization and insurance expenditures shall be made.
9. Designations of portions of the unreserved fund balances for City owned vehicle purchases, and capital projects for City Hall complex.
10. The Unreserved, Undesignated Fund Balance of the General Fund will be no less than \$1,200,000 at any time.

APPROVED: JUNE 22, 2010

Notes

City of Rolling Hills Estates



Schedule of Budget Add Back Items

Account	Dept.	Activity	General Fund Add Back Item	FY 10-11
401	Various	General Fund Only	Merit Salaries/Wages Increases (Full Time Employees)	75,500
401	Various	General Fund Only	Contingent Compensation Plan (CCP) Pay (General Fund)	35,000
410	Various	General Fund Only	Fringe Benefits (PERS/Medicare) applied to Merit Inc	23,000
410	Various	General Fund Only	Fringe Benefits (1/2 PARS at Zero Based Budget levels)	42,500
410	Various	General Fund Only	Fringe Benefits (1/2 PARS Merit Based Increment)	1,700
410	Various	General Fund Only	Fringe Benefits (PERS/Medicare) applied to CCP Pay	9,876
General Fund Total				\$ 187,576

4110-420	City Manager	City Council	Proclamations & Awards	2,000
4110-470	City Manager	City Council	Non-local Meetings and Conferences	5,000
4120-470	Planning	Planning Commission	Annual Meetings & Conferences for Planning Commissioners	2,000
4130-470	Comm Services	P & A Commission	Travel and Meetings for P&A Commissioners	2,000
4210-470	City Manager	City Manager's Office	Non-local Meetings and Conferences	5,000
4220-484	Admin Services	Administrative Services	Office Furniture	1,000
4230-470	Admin Services	Administrative Services	Non-local Meetings and Conferences for Finance Staff	2,500
4235-430	City Manager	Economic development	Banner Program: contract services costs	13,500
4235-474	City Manager	Economic development	Chamber of Commerce Sponsorship	3,000
4240-471	Assist CM	Personnel	Tuition Reimbursement	300
4250-430	Assist CM	Public Information	Four City Newsletters	7,500
4250-430	Assist CM	Public Information	Annual City Calendar/Report Production & Publication Costs	19,150
4250-475	Assist CM	Public Information	Postage to mail the Newsletters and Annual Calendar	3,000
4310-430	City Manager	Patrol Services	Core Deputy	40,000
4330-430	City Manager	Animal Control	Dedicated Service	10,000
4510-470	Planning	Planning Administration	Non-local Meetings and Conferences for Planning Staff	2,000
4615-430	Comm Services	Tree Trimming	Expanded Contract Street Tree Trimming	25,000
4620-474	Comm Services	Landscape Maintenance	Matching Grants to Homeowners' Associations, entryways	5,000
4670-420	Comm Services	Special Events	Supplies for Holiday Parade and City Celebration	2,000
4670-430	Comm Services	Special Events	Traditional Holiday Parade & City Celebration	6,600
4670-474	Comm Services	Special Events	Seven Grants to local social service organizations	21,200
General Fund Total				\$ 177,750

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

City of Rolling Hills Estates



Schedule of Budget Add Back Items

Account	Dept.	Activity	Capital Improvement Project Add Back Item	FY 10-11
5305	CIP	Parks & Recreation	AQMD Compliance Application Fees - Fund 02	5,000
5305	CIP	Parks & Recreation	AQMD City Hall Generator Exhaust Filter Trap - Fund 02	25,000
5307	CIP	Administrative Services	Computer Network Upgrade & Spam Protection	
General Fund 01 Subtotal				\$ 25,000
5397	CIP	City Hall Capital Projects	City Hall Lighting Project	
General Fund 02 Subtotal				\$ -
Capital Improvement Projects Total				\$ 25,000

Account	Dept.	Activity	Non-General Fund Add Back Item	FY 10-11
401 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Merit Salaries/Wages Increases (Full Time Employees)	7,700
401 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Contingent Compensation Plan (CCP) Pay (General Fund)	4,500
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (PERS/Medicare) applied to Merit Inc	2,100
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (1/2 PARS at Zero Based Budget levels)	7,000
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (1/2 PARS Merit Based Increment)	100
410 ACCTS	VARIOUS	FUNDS 14, 18, 50 and 51	Fringe Benefits (PERS/Medicare) applied to CCP Pay	1,100
Non-General Fund Total				\$ 22,500

Total All Fund Totals				\$ 412,826
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**CITY OF ROLLING HILLS ESTATES
 VENDOR PAYMENTS GREATER THAN \$10,000
 ESTIMATED FOR FY 2010-11**

VENDOR NAME	TOTAL IN FY 10-11	Description of Services Rendered or Goods Purchased	PRIMARY ACCOUNT #
ALL CITY MANAGEMENT	46,000	CROSSING GUARD SERVICES	4340-430
ARTESIA MILLING COMPANY	100,000	ALFALFA HAY FOR HORSES (STABLES)	4650-420
BENNET LANDSCAPE	251,000	LANDSCAPING SERVICES	4620-430
BURKE, WILLIAMS & SORENSEN	67,000	LEGAL SERVICES(CITY ATTORNEY)	4140-431
BOB KRUEGER	20,000	TENNIS FEES & T.A. TOURNEY FEE	4640-430
CALIFORNIA JPIA	250,000	INSURANCE SERVICES	4260-441
CITY OF RANCHO PALOS VERDES	110,000	CORE DEPUTIES/OTHER SAFETY COSTS	4320-430
CITY OF RANCHO PALOS VERDES	18,000	TRAFFIC FINES (SHARED REVENUES)	84-3540
DE BARROS SHAVINGS	38,000	SHAVINGS(STABLES)	4650-420
DEPT. OF PUBLIC WORKS	120,000	STREET/DRAIN MAINTENANCE	4410-434
EXCEL PAVINGS	395,000	STREET RESURFACING	5121-430
FARM PLAN	23,000	TRACTORS REPAIRS	4279-461
FREEWAY ELECTRIC	109,010	STREET SIGN/TRAF. SIGN MODIFICATION	4410-434
HOME DEPOT	10,000	MISCELLANEOUS SUPPLIES	4610-430
JOHN DEERE LANDSCAPE	11,000	IRRIGATION SUPPLIES	4610-420
JONES & MAYER	40,000	CONSULTING/LEGAL FEES	4530-430
JPJ CONSULTING	10,000	NEWSLETTERS	4250-430
KATHLEEN McGOWAN	38,000	NPDES COMPLIANCE CONSULTING	4460-430
L.A. CO. SHERIFF'S DEPART.	1,700,000	PATROL SERVICES & OTHER SERVICES	4310-430
LSA ASSOCIATES	50,000	CURRENT PLANNING CONSULTING	4510-430
MACIAS GINI & O'CONNEL	32,000	FINANICAL AUDITORS	4230-430
NATIONAL ENVIRONMENTAL	79,000	STREET SWEEPING EXPENDITURES	4460-430
P & G MAINTENANCE COMPANY	20,000	CLEANING OF CITY HALL & OTHER BLDGS.	4220-434
P.V.P. LAND CONSERVANCY	31,000	CONTRACT NATURALIST/ASSIST. NAT.	4680-430
P.V.P.T.A.	112,000	JOINT VENTURE CONTRIBUTION	4450-430
PAGEANTRY PRODUCTIONS	14,000	HOLIDAY PARADE MANAGEMENT SVCS.	4670-430
REPUBLIC ITS	50,000	SIGNAL MAINTENANCE	4454-434
SCOTT HILL	32,700	MANURE REMOVAL SERVICE (STABLES)	4650-453
SILVER SPUR ARCO	10,000	GASOLINE EXPENSES	4279-462
STANDARD INSURANCE COMPANY	29,500	AD & D, LTD AND LIFE INSURANCE	4260-416
SUNGARD PENTAMATION	23,000	ANNUAL MAINTENANCE CONTRACT	4230-439
WEST COAST ARBORISTS, INC.	75,000	TREE PRUNING & REMOVALS	4615-430
WILLDAN ASSOCIATES	282,000	ENGINEERING FEES & OTHER FEES	4510-437
XO COMMUNICATION	16,000	TELEPHONE EXPENSES	4220-450
	4,212,210		

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

REVENUE SUMMARY		2007-08	2008-09	2009-10	2009-10	2010-11
		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED
GENERAL FUND						
LOCAL TAXES						
Property tax	3110	1,503,859	1,534,051	1,595,444	1,580,073	1,597,453
Sales tax	3120	1,199,467	986,408	913,659	910,524	916,049
Franchise tax	3130	530,806	513,902	550,000	550,000	555,400
Business license	3140	216,863	235,386	240,000	240,000	240,000
Business license-County	3150	190,588	148,543	125,000		
Property transfer tax	3160	52,394	40,548	50,000	62,000	62,000
New construction tax	3170					6,000
TOTAL		3,693,977	3,458,838	3,474,103	3,342,597	3,376,902
LICENSES & PERMITS						
Landfill regulation fees	3210	164,039	156,437	167,161	210,000	210,000
Animal licenses	3220	11,578	9,721	12,000	12,000	12,000
Building permits	3230	557,651	325,474	225,000	350,000	750,000
TOTAL		733,268	491,632	404,161	572,000	972,000
INTERGOVERNMENTAL REVENUES						
Property Tax in lieu of Sales Tax - State	3308	412,238	397,750	304,553	303,508	305,350
Property Tax in lieu of VLF Fees - State	3309	576,075	593,271	629,493	600,000	606,000
Motor Vehicle License Fees (VLF)	3310	36,304	27,834	25,000	25,000	25,000
COPS Grant (Policing)	3311	100,000	75,441	100,000	125,000	100,000
CLEEP Grant (Law Enf. Equipment)	3312					
Sale of CDBG Grants	3320	18,984	16,878	16,586	16,410	16,410
Traffic Safety OTS State Grant	3322		2,452			
Highway Through Cities Grant	3324					
TOTAL		1,143,601	1,113,626	1,075,632	1,069,918	1,052,760
CHARGES FOR SERVICES						
Planning Fees	3410	581,331	358,342	300,000	300,000	350,000
GIS Fees	3420		5,100	6,000	6,000	6,000
City Celebration	3430	3,297	3,056	2,800	2,800	7,000
Recreation Fees	3440	34,095	37,034	35,000	35,000	35,000
TOTAL		618,723	403,532	343,800	343,800	398,000
FINES AND FORFEITURES						
Misc fines and forfeitures	3510	39,975	35,165	40,000	48,000	48,000
False alarm fines	3520	13,780	7,865	11,000	11,000	11,000
Business license penalties	3530	7,629	5,600	5,000	7,000	10,000
TOTAL		61,384	48,630	56,000	66,000	69,000
USE OF MONEY AND PROPERTY						
Interest income	3610	191,228	78,301	50,000	30,000	30,000
Rents and concessions	3620	15,313	15,581	15,000	15,000	15,000
TOTAL		206,541	93,882	65,000	45,000	45,000
OTHER REVENUES						
Refunds/Rebates/Reimbursements	3710	24,985	63,066	40,000	40,000	40,000
SB 90 Reimb. of State Mandated Costs	3715					
AB 939 revenues	3720	145,452	167,667	170,000	170,000	180,000
Prior Year Adjustments	3725	(33,410)	(423)			
Miscellaneous revenues	3730	7,874	3,106	3,200	145,933	3,200
Cash Over/Short	3735					
Curbside Recycling/Oil	3740	500	14,500	5,000	5,000	5,000
Litter Abatement/Recycling	3750	5,000	5,000	5,000	5,000	5,000
TOTAL		150,401	252,916	223,200	365,933	233,200
TOTALS, GENERAL FUND	01	6,607,895	5,863,056	5,641,896	5,805,248	6,146,861

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

REVENUE SUMMARY		2007-08	2008-09	2009-10	2009-10	2010-11
		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED
EXHIBIT A						
SPECIAL REVENUE FUNDS						
QUIMBY FEES						
Quimby Fees	3180		95,080	118,850	300,000	300,000
Interest income	3610		423	100		
QUIMBY FEES	10		95,503	118,950	300,000	300,000
STATE GAS TAX FUND:						
Gas Tax 2105	3330	48,377	44,548	50,000	50,000	50,000
Gas Tax 2106	3340	32,765	30,730	36,200	36,200	36,200
Gas Tax 2107	3350	64,737	59,348	69,000	69,000	69,000
Gas Tax 2107.5	3360	2,000	2,000	2,000	2,000	2,000
Traffic Congestion Relief Grant	3370		69,183	19,989	20,042	
Prior Year Adjustment	3725		(13,960)			
GAS TAXES SUBTOTAL		147,879	191,849	177,189	177,242	157,200
Interest income	3610			300	4	
STATE GAS TAX FUND	11	147,879	191,849	177,489	177,246	157,200
LOCAL TRANSPORTATION FUND:						
Prop A transport. tax - bike lanes	3121		13,820	5,000	5,000	5,000
Interest income	3610	444	83	85	1	1
LOCAL TRANS FUND	13	444	13,903	5,085	5,001	5,001
TRAFFIC SAFETY:						
Traffic safety fines	3540	89,107	65,573	42,000	42,000	42,000
Interest income	3610	699	714	551	200	200
TRAFFIC SAFETY FUND	14	89,806	66,287	42,551	42,200	42,200
TRANSIT:						
PROP A - transit improvement	3121	128,998	116,822	127,000	127,000	127,000
Interest income	3610	3,955	1,799	1,700	400	400
TRANSIT FUND	18	132,953	118,621	128,700	127,400	127,400
PROP C:						
PROP C - transit tax	3122	107,650	135,855	105,000	108,000	108,000
Interest income	3610	2,248	2,345	2,000	750	750
PROP C FUND	19	109,898	138,200	107,000	108,750	108,750
AQMD:						
Air quality funds	3390	9,673	8,852	9,100	9,100	9,100
Interest income	3610	5,684	2,811	2,500	800	800
AQMD FUND	20	15,357	11,663	11,600	9,900	9,900
STPL GRANT						
STPL Fund Exchange	3328		6927	6,927		
Interest income	3610		65	55	55	
STPL GRANT	21		6,992	6,982	55	
PROP. 1B TRANSPORTATION						
Transportation Grant	3385	400,000				
Interest income	3610		4,509	4,400	450	
PROP. 1B TRANSPORTATION	22	400,000	4,509	4,400	450	
MEASURE R						
Residential Street Resurfacing	3371				40,000	80,000
Interest income	3610				80	
MEASURE R	23				40,080	80,000
FEDERAL STIP						
PCDN Bike Lane Project	3327					1,803,000
Interest income	3610					
MEASURE R	24					1,803,000
STATE SR2S						
PCDN Bike Lane Project	3372					496,980
Interest income	3610					
STATE SR2S	25					496,980

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

REVENUE SUMMARY		2007-08	2008-09	2009-10	2009-10	2010-11
		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ADOPTED
FEDERAL ARRA						
PVDN Resurfacing	3373					280,000
Illuminated Street Signs LED	3374				225	99,775
Traffic Signals	3375					120,000
Interest income	3610				2	
FEDERAL ARRA	26				227	499,775
PROP. 12 PARKS GRANT:						
Prop. 12 Per Capita Grant (ADA Plan)	3395	114,000				
Prop. 12 - Roberti-Z'Berg Grant	3395				25,550	
Prop. 12 Riparian Grant (Nature Preserve)	3396	12,481			50,000	
Interest income	3610					
PROP. 12 PARKS GRANT FUND	31	126,481			75,550	
PROP A COUNTY PARKS:						
PROP A - maintenance/service	3392	17,195	13,500	17,195	14,000	14,000
PROP A - specified	3394				1,080,000	
GRANT REVENUE SUBTOTAL		17,195	13,500	17,195	1,094,000	14,000
Interest income	3610					
PROP A CNTY PARKS FUND	32	17,195	13,500	17,195	1,094,000	14,000
PROP. 40 PARKS GRANT:						
Prop. 40 Per Capita Grant (Comm Cntr)	3397			28,000		
Interest income	3610					
PROP. 40 PARKS GRANT FUND	33			28,000		
PEPPERTREE:						
Donations	3440	45,445	38,647	50,000	50,000	50,000
Interest income	3610	1,786	896	1,000	1,000	1,000
PEPPERTREE FUND	95	47,231	39,543	51,000	51,000	51,000
TOTALS, SPECIAL REVENUE FUNDS		1,087,244	700,570	698,952	2,031,859	3,695,206

EXHIBIT A
ENTERPRISE FUNDS

STABLES						
Stable rental	3450	534,855	554,572	599,258	616,000	620,247
Western trainer	3451	4,000	5,350	4,450	9,000	9,000
English trainer	3452	8,070	9,800	7,920	18,000	18,000
Non resident surcharge	3453	27,810	32,524	30,849	38,889	38,889
Horse show fees	3454	12,199	15,013	19,500	26,500	26,500
Pony Camp fees	3455	83,462	51,382	57,340	30,000	30,000
Clinic Fees & Trail Riding Services	3456	150			1,200	1,200
CHARGES FOR SERVICES		670,546	668,641	719,317	739,589	743,836
Interest income	3610	1,581				
STABLES FUND	50	672,127	668,641	719,317	739,589	743,836
TENNIS						
Tennis court fees	3460	42,938	47,193	33,500	43,000	43,000
Tennis membership dues	3461	9,800	12,611	15,900	11,000	11,000
CHARGES FOR SERVICES		52,738	59,804	49,400	54,000	54,000
Interest income	3610	5,861	2,785	5,000	700	700
TENNIS FUND	51	58,599	62,589	54,400	54,700	54,700
TOTALS, ENTERPRISE FUNDS		730,726	731,230	773,717	794,289	798,536
GRAND TOTALS, ALL FUNDS		8,425,865	7,294,856	7,114,565	8,631,396	10,640,603

City of Rolling Hills Estates

Budget Expenditures 2010- 2011 (All Funds)

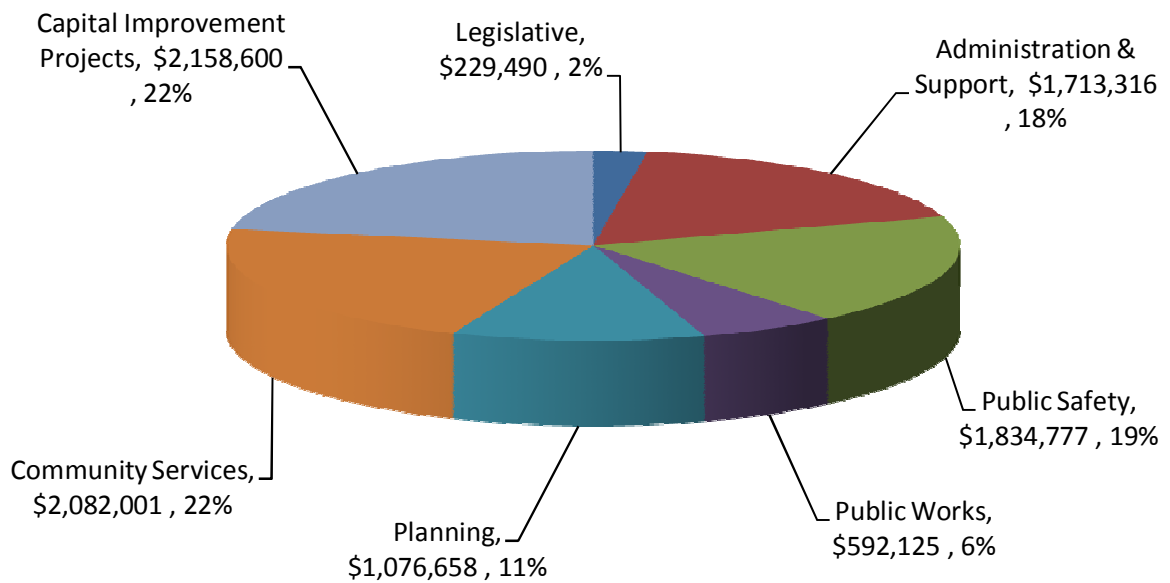


EXHIBIT B
City of Rolling Hills Estates
Expenditures/Expenses Budget Summary
 (by fund within fund type)

EXPENDITURES/EXPENSES SUMMARY	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted	
GENERAL FUND OPERATING EXPENDITURES						
LEGISLATIVE						
CITY COUNCIL	4110	106,320	78,932	59,045	60,887	53,887
PLANNING COMMISSION	4120	31,804	29,424	25,236	25,979	27,979
P&A COMMISSION	4130	72,118	70,188	61,974	62,899	63,189
CITY ATTORNEY	4140	175,964	75,915	77,000	76,000	76,000
ELECTION	4150	98	604		81	1,000
TOTAL		386,304	255,063	223,255	225,846	222,055
ADMINISTRATION & SUPPORT						
CITY MANAGER	4210	677,040	669,939	672,752	654,078	576,861
CENTRAL SERVICES	4220	242,743	316,935	371,655	371,601	370,600
FINANCE	4230	412,791	419,020	445,683	417,358	417,608
ECONOMIC DEVELOPMENT	4235	144,568	132,517	101,311	102,858	105,858
PERSONNEL	4240	67,281	67,049	61,356	65,508	65,908
PUBLIC INFORMATION	4250	82,625	89,440	58,585	57,281	45,281
EMPLOYEE BENEFITS	4260					
OVERHEAD	4270	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
EQUIPMENT	4279	64,778	63,936	63,500	48,463	49,200
TOTAL		1,649,826	1,714,836	1,728,842	1,671,147	1,583,316
PUBLIC SAFETY						
PATROL SERVICES	4310	1,839,570	2,053,163	1,774,965	1,766,581	1,723,562
ANIMAL CONTROL	4330	24,148	28,101	35,000	35,000	45,000
CROSSING GUARDS - GENERAL FUND	4343			4,000		
EMERGENCY MANAGEMENT	4350	3,018	4,026	2,000	3,500	3,500
TOTAL		1,866,736	2,085,290	1,815,965	1,805,081	1,772,062
PUBLIC WORKS						
SIGNALS	4451	30,296	64,527	50,000	37,000	34,000
NPDES	4460	208,057	194,167	199,395	204,725	238,725
SOLID WASTE (RECYCLING)	4625	34,101	41,444	35,706	33,384	30,864
TOTAL		272,454	300,138	285,101	275,109	303,589
PLANNING						
PLANNING ADMINISTRATION	4510	1,132,908	925,516	802,738	801,267	932,267
ADVANCED PLANNING	4520	223,607	116,001	59,906	61,093	60,953
CODE ADMINISTRATION	4530	196,845	216,154	114,524	134,185	52,843
SUBDIVISION REGULATION	4540	29,959	30,668	29,884	30,595	30,595
TOTAL		1,583,319	1,288,339	1,007,052	1,027,140	1,076,658
COMMUNITY SERVICES						
PARKS MAINTENANCE	4610	543,831	545,709	477,078	524,496	524,496
TREE TRIMMING	4615	153,336	76,940	96,297	97,926	122,926
LANDSCAPE MAINTENANCE	4620	356,512	353,517	382,658	354,637	331,044
BRIDLE TRAILS	4630	118,792	110,516	91,124	104,218	104,218
RECREATION PROGRAMS	4640	58,159	58,600	41,682	44,008	44,008
SPECIAL EVENTS	4670	123,062	76,496	53,382	62,889	49,073
PEPPERTREE	4674	8,133	8,343	7,991	8,188	8,188
NATURE CENTER	4676	15,224	16,254	16,500	16,500	16,500
TOTAL		1,377,049	1,246,375	1,166,712	1,212,862	1,200,453
TOTAL OPERATING EXPENDITURES						
		7,135,688	6,890,041	6,226,927	6,217,185	6,158,133

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

EXPENDITURES/EXPENSES SUMMARY	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted
GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES					
STREETS:					
STREET RESURFACING & CURB IMPR. 5103	14,610	3,800			
CURB/GUTTER/SIDEWALK IMPR. 5140					
STORM DRAIN REPAIRS/IMPROVEMENTS 5145	187,323				
ARTERIAL STREETS MEDIAN IMPROVEMEN 5150	18,200	14,361			
TRAFFIC SIGNAL IMPROVEMENTS 5180					
ADV. STREET SIGNS REPAINTING 5186	1,577				
TOTAL STREETS	221,710	18,161			
PARKS & RECREATION:					
BRUSH CLEARANCE 5201			25,000	25,000	25,000
PICNIC TABLES 5206	2,747				
RIDING RING IMPROVEMENTS 5211	5,998				
DAPLEGRAY RIDING RING 5213					
THREE RAIL FENCING 5221	25,100	29,749	20,960	20,960	25,000
4th DISTRICT GRANT 5230	58,844	2,753			
MAINTENANCE YARD IMPROVEMENTS 5272		1,954			
PORTABLE RADIOS 5293	2,430				
TOTAL PARKS & RECR.	95,119	34,456	45,960	45,960	50,000
PUBLIC IMPROVEMENTS:					
GENERATOR AIR QUALITY FILTER 5305					30,000
COMPUTER NETWORK UPGRADE 5307	5,869	5,814			
WEBSITE DEVELOPMENT COSTS 5316		27,576		21,000	
ADA IMPROVEMENTS (GENERAL FUND) 5317					
COUNCIL CHAMBERS MULTIMEDIA 5323					
PHONE & VOICE MAIL SYSTEM 5326					
GIS 5345					
TOTAL PUBLIC IMPR.	5,869	33,390		21,000	30,000
TOTAL CAPITAL PROJECTS	322,698	86,007	45,960	66,960	80,000
TOTAL GEN. FUND EXPEND.	7,458,386	6,976,048	6,272,887	6,284,145	6,238,133
FUND 02 DESIGNATION EXPENDITURES					
CITY HALL RETRO AND UPDATE 5395	20,674	8,302			
CITY HALL KITCHEN EXPANSION 5396	25,298	16,765			
CITY HALL FLAG POLE LIGHTS 5395	1,285				
TRASH ENCLOSURE REPLACEMENT 5395	5,470				
CITY HALL LIGHTING 5397	10,460	22,807			
TOTAL FUND 02 DESIGNATION	63,187	47,874			
TOTAL GENERAL FUNDS 01 & 02	7,521,573	7,023,922	6,272,887	6,284,145	6,238,133

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

EXPENDITURES/EXPENSES SUMMARY		2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted
SPECIAL REVENUE FUND TYPE EXPENDITURES						
<u>STATE GAS TAX FUND 11</u>						
STREET REPAIR	4410	69,521	11,142	95,000	70,000	70,000
SIGNALS	4454	130,255	131,355	87,000	87,000	87,000
TOTAL		199,776	142,497	182,000	157,000	157,000
<u>TRANSIT PROP. A FUND 13</u>						
TRANSIT	5113		24,800			
<u>TRAFFIC SAFETY FUND 14</u>						
CROSSING GUARDS - TRAFFIC FINES	4340	56,124	54,742	62,102	62,715	62,715
<u>TRAFFIC SAFETY FUND 18</u>						
PV TRANSIT	4450	113,361	131,973	131,739	131,536	131,536
TOTAL		113,361	131,973	131,739	131,536	131,536
<u>TRANSIT PROP. C FUND 19</u>						
PVDN BIKE LANE PROJECT	5119			6,400		60,000
STREET RESURFACING	5120		73,232	250,000	19,110	80,000
STORM DRAIN REPAIR & IMPR	5146	44,646	44,636			
TOTAL		44,646	117,868	256,400	19,110	140,000
<u>COG DUES AIR QUALITY FUND 20</u>						
MOTOR VEHICLES AIR QUALITY	4280					130,000
COG DUES	4111				7,435	7,435
TOTAL					7,435	137,435
<u>TRANSPORTATION PROP. 1B FUND 22</u>						
STREET RESURFACING & CURB IMPR.	5187		210,682	90,413	9,600	80,000
STORM DRAIN REPAIRS/IMPROVEMENTS	5188		105,623			
TOTAL			316,305	90,413	9,600	80,000
<u>MEASURE R FUND 23</u>						
RESIDENTIAL STREET RESURFACING	5170			40,000		125,000
TOTAL				40,000		125,000
<u>FEDERAL STIP FUND 24</u>						
PVDN BIKE LANE PROJECT	5117			256,000	17,000	256,000
TOTAL				256,000	17,000	256,000
<u>STATE SR2S FUND 25</u>						
PVDN BIKE LANE PROJECT	5118			57,600		57,600
TOTAL				57,600		57,600
<u>FEDERAL ARRA FUND 26</u>						
PVDN RESURFACING	5121			280,000		350,000
TRAFFIC SIGNALS	5178			120,000	32,500	
ILLUMINATED STREET SIGNS LED	5183			100,000		50,000
TOTAL				500,000	32,500	400,000
<u>PROP. 12 PARKS GRANT FUND 31</u>						
PROP. 12 GRANT - ADA PLAN	5234					
PROP. 12 RIPARIAN GRANT - NATURE PR.	5236	14,888		10,000	10,000	
PROP. 12 ADA IMPROVEMENTS	5238		1,756			
TOTAL		14,888	1,756	10,000	10,000	
<u>PROP. A PARKS FUND 32</u>						
STABLES RENOVATION	5250	53,127	167,006	900,000	160,000	800,000
NATURE CENTER	4680	13,500	13,500	14,000	19,000	19,000
TOTAL		66,627	180,506	914,000	179,000	819,000
<u>PROP. 40 PARKS GRANT FUND 33</u>						
HIGHRIDGE HOWLETT PARK IMP	5248					220,000
HOWLETT PARK EQUESTRIAN CENTER IM	5292		38,480		5,075	
TOTAL			38,480		5,075	220,000

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

EXPENDITURES/EXPENSES SUMMARY	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted
<u>PEPPERTREE FUND 95</u>					
PEPPERTREE FOUNDATION	4675	34,572	44,116	41,000	41,000
PICNIC TABLES REPLACEMENT	5245		3,041	3,000	3,000
RIDING RING IMPROVEMENTS	5275			6,000	6,000
NATURE CENTER FACILITY	5289				
COMMUNITY CENTER LANDSCAPE	5291				
DAPLEGRAY RIDING ARENA FENCE	5295		6,958		
ROBERTI-Z'BERG GRANT MATCH	5296				
HOWLETT PARK DESSAGE ARENA	5297		3,935		
TOTAL		34,572	58,050	50,000	41,000
TOTAL OPERATIONS	417,333	386,828	430,841	418,686	548,686
TOTAL CAPITAL PROJECTS	112,661	680,149	2,119,413	262,285	2,078,600
TOTAL SPECIAL REVENUE FUNDS	529,994	1,066,977	2,550,254	680,971	2,627,286
<u>ENTERPRISE FUND TYPE EXPENSES</u>					
<u>STABLES FUND</u>					
STABLES	4650	727,488	803,243	761,484	736,433
<u>TENNIS FUND</u>					
TENNIS	4660	47,910	79,891	70,523	84,137
TOTAL ENTERPRISE FUNDS	775,398	883,134	832,007	820,266	821,548
GRAND TOTAL, ALL FUNDS	8,826,965	8,974,033	9,655,148	7,785,382	9,686,967

Exhibits C, D, E, F, & G



EXHIBIT C				
City of Rolling Hills Estates				
SOURCES and USES				
REVISED BUDGET				
FY 2007-08 Actual				
	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,693,977			3,693,977
LICENSES/PERMITS	733,268			733,268
REV FR OTH AGENCIES	1,143,601	937,876		2,081,477
CHARGES FOR SVCS	618,723		723,284	1,342,007
FINES/FORFEITURES	61,384	89,107		150,491
USE OF MONEY/PROPERTY	206,541	14,816	7,442	228,799
OTHER REVENUES	150,401	45,445		195,846
Total Revenues	6,607,895	1,087,244	730,726	8,425,865
USES				
Legislative	386,304			386,304
Administration/Support	1,649,826			1,649,826
Public Safety	1,866,736	56,124		1,922,860
Public Works	272,454	313,137		585,591
Planning	1,583,319			1,583,319
Community Services	1,377,049	48,072	775,398	2,200,519
Operations Expenditures	7,135,688	417,333	775,398	8,328,419
Capital Projects	385,885	112,661		498,546
Total Expenditures	7,521,573	529,994	775,398	8,826,965
Net Change	(913,678)	557,250	(44,672)	(401,100)
Transfers	(25,544)	36,803		11,259
Fund Balance/RE - 7/1/07	5,440,174	133,689	122,590	5,696,453
Fund Balance/RE - 6/30/08	4,500,952	727,742	77,918	5,306,612
OPERATING RESULTS:				
Total Revenues	6,607,895	1,087,244	730,726	8,425,865
Less: Capital Grant Revenues				
Less: Operations Expenditures	(7,135,688)	(417,333)	(775,398)	(8,328,419)
RESULTS AFTER ADD-BACKS	(527,793)	669,911	(44,672)	97,446
Add: Note Receivable	160,000			160,000
Add Cleep Appropriation	7,500			7,500
SUBTOTALS BEFORE SPECIALS	(360,293)	669,911	(44,672)	264,946
Add: Special Project Costs	270,614			270,614
NET OPERATING RESULTS (\$)	(89,679)	669,911	(44,672)	535,560
Net Operating Results (%) as a % of Revenues	-1%	62%	-6%	6%

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

EXHIBIT C City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2007-08 Actual	(Continued) Special Funds											Enterprise Funds			
	State GT	PROP A Local	Traffic Safety	Transit Imp	PROP C	AQMD	Prop 1B Grant	PROP 12 Parks Grant	PROP A Parks Grant	PROP 40 Parks Grant	Pepper Tree	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
SOURCES															
TAXES															
LICENSES/PERMITS															
REV FR OTH AGENCIES	147,879			128,998	107,650	9,673	400,000	126,481	17,195		937,876				
CHARGES FOR SVCS															
FINES/FORFEITURES			89,107								89,107				
USE OF MONEY/PROPERTY		444	699	3,955	2,248	5,684				1,786	14,816	1,581	5,861	7,442	
OTHER REVENUES										45,445	45,445				
Total Revenues	147,879	444	89,806	132,953	109,898	15,357	400,000	126,481	17,195	47,231	1,087,244	672,127	58,599	730,726	
USES															
Legislative															
Administration/Support															
Public Safety			56,124								56,124				
Public Works	199,776			113,361							313,137				
Planning															
Community Services									13,500		34,572	48,072	727,488	47,910	775,398
Operations Expenditures	199,776		56,124	113,361					13,500		34,572	417,333	727,488	47,910	775,398
Capital Projects					44,646			14,888	53,127		112,661				
Total Expenditures	199,776		56,124	113,361	44,646			14,888	66,627		34,572	529,994	727,488	47,910	775,398
Net Change	(51,897)	444	33,682	19,592	65,252	15,357	400,000	111,593	(49,432)		12,659	557,250	(55,361)	10,689	(44,672)
Transfers								36,803			36,803				
Fund Balance/RE - 7/1/07		10,661	1,456	110,356	27,066	135,121		(165,367)	(23,437)	(56)	37,889	133,689	(41,660)	164,250	122,590
Fund Balance/RE - 6/30/08	(51,897)	11,105	35,138	129,948	92,318	150,478	400,000	(16,971)	(72,869)	(56)	50,548	727,742	(97,021)	174,939	77,918
OPERATING RESULTS:															
Total Revenues															
Less: Capital Grant Revenues															
Less: Operations Expenditures															
RESULTS AFTER ADD-BACKS															
Add: Note Receivable															
Add Cleep Appropriation															
SUBTOTALS BEFORE SPECIALS															
Add: Special Project Costs															
NET OPERATING RESULTS (\$)															
Net Operating Results (%) as a % of Revenues															

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

EXHIBIT D				
City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2008-09 Actual	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,458,838			3,458,838
LICENSES/PERMITS	491,632			491,632
REV FR OTH AGENCIES	1,113,626	487,625		1,601,251
CHARGES FOR SVCS	403,532		728,445	1,131,977
FINES/FORFEITURES	48,630	65,573		114,203
USE OF MONEY/PROPERTY	93,882	8,713	2,785	105,380
OTHER REVENUES	252,916	38,647		291,563
Total Revenues	5,863,056	600,558	731,230	7,194,844
USES				
Legislative	255,063			255,063
Administration/Support	1,714,836			1,714,836
Public Safety	2,085,290	54,742		2,140,032
Public Works	300,138	274,470		574,608
Planning	1,288,339			1,288,339
Community Services	1,246,375	57,616	883,134	2,187,125
Operations Expenditures	6,890,041	386,828	883,134	8,160,003
Capital Projects	133,881	680,149		814,030
Total Expenditures	7,023,922	1,066,977	883,134	8,974,033
Net Change	(1,160,866)	(466,419)	(151,904)	(1,779,189)
Fund Balance/RE - 7/1/08	4,500,952	727,742	77,918	5,306,612
Fund Balance/RE - 6/30/09	3,340,086	261,323	(73,986)	3,527,423
OPERATING RESULTS:				
Total Revenues	5,863,056	600,558	731,230	7,194,844
Less: Capital Grant Revenues				
Less: Operations Expenditures	(6,890,041)	(386,828)	(883,134)	(8,160,003)
RESULTS AFTER ADD-BACKS	(1,026,985)	213,730	(151,904)	(965,159)
Add: Use of Reserves				
SUBTOTALS BEFORE SPECIALS	(1,026,985)	213,730	(151,904)	(965,159)
*Special Project Costs				
NET OPERATING RESULTS (\$)	(1,026,985)	213,730	(151,904)	(965,159)
Net Operating Results (%) as a % of Revenues	-18%	36%	-21%	-13%

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

EXHIBIT D		(Continued) Special Funds														
City of Rolling Hills Estates		PROP A		PROP 12		PROP A		PROP 40								
SOURCES and USES		State	Local	Traffic	Transit	PROP	AQMD	Trans	Parks	Parks	Parks	Pepper	Special	Stables	Tennis	Enterprise
REVISED BUDGET		GT	Trans	Safety	Imp	C	20	Prop 1B	Grant	Grant	Grant	Tree	Revenue	50	51	Funds
FY 2008-09 Actual		11	13	14	18	19	20	22	31	32	33	95	TOTAL			TOTAL
SOURCES																
TAXES																
LICENSES/PERMITS																
REV FR OTH AGENCIES		191,849	13,820		116,822	135,855	8,852	6,927		13,500			487,625			
CHARGES FOR SVCS														668,641	59,804	728,445
FINES/FORFEITURES				65,573									65,573			
USE OF MONEY/PROPERTY			83	714	1,799	2,345	2,811	65				896	8,713		2,785	2,785
OTHER REVENUES												38,647	38,647			
Total Revenues		191,849	13,903	66,287	118,621	138,200	11,663	6,992		13,500		39,543	600,558	668,641	62,589	731,230
USES																
Legislative																
Administration/Support																
Public Safety				54,742									54,742			
Public Works		142,497			131,973								274,470			
Planning																
Community Services										13,500		44,116	57,616	803,243	79,891	883,134
Operations Expenditures		142,497		54,742	131,973					13,500		44,116	386,828	803,243	79,891	883,134
Capital Projects			24,800			117,868		316,305	1,756	167,006	38,480	13,934	680,149			
Total Expenditures		142,497	24,800	54,742	131,973	117,868		316,305	1,756	180,506	38,480	58,050	1,066,977	803,243	79,891	883,134
Net Change		49,352	(10,897)	11,545	(13,352)	20,332	11,663	(309,313)	(1,756)	(167,006)	(38,480)	(18,507)	(466,419)	(134,602)	(17,302)	(151,904)
Fund Balance/RE - 7/1/08		(51,897)	11,105	35,138	129,948	92,318	150,478	400,000	(16,971)	(72,869)	(56)	50,548	727,742	(97,021)	174,939	77,918
Fund Balance/RE - 6/30/09		(2,545)	208	46,683	116,596	112,650	162,141	90,687	(18,727)	(239,875)	(38,536)	32,041	261,323	(231,623)	157,637	(73,986)
OPERATING RESULTS:																
Total Revenues																
Less: Capital Grant Revenues																
Less: Operations Expenditures																
RESULTS AFTER ADD-BACKS																
Add: Use of Reserves																
SUBTOTALS BEFORE SPECIALS																
*Special Project Costs																
NET OPERATING RESULTS (\$)																
Net Operating Results (%)																
as a % of Revenues																

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

EXHIBIT E				
City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2009-10 Estimated	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,342,597			3,342,597
LICENSES/PERMITS	572,000			572,000
REV FR OTH AGENCIES	1,069,918	1,636,117		2,706,035
CHARGES FOR SVCS	343,800		793,589	1,137,389
FINES/FORFEITURES	66,000	42,000		108,000
USE OF MONEY/PROPERTY	45,000	3,742	700	49,442
OTHER REVENUES	365,933	350,000		715,933
Total Revenues	5,805,248	2,031,859	794,289	8,631,396
USES				
Legislative	225,846	7,435		233,281
Administration/Support	1,671,147			1,671,147
Public Safety	1,805,081	62,715		1,867,796
Public Works	275,109	288,536		563,645
Planning	1,027,140			1,027,140
Community Services	1,212,862	60,000	820,266	2,093,128
Operations Expenditures	6,217,185	418,686	820,266	7,456,137
Capital Projects	66,960	262,285		329,245
Total Expenditures	6,284,145	680,971	820,266	7,785,382
Net Change	(478,898)	1,350,888	(25,977)	846,013
Fund Balance/RE - 7/1/09	3,340,248	361,330	(73,983)	3,627,595
Fund Balance/RE - 6/30/10	2,861,350	1,712,218	(99,960)	4,473,608
OPERATING RESULTS:				
Total Revenues	5,805,248	2,031,859	794,289	8,631,396
Less: Capital Grant Revenues		(1,210,307)		(1,210,307)
Less: Operations Expenditures	(6,217,185)	(418,686)	(820,266)	(7,456,137)
RESULTS BEFORE ADD-BACKS	(411,938)	402,866	(25,977)	(35,049)
Add: Note Receivable	160,000			160,000
SUBTOTALS BEFORE SPECIALS	(251,938)	402,866	(25,977)	124,951
Utilization of Fund Balance	251,938			251,938
Add: Special Project Costs				
NET OPERATING RESULTS (\$)	0	402,866	(25,977)	376,889
Net Operating Results (%) as a % of Revenues	0%	20%	-3%	4%

EXHIBIT E City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2009-10 Estimated	(Continued) Special Funds																		Enterprise Funds		
	Quimby Fees	State GT	PROP A Local Trans	Traffic Safety	Transit Imp	PROP C	AQMD	STPL Grant	PROP 1B Transport Grant	Measure R Grant	Federal STIP Grant	State SR2S Grant	Federal ARRA Grants	PROP 12 Parks Grant	PROP A Parks Grant	PROP 40 Parks Grant	Pepper Tree	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
SOURCES																					
TAXES																					
LICENSES/PERMITS																					
REV FR OTH AGENCIES		177,242	5,000		127,000	108,000	9,100		40,000			225	75,550	1,094,000				1,636,117	739,589	54,000	793,589
CHARGES FOR SVCS																					
FINES/FORFEITURES																			42,000		
USE OF MONEY/PROPERTY		4	1	42,000	400	750	800	55	450	80		2					1,000	3,742		700	700
OTHER REVENUES	300,000			200													50,000	350,000			
Total Revenues	300,000	177,246	5,001	42,200	127,400	108,750	9,900	55	450	40,080		227	75,550	1,094,000			51,000	2,031,859	739,589	54,700	794,289
USES																					
Legislative																					
Administration/Support																					
Public Safety																					
Public Works		157,000		62,715	131,536																
Planning																					
Community Services																					
Operations Expenditures		157,000		62,715	131,536										19,000		41,000	418,686	736,129	84,137	820,266
Capital Projects						19,110			9,600	17,000		32,500	10,000	160,000	5,075	9,000		262,285			
Total Expenditures		157,000		62,715	131,536	19,110			9,600	17,000		32,500	10,000	179,000	5,075	50,000		680,971	736,129	84,137	820,266
Net Change	300,000	20,246	5,001	(20,515)	(4,136)	89,640	9,900	55	(9,150)	40,080	(17,000)		(32,273)	65,550	915,000	(5,075)	1,000	1,350,888	3,460	(29,437)	(25,977)
Fund Balance/RE - 7/1/09	95,503	(2,545)	208	46,682	116,595	112,650	162,140	6,992	88,204					(18,727)	(239,876)	(38,536)	32,040	361,330	(231,622)	157,639	(73,983)
Fund Balance/RE - 6/30/10	395,503	17,701	5,209	26,167	112,459	202,290	172,040	7,047	79,054	40,080	(17,000)		(32,273)	46,823	675,124	(43,611)	33,040	1,712,218	(228,162)	128,202	(99,960)

EXHIBIT F				
City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2010-11 Adopted	General Fund	Special Revenue Funds	Enterprise Funds	Total
SOURCES				
TAXES	3,376,902			3,376,902
LICENSES/PERMITS	972,000			972,000
REV FR OTH AGENCIES	1,052,760	3,300,055		4,352,815
CHARGES FOR SVCS	398,000		797,836	1,195,836
FINES/FORFEITURES	69,000	42,000		111,000
USE OF MONEY/PROPERTY	45,000	3,151	700	48,851
OTHER REVENUES	233,200	350,000		583,200
Total Revenues	6,146,861	3,695,206	798,536	10,640,603
USES				
Legislative	222,055	7,435		229,490
Administration/Support	1,583,316			1,583,316
Public Safety	1,772,062	62,715		1,834,777
Public Works	303,589	288,536		592,125
Planning	1,076,658			1,076,658
Community Services	1,200,453	60,000	821,548	2,082,001
Operations Expenditures	6,158,133	418,686	821,548	7,398,367
Capital Projects	80,000	2,078,600		2,158,600
Total Expenditures	6,238,133	2,497,286	821,548	9,556,967
Net Change	(91,271)	1,197,920	(23,012)	1,083,636
Fund Balance/RE - 7/1/10	2,861,350	1,672,830	(99,960)	4,434,220
Fund Balance/RE - 6/30/11	2,770,079	2,870,750	(122,972)	5,517,857
OPERATING RESULTS:				
Total Revenues	6,146,861	3,695,206	798,536	10,640,603
Less: Capital Grant Revenues		(2,893,755)		(2,893,755)
Less: Operations Expenditures	(6,158,133)	(418,686)	(821,548)	(7,398,367)
Add: CLEEP Grant Usage	10,062			10,062
RESULTS BEFORE ADD-BACKS	(1,209)	382,765	(23,012)	358,543
Add: Note Receivable	160,000			160,000
SUBTOTALS BEFORE SPECIALS	158,791	382,765	(23,012)	518,543
Utilization of Fund Balance				
Add: Special Project Costs				
NET OPERATING RESULTS (\$)	158,791	382,765	(23,012)	518,543
Net Operating Results (%) as a % of Revenues	3%	10%	-3%	5%

EXHIBIT F City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2010-11 Adopted	(Continued) Special Funds																Enterprise Funds			
	Quimby Fees 10	State GT 11	PROP A Local Trans 13	Traffic Safety 14	Transit Imp 18	PROP C 19	AQMD 20	STPL Grant 21	PROP 1B Transport Grant 22	Measure R Grant 23	Federal STIP Grant 24	State SR2S Grant 25	Federal ARRA Grant 26	PROP A Parks Grant 32	PROP 40 Parks Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
SOURCES																				
TAXES																				
LICENSES/PERMITS																				
REV FR OTH AGENCIES		157,200	5,000		127,000	108,000	9,100		80,000	1,803,000	496,980	499,775	14,000				3,300,055			
CHARGES FOR SVCS																		743,836	54,000	797,836
FINES/FORFEITURES				42,000													42,000			
USE OF MONEY/PROPERTY			1	200	400	750	800									1,000	3,151		700	700
OTHER REVENUES	300,000															50,000	350,000			
Total Revenues	300,000	157,200	5,001	42,200	127,400	108,750	9,900		80,000	1,803,000	496,980	499,775	14,000		51,000	3,695,206	743,836	54,700	798,536	
USES																				
Legislative							7,435										7,435			
Administration/Support							130,000										130,000			
Public Safety				62,715													62,715			
Public Works		157,000			131,536												288,536			
Planning																				
Community Services														19,000		41,000	60,000	736,433	85,115	821,548
Operations Expenditures		157,000		62,715	131,536		137,435							19,000		41,000	548,686	736,433	85,115	821,548
Capital Projects						140,000			80,000	125,000	256,000	57,600	400,000	800,000	220,000		2,078,600			
Total Expenditures		157,000		62,715	131,536	140,000	137,435		80,000	125,000	256,000	57,600	400,000	819,000	220,000	41,000	2,627,286	736,433	85,115	821,548
Net Change	300,000	200	5,001	(20,515)	(4,136)	(31,250)	(127,535)		(80,000)	(45,000)	1,547,000	439,380	99,775	(805,000)	(220,000)	10,000	1,067,920	7,403	(30,415)	(23,012)
Fund Balance/RE - 7/1/10	395,503	17,701	5,209	26,167	112,459	202,290	172,040	7,047	79,054	40,080	(17,000)		(32,273)	675,124	(43,611)	33,040	1,672,830	(228,162)	128,202	(99,960)
Fund Balance/RE - 6/30/11	695,503	17,901	10,210	5,652	108,323	171,040	44,505	7,047	(946)	(4,920)	1,530,000	439,380	67,502	(129,876)	(263,611)	43,040	2,740,750	(220,759)	97,787	(122,972)



CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2008	EXHIBIT D Actual Year Ending June 30, 2009	EXHIBIT E Estimated Year Ending June 30, 2010	EXHIBIT F Adopted Year Ending June 30, 2011
FUND BALANCE (per Exhibit)	4,500,951	3,340,248	2,861,350	2,770,079
FUND BALANCE, RESERVED:				
Encumbrances	0	0	0	0
Other Reserves	0	0	0	0
CLEEP Grant	34,823	34,823	34,823	24,761
Traffic Congestion Grant	0	0	0	0
Prepaid Costs	0	0	0	0
Inventories	10,030	7,333	7,333	7,333
Maintenance of Hawthorne Canyon	60,000	60,000	10,000	10,000
Note Receivable	560,000	400,000	240,000	80,000
Fund Balance, Total Reserved	664,853	502,156	292,156	122,094
FUND BALANCE, UNRESERVED:				
DESIGNATED:				
Future Operating Expenditures	876,500	477,004	477,004	477,004
CAPITAL PROJECTS (following fiscal year)	237,915	50,000	80,000	50,000
PERS Rate Stabilization	400,000	200,000	200,000	200,000
Insurance Claims	150,000	150,000	100,000	100,000
Equipment	136,800	136,800	136,800	106,800
Fund 02 Capital Projects	349,416	324,288	326,000	326,000
FUND BALANCE, DESIGNATED:	2,150,631	1,338,092	1,319,804	1,259,804
FUND BALANCE, UNRESERVED, UNDESIGNATED:	1,685,467	1,500,000	1,249,390	1,388,181

NOTE: The Fund Balance Policy requirement that the Unreserved, Undesignated fund balance shall be at least \$1,500,000 for FY 2007-08 & 2008-09, and at least \$1,200,000 for FY 2009-10 and FY 2010-11.

**CITY OF ROLLING HILLS ESTATES
GENERAL (GOVERNMENTAL-TYPE) FIXED ASSETS
DETAILS: AS OF 6/30/2009**

70-0110 LAND				NET
Date Acquired	Description	Cost	FORMER DESCRIPTIONS (UPDATED AS OF 6/30/04):	ASSETS
6/30/1999	REVISED CHANDLER PRESERVE	1,381,145.00		
3/11/1975	P.V.D.E. PARKSITE	49,200.00		
9/12/1975	P.V.D.E. PARKSITE	19,694.00		
5/30/1975	HAWTHORNE BLVD. & P.V.D.N.	22,000.00		
12/28/1971	CITY HALL LAND (P.V.D.N. & CRENSHAW)	84,808.00		
12/31/1972	CHANDLER PARK	161,000.00		
12/31/1972	SILVER SPUR PARK	16,100.00		
3/31/1963	ROCKBLUFF PARK	-		
3/31/1971	HOWLETT PARK	35,000.00		
6/30/1979	P.V.D.N. & P.V.D.E. LAND	168,000.00		
6/30/1979	LESS: RETIRE MOCCASIN LANE	(22,000.00)		
6/30/1979	CRENSHAW & P.V.D.N.	80,110.00		
6/30/1982	ERNIE HOWLETT PARK	956,610.00		
6/30/1995	HIGHRIDGE PARK	912,000.00		
12/27/2007	STABLES CARETAKER LAND	1,276.00		
TOTAL LAND		3,864,943.00		3,864,943.00

70-0120 BUILDINGS							NET
Date Acquired	Description	Cost	ACC DEP 6/30/08	CY DEP	ACC DEP 6/30/09	DEPREC. By FUNCTION	ASSETS
6/1/1974	50 CITY HALL & COUNCIL CHAMBERS	407,145.00	372,250.48	8,142.90	380,393.38	GEN. GOVT.	26,751.62
7/1/1982	50 CITY HALL ADDITION	17,910.00	11,772.98	358.20	12,131.18	GEN. GOVT.	5,778.82
7/1/1982	50 MAINTENANCE BUILDING	187,178.00	180,275.71	3,743.56	184,019.27	PARKS	3,158.73
6/30/1981	10 CITY HALL LIGHTING	5,795.00	5,795.00	-	5,795.00	N/A	-
12/1/1989	10 CHAMBER/CITY HALL IMPRVMT	19,005.20	19,005.20	-	19,005.20	N/A	-
3/1/1999	20 GENERATOR (AT CITY HALL)	46,207.00	23,103.50	2,310.35	25,413.85	GEN. GOVT.	20,793.15
11/1/1998	10 EAVES REPAIR (AT CITY HALL)	8,850.00	8,850.00	-	8,850.00	GEN. GOVT.	0.00
6/28/2000	5 PARKING LOT PAVING (AT CITY HALL)	25,500.00	25,500.00	-	25,500.00	GEN. GOVT.	-
3/28/2000	10 FIRE & SECURITY ALARM SYSTEM: C.H.	12,880.56	11,592.53	1,288.03	12,880.56	GEN. GOVT.	0.00
3/26/2002	25 MAINTENANCE YARD EXPANSION	5,765.64	1,614.40	230.63	1,845.03	PARKS	3,920.61
6/30/2002	3 HVAC DESIGNS/PLANS (KEEP, part of AC)	1,698.14	1,698.14	-	1,698.14	GEN. GOVT.	-
11/12/2002	25 MAINTENANCE YARD EXPANSION	9,489.86	2,277.55	379.59	2,657.14	PARKS	6,832.72
4/22/2003	20 HVAC SYSTEM & BUILDING EXTENSION	44,904.54	11,226.14	2,245.23	13,471.37	GEN. GOVT.	31,433.17
7/8/2003	25 HOWLETT RESTROOMS (ADA)	8,961.12	1,792.21	358.44	2,150.65	PARKS	6,810.47
6/28/2005	20 SEISMIC RETROFIT DESIGN	16,000.00	2,800.00	800.00	3,600.00	GEN. GOVT.	12,400.00
various 05-06	20 SEISMIC RETROFIT DESIGN/CONSTRUCT	210,471.47	26,308.93	10,523.57	36,832.50	GEN. GOVT.	173,638.97
various 06-07	25 HOWLETT RESTROOMS (ADA)	109,112.40	6,546.75	4,364.50	10,911.25	PARKS	98,201.15
various 06-07	20 SEISMIC RETROFIT/RENOVATION: C.H.	121,520.44	9,114.03	6,076.02	15,190.05	GEN. GOVT.	106,330.39
5/27/2008	20 C.H. AUTOMATIC DOOR OPENERS	8,460.00	211.50	423.00	634.50	GEN. GOVT.	7,825.50
various 07-08	20 C.H. RENOVATION/LIGHTING	37,888.69	947.22	1,894.43	2,841.65	GEN. GOVT.	35,047.04
various 07-08	20 C.H. KITCHEN	25,297.81	632.45	1,264.89	1,897.34	GEN. GOVT.	23,400.47
TOTAL BUILDINGS		1,330,040.87	723,314.72	44,403.34	767,718.06		562,322.81

70-0130 IMPROVEMENTS & FACILITIES							NET
Date Acquired # YRS	Description	Cost	ACC DEP 6/30/08	CY DEP	ACC DEP 6/30/09	DEPREC. By FUNCTION	ASSETS
6/30/1981	20 POWER WEED WACKER & OTHER IMPR.	130,031.00	130,031.00	-	130,031.00	N/A	-
6/30/1982	20 DAPPLEGRAY PARK	154,682.00	154,682.00	-	154,682.00	N/A	-
6/30/1997	20 NATURE CENTER INTERIOR	78,145.79	42,980.19	3,907.29	46,887.48	PARKS	31,258.31
6/30/1997	20 NATURE CENTER EXTERIOR	6,493.15	3,571.25	324.66	3,895.91	PARKS	2,597.24
6/11/1996	20 TREE EXHIBIT NATURE CENTER	5,010.90	2,756.01	250.55	3,006.56	PARKS	2,004.34
11/26/1996	20 EXHIBIT DESIGN: NATURE CENTER	6,739.00	3,706.45	336.95	4,043.40	PARKS	2,695.60
12/24/1996	20 EXHIBIT DESIGN: NATURE CENTER	6,739.00	3,706.45	336.95	4,043.40	PARKS	2,695.60
1/14/1997	20 FINAL GRAPHIC DESIGN: NTR CENTER	6,888.50	3,788.69	344.43	4,133.12	PARKS	2,755.38
1/14/1997	20 PROD/PORCE PAN.	7,187.50	3,953.14	359.38	4,312.52	PARKS	2,874.98
6/30/1997	5 RIDING RING IMPROVEMENTS	7,775.75	7,775.75	-	7,775.75	N/A	-
6/30/1997	20 HOWLETT PARK DRESSAGE ARENA	15,639.27	8,601.59	781.96	9,383.55	PARKS	6,255.72
6/30/1997	20 NATURE CENTER IMPROVEMENTS	6,304.00	3,467.20	315.20	3,782.40	PARKS	2,521.60
6/30/1997	20 NATURE CENTER TRAIL IMPROVEMENTS	67,531.32	37,142.24	3,376.57	40,518.81	PARKS	27,012.51
6/30/1998	20 FENCING: LUNGING ARENA	6,500.00	3,250.00	325.00	3,575.00	PARKS	2,925.00
6/30/1999	20 THREE-RAIL FENCING	21,800.00	9,810.00	1,090.00	10,900.00	PARKS	10,900.00
6/30/1999	20 HOWLETT PARK SPORTSFIELD IMPRV.	95,844.28	43,129.92	4,792.21	47,922.13	PARKS	47,922.15
6/30/1999	20 ROCKBLUFF PARK PLAYGROUND EQUIP.	13,819.11	6,218.61	690.96	6,909.57	PARKS	6,909.54
6/30/1999	20 NATURE CENTER RESTROOM	11,420.00	5,139.00	571.00	5,710.00	PARKS	5,710.00
6/30/2000	20 HOWLETT PARK SPORTSFIELD IMPRV.	170,816.56	68,326.63	8,540.83	76,867.46	PARKS	93,949.10
6/30/2000	20 ROCKBLUFF PARK IRRIGATION IMPRV.	7,063.92	2,825.18	353.20	3,178.38	PARKS	3,885.54
6/30/2000	20 DAPPLEGRAY PARK RIDING RING IMPR.	15,501.06	6,200.42	775.05	6,975.47	PARKS	8,525.59
6/30/2000	20 HOWLETT PARK ELECTRICAL UPGRADES	10,759.81	4,303.92	537.99	4,841.91	PARKS	5,917.90
6/30/2000	3 ACTIVITY CENTER FEASIBILITY STUDY	16,068.60	16,068.60	-	16,068.60	N/A	-
6/30/2001	20 THREE-RAIL FENCING	26,223.00	9,178.05	1,311.15	10,489.20	PARKS	15,733.80
6/30/2001	20 HIGHRIDGE PARK SOCCER FIELD IMPR.	5,114.84	1,790.18	255.74	2,045.92	PARKS	3,068.92
6/30/2001	20 HOWLETT PARK RIDING RING	15,815.56	5,535.46	790.78	6,326.24	PARKS	9,489.32
6/30/2002	20 THREE-RAIL FENCING	10,291.20	3,087.36	514.56	3,601.92	PARKS	6,689.28
6/30/2002	20 HOWLETT PARK SPORTSFIELD IMPRV.	17,465.00	5,239.50	873.25	6,112.75	PARKS	11,352.25
6/30/2002	20 SILVER SPUR PARK IRRIGATION SYSTEM	7,390.00	2,217.00	369.50	2,586.50	PARKS	4,803.50
6/30/2003	20 THREE-RAIL FENCING	35,827.83	8,956.95	1,791.39	10,748.34	PARKS	25,079.49
6/30/2003	20 HIGHRIDGE PK SOFTBALL FIELD DUGOUT	8,879.00	2,219.75	443.95	2,663.70	PARKS	6,215.30
6/30/2003	20 HOWLETT PARK RIDING RING IMPRV.	6,000.00	1,500.00	300.00	1,800.00	PARKS	4,200.00
9/13/2005	20 MAINTENANCE YARD FENCING	6,625.00	828.13	331.25	1,159.38	PARKS	5,465.62
1/10/2006	20 THREE-RAIL FENCING	32,476.00	4,059.50	1,623.80	5,683.30	PARKS	26,792.70
3/13/2007	20 THREE-RAIL FENCING	32,024.50	2,401.84	1,601.23	4,003.07	PARKS	28,021.43
6/30/2008	20 THREE-RAIL FENCING	25,100.00	627.50	1,255.00	1,882.50	PARKS	23,217.50
6/30/2009	20 THREE-RAIL FENCING	29,748.90		743.72	743.72	PARKS	29,005.18
SUBTOTAL IMPROVEMENTS		1,127,741.35	619,075.46	40,215.50	659,290.96		468,450.39

70-0130 PARK IMPROVEMENTS AND FACILITIES			ACC DEP	CY	ACC DEP	DEPREC. By	NET
Date Acquired # YRS	Description	Cost	6/30/08	DEP	6/30/09	FUNCTION	ASSETS
7/82 20	10 STALL BARN	46,116.00	46,116.00	-	46,116.00	N/A	-
7/82 20	BASEBALL BLEACHERS (6)	19,320.00	19,320.00	-	19,320.00	N/A	-
7/82 20	BASKETBALL COURTS	16,900.00	16,900.00	-	16,900.00	N/A	-
7/82 20	EQUESTRIAN BLEACHERS	8,658.00	8,658.00	-	8,658.00	N/A	-
6/77 25	EQUESTRIAN OFFICE/AC POR BDG	11,422.00	11,422.00	-	11,422.00	N/A	-
various 98-99	20 FENCING	87,938.00	43,969.00	4,396.90	48,365.90	PARKS	39,572.10
7/82 20	HANDBALL COURTS	48,800.00	48,800.00	-	48,800.00	N/A	-
9/82 10	MAINT EQUIP	14,696.00	14,696.00	-	14,696.00	N/A	-
9/82 5	MISC. PARK EQUIP	13,846.00	13,846.00	-	13,846.00	N/A	-
7/82 25	RESTROOM BUILDING	49,622.00	49,622.00	-	49,622.00	PARKS	-
6/77 25	RESTROOM # 1	14,308.00	14,308.00	-	14,308.00	PARKS	-
1/11/2005 10	RIGHT-OF-WAY RAILING	19,511.00	6,828.85	1,951.10	8,779.95	PARKS	10,731.05
SUBTOTAL IMPROVEMENTS		351,137.00	294,485.85	6,348.00	300,833.85		50,303.15
TOTAL IMPROVEMENTS		1,478,878.35	913,561.31	46,563.50	960,124.81		518,753.54

70-0140 VEHICLES			ACC DEP	CY	ACC DEP	DEPREC. By	NET
Date Acquired # YRS	Description	Cost	6/30/08	DEP	6/30/09	FUNCTION	ASSETS
10/1/1990 7	GROUNDMASTER LAWNMOWER	12,702.18	12,702.18	-	12,702.18	N/A	-
9/14/1982 10	RAKE-O-VAC, TORO	13,312.50	13,312.50	-	13,312.50	N/A	-
6/1/1993 6	93 4WD PICKUP	14,764.63	14,764.63	-	14,764.63	N/A	-
1/1/1994 7	ONE TON FLATBED	24,879.00	24,879.00	-	24,879.00	N/A	-
10/1/1987 6	88 CHEVY 1 TON PU & CAB	14,816.70	14,816.70	-	14,816.70	N/A	-
10/1/1991 10	TRACTOR LOADER-FORD	35,173.67	35,173.67	-	35,173.67	N/A	-
6/23/1998 5	RADAR TRAILER	16,203.94	16,203.94	-	16,203.94	N/A	-
7/28/1998 5	EOC STATUS BOARD	5,209.73	5,209.73	-	5,209.73	N/A	-
9/29/1999 6	2000 GMC 1 TON TRUCK W/CAB	20,616.21	20,616.21	-	20,616.21	PARKS	-
10/18/1999 6	2000 GMC TRUCK STAKE DUMP BODY	5,265.28	5,265.28	-	5,265.28	PARKS	-
8/22/2001 10	545 TRACTOR SKIPLOADER	46,158.17	36,926.54	4,615.82	41,542.36	PARKS	4,615.81
11/27/2001 10	2001 HOLLAND TRACTOR	23,980.32	16,786.21	2,398.03	19,184.24	PARKS	4,796.08
5/14/2002 7	2002 GMC PICKUP TRUCK	23,397.03	23,397.03	-	23,397.03	PARKS	-
12/24/2002 7	BRADCO #609 BACKHOE	9,796.30	8,396.82	1,399.48	9,796.30	PARKS	0.00
1/14/2003 10	VERMEER BRUSH CHIPPER	31,620.50	18,972.30	3,162.05	22,134.35	PARKS	9,486.15
12/9/2003 5	545 FORD TRACTOR BETTERMENT	5,664.95	5,664.95	-	5,664.95	PARKS	-
3/10/2004 7	1992 FORD F250 TRUCK & AERIAL LIFT	14,112.40	10,080.29	2,016.06	12,096.35	PARKS	2,016.05
12/15/2004 5	2005 FORD FIVE HUNDRED	24,848.65	17,394.06	4,969.73	22,363.79	ADMIN	2,484.86
12/15/2004 5	2005 FORD FIVE HUNDRED	24,848.64	17,394.05	4,969.73	22,363.78	ADMIN	2,484.86
3/8/2006 5	2006 FORD RANGER XLT	21,734.53	10,867.28	4,346.91	15,214.19	PARKS	6,520.34
3/8/2006 5	2006 FORD F-350 UTILITY TRUCK	29,031.71	14,515.85	5,806.34	20,322.19	PARKS	8,709.52
3/8/2006 5	2006 FORD F-350 DUMP TRUCK	28,888.96	14,444.48	5,777.79	20,222.27	PARKS	8,666.69
SUBTOTAL VEHICLES		447,026.00	357,783.70	39,461.94	397,245.64		49,780.36

70-0140 EQUIPMENT			ACC DEP	CY	ACC DEP	DEPREC. By	NET
Date Acquired # YRS	Description	Cost	6/30/08	DEP	6/30/09	FUNCTION	ASSETS
6/30/1996 10	EQUIPMENT ADDITIONS	6,388.27	6,388.27	-	6,388.27	N/A	-
8/31/1997 5	VAN (Aerial Lift removed and sold in 2003-04)	7,707.45	7,707.45	-	7,707.45	N/A	-
6/30/1995 5	EQUIPMENT ADDITIONS	20,000.00	20,000.00	-	20,000.00	N/A	-
6/13/2000 5	MOBILE RADIO SYSTEM	7,497.14	7,497.14	-	7,497.14	N/A	-
11/30/2000 3	ACCOUNTING SERVER	11,237.50	11,237.50	-	11,237.50	N/A	-
6/15/2001 5	MICROFICHE READER/PRINTER	6,743.52	6,743.52	-	6,743.52	GEN. GOV'T.	-
6/30/2003 10	OCE 3275 DIGITAL COPIER	23,717.39	11,858.70	2,371.74	14,230.44	GEN. GOV'T.	9,486.95
various 05-06	5 FUND ACCOUNTING SOFTWARE	118,999.89	59,499.95	23,799.98	83,299.93	GEN. GOV'T.	35,699.96
9/26/2006 8	DATANET PHONE SYSTEM - CITY HALL	17,733.52	3,325.04	2,216.69	5,541.73	GEN. GOV'T.	12,191.79
SUBTOTAL EQUIPMENT		220,024.68	134,257.57	28,388.41	162,645.96		57,378.70
TOTAL EQUIPMENT		667,050.68	492,041.27	67,850.35	559,891.62		107,159.06

70-0150 FURNITURE & FIXTURES

Date Acquired	# YRS	Description	Cost	ACC DEP	CY	ACC DEP	DEPREC. By	NET
				6/30/08	DEP	6/30/09	FUNCTION	ASSETS
6/30/1993	10	MODULAR OFFICE WORKSTATIONS - C.H.	54,208.17	54,208.17	-	54,208.17	N/A	-
8/24/1999	10	OFFICE FURNITURE - CITY HALL	25,662.96	23,097.19	2,565.77	25,662.96	GEN. GOVT.	0.00
11/13/2001	10	COUNCIL CHAMBER CHAIRS	6,192.96	4,335.09	619.30	4,954.39	GEN. GOVT.	1,238.57
TOTAL FURNITURE & FIXTURES			86,064.09	81,640.45	3,185.07	84,825.52		1,238.57

70-0170 INFRASTRUCTURE

Date Acquired	# YRS	Description	Cost	ACC DEP	CY	ACC DEP	DEPREC. By	NET
				6/30/08	DEP	6/30/09	FUNCTION	ASSETS
6/30/2004	15	STREETS: PAVING OF 4 STREETS *	469,850.10	125,293.36	31,323.34	156,616.70	PUBLIC WKS	313,233.40
6/30/2004	15	STREETS: CRENSHAW BLVD. PAVING	52,000.00	13,866.68	3,466.67	17,333.35	PUBLIC WKS	34,666.65
12/13/2005	15	STREETS: RECONSTRUCTION - VARIOUS	384,743.30	64,123.88	25,649.55	89,773.43	PUBLIC WKS	294,969.87
10/10/2006	15	STREETS: PAVING - VARIOUS	75,047.26	7,504.73	5,003.15	12,507.88	PUBLIC WKS	62,539.38
various 06-07	40	STREETS: RECONSTRUCTION - VARIOUS	134,237.08	5,033.89	3,355.93	8,389.82	PUBLIC WKS	125,847.26
various 06-07	30	TRAFFIC SIGNALS - REPLACEMENTS	190,309.15	9,515.46	6,343.64	15,859.10	PUBLIC WKS	174,450.05
various 06-07	50	STORM DRAIN REPLACEMENTS	1,069,521.92	32,085.66	21,390.44	53,476.10	PUBLIC WKS	1,016,045.82
various 07-08	50	STORM DRAIN REPLACEMENTS	204,426.04	2,044.26	4,088.52	6,132.78	PUBLIC WKS	198,293.26
10/8/2008	50	STORM DRAIN REPLACEMENTS	100,106.10		1,001.06	1,001.06	PUBLIC WKS	99,105.04
various 08-09	15	STREETS: PAVING - VARIOUS	153,613.96		5,120.47	5,120.47	PUBLIC WKS	148,493.49
TOTAL INFRASTRUCTURE			2,833,854.91	259,467.92	106,742.77	366,210.69		2,467,644.22

NOTE: NO DEPRECIATION IN FIRST YEAR
FOR INFRASTRUCTURE ASSETS.

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

GRAND TOTAL - GENERAL FIXED ASSET **10,260,831.90** **2,470,025.67** **268,745.02** **2,738,770.69** **7,522,061.21**

**City of Rolling Hills Estates
Summary**

Function Legislative					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	99,953	100,691	96,625	99,025	99,025
TOTAL MATERIALS & OPS	286,351	154,372	126,630	134,256	130,465
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	386,304	255,063	223,255	233,281	229,490

LEGISLATIVE OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Council	4110/4111

Narrative

This activity provides for the legislative operations of the City and includes funding for (1) a Minutes Recorder who attends all City Council meetings and other special meetings; (2) City membership in various associations and organizations; and (3) Council member attendance at local, regional and State-wide meetings.

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Deputy City Clerk's time for services as a Minutes Recorder for all City Council meetings (regular monthly meetings, special joint meetings with the City's two Commissions and Homeowners' Association Presidents).
- 405 WAGES/OVERTIME
Provides for City staff to augment Cox Cable crew for broadcast of City Council meetings or to act as a substitute minutes recorder.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for proclamations, awards, and other ceremonial items.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes attendance at various conferences and meetings including the Annual National League of Cities Conference, League of California Cities Conference, California Contract Cities Association Conference, League sponsored Mayors and Council Members Executive Forum, Spring Council Policy Development Session, Legislative Briefings, South Bay Cities Council of Governments Meetings, and other miscellaneous meetings, conferences, and seminars. Funding for the annual Holiday party is also provided in this account.
- 472 MEMBERSHIPS
Provides for various City memberships (National League of Cities, League of California Cities, California Contract Cities Association, Local Government Commission, Los Angeles County LAFCO, and West Basin Water Association), along with other individual Council memberships/affiliations. South Bay Cities Council of Governments dues are paid by Air Quality Fund 20.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	City Council					4110/4111
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	9,564	9,972	9,810	9,972	9,972	
405 Wages - Overtime	-					
410 Benefits	6,423	4,209	3,455	3,915	3,915	
TOTAL PERSONNEL	15,987	14,181	13,265	13,887	13,887	
MATERIALS & OPERATIONS						
420 Materials & Supplies		1,747	1,100	2,500	500	
463 Mileage	3,327	3,167	3,000	3,000	3,000	
470 Travel & Meetings	71,134	41,031	23,000	30,000	25,000	
472 Dues & Memberships	15,872	18,806	18,680	11,500	11,500	
472 Dues COG Fund 20				7,435	7,435	
TOTAL MATERIALS & OPS	90,333	64,751	45,780	54,435	47,435	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	106,320	78,932	59,045	68,322	61,322	
FUND SOURCE						
01 General Fund 4110	106,320	78,932	59,045	60,887	53,887	
20 Air Quality 4111				7,435	7,435	
TOTAL	106,320	78,932	59,045	68,322	61,322	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Planning Commission	4120

Narrative

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

Description

- 401 SALARIES/WAGES FT
Planning activity devoted to this activity is 5% of Planning Secretary's salary and a portion of Planning Director's salary.
- 405 WAGES/OVERTIME
Includes overtime personnel for minutes and transcription of all regular Planning Commission meetings.
- 410 BENEFITS
Allocation from employee benefit cost center.
- 430 GENERAL CONTRACTUAL
Provides contractual services for minutes and transcription of all regular Planning Commission meetings.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Education and training of Commissioners is supported through this account to allow attendance at local planning related meetings.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	Planning Commission					4120
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	15,288	15,963	15,922	15,963	15,963	
405 Wages - Overtime	137	100	0	500	500	
410 Benefits	7,236	6,806	6,114	6,316	6,316	
TOTAL PERSONNEL	22,661	22,869	22,036	22,779	22,779	
MATERIALS & OPERATIONS						
430 Contractual Services	4,756	3,684	3,000	3,000	3,000	
463 Mileage	135	76	200	200	200	
470 Travel & Meetings	4,252	2,795	0	0	2,000	
TOTAL MATERIALS & OPS	9,143	6,555	3,200	3,200	5,200	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	31,804	29,424	25,236	25,979	27,979	
FUND SOURCE						
01 General Fund	31,804	29,424	25,236	25,979	27,979	
TOTAL	31,804	29,424	25,236	25,979	27,979	

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity	Code
Legislative	P&A Commission	4130

Narrative

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

Description

- 401 SALARIES/WAGES - FT
Includes a portion of the full time salaries of the Community Services Director and Human Resources Analyst to staff the Park and Activities Commission, City Council and various City advisory committees relative to Community Services.
- 405 SALARIES/WAGES - OVERTIME
Provides for staff time to take minutes for Park and Activities Commission meetings.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 470 MEETINGS/CONFERENCE FEES
Provides registration fees and related expenses for the Park and Activities Commission members and the Community Services Director at the California Contract Cities Annual Conference and at the California Park and Recreation Society Conference.
- 472 MEMBERSHIPS
Provides membership in the California Park and Recreation Society and National Recreation and Park Association for the Community Services Director and City membership in the United States Tennis Association.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Legislative	P&A Commission				4130
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	42,094	44,887	44,154	44,887	44,887
405 Wages - Overtime					
410 Benefits	19,211	18,754	17,170	17,472	17,472
TOTAL PERSONNEL	61,305	63,641	61,324	62,359	62,359
MATERIALS & OPERATIONS					
470 Travel & Meetings	10,498	6,222	250	210	500
472 Dues & Memberships	315	325	400	330	330
TOTAL MATERIALS & OPS	10,813	6,547	650	540	830
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	72,118	70,188	61,974	62,899	63,189
FUND SOURCE					
01 General Fund	72,118	70,188	61,974	62,899	63,189
TOTAL	72,118	70,188	61,974	62,899	63,189

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	City Attorney	4140

Narrative

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

Description

- 430 GENERAL CONTRACTUAL SERVICES
Charges are made here for maintenance of Hawthorne Canyon Landfill, with annual expenditures necessary funded through General Fund Reserve Designation when expenditures are required.
- 431 CITY ATTORNEY RETAINER
Covers costs associated with the monthly retainer fee for the City Attorney's services.
- 436 SPECIAL COUNSEL
Covers costs associated with litigation defense, CEQA compliance, settlement and real property transactions that are outside the scope of the above monthly retainer.
- 470 MEETINGS/CONFERENCES/TRAVEL
City Attorney's attendance at professional meetings and seminars.
- 476 ADVERTISING
Provides for legal notices and publications as necessary to meet federal, state or local requirements.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Legislative	City Attorney					4140
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services					
431 City Attorney Retainer	66,000	66,000	66,000	66,000	66,000
436 Special Counsel	99,843	1,631	2,000	2,000	2,000
470 Travel & Meetings	1,469	480	1,500	500	500
476 Advertising	8,652	7,804	7,500	7,500	7,500

TOTAL MATERIALS & OPS	175,964	75,915	77,000	76,000	76,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	175,964	75,915	77,000	76,000	76,000
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FUND SOURCE

01 General Fund	175,964	75,915	77,000	76,000	76,000
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TOTAL	175,964	75,915	77,000	76,000	76,000
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DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Legislative	Election	4150

Narrative

The next general municipal election will be held in November of 2007 and consolidated with the County's other elections.

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Legislative	Election				4150
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	98	604		81	1,000
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TOTAL MATERIALS & OPS	98	604	0	81	1,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	98	604	0	81	1,000
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FUND SOURCE

01 General Fund	98	604		81	1,000
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TOTAL	98	604	0	81	1,000
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DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

Function					
Administration & Support					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	1,076,364	1,207,015	1,209,287	1,183,492	1,106,292
TOTAL MATERIALS & OPS	562,159	500,857	514,555	482,655	472,024
TOTAL CAPITAL OUTLAY	11,303	6,964	5,000	5,000	135,000
TOTAL FUNCTION	1,649,826	1,714,836	1,728,842	1,671,147	1,713,316

ADMINISTRATION AND SUPPORT OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	City Manager	4210

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes full time salaries for the City Manager (90%), Assistant City Manager (62%), Deputy City Clerk (90%), and Records Clerk (100%), Human Resources Analyst (40%), and Assistant to the City Manager (5%).
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies.
- 430 GENERAL CONTRACTUAL SERVICES
Provides funds for supplemental updates and online access to Municipal Code provided by LexisNexis Company.
- 438 RECORDS MANAGEMENT SERVICES
Provides for contracted microfilming and file imaging services.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 464 EQUIPMENT ASSESSMENT
Refer to the Equipment Assessment Schedule in the front of the budget document for details.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes City Manager's, Assistant City Manager's, Assistant to the City Manager's and Deputy City Clerk's attendance at such yearly events as the League of California Cities conferences and the California Contract Cities Association Annual Conference. Also allows for attendance at other seminars/meetings such as the League's City Managers Department meeting, on going California Contract Cities Association, and South Bay City Managers' meetings and the annual International City Management Association Conference.
- 472 MEMBERSHIPS
Accounts for memberships and participation in such organizations as the City Clerk's Association, South Bay City Managers' Association, International City Management Association, International Institute of Municipal Clerks, and PVP Coordinating Council.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	City Manager					4210
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	447,043	463,966	467,882	463,966	386,966	
410 Benefits	204,744	196,365	190,770	182,295	182,295	
TOTAL PERSONNEL	651,787	660,331	658,652	646,261	569,261	
MATERIALS & OPERATIONS						
420 Materials & Supplies	245		300	300	300	
430 Contractual Services	395	300				
438 Records Management Serv	4,128	1,726	3,000	3,217	3,000	
463 Mileage	438	33	200	200	200	
470 Travel & Meetings	19,912	5,956	9,000	2,500	2,500	
472 Dues & Memberships	135	1,593	1,600	1,600	1,600	
TOTAL MATERIALS & OPS	25,253	9,608	14,100	7,817	7,600	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	677,040	669,939	672,752	654,078	576,861	
FUND SOURCE						
01 General Fund	677,040	669,939	672,752	654,078	576,861	
TOTAL	677,040	669,939	672,752	654,078	576,861	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

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

Narrative

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

Description

- 402 SALARIES/WAGES PT
Provides for a City Hall proctor during certain evening meetings in the Council Chambers.
- 420 MATERIALS & SUPPLIES
Provides for miscellaneous office supplies, custodial supplies and maintenance supplies used at City Hall.
- 430 CONTRACTUAL SERVICE
Provides for computer consultant assistance, network & server support, website hosting & maintenance.
- 434 REPAIRS AND MAINTENANCE SERVICES
Provides for janitorial services, landscape maintenance, and generator maintenance. Including telephone, fax machine, related equipment, and copier. Copier monthly and overage usage billings too.
- 435 BUILDING MAINTENANCE AND REPAIRS
Provides building repairs and maintenance such as carpet cleaning, HVAC, alarm system, and pest control. Landscaped median lighting in the Commercial District are also provided for from this account.
- 439 SOFTWARE & TRAINING
Provides for software, software training and annual software licensing or maintenance fees including GIS.
- 440 PROPERTY INSURANCE
Property insurance costs, including earthquake coverage.
- 441 LIABILITY INSURANCE
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 443 PUBLIC OFFICIAL & EMPLOYEE BONDS
Covers management errors and omissions insurance and a blanket bond for all other employees.
- 450 TELEPHONE
Cost for telephone service, except for the Tennis Center, City Stables and Nature Center phone lines.
- 451 WATER
Cost of water service for City Hall and grounds.
- 452 ELECTRICITY
Cost of Edison's electric services for City Hall, Council Chambers and outside lighting.
- 475 POSTAGE
Provides for all mailing costs (including FED-EX) except for the newsletters and calendars.
- 478 EQUIPMENT RENTAL
Provides for monthly rental of the postage meter on our postage machine.
- 484 FURNITURE/OFFICE EQUIPMENT
Includes cost of new office furniture.
- 485 EQUIPMENT
Provides for computer workstation, printers, and related equipment costing less than \$5,000 per item.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Administration & Support	Central Services/Facilities Ops				4220
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
402 Wages - Part Time	63	160	63	160	160
410 Benefits	22	16	22	16	16
TOTAL PERSONNEL	85	176	85	176	176
MATERIALS & OPERATIONS					
420 Materials & Supplies	36,846	35,460	35,000	35,000	35,000
430 Contractual Services	30,506	25,653	30,000	30,000	30,000
434 Repairs & Maint Services	29,837	24,827	25,000	25,000	25,000
435 Building Maint & Repair	35,704	20,768	20,000	20,000	20,000
439 Software & Training Serv	13,943	18,981	20,000	20,000	20,000
440 Property Insurance	25,551	10,656	11,189	11,748	12,336
441 Liability Insurance		113,825	156,073	155,369	153,738
443 Public Official Bonds		770	808	808	850
450 Telephone Utility	15,553	19,749	19,500	19,500	19,500
451 Water Utility	5,221	6,151	6,000	6,000	6,000
452 Electric Utility	21,902	22,363	24,000	24,000	24,000
475 Postage	15,256	9,620	18,000	18,000	18,000
478 Equipment Rental	1,036	972	1,000	1,000	1,000
TOTAL MATERIALS & OPS	231,355	309,795	366,570	366,425	365,424
CAPITAL OUTLAY					
484 Furniture/Office Equipment	1,311	1,808			
485 Machinery/Special Equip	9,992	5,156	5,000	5,000	5,000
TOTAL CAPITAL OUTLAY	11,303	6,964	5,000	5,000	5,000
TOTAL ACTIVITY	242,743	316,935	371,655	371,601	370,600
FUND SOURCE					
01 General Fund	242,743	316,935	371,655	371,601	370,600
TOTAL	242,743	316,935	371,655	371,601	370,600

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Administrative Services	4230

Narrative

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

Description

- 401 SALARIES/WAGES FT
Provides for Administrative Services Director’s salary (90%), Accountant and Account Clerk positions.

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

- 420 MATERIALS & SUPPLIES
Small equipment and supplies for Administrative Services.

- 430 GENERAL CONTRACTUAL SERVICES
Provides for the annual external audit and accounting temporary services, for the purchase of materials and submission fees related to preparation of budget document, CAFR, and other agency reports.

- 439 COMPUTER SOFTWARE AND TRAINING
Provides for software support and training related to Administrative Services Department accounting system. The annual maintenance contract with Pentamation, the City’s accounting software provider, is also budgeted in this account

- 463 MILEAGE
Includes mileage reimbursement for the Administrative Services Department staff’s use of personal automobiles while on City-related business.

- 470 MEETINGS/CONFERENCES/TRAVEL
Provides for Administrative Services Director and Department Staff attendance at meetings and annual conferences.

- 472 MEMBERSHIPS
Covers Administrative Services Director and Department Staff memberships in the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), the California Municipal Treasurers’ Association (CMTA), California Municipal Revenue & Tax Association (CMRTA), Municipal Information Systems Association of California (MISAC), and other related organizations. Also provides for CAFR awards programs.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Administrative Services				4230
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	220,594	225,597	234,840	225,597	225,597
402 Wages - Part Time	1,498				
405 Wages - Overtime	615	2,632	1,000	200	
410 Benefits	114,334	111,651	114,543	107,911	107,911
TOTAL PERSONNEL	337,041	339,880	350,383	333,708	333,508
MATERIALS & OPERATIONS					
420 Materials & Supplies	1,654	82	1,800	1,800	1,800
430 Contractual Services	51,232	54,143	65,000	55,000	55,000
439 Software & Training Serv	20,115	22,826	25,000	25,000	25,000
463 Mileage	114	142	300	300	300
470 Travel & Meetings	1,805	1,107	2,200	550	1,000
472 Dues & Memberships	830	840	1,000	1,000	1,000
TOTAL MATERIALS & OPS	75,750	79,140	95,300	83,650	84,100
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	412,791	419,020	445,683	417,358	417,608
FUND SOURCE					
01 General Fund	412,791	419,020	445,683	417,358	417,608
TOTAL	412,791	419,020	445,683	417,358	417,608

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Economic Development	4235

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Economic Development				4235
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	65,038	68,378	68,157	68,378	68,378
410 Benefits	29,811	28,313	26,469	26,580	26,580
TOTAL PERSONNEL	94,849	96,691	94,626	94,958	94,958
MATERIALS & OPERATIONS					
420 Materials & Supplies				200	200
430 Contractual Services	21,719	22,826	6,685	6,700	6,700
470 Travel & Meetings				500	500
472 Dues & Memberships				500	500
474 Grants to Other Agencies	28,000	13,000			3,000
TOTAL MATERIALS & OPS	49,719	35,826	6,685	7,900	10,900
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	144,568	132,517	101,311	102,858	105,858
FUND SOURCE					
01 General Fund	144,568	132,517	101,311	102,858	105,858
TOTAL	144,568	132,517	101,311	102,858	105,858

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Personnel Administration	4240

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Personnel Administration					4240
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	27,648	30,066	29,666	30,066	30,066	
410 Benefits	38,667	35,969	31,140	35,042	35,042	
TOTAL PERSONNEL	66,315	66,035	60,806	65,108	65,108	
MATERIALS & OPERATIONS						
420 Materials & Supplies	219	331	300	300	300	
430 Contractual Services	400	568			400	
470 Travel & Meetings	47	115	250	100	100	
471 Tuition Reimbursement	300					
472 Dues & Memberships						
476 Advertising						
TOTAL MATERIALS & OPS	966	1,014	550	400	800	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	67,281	67,049	61,356	65,508	65,908	
FUND SOURCE						
01 General Fund	67,281	67,049	61,356	65,508	65,908	
TOTAL	67,281	67,049	61,356	65,508	65,908	

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Public Information	4250

Narrative

This activity provides for Public Information duties related to production and printing of City newsletters and City Calendar as well as broadcast of Planning Commission meetings.

Description

- 401 SALARIES AND WAGES FT
Includes a portion of Assistant to the City Manager's salary.
- 410 BENEFITS
Allocation of employee benefits from the Benefit Cost Center.
- 420 MATERIALS & SUPPLIES
Provides for purchase of film, film processing and graphic supplies as necessary for layout and design. Also provides for videotape and supplies necessary for video production.
- 430 GENERAL CONTRACTUAL SERVICES
Provides contractual service as needed for Public Information. Funded Planning Commission meetings until April 2010.
- 475 POSTAGE
The calendar and newsletters were no longer mailed starting in FY2009-10.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Administration & Support	Public Information					4250
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	29,559	31,441	31,065	31,441	31,441	
410 Benefits	13,140	12,461	13,670	11,840	11,840	
TOTAL PERSONNEL	42,699	43,902	44,735	43,281	43,281	
MATERIALS & OPERATIONS						
420 Materials & Supplies	3					
430 Contractual Services	33,219	38,853	11,850	11,000	2,000	
475 Postage	6,704	6,685	2,000	3,000		
TOTAL MATERIALS & OPS	39,926	45,538	13,850	14,000	2,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	82,625	89,440	58,585	57,281	45,281	
FUND SOURCE						
01 General Fund	82,625	89,440	58,585	57,281	45,281	
TOTAL	82,625	89,440	58,585	57,281	45,281	

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Employee Benefits	4260

Narrative

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

Description

- 410 BENEFITS
The negative amount equals the charges to the other programs -- a reimbursement "receipt" here.
- 411, 412 RETIREMENT
Retirement benefits are provided to full-time employees through the Public Employees Retirement System (PERS). The City pays both the employee's share and the employer's share of PERS.
- 413 WORKERS' COMPENSATION
Workers' Compensation insurance cost premiums paid to the CJPIA insurance pool.
- 414 GROUP HEALTH INSURANCE
Medical, dental and prescription premiums are paid at 100% for each full-time employee. 75% of spousal and dependent coverage's are paid by the City while 25% of such coverage's are paid by the employee.
- 415 LIFE INSURANCE
Coverage for employee life insurance.
- 416 DISABILITY INSURANCE
Long-term disability benefits of 60% of salary are paid sixty days after being unable to work. The City self-insures for first 30 days following elimination period, after which coverage is provided by CIGNA.
- 417 UNEMPLOYMENT INSURANCE
The City self-insures for unemployment insurance compensation.
- 418 FICA/MEDICARE
The City's social security contribution totals 7.65% for part-time employees and 1.45% in Medicare contributions for full-time employees, as required by federal law.
- 419 AUTO ALLOWANCE
\$300 monthly Auto Allowance each to the Administrative Services, Planning, and Community Services Directors.
- 428 PARS Retirement
A longevity retirement enhancement program, based on years of service.
- 441 LIABILITY INSURANCE (Reallocated in FY 2008-09 to 4220-441, 4650-441, & 4660-441)
General liability insurance costs are premiums paid to the CJPIA insurance pool.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Employee Benefits				4260
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
410 Benefits	(1,079,914)	(1,038,760)	(966,200)	(983,986)	(983,986)
411 Employee Share Retirement	146,653	155,904	150,504	155,904	155,904
412 Employer Share Retirement	373,136	409,357	408,506	409,357	409,357
413 Worker's Compensation	51,086	56,412	51,739	56,412	56,412
414 Group Health Insurance	231,993	250,548	245,551	250,548	250,548
415 Life Insurance	12,496	12,767	12,000	12,767	12,767
416 Disability Insurance	18,670	19,738	18,300	19,738	19,738
417 Unemployment Insurance			1,300	1,300	1,300
418 Medicare	24,373	24,660	25,000	24,660	24,660
419 Auto Allowance	10,800	10,800	10,800	10,800	10,800
428 PARS Retirement	94,295	98,574	42,500	42,500	42,500
TOTAL PERSONNEL	(116,412)	0	0	0	0
MATERIALS & OPERATIONS					
441 Liability Insurance	116,412				
TOTAL MATERIALS & OPS	116,412	0	0	0	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	0	0	0	0	0
FUND SOURCE					
01 General Fund					
TOTAL	0	0	0	0	0

DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Overhead	4270

Narrative

This program represents charges to other funds for general governmental administrative support. Such support includes the accounting, budgeting, payroll and financial reporting services provided by the Administrative Services Department to the two Enterprise Funds.

Description

467

OVERHEAD ASSESSMENT

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Overhead				4270
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

467 Overhead Assessment	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
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TOTAL MATERIALS & OPS	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
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FUND SOURCE

01 General Fund	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
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TOTAL	(42,000)	(44,000)	(46,000)	(46,000)	(48,000)
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DEPARTMENT RESPONSIBLE
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Administration & Support	Equipment	4279/4280

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 products for city-owned vehicles.
- 482 MOTOR VEHICLES (General Fund)
Provides for the purchase of City owned vehicles from the Unreserved, Designated, Equipment Fund.
- 482 MOTOR VEHICLES (Air Quality Fund)
Provides for the purchase of City owned alternative fueled vehicles from AB 2766 Funds.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Administration & Support	Equipment				4279/4280
	2007-08	2008-09	2009-2010	2009-2010	2010-2011
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	1,457	726	1,800	300	500
442 Auto Comp/Coll Insurance		565	1,700	1,163	1,700
461 Vehicle Maintenance	39,019	43,352	35,000	22,000	22,000
462 Gas and Oil	24,302	19,293	25,000	25,000	25,000

TOTAL MATERIALS & OPS	64,778	63,936	63,500	48,463	49,200
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CAPITAL OUTLAY

482 Motor Vehicles					
482 Motor Vehicles					130,000

TOTAL CAPITAL OUTLAY	0	0	0	0	130,000
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TOTAL ACTIVITY	64,778	63,936	63,500	48,463	179,200
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FUND SOURCE

01 General Fund (4279)	64,778	63,936	63,500	48,463	49,200
20 AQMD Fund (4280)					130,000

TOTAL	0	63,936	63,500	48,463	179,200
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DEPARTMENT RESPONSIBLE
Administrative Services Director

**City of Rolling Hills Estates
Summary**

Function					
Public Safety					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	31,605	29,996	22,552	23,165	23,165
TOTAL MATERIALS & OPS	1,883,289	2,109,293	1,855,515	1,844,631	1,801,550
TOTAL CAPITAL OUTLAY	7,966	743	0	0	10,062
TOTAL FUNCTION	1,922,860	2,140,032	1,878,067	1,867,796	1,834,777

PUBLIC SAFETY OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Patrol Services	4310

Narrative

This activity provides for police services under the Regional Policing Agreement between Los Angeles County and the cities of Rolling Hills Estates, Rancho Palos Verdes, and Rolling Hills. In addition to police services provided by the Sheriff's Lomita Station, this activity provides for a commercial vehicle enforcement program; computerized parking citation collection services. A contribution to the City of Rancho Palos Verdes representing 8.2% of city sales tax revenue, as provided in the Sales Tax sharing agreement between the two cities expired on March 25, 2010.

Under the Regional Policing Agreement, this activity covers costs for crime investigation and prevention under the Multi-Jurisdictional Criminal Apprehension Detail (M.C.A.D.), as well as funding for special police services such as the Sobriety Check Point. Also included in this activity are the Dedicated Detective, Community Services Officer, and CORE Deputies (funded primarily through State and Federal grants).

Description

- 430 GENERAL CONTRACTUAL SERVICES
Under the regional policing arrangement, the City contributes between 30% and 34% of total Regional Service costs. Provides funding for the following: (1) M.C.A.D. operation costs, (2) City's share, including 6% liability insurance, of a Community Services Officer; (3) City's share of CORE Deputies; and (4) costs associated with special services such as Sobriety Check Point. Additional services include CORE deputies to supplement private security personnel at the Avenue of the Peninsula mall, and Student in the Law class.
- 438 RECORDS MANAGEMENT SERVICES
Provides for computerized parking citation collection services and a citation hearing officer.
- 474 GRANTS TO OTHER AGENCIES
8.2% of the City's sales tax revenue, which was paid to the City of Rancho Palos Verdes per a sales tax sharing agreement, which expired on March 25, 2010, and no further payments after expiration date.
- 485 SPECIAL EQUIPMENT
Public Safety computer and equipment technology upgrades constitute the expenditures from this account. Provides the Sheriff Department for two off road patrol vehicles (\$7,800) paid from the CLEEP Grant in 2007-08, and RHE's share of a Sheriff's ASAP vehicle paid from the CLEEP Grant in 2010-11.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Safety	Patrol Services					4310
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

430 Contractual Services	1,729,534	1,968,450	1,706,954	1,706,954	1,710,000
438 Records Management Serv	3,714	3,085	3,500	3,500	3,500
474 Grants to Other Agencies	98,356	80,885	64,511	56,127	

TOTAL MATERIALS & OPS	1,831,604	2,052,420	1,774,965	1,766,581	1,713,500
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CAPITAL OUTLAY

484 Furniture/Office Equipment					
485 Machinery/Special Equip	7,966	743			10,062

TOTAL CAPITAL OUTLAY	7,966	743	0	0	10,062
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TOTAL ACTIVITY	1,839,570	2,053,163	1,774,965	1,766,581	1,723,562
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FUND SOURCE

01 General Fund	1,839,570	2,053,163	1,774,965	1,766,581	1,723,562
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TOTAL	1,839,570	2,053,163	1,774,965	1,766,581	1,723,562
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DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity	Code
Public Safety	Animal Control	4330

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity					Code
Public Safety	Animal Control					4330
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
TOTAL PERSONNEL						
	0	0	0	0	0	0
MATERIALS & OPERATIONS						
430 Contractual Services	24,148	28,101	35,000	35,000	45,000	
TOTAL MATERIALS & OPS						
	24,148	28,101	35,000	35,000	45,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY						
	0	0	0	0	0	0
TOTAL ACTIVITY						
	24,148	28,101	35,000	35,000	45,000	
FUND SOURCE						
01 General Fund	24,148	28,101	35,000	35,000	45,000	
TOTAL						
	24,148	28,101	35,000	35,000	45,000	

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Crossing Guards	4340/4343

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Safety	Crossing Guards					4340/4343
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
402 Wages - Part Time	24,150	23,772	18,228	18,400	18,400	
410 Benefits	7,455	6,224	4,324	4,765	4,765	
TOTAL PERSONNEL	31,605	29,996	22,552	23,165	23,165	
MATERIALS & OPERATIONS						
420 Materials & Supplies			250	250	250	
430 Contractual Services	24,519	24,746	43,300	39,300	39,300	
TOTAL MATERIALS & OPS	24,519	24,746	43,550	39,550	39,550	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	56,124	54,742	66,102	62,715	62,715	
FUND SOURCE						
01 General Fund (4343)			4,000			
14 Traffic Safety Fund (4340)	56,124	54,742	62,102	62,715	62,715	
TOTAL	56,124	54,742	66,102	62,715	62,715	

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Safety	Emergency Management	4350

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

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

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	790	1,737		1,500	1,500
430 Contractual Services	2,228	2,289	2,000	2,000	2,000

TOTAL MATERIALS & OPS	3,018	4,026	2,000	3,500	3,500
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	3,018	4,026	2,000	3,500	3,500
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FUND SOURCE

01 General Fund	3,018	4,026	2,000	3,500	3,500
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TOTAL	3,018	4,026	2,000	3,500	3,500
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DEPARTMENT RESPONSIBLE
City Manager

**City of Rolling Hills Estates
Summary**

Function					
Public Works					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	119,766	121,124	113,838	119,143	119,143
TOTAL MATERIALS & OPS	465,825	453,484	485,002	444,502	472,982
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	585,591	574,608	598,840	563,645	592,125

PUBLIC WORKS OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Street Repair	4410

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

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

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

434 Repairs & Maint Services	69,521	11,142	95,000	70,000	70,000
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TOTAL MATERIALS & OPS	69,521	11,142	95,000	70,000	70,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	69,521	11,142	95,000	70,000	70,000
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FUND SOURCE

11 Gas Tax Fund	69,521	11,142	95,000	70,000	70,000
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TOTAL	69,521	11,142	95,000	70,000	70,000
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DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Transit	4450

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the administration staff time, however, personnel costs can not exceed 20% of expenditures.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 430 GENERAL CONTRACTUAL SERVICES
Participation in PV Transit and Dial-a-Ride is provided through membership in the Palos Verdes Peninsula Transit Authority.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Transit				4450
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	13,599	14,354	14,581	14,354	14,354
410 Benefits	5,962	5,637	5,176	5,200	5,200
TOTAL PERSONNEL	19,561	19,991	19,757	19,554	19,554
MATERIALS & OPERATIONS					
430 Contractual Services	93,800	111,982	111,982	111,982	111,982
TOTAL MATERIALS & OPS	93,800	111,982	111,982	111,982	111,982
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	113,361	131,973	131,739	131,536	131,536
FUND SOURCE					
18 Transit Fund	113,361	131,973	131,739	131,536	131,536
TOTAL	113,361	131,973	131,739	131,536	131,536

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Signals	4451/4454

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Public Works	Signals					4451/4454
	2007-08	2008-09	2009-2010	2009-2010	2010-2011	
Expenditure Classification	Actual	Actual	Adopted	Estimated	Adopted	

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

432 Eng/Arch Design	61,745	54,309	35,000	35,000	35,000
434 Repairs & Maint Services	82,257	124,508	87,000	72,000	72,000
452 Electric Utility	16,549	17,065	15,000	17,000	14,000

TOTAL MATERIALS & OPS	160,551	195,882	137,000	124,000	121,000
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CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	160,551	195,882	137,000	124,000	121,000
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FUND SOURCE

01 General Fund (4451)	30,296	64,527	50,000	37,000	34,000
11 Gas Tax Fund (4454)	130,255	131,355	87,000	87,000	87,000

TOTAL	160,551	195,882	137,000	124,000	121,000
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DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity	Code
Public Works	Compliance w/ NPDES	4460

Narrative

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

Description

- 401 SALARIES/WAGES FT
Salaries and wages of City personnel, including a portion of the salaries of the Assistant City Manager and the Assistant to the City Manager and 2% of maintenance staff wages.
- 410 BENEFITS
Allocation of employee benefits from the benefits cost center.
- 430 GENERAL CONTRACTUAL SERVICES
To provide contractual services for the implementation of NPDES programs, including Program Administration, Street Sweeping, and Used Oil Recycling.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Public Works	Compliance w/ NPDES				4460
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	47,058	49,787	45,742	49,787	49,787
405 Wages - Overtime					
410 Benefits	22,702	20,038	17,653	18,938	18,938
TOTAL PERSONNEL	69,760	69,825	63,395	68,725	68,725
MATERIALS & OPERATIONS					
430 Contractual Services	138,297	124,342	136,000	136,000	170,000
TOTAL MATERIALS & OPS	138,297	124,342	136,000	136,000	170,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	208,057	194,167	199,395	204,725	238,725
FUND SOURCE					
01 General Fund	208,057	194,167	199,395	204,725	238,725
TOTAL	208,057	194,167	199,395	204,725	238,725

DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Public Works	Solid Waste	4625

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Public Works	Solid Waste				4625
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	21,114	22,458	22,189	22,458	22,458
410 Benefits	9,331	8,850	8,497	8,406	8,406
TOTAL PERSONNEL	30,445	31,308	30,686	30,864	30,864
MATERIALS & OPERATIONS					
430 Contractual Services	3,656	4,969	2,520	2,520	
485 Machinery/Special Equip		5,167	2,500		
TOTAL MATERIALS & OPS	3,656	10,136	5,020	2,520	0
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	34,101	41,444	35,706	33,384	30,864
FUND SOURCE					
01 General Fund	34,101	41,444	35,706	33,384	30,864
TOTAL	34,101	41,444	35,706	33,384	30,864

DEPARTMENT RESPONSIBLE
Assistant City Manager

**City of Rolling Hills Estates
Summary**

Function Planning					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	678,666	694,626	628,132	637,400	567,058
TOTAL MATERIALS & OPS	904,653	593,713	378,920	389,740	509,600
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL FUNCTION	1,583,319	1,288,339	1,007,052	1,027,140	1,076,658

PLANNING OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Planning Administration	4510

Narrative

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

Description

- 401 SALARIES/WAGES FT
Full-time wages for Planning Administration, Building Regulation, and Zoning have been combined into this activity. 85% of the Department's planning staff salaries are allocated here, along with 55% of the Planning Director's salary and 65% of the Planning Secretary's salary.
- 410 BENEFITS FT
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides funding for resources related to presentation materials, including: graphic supplies, photography, blueprinting, public hearing banners, document reproduction printing, and equipment rental for public hearings.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for professional services for special studies as directed by the City Council. Also provides for environmental consultants to perform CEQA related work, including legal counsel review. All such costs are subject to a 21% administrative overhead fee, all of which is paid by the applicant.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
Provides for professional engineering services needed from time to time including preparation of legal and boundary descriptions, easement research, traffic analysis, drainage analysis, etc. Also includes traffic and landscape consultant services as required and the review of waste discharge permits issued by the County engineer for compliance with State and County standards. Costs are recovered through permit fees.
- 437 BUILDING INSPECTION SERVICES
This provides for plan check and inspection services for both residential and commercial areas in the City. Services are provided by Los Angeles County Building and Safety for general commercial and residential construction and by Willdan Associates for projects related to The Promenade on the Peninsula, The Peninsula Shopping Center, Pepper Tree Lane, and other projects as assigned. Charges are offset by revenues collected for plan check and building inspection fees.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 MEETINGS/CONFERENCES/TRAVEL
Includes funding for attendance for local meetings, and semi-monthly South Bay Planning Director's meetings.
- 472 DUES AND MEMBERSHIPS
Accounts for Director's membership in American Planning Association.
- 473 PUBLICATIONS AND SUBSCRIPTIONS
Annual subscriptions to the Journal of American Planning Association, the California Planning Journal and Zoning Bulletin, and other publications as needed.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Planning	Planning Administration					4510
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	301,082	315,355	314,575	315,355	315,355	
410 Benefits	138,496	134,854	130,483	128,912	128,912	
TOTAL PERSONNEL	439,578	450,209	445,058	444,267	444,267	
MATERIALS & OPERATIONS						
420 Materials & Supplies	5,133	1,352	2,000	2,000	2,000	
430 Contractual Services	381,599	231,793	200,000	200,000	200,000	
432 Eng/Arch Design						
437 Building Inspection Serv	296,199	237,923	150,000	150,000	282,000	
463 Mileage	1,679	1,051	1,000	1,000	1,000	
470 Travel & Meetings	7,786	2,938	3,980	3,000	2,000	
472 Dues & Memberships	661	250	700	700	700	
473 Publications/Subscriptions	273			300	300	
TOTAL MATERIALS & OPS	693,330	475,307	357,680	357,000	488,000	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	1,132,908	925,516	802,738	801,267	932,267	
FUND SOURCE						
01 General Fund	1,132,908	925,516	802,738	801,267	932,267	
TOTAL	1,132,908	925,516	802,738	801,267	932,267	

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Advanced Planning	4520

Narrative

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

Description

- 401 SALARIES/WAGES FT
This account provides the funding necessary for all General Plan amendments and special studies. Allocation to this activity is 10% of planning staff salaries, along with a portion of the Planning Director's salary.
- 410 BENEFITS
Allocation of employee benefits from benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes graphic supplies and blueprint costs.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for consultant services related to the preparation of the General Plan revisions. Also includes other special studies as directed by the City Council.
- 432 ENGINEERING/ARCHITECTURAL SERVICES
This account provides for design and technical services as needed for advanced planning studies.
- 477 PRINTING AND BINDING
Provides for the reproduction of reports and special studies.
- 484 FURNITURE/OFFICE EQUIPMENT
This account provides for furniture or office equipment for specific use by the Planning Department.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Planning	Advanced Planning				4520
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	41,210	43,145	43,038	43,145	43,145
410 Benefits	18,708	18,192	16,728	17,308	17,308
TOTAL PERSONNEL	59,918	61,337	59,766	60,453	60,453
MATERIALS & OPERATIONS					
420 Materials & Supplies	564			500	500
430 Contractual Services	163,125	54,664	140	140	
432 Eng/Arch Design					
477 Printing & Binding					
TOTAL MATERIALS & OPS	163,689	54,664	140	640	500
CAPITAL OUTLAY					
484 Furniture/Office Equipment					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	223,607	116,001	59,906	61,093	60,953
FUND SOURCE					
01 General Fund	223,607	116,001	59,906	61,093	60,953
TOTAL	223,607	116,001	59,906	61,093	60,953

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity	Code
Planning	Code Administration	4530

Narrative

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

Description

- 401 SALARIES/WAGES FT
Provides staffing to administer the City's Code Enforcement Program, under the supervision of the Planning Director. 100% of the Zoning and Code Administrator's salary (vacant), 15% of the Planning Secretary's salary, and a portion of the Director's salary are included.
- 410 BENEFITS
Allocation of employee benefits from benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes acquisition of photographic equipment and other related supplies.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for the services of a City Prosecutor who represents the City in criminal violations of the City's Municipal Code, and for City related surveying contractual work.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470 TRAVEL AND MEETINGS
Provides for travel and meetings expenses at various local conferences.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Planning	Code Administration				4530
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	101,781	105,237	64,118	72,779	22,886
410 Benefits	47,430	47,175	29,306	29,306	8,857
TOTAL PERSONNEL	149,211	152,412	93,424	102,085	31,743
MATERIALS & OPERATIONS					
420 Materials & Supplies	242		300	300	300
430 Contractual Services	46,289	63,095	20,000	31,000	20,000
463 Mileage	885	421	500	500	500
470 Travel & Meetings	218	226	300	300	300
TOTAL MATERIALS & OPS	47,634	63,742	21,100	32,100	21,100
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	196,845	216,154	114,524	134,185	52,843
FUND SOURCE					
01 General Fund	196,845	216,154	114,524	134,185	52,843
TOTAL	196,845	216,154	114,524	134,185	52,843

DEPARTMENT RESPONSIBLE
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Subdivision Regulation	4540

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Planning	Subdivision Regulation					4540
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	20,605	21,572	21,519	21,572	21,572	21,572
410 Benefits	9,354	9,096	8,365	9,023	9,023	9,023
TOTAL PERSONNEL	29,959	30,668	29,884	30,595	30,595	30,595
MATERIALS & OPERATIONS						
420 Materials & Supplies						
432 Eng/Arch Design						
TOTAL MATERIALS & OPS	0	0	0	0	0	0
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
TOTAL ACTIVITY	29,959	30,668	29,884	30,595	30,595	30,595
FUND SOURCE						
01 General Fund	29,959	30,668	29,884	30,595	30,595	30,595
TOTAL	29,959	30,668	29,884	30,595	30,595	30,595

DEPARTMENT RESPONSIBLE
Planning Director

**City of Rolling Hills Estates
Summary**

Function					
Community Services					
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
TOTAL PERSONNEL	1,138,455	1,183,160	1,111,397	1,160,251	1,160,251
TOTAL MATERIALS & OPS	1,060,939	1,002,759	939,522	932,577	919,150
TOTAL CAPITAL OUTLAY	1,125	1,206	2,800	300	2,600
TOTAL FUNCTION	2,200,519	2,187,125	2,053,719	2,093,128	2,082,001

COMMUNITY SERVICES OVERVIEW

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

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Parks Maintenance	4610

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes an allocation of 56% of both the maintenance staff's wages and the Maintenance Superintendent's salary, and a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Includes an allocation for Summer part-time staff.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides supplies for maintenance of parks such as fertilizer, herbicide, decomposed granite, tree stakes and fence repair material. Also, provides for purchase of custodial supplies for Howlett Park restrooms and materials needed to maintain sports fields at Highridge and Howlett Parks. Groups using these fields partially reimburse the City for maintenance.
- 430 GENERAL/CONTRACTUAL SERVICES
Provides contractual mowing services (\$62,000) for City parks and weed abatement for the Hawthorne Boulevard medians (\$10,000). Also includes Hepatitis B shots for new City maintenance staff (\$500), and portable restrooms in Highridge, Dapplegray and Chandler Parks.
- 434 REPAIRS/MAINTENANCE SERVICE
Includes repair contract for irrigation controllers and flow valves, insect control for the maintenance yard and other herbicide applications. Also provides for the cleaning of Highridge Park restrooms.
- 450 TELEPHONE
Provides for the cost of the Howlett Park Equestrian Center pay phone.
- 451 WATER
Provides for watering of the approximately fifty acres of City parks.
- 453 REFUSE REMOVAL
Provides for park refuse not removed by WM under City franchise agreement.
- 470 MEETINGS/CONFERENCE FEES
Provides registration and related expenses for Maintenance staff to maintain Herbicide Applicator's Licenses, Certified Playground Inspector, and attend safety seminars.
- 478 EQUIPMENT RENTAL
Provides for the rental of miscellaneous equipment and vehicles to service parks such as trucks and concrete finishing tools. Also provides for equipment used to renovate sports fields at Highridge and Howlett Parks.
- 485 MACHINERY/SPECIAL EQUIPMENT
Budgeted capital outlay includes an irrigation controller (\$1,000) annually.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Parks Maintenance				4610
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	233,075	244,533	204,373	244,533	244,533
402 Wages - Part Time	2,348	1,009	1,377	1,377	1,377
405 Wages - Overtime	6,811	6,738	6,000	6,000	6,000
410 Benefits	121,021	116,345	102,328	110,586	110,586
TOTAL PERSONNEL	363,255	368,625	314,078	362,496	362,496
MATERIALS & OPERATIONS					
420 Materials & Supplies	29,448	24,347	28,000	28,000	28,000
430 Contractual Services	79,554	82,681	79,000	79,000	79,000
434 Repairs & Maint Services	5,926	8,782	6,000	6,000	6,000
450 Telephone Utility	2,129	2,163			
451 Water Utility	52,106	50,730	40,000	40,000	40,000
452 Electric Utility	3,775	3,316	4,000	4,000	4,000
453 Refuse Removal	490	750			
470 Travel & Meetings	1,643	736	1,000	1,000	1,000
478 Equipment Rental	4,985	3,454	5,000	4,000	4,000
TOTAL MATERIALS & OPS	180,056	176,959	163,000	162,000	162,000
CAPITAL OUTLAY					
485 Machinery/Special Equip	520	125			
TOTAL CAPITAL OUTLAY	520	125	0	0	0
TOTAL ACTIVITY	543,831	545,709	477,078	524,496	524,496
FUND SOURCE					
01 General Fund	543,831	545,709	477,078	524,496	524,496
TOTAL	543,831	545,709	477,078	524,496	524,496

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Tree Trimming	4615

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes the cost of full-time personnel to maintain street and parkway trees not completed under private contract. An allocation of 8% of both the City maintenance staff's wages and the Maintenance Superintendent's salary is included in this program.
- 402 SALARIES/WAGES PT
Provides an allocation for summer part-time staff.
- 405 OVERTIME
Provides for emergency removal of trees after regular work hours.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for the purchase of replacement trees and tree trimming repair supplies such as bar oil, chain saw parts, clipper blades, and deep-root fertilization.
- 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.
- 464 EQUIPMENT ASSESSMENT
Refer to Equipment Assessment Schedule in the front section of the budget document for details.
- 485 MACHINERY/SPECIAL EQUIPMENT
Provides for the annual replacement of one chain saw (\$600).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Tree Trimming					4615
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	32,781	28,768	29,408	28,768	28,768	
402 Wages - Part Time	911	718	517	517	517	
405 Wages - Overtime		178	500	500	500	
410 Benefits	16,491	13,321	13,613	12,641	12,641	
TOTAL PERSONNEL	50,183	42,985	44,038	42,426	42,426	
MATERIALS & OPERATIONS						
420 Materials & Supplies	1,868	1,743	2,500	2,500	2,500	
427 Street Trees			3,000	3,000	3,000	
430 Contractual Services	100,742	32,212	46,759	50,000	75,000	
TOTAL MATERIALS & OPS	102,610	33,955	52,259	55,500	80,500	
CAPITAL OUTLAY						
485 Machinery/Special Equip	543					
TOTAL CAPITAL OUTLAY	543	0	0	0	0	
TOTAL ACTIVITY	153,336	76,940	96,297	97,926	122,926	
FUND SOURCE						
01 General Fund	153,336	76,940	96,297	97,926	122,926	
TOTAL	153,336	76,940	96,297	97,926	122,926	

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Landscape Maintenance	4620

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Landscape Maintenance				4620
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	81,916	85,451	111,523	85,451	85,451
402 Wages - Part Time	816	600	521	521	521
405 Wages - Overtime	340	300	500	500	500
410 Benefits	44,477	41,872	50,714	40,172	40,172
TOTAL PERSONNEL	127,549	128,223	163,258	126,644	126,644
MATERIALS & OPERATIONS					
420 Materials & Supplies	14,852	12,017	10,000	5,000	5,000
430 Contractual Services	122,284	118,721	145,000	145,000	135,000
434 Repairs & Maint Services	1,401	2,303	1,200	1,200	1,200
451 Water Utility	81,571	85,092	60,000	73,593	60,000
452 Electric Utility	2,506	2,641	3,000	3,000	3,000
453 Refuse Removal			200	200	200
474 Grants to Other Agencies	6,349	4,520			
TOTAL MATERIALS & OPS	228,963	225,294	219,400	227,993	204,400
CAPITAL OUTLAY					
485 Machinery/Special Equip					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	356,512	353,517	382,658	354,637	331,044
FUND SOURCE					
01 General Fund	356,512	353,517	382,658	354,637	331,044
TOTAL	356,512	353,517	382,658	354,637	331,044

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Bridle Trails	4630

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Bridle Trails					4630
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	71,519	62,165	52,288	62,165	62,165	
402 Wages - Part Time	128		700	700	700	
410 Benefits	38,473	28,208	23,886	27,103	27,103	
TOTAL PERSONNEL	110,120	90,373	76,874	89,968	89,968	
MATERIALS & OPERATIONS						
420 Materials & Supplies	8,333	18,541	12,000	12,000	12,000	
478 Equipment Rental	339	1,602	2,250	2,250	2,250	
TOTAL MATERIALS & OPS	8,672	20,143	14,250	14,250	14,250	
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0	0	
TOTAL ACTIVITY	118,792	110,516	91,124	104,218	104,218	
FUND SOURCE						
01 General Fund	118,792	110,516	91,124	104,218	104,218	
TOTAL	118,792	110,516	91,124	104,218	104,218	

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Recreation Programs	4640

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Includes the cost of Summer Recreation Director and Summer Recreation Clerk.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes small equipment and supplies for parks and recreation class materials.
- 430 GENERAL CONTRACTUAL SERVICES
Provided for payment of more than 10 independent contractors on a fee recovery basis. Programs include equestrian, sports camps, soccer, basketball, golf, nature, and tennis classes. Also includes State mandated fingerprinting of Recreation staff supervising youth, at a cost of \$72 per employee.
- 463 MILEAGE
Includes mileage reimbursement for use of personal automobile while on City related business.
- 477 PRINTING/BINDING
Provided for printing of year-round recreation program and the distribution to all Rolling Hills Estates residents on a quarterly basis (discontinued).
- 478 EQUIPMENT RENTAL
Fees for rental of gymnasiums, classrooms and areas for recreation programs at school facilities.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Recreation Programs				4640
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	11,173	11,706	11,482	11,706	11,706
402 Wages - Part Time	11,318	10,583	4,000	4,000	4,000
410 Benefits	8,226	7,412	4,500	7,102	7,102
TOTAL PERSONNEL	30,717	29,701	19,982	22,808	22,808
MATERIALS & OPERATIONS					
420 Materials & Supplies			100	100	100
430 Contractual Services	27,356	28,899	20,000	20,000	20,000
463 Mileage			100	100	100
477 Printing & Binding	86		500		
478 Equipment Rental			1,000	1,000	1,000
TOTAL MATERIALS & OPS	27,442	28,899	21,700	21,200	21,200
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	58,159	58,600	41,682	44,008	44,008
FUND SOURCE					
01 General Fund	58,159	58,600	41,682	44,008	44,008
TOTAL	58,159	58,600	41,682	44,008	44,008

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Stables	4650

Narrative

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

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Stables				4650
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	220,894	263,876	251,051	263,876	263,876
402 Wages - Part Time	15,830	5,871	10,800	10,800	10,800
405 Wages - Overtime	10,182	11,010	5,000	5,000	5,000
410 Benefits	147,072	146,926	149,405	139,849	139,849
TOTAL PERSONNEL	393,978	427,683	416,256	419,525	419,525
MATERIALS & OPERATIONS					
420 Materials & Supplies	171,977	224,071	175,000	175,000	175,000
430 Contractual Services	71,761	46,021	60,000	30,000	30,000
441 Liability Insurance		11,605	18,496	18,672	18,476
450 Telephone Utility	2,259	1,675	1,080	1,080	1,080
451 Water Utility	7,196	8,398	7,000	7,000	7,000
452 Electric Utility	5,798	5,805	5,500	5,500	5,500
453 Refuse Removal	31,749	32,700	31,752	31,752	31,752
461 Vehicle Maintenance	5,611	5,932	5,000	8,800	6,000
462 Gas and Oil	2,295	2,269	2,000	2,000	2,000
463 Mileage		201	100		
466 Depreciation Expense	802	802	800	800	800
467 Overhead Assessment	34,000	35,000	36,000	36,000	37,000
TOTAL MATERIALS & OPS	333,448	374,479	342,728	316,604	314,608
CAPITAL OUTLAY					
485 Machinery/Special Equip	62	1,081	2,500		2,300
TOTAL CAPITAL OUTLAY	62	1,081	2,500	0	2,300
TOTAL ACTIVITY	727,488	803,243	761,484	736,129	736,433
FUND SOURCE					
50 Equestrian Fund	727,488	803,243	761,484	736,129	736,433
TOTAL	727,488	803,243	761,484	736,129	736,433

DEPARTMENT RESPONSIBLE
City Manager

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Tennis	4660

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes a portion of the Community Services Director's salary.
- 402 SALARIES/WAGES PT
Provides for six tennis starters to staff Howlett Park tennis courts, daily, year-round, 8:00 a.m. to dusk; and the cost of weekly court washing.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Includes tennis court nets, staff shirts, and court maintenance supplies and awards for tournaments.
- 423 RESALE SUPPLIES
Provides for the purchase of supplies that are sold to Tennis Center players.
- 430 GENERAL CONTRACTUAL SERVICES
Provides for promotional flyers to market Tennis Center facilities and services, contractual janitorial services for the Center's restrooms and periodic cash register repairs.
- 441 LIABILITY INSURANCE
General liability insurance costs are premiums paid to the CJPIA insurance pool.
- 450 TELEPHONE
Provides a tennis office phone and an adjacent pay phone.
- 466 DEPRECIATION
Depreciation of Tennis fixed assets to allocate the cost of the assets over their estimated useful lives.
- 467 OVERHEAD ASSESSMENT
Charges for general governmental administrative support to tennis operations, such as the accounting services provided by the Administrative Services Department that are paid by the General Fund and reimbursed here.
- 485 MACHINERY/EQUIPMENT
Provides for signage improvements (\$300).

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title					Activity
Community Services	Tennis					4660
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted	
PERSONNEL						
401 Wages -Full Time	2,637	24,717	15,160	24,717	24,717	
402 Wages - Part Time	17,162	20,214	21,840	21,840	21,840	
405 Wages - Overtime	1,663	698	1,000	1,000	1,000	
410 Benefits	6,160	13,661	9,738	13,266	13,266	
TOTAL PERSONNEL	27,622	59,290	47,738	60,823	60,823	
MATERIALS & OPERATIONS						
420 Materials & Supplies	2,476	841	1,500	1,500	1,500	
423 Resale Supplies	52	157	200	200	200	
430 Contractual Services	5,504	5,558	5,000	5,000	5,000	
441 Liability Insurance		764	1,585	2,114	2,092	
450 Telephone Utility	1,196	1,221	1,200	1,200	1,200	
466 Depreciation Expense	3,060	3,060	3,000	3,000	3,000	
467 Overhead Assessment	8,000	9,000	10,000	10,000	11,000	
TOTAL MATERIALS & OPS	20,288	20,601	22,485	23,014	23,992	
CAPITAL OUTLAY						
485 Machinery/Special Equip			300	300	300	
TOTAL CAPITAL OUTLAY	0	0	300	300	300	
TOTAL ACTIVITY	47,910	79,891	70,523	84,137	85,115	
FUND SOURCE						
51 Tennis Fund	47,910	79,891	70,523	84,137	85,115	
TOTAL	47,910	79,891	70,523	84,137	85,115	

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Community Services	Special Events	4670

Narrative

This activity includes the City Celebration, the annual Holiday Parade and Community Support. The 10th Annual Peninsula Holiday Parade supports the City's Commercial District, drawing thousands of spectators during the peak holiday shopping period. This activity also provides grants to various civic social service organizations.

Description

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

**City of Rolling Hills Estates
Activity Detail**

Function	Activity Title				Activity
Community Services	Special Events				4670
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	14,708	15,146	11,482	15,146	15,146
402 Wages - Part Time		554	300	300	300
405 Wages - Overtime	3,616	3,500	3,500	3,500	3,500
410 Benefits	8,574	8,737	5,900	8,427	8,427
TOTAL PERSONNEL	26,898	27,937	21,182	27,373	27,373
MATERIALS & OPERATIONS					
420 Materials & Supplies	8,828	3,000	3,000	3,700	3,000
430 Contractual Services	61,733	23,204	23,000	26,300	17,500
474 Grants to Other Agencies	22,600	21,200	5,000	5,000	
476 Advertising	3,003	1,155	1,200	516	1,200
TOTAL MATERIALS & OPS	96,164	48,559	32,200	35,516	21,700
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	123,062	76,496	53,382	62,889	49,073
FUND SOURCE					
01 General Fund	123,062	76,496	53,382	62,889	49,073
TOTAL	123,062	76,496	53,382	62,889	49,073

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Function	Activity	Code
Community Services	Peppertree	4674,4675

Narrative

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

Description

- 401 SALARIES/WAGES FT
Includes the personnel cost of the Community Services Director associated with administering the Tracy Austin Tennis Tournament, Cross Country Runs and other Peppertree Foundation activities.
- 405 SALARIES/WAGES OVERTIME
Includes the cost of overtime for maintenance workers for the Cross Country Runs.
- 410 BENEFITS
Allocation of employee benefits from the benefit cost center.
- 420 MATERIALS & SUPPLIES
Provides for awards, t-shirts, resale refreshments, tennis balls, and assorted paper supplies associated with the Cross Country Runs, and tennis tournaments. Also provides for the purchase of resolutions and plaques associated with recognition of citizens and officials.
- 430 GENERAL CONTRACTUAL SERVICES
Includes costs for tennis pro and umpires associated with Tracy Austin Tennis Tournament, and costs of a consultant and other services related to the Cross Country Runs. Additionally, the annual preparation of taxes by Moreland & Associates.
- 476 ADVERTISING
Provides publicity flyers, advertising, and entry forms for the Cross Country Runs and Tracy Austin Tennis Tournament.
- 478 EQUIPMENT RENTAL
Includes the cost of timing equipment on the day of the Cross Country Runs.

**City of Rolling Hills Estates
Activity Detail**

Function	Activity				Code
Community Services	Peppertree				4674,4675
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-2010 Adopted	2009-2010 Estimated	2010-2011 Adopted
PERSONNEL					
401 Wages -Full Time	5,586	5,853	5,741	5,853	5,853
405 Wages - Overtime					
410 Benefits	2,547	2,490	2,250	2,335	2,335
TOTAL PERSONNEL	8,133	8,343	7,991	8,188	8,188
MATERIALS & OPERATIONS					
420 Materials & Supplies	15,212	13,227	15,000	15,000	15,000
430 Contractual Services	18,340	28,187	23,000	23,000	23,000
476 Advertising	1,020	2,702	1,500	1,500	1,500
478 Equipment Rental			1,500	1,500	1,500
TOTAL MATERIALS & OPS	34,572	44,116	41,000	41,000	41,000
CAPITAL OUTLAY					
TOTAL CAPITAL OUTLAY	0	0	0	0	0
TOTAL ACTIVITY	42,705	52,459	48,991	49,188	49,188
FUND SOURCE					
01 General Fund (4674)	8,133	8,343	7,991	8,188	8,188
95 Peppertree Fund (4675)	34,572	44,116	41,000	41,000	41,000
TOTAL	42,705	52,459	48,991	49,188	49,188

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

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

Narrative

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

Description

- 420 MATERIALS & SUPPLIES
Provided by PVPLC.
- 423 RESALE SUPPLIES
Provided by PVPLC.
- 430 GENERAL CONTRACT SERVICES
The PVPLC is reimbursed \$31,000 per year management fee. Contractual service costs of a Naturalist and an Assistant Naturalist, including administrative fees, are charged to the Special Revenue Fund 430 account in division 4680. The Los Angeles County Parks and Open Space District provides a Proposition A – Parks grant to reimburse the City for the costs of these services at the Nature Center. Division 4676, account 430 in the General Fund is charged for the portion of these costs not covered by the grant, as well as other services needed at the Nature Center such as janitorial services and fingerprint check costs.
- 434 REPAIRS/MAINTENANCE SERVICE
Includes a repair contract at the Nature Center.
- 450 TELEPHONE UTILITY
Provides for payment of telephones at the Nature Center.
- 451 WATER
Provides for water at the Nature Center and Community Center.
- 452 ELECTRICITY
Provides for electricity at the Nature Center.
- 470 TRAVEL AND MEETINGS
Provided by PVPLC.
- 476 ADVERTISING
Provided by PVPLC.

**City of Rolling Hills Estates
Activity Detail**

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

PERSONNEL

TOTAL PERSONNEL	0	0	0	0	0
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MATERIALS & OPERATIONS

420 Materials & Supplies	315	836	300	300	300
423 Resale Supplies					
430 Contractual Services	24,840	24,890	26,000	31,000	31,000
434 Repairs & Maint Services	245	1,608	1,000	1,000	1,000
450 Telephone Utility	414	491	400	400	400
451 Water Utility	1,098	705	900	900	900
452 Electric Utility	1,812	1,224	1,900	1,900	1,900
470 Travel & Meetings					
476 Advertising					
TOTAL MATERIALS & OPS	28,724	29,754	30,500	35,500	35,500

CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY	0	0	0	0	0
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TOTAL ACTIVITY	28,724	29,754	30,500	35,500	35,500
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FUND SOURCE

01 General Fund (4676)	15,224	16,254	16,500	16,500	16,500
32 Prop A Fund (4680)	13,500	13,500	14,000	19,000	19,000

TOTAL	28,724	29,754	30,500	35,500	35,500
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DEPARTMENT RESPONSIBLE
Community Services Director

**City of Rolling Hills Estates
Summary**

	Function				
	Capital Improvements				
Expenditure Classification	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted

TOTAL PERSONNEL

TOTAL MATERIALS & OPS

TOTAL CAPITAL OUTLAY	495,799	814,030	2,165,373	329,245	2,158,600
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TOTAL FUNCTION	495,799	814,030	2,165,373	329,245	2,158,600
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CAPITAL IMPROVEMENT PROJECTS OVERVIEW

Capital improvement projects are divided into various functions depending on the type of project. This budget includes capital improvement projects for Streets, Parks and Recreation, and Public Improvements. Capital improvement projects estimated for FY 2009-10 total \$329,245 & total \$2,158,600 for FY 2010-11, and the General Fund's portion is \$80,000 for FY 2010-11.

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

City of Rolling Hills Estates

Capital Improvements - Streets (5100 Capital Projects)

Descriptions

This section contains Capital Improvements for FY 2007-08 through FY 2010-11 related to streets.

FY 10-11 includes \$320,000 for environmental review and design of the PVDN Bike Lane Project. FYI, the FY 11-12 will included \$2,493,000 for construction of these improvements. These funds are derived from the 2007 Metro Call for Projects and a State Safe Routes to School Grant.

The American Reinvestment and Recovery Act (ARRA) provides \$500,000 in funding during FY 09-10 and 10-11 for three projects: Illuminated street name signs retrofit; traffic signal improvements at the intersection of PVDN / Crenshaw Blvd.; and resurfacing of PVDN between Crenshaw Blvd. and Rolling Hills Road. Proposition C Funds totaling \$250,000 have also been designated for the PVDN resurfacing project.

Residential street resurfacing in the Palomino tract is funded by \$80,000 in Proposition 1B funds, and \$120,000 in Measure R funds over FY 09-10 and 10-11.

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5103					
Street Resurfacing (General Fund)					
430 Contractual Services	14,610	3,800			
5113					
Street Resurfacing (Prop A, Fund 13)					
430 Contractual Services		24,800			
5117					
PVDN Bike Lane Project (Federal STIP, Fund 24)					
430 Contractual Services			256,000	17,000	256,000
5118					
PVDN Bike Lane Project (State SR2S, Fund 25)					
430 Contractual Services			57,600		57,600
5119					
PVDN Bike Lane (Prop C, Fund 19)					
430 Contractual Services			6,400		60,000
5120					
Street Resurfacing (Prop C, Fund 19)					
430 Contractual Services		73,232	250,000	19,110	80,000
5121					
PVDN Resurfacing (Federal ARRA, Fund 26)					
430 Contractual Services			280,000		350,000
5140					
Curb/Gutter/Sidewalk Improvements (General Fund)					
430 Contractual Services					
5142					
George F Canyon Storm Drain Improvements (Prop 40, Fund 33)					
430 Contractual Services					
5145					
Storm Drain Repairs & Improvements (General Fund)					
430 Contractual Services	187,323				
PAGE TOTAL	201,933	101,832	850,000	36,110	803,600

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5146					
Storm Drain Repairs & Improvements (Prop C, Fund 19)					
430 Contractual Services	44,646	44,636			
5150					
Arterial Streets Median Improvements (General Fund)					
430 Contractual Services	18,200	14,361			
5178					
Traffic Signals (Federal ARRA, Fund 26)					
430 Contractual Services			120,000	32,500	
5183					
Illuminated Street Signs LED (Federal ARRA, Fund 26)					
430 Contractual Services			100,000		50,000
5187					
Street Resurfacing (Prop 1B, Fund 22)					
430 Contractual Services		210,682	90,413	9,600	80,000
5188					
Storm Drain Repairs/Improvements (Prop 1B, Fund 22)					
430 Contractual Services		105,623			
5170					
Street Resurfacing (Measure R, Fund 23)					
430 Contractual Services			40,000		125,000
PAGE TOTAL					
	62,846	375,302	350,413	42,100	255,000

(Streets - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Streets (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5186					
Advanced Street Signs Repainting (General Fund)					
430 Contractual Services	1,577				

TOTAL FUNCTION	266,356	477,134	1,200,413	78,210	1,058,600
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FUND SOURCE					
01 General Fund	221,710	18,161			
19 Prop C Transit Fund	44,646	117,868	256,400	19,110	140,000
22 Transportation Prop 1B		316,305	90,413	9,600	80,000
23 Measure R			40,000		125,000
24 Federal STIP			256,000	17,000	256,000
25 State SR2S			57,600		57,600
26 Federal ARRA			500,000	32,500	400,000

TOTAL	266,356	452,334	1,200,413	78,210	1,058,600
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DEPARTMENT RESPONSIBLE
Assistant City Manager

City of Rolling Hills Estates

Capital Improvements – Parks and Recreation (5200 Capital Projects)

Descriptions

This section includes all Parks and Recreation Capital Improvement projects for FY 2007-08 through FY 2010-11.

FY 2009-10 and 2010-11 provides \$25,000 for Brush Clearance in the George F Canyon Nature Park and Preserve (Project 5201).

Replacement and painting of three-rail fencing throughout the City is provided in FY 2009-10 and 2010-11 in the amount of \$25,000 each year (Project 5221).

FY 2010-11 provides for \$220,000 in renovation costs for Highridge and Howlett Park Improvement from Prop 40 specified grant funds (Project 5248).

FY 2010-11 provides for \$800,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (Project 5250).

FY 2010-11 might include grant funding for the Nature Center Facility Renovation (Project 5289) TBA.

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5201					
Brush Clearance (General Fund)					
430 Contractual Services			25,000	25,000	25,000
5211					
Riding Ring Improvements (General Fund)					
430 Contractual Services	5,998				
5213					
Dapplegray Park Round Pen (General Fund)					
430 Contractual Services					
5221					
Three Rail Fencing (General Fund)					
430 Contractual Services	25,100	29,749	20,960	20,960	25,000
5230					
4th District Grant (General Fund)					
430 Contractual Services	58,844	2,753			
5234					
Prop. 40 Per Capita Grant - ADA Transition Plan (Fund 31)					
430 Contractual Services					
5236					
Riparian Grant - Nature Preserve (Fund 31)					
430 Contractual Services	14,888		10,000	10,000	
5238					
Nature Center ADA Improvements (Fund 31)					
430 Contractual Services		1,756			
PAGE TOTAL	104,830	34,258	55,960	55,960	50,000

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5245					
Picnic Tables Replacement (Pepper Tree Fund 95)					
430 Contractual Services		3,041	3,000	3,000	
5248					
Highridge & Howlett Park Center Improvements (Prop 40, Fund 33)					
430 Contractual Services					220,000
5250					
Stables Renovation (Fund 32)					
430 Contractual Services	53,127	167,006	900,000	160,000	800,000
5272					
Maintenance Yard Improvements (General Fund)					
430 Contractual Services		1,954			
5275					
Riding Ring Improvements (Pepper Tree Fund 95)					
430 Contractual Services			6,000	6,000	
5289/5290					
Chandler Park Improvements (Pepper Tree Fund 95)					
430 Contractual Services					
5292					
Howlett Park Equestrian Center Improvements (Prop 40, Fund 33)					
430 Contractual Services		38,480		5,075	

PAGE TOTAL	53,127	210,481	909,000	174,075	1,020,000
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(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Parks & Recreation (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Proposed
5293					
Portable Radios (General Fund)					
430 Contractual Services	2,430				
5295					
Dapplegray Riding Arena Fence (Pepper Tree Fund 95)					
430 Contractual Services		6,958			
5296					
Roberti-Z'Berg Grant Match (Pepper Tree Fund 95)					
430 Contractual Services					
5297					
Howlett Park Dessage Arena (Pepper Tree Fund 95)					
430 Contractual Services		3,935			

TOTAL FUNCTION	160,387	255,632	964,960	230,035	1,070,000
FUND SOURCE					
01 General Fund	92,372	34,456	45,960	45,960	50,000
31 Prop. 12 Parks Grant Fund	14,888	1,756	10,000	10,000	
32 Prop. A Parks Grant Fund	53,127	167,006	900,000	160,000	800,000
33 Prop. 40 Parks Grant Fund		38,480		5,075	220,000
95 Peppertree Fund		13,934	9,000	9,000	
TOTAL	160,387	255,632	964,960	230,035	1,070,000

DEPARTMENT RESPONSIBLE
Community Services Director

City of Rolling Hills Estates

Capital Improvements – Public Improvements
(5300 Capital Projects)

Descriptions

This section includes Capital Improvement projects for FY 2007-08 through FY 2010-11, which are designed to improve the overall aesthetics of the City and provide for City Hall capital improvements.

FY 2010-11 provides for \$30,000 City Hall's Generator Air Quality Filter (Project 5305).

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

FY 2008-09 provides \$50,000 for the City's Website Redesign (Project 5316) that will carry over into FY 2009-10.

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

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Improvements				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted
5305					
Generator Air Quality Filter (General Fund)					
430 Contractual Services					30,000
5307					
Computer Network Upgrades					
430 Contractual Services	5,869	5,814			
5316					
Website Development Costs					
430 Contractual Services		27,576		21,000	
5317					
ADA Improvements (General Fund)					
430 Contractual Services					
5323					
Council Chambers Multimedia					
430 Contractual Services					
5326					
Phone & Voice Mail System					
430 Contractual Services					
5345					
GIS - Planning					
430 Contractual Services					

PAGE TOTAL	5,869	33,390	0	21,000	30,000
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(Public Improvements - Continued on Next Page)

**City of Rolling Hills Estates
Activity Detail**

Function	Description				
Capital Improvements	Public Improvements (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted

5395

City Hall Retro and Update (Fund 02)

430 Contractual Services	20,674	8,302			
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5396

City Hall Kitchen Expansion (Fund 02)

430 Contractual Services	25,298	16,765			
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5395

City Hall Flag Pole Lights (Fund 02)

430 Contractual Services	1,285				
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5395

City Hall Trash Enclosure (Fund 02)

430 Contractual Services	5,470				
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5397

City Hall Lighting (Fund 02)

430 Contractual Services	10,460	22,807			
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PAGE TOTAL	63,187	47,874	0	0	0
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(Public Improvements - Continued on Next Page)

Function	Description				
Capital Improvements	Public Improvements (Continued)				
Activity Title	2007-08 Actual	2008-09 Actual	2009-10 Adopted	2009-10 Estimated	2010-11 Adopted

See Totals Below

TOTAL FUNCTION	69,056	81,264	0	21,000	30,000
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FUND SOURCE					
01 General Fund	5,869	33,390		21,000	30,000
02 Capital Projects Designation	63,187	47,874			

TOTAL	69,056	81,264	0	21,000	30,000
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DEPARTMENT RESPONSIBLE
Various Department Managers



CAPITAL IMPROVEMENT PROJECTS

SIX YEAR PLAN

**Revised as of
July 1, 2010**

The initial portion of the Capital Improvement Projects section of the budget document shows actual results for FY 2005-06 through FY 2008-09, and the estimated projects for FY 2009-10 and beyond. However, the Six Year Plan contained in the subsequent portion takes a long-term view by listing proposed future projects.

The Six Year Plan is presented by Funding Source, with the General Fund containing subtotals for Streets, Parks, and Public Improvements. Funding for General Fund capital projects for any given fiscal year shown in the Six Year Plan would be determined by the amount of resources determined by the annual external audit to be available for designation for capital projects. That amount would be subject to the limitations of the Fund Balance policy adopted annually.

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

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

5100 Streets

GENERAL FUND (Streets): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
5103 Street Resurfacing	323,769	236,626	14,610	3,800			578,805
5140 Curb, Gutter, and Sidewalk Improvements				10,000			10,000
5145 Storm Drain Repairs and Improvements	52,801	772,446	187,323				1,012,570
51xx New Bus Shelters							
51xx PVDN Bicycle Path Improvements							
5150 Arterial Streets Median Landscape			18,200	64,150			82,350
5180 Traffic Signal Improvements				5,000			5,000
5186 Advance Street Sign Improvements	15,747	5,482	1,577	3,000			25,806
STREETS (General Fund SUBTOTAL)	392,317	1,014,554	221,710	85,950			1,714,531

5200 Parks

GENERAL FUND (Parks): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
5201 Brush Clearance					25,000	25,000	50,000
5211 Riding Ring Improvements	18,176	5,998	5,998				30,172
5213 Dapplegray Riding Ring	3,186						3,186
5221 Three Rail Fencing	32,476	32,025	25,100	27,053	20,960	25,000	162,614
5230 4th District Grant			58,844	12,479			71,323
5272 Maintenance Yard Improvements	6,625			1,954			8,579
5293 Portable Radios			2,430				2,430
PARKS (General Fund SUBTOTAL)	60,463	38,023	92,372	41,486	45,960	50,000	328,304

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

5300 Public Improvements

GENERAL FUND (Public Improvements): Project Description	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
5305 Generator Air Quality Filter						30,000	30,000
5306 Accounting System Upgrade	119,000	23,272					142,272
5307 Computer Network Upgrade		20,306	5,869	5,814			31,989
5316 Website Development Costs	3,600			50,000			53,600
5323 Council Chambers Multimedia							
5326 Phone & Voice Mail System		17,979					17,979
5345 GIS		3,495					3,495
PUBLIC IMPROVEMENTS (SUBTOTAL)	122,600	65,052	5,869	55,814		30,000	279,335
GENERAL FUND GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS	575,380	1,117,629	319,951	183,250	45,960	80,000	2,322,170

CAPITAL PROJECTS DESIGNATION FUND 02	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
5395 City Hall Retro and Update		132,825	20,674	7,832			161,331
5395 City Hall Kitchen Expansion			25,298	16,765			42,063
5395 City Hall Flag Pole Lights			1,285				1,285
5395 City Hall Trash Enclosure			5,470				5,470
5397 City Hall Lighting			10,460	20,000			30,460
FUND 02 DESIGNATION		132,825	63,187	44,597			240,609
TOTAL FUNDS 01 & 02	575,380	1,250,454	383,138	227,847	45,960	80,000	2,562,779

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

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

	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
PROP. C TRANSIT FUND CIP:							
5119 PVDN Bike Lane Project						60,000	60,000
5120 Street Resurfacing	107,128			73,232	19,110	80,000	279,470
5146 Storm Drain Repairs & Improvements		318,684	44,646	44,636			407,966
FUND 19 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS	107,128	318,684	44,646	117,868	19,110	140,000	747,436
STPL GRANT FUND							
51XX STPL Fund Exchange							
FUND 21 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS							
PROP. 1B TRANSPORTATION							
5187 Street Resurfacing & Curb Impr.				210,682	9,600	80,000	300,282
5188 Storm Drain Repairs/Improvements				105,305			105,305
FUND 22 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS				315,987	9,600	80,000	405,587
MEASURE R FUND 23							
5170 Residential Street Resurfacing						125,000	125,000
FUND 23 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS						125,000	125,000
FEDERAL STIP FUND 24							
5117 PVDN Bike Lane Project					17,000	256,000	273,000
FUND 24 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS					17,000	256,000	273,000
STATE SR25 FUND 25							
5118 PVDN Bike Lane Project						57,600	57,600
FUND 25 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS						57,600	57,600
FEDERAL ARRA FUND 26							
5121 PVDN Resurfacing						350,000	350,000
5178 Traffic Signals					32,500		32,500
5183 Illuminated Street Signs LED						50,000	50,000
FUND 26 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS					32,500	400,000	432,500
PROP. 12 PARKS GRANT FUND CIP:							
5234 Prop. 12 Per Capita Grant -- ADA Plan	560	109,112					109,672
5236 Prop. 12 Riparian Grant -- Nature Preserve	28,858	94,952	14,888		10,000		148,698
5238 Prop.12 RZH Block Grant - ADA Plan				1,756			1,756

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

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

	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Estimated	2010/11 Adopted	SIX YEAR TOTALS
FEDERAL ARRA FUND 26							
5121 PVDN Resurfacing						350,000	350,000
5178 Traffic Signals					32,500		32,500
5183 Illuminated Street Signs LED						50,000	50,000
FUND 26 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS					32,500	400,000	432,500
PROP. 12 PARKS GRANT FUND CIP:							
5234 Prop. 12 Per Capita Grant -- ADA Plan	560	109,112					109,672
5236 Prop. 12 Riparian Grant -- Nature Preserve	28,858	94,952	14,888		10,000		148,698
5238 Prop. 12 RZH Block Grant - ADA Plan				1,756			1,756
FUND 31 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS	29,418	204,064	14,888	1,756	10,000		260,126
PROP. A PARKS GRANT FUND CIP:							
5250 Stables Renovation	800	9,228	53,127	167,006	160,000	800,000	1,190,161
FUND 32 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS	800	9,228	53,127	167,006	160,000	800,000	1,190,161
PROP. 40 PARKS GRANT FUND CIP:							
5248 Highridge & Howlett Park Improvements						220,000	220,000
5292 Howlett Park Equestrian Ctr Improvements		56			5,075		5,131
FUND 33 GRAND TOTAL ALL CAPITAL IMPR. PROJECTS		56			5,075	220,000	225,131
PEPPERTREE FOUNDATION FUND CIP:							
5245 Picnic Tables Replacement				3,041	3,000		6,041
5275 Riding Ring Improvements							7,141
5290 Chandler Park Improvements (inc 5289)	5,345	1,796					7,141
5291 Community Center Landscape		7,402					7,402
5295 Dapplegray Riding Arena Fence				6,958			6,958
5296 Roberti-Z'Berg Grant Match							3,935
5297 Howlett Park Dessage Arena				3,935			3,935
FUND 95 PROJECTS	5,345	9,198		13,934	3,000		31,477
GRAND TOTALS: ALL CAPITAL IMPROVEMENT PROJECTS							
	718,071	1,791,684	495,799	844,398	302,245	2,158,600	6,310,797