

# City of Rolling Hills Estates Budget



HIGHRIDGE  
PARK

CITY OF ROLLING HILLS ESTATES

Adopted  
Fiscal Year 2011 - 2012  
&  
Proposed  
Fiscal Year 2012 - 2013



Prepared by  
Administrative Services Department







# MEMORANDUM

## CITY OF ROLLING HILLS ESTATES

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DATE: JUNE 16, 2011

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: FY2011-12 & FY2012-13 DRAFT BUDGET

This memorandum will serve to transmit the revised draft budget for Fiscal Years 2011-12 and 2012-13 for consideration at the June 21 Budget Study Session. The proposed budget incorporates the policy decisions made as a result of the June 7 and June 14 discussions.

### OPERATING REVENUES

Estimated year-end net operating results for FY2010-11 show approximately a 1% surplus (\$53,970) which is consistent with the budget as adopted in June of 2010. Similarly, proposed year-end net operating results include a 4% surplus (\$240,720) for FY2011-12 and a 2% surplus (\$139,071) for FY2012-13.

Major revenue assumptions include a slight increase in sales tax and property tax revenues. Additionally, the Planning Department is estimating an increase overall in building permits and new construction tax from projects in the City.

It is not yet clear what effect the State budget and/or the extension/expiration of the State's temporary taxes will have on certain local revenues, so we have not included the COPS Grant of \$100,000 in the revenue estimates for FY2011-12 and FY2012-13. Interest rates remain at all-time lows.

Council may wish to consider the EAC's recommendation on energy efficient upgrade building permits (attached), but staff is recommending no changes in light of our continued tight budget.

## PERSONNEL

Expenditure assumptions include maintaining existing service levels in all major expenditure categories. The budget document itself reflects some combining of expenditure categories for ease of administration and realignment of some personnel costs to various programs to accurately reflect actual time spent on various duties.

As proposed, the budget includes continued operation of the stables with the City's in-house staffing. If the City elects to transfer the operation to a concessionaire, the budget will be adjusted accordingly at that time.

The proposed budget includes keeping vacant six previously funded full-time staff positions, while reassigning two current staff members to different positions. Additionally, one part-time position will be eliminated (speed board officer) and those duties will be undertaken by the Maintenance Department staff.

Salaries and benefits have been adjusted to reflect the PERS EPMC/salary exchange and suspension of the PARS contributions. The Employees' Association has expressed support for these adjustments as well as the creation of a second-tier retirement system for employees hired after July 1, 2011. With these changes, the Council has taken a leading role in pension reform. A Memorandum of Understanding will be presented at the June 28 meeting to formalize these changes. Certain actions of the Council (adoption of resolutions, etc.) will also be required to effectuate the second-tier and EPMC changes with PERS, which will occur after the budget adoption.

Draft salary resolutions are attached to this budget transmittal and will be formally presented for adoption at the June 28 meeting. These resolutions establish the number of approved positions and the salary range for each position. Please note that the ranges have been adjusted upward by 7% to accommodate the salary increases contemplated in the PERS EPMC/salary exchange.

## OPERATING EXPENDITURES

Services are proposed to be maintained across the board at existing levels even with the reduction in staff.

As previously reported, we sought proposals from qualified vendors to provide supplemental maintenance services for tree trimming, irrigation, arena grooming and three-rail fence repair. After reviewing the proposals, staff is of the opinion that we do not have enough experience with the reduced staffing levels in the Maintenance Department to adequately determine which of these services are necessary. Therefore, we recommend no action at this time.

As proposed, the budget reflects changing the status of the supplemental traffic enforcement efforts currently undertaken by Rancho Palos Verdes and Rolling Hills and converting this service into a regional traffic car. This will result in no change of service to Rolling Hills Estates. The budget also reflects suspension of the Sheriff's Liability Trust Fund (LTF) Surcharge (\$61,300) for FY2011-12, which requires an action of the County Board of Supervisors, but is expected to occur at any time now.

The LTF Surcharge is expected to be reinstated in FY2012-13 and is currently accounted for in that year's proposed budget figures. As the budget is proposed, assuming the COPS grant is eliminated, our share of the region's two CORE deputies will be covered by the General Fund. If COPS comes through, it will free up \$100,000 in the General Fund for other expenditures.

CAPITAL PROJECTS

Capital projects for FY2011-12 include George F Canyon brush clearance, three-rail fence replacement, street resurfacing and storm drain improvements to comply with NPDES. FY2012-13 should see the construction of the grant funded PVDN bike path project with intersection improvements at PVDN/Hawthorne, minor realignment of the travel lanes and a complete street overlay of PVDN on the City's west side. Sources of revenue available for the next three fiscal years for street maintenance are listed below:

<b>Fiscal Year</b>	<b>Funding Amount</b>	<b>Funding Sources</b>
FY 2011-2012	<b>\$485,000</b>	General Fund \$305,000 Proposition C/TDA \$100,000 Measure R \$80,000
FY 2012-2013	<b>\$921,000</b>	Federal/State Grant \$728,000 Proposition C \$193,000
FY 2013-2014	<b>\$530,000</b>	General Fund \$270,000 Proposition C/TDA \$100,000 Measure R \$160,000
<b>TOTAL:</b>	<b>\$1,936,000</b>	

We have budgeted in FY211-12 undertaking a new Pavement Management System (PMS) study to update the 2008 PMS study. This will give us a better understanding of our progress in meeting the goals of the previous study and guide our street maintenance efforts over the next several years.

Supervisor Knabe has offered \$150,000 in County parks funds for use in our parks and other recreational facilities. Staff is researching the timing of disbursement and qualified uses for these funds, but we believe based on preliminary discussions with the County, that these funds may be used for trail improvements including capital replacement of three-rail fencing. The budget as proposed assumes use of this funding source for large (\$75,000) three-rail fence replacement projects in both FY2011-12 and FY2012-13.

We expect the new barn at the Peter Weber Equestrian Center to be constructed in FY2011-12, which will be funded by a County Proposition A Parks Specified Grant. We have already expended a portion of this funding source, but expect the balance to cover the barn project. Also part of this project will be the installation of drainage improvements, which will be funded by a state-wide competitive grant to be awarded within the next month.

Various fund balances have been revised to reflect our best understanding of future obligations. These include elimination of the PERS Rate Stabilization designation, and reductions in Insurance and Equipment (vehicle) designations, along with an increase in Capital Improvements (future years) designation for infrastructure (streets) and other (George F Canyon brush clearance and storm drains) projects. The Undesignated, Unreserved balance is projected to remain above \$1,200,000.

Please feel free to contact us in advance of Tuesday's meeting if you have any questions.



# Staff Report

DATE: APRIL 25, 2011

TO: ENVIRONMENTAL ADVISORY COMMITTEE

FROM: KELLEY THOM, ASSOCIATE PLANNER

SUBJECT: RESIDENTIAL UPGRADES PERMIT FEE WAIVER OR  
REDUCTION

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## OVERVIEW

Staff recommends that the Environmental Advisory Committee provide the City Council and staff with guidance on waiving or reducing planning and building permit fees for residential energy efficient upgrades.

## BACKGROUND

At the City's Policy Development Session on March 5, 2011, a resident brought to the Council's attention the desire to waive planning and building permit fees for the replacement of 27 windows and doors on a single-family home suggesting that the replacement would make the home more energy efficient. In response, the Council referred the issue to the Environmental Advisory Committee for further discussion.

It should be noted that in 2009 the Council adopted a Solar Equipment Permit Waiver Fee program, which waived the administrative planning fees and building and safety department overhead charges for single-family residential solar equipment installations for one year. Prior to the waiving of fees, the solar equipment installations were charged the over-the-counter planning fee of \$100, or \$300 with a site inspection. For building permits, the City used a County multiplier to cover the billed overhead charges from the L.A. County Building and Safety Department. However, due to budgetary constraints, the Council elected not to continue the program.

## DISCUSSION

Currently, there are state, federal, and manufacturer rebate/incentives programs that are available for homeowners who upgrade their homes for energy efficiency.

A state-wide energy efficiency program for homeowners, Energy Upgrade California, includes collaboration among the California Energy Commission, the California Public Utilities Commission, utilities, local governments and the private sector. Home improvements that qualify for rebates and incentives include insulation, sealing, HVAC upgrades, energy-efficient windows, tankless water heaters and other "fixed" improvements. The program emphasizes a "whole house" approach, rather than installing individual improvements, as the most efficient and effective way to save money on energy bills and qualify for the maximum rebate available.

In addition, federal tax credits are available for homeowners through the 2011 Federal Tax Credits for Consumer Energy Efficiency (Energy Star products).

## FINDINGS AND ALTERNATIVES

Maintaining a home over the years usually includes various improvements to the structure, including new roofing or window replacements, upgrades to the electrical, plumbing, and mechanical systems, and to the irrigation/landscaping, etc. Over time, building codes are updated to meet energy efficiency legislation, and, concurrently, the building industry adapts as manufacturers improve their products. As a result, more economical and energy efficient products are available to the homeowner, and in some cases, eligible for energy efficiency rebate/incentives. Because of changes in building codes and the availability of more energy efficient products, most routine maintenance of older homes will result in greater energy efficiency.

For these reasons, staff does not agree that routine home maintenance should qualify for planning and building permit fee waivers or reductions. However, if the Committee feels that waiving or reducing planning and building permit fees for residential energy efficiency upgrades is warranted, the City could develop a program similar to Energy Upgrade California, in terms of being comprehensive and following the "whole house" approach. Components of such an approach would need to be developed and could include the following:

1. Proposed residential upgrades that would be eligible for the fee waiver or reduction would require permits and would be based on a multi-faceted "whole house" approach, rather than installation of individual improvements (i.e., replacement of a water heater); and
2. Request for the fee waiver or reduction would be provided in writing to the Planning Director and include a description of work with project documentation, including plans, energy performance analysis, manufacturer's specifications, and receipts. If approved by the Planning Director, staff would suggest a fee reduction of not more than 25%.

## RECOMMENDATION

Staff recommends that the Committee provide staff with further guidance on the waiving or reducing of planning fees and building department overhead charges for single-family residential upgrades.



**ENVIRONMENTAL ADVISORY COMMITTEE  
MEETING MINUTES  
April 25, 2011**

CALL TO ORDER

Principal Planner Cutler called the meeting to order at 7:07 pm.

COMMITTEE MEMBERS PRESENT

Brit Huff	Michael Mooradian
Craig Knickerbocker	Cat Spydell
William Larson	Bridget Stamos

COMMITTEE MEMBERS ABSENT

Chairwoman Susan Seamans  
Debora Chan-Southwell  
Deborah Davis

STAFF MEMBERS PRESENT

Niki Cutler, AICP, Principal Planner  
Kelley Thom, Associate Planner  
Jeremy Hyde, South Bay Environmental Services Center (SBESC)  
Marilyn Lyon, South Bay Environmental Services Center (SBESC)

AUDIENCE ITEMS NOT ON THE AGENDA

None.

APPROVAL OF MINUTES

Member Larson moved, seconded by Member Huff

TO APPROVE THE MINUTES OF MAY 24, 2010.

There being no objection, Principal Planner Cutler so ordered.

ENERGY CHAMPIONS PROGRAM

Marilyn Lyon, SBESC, summarized the Energy Champions program. In return for a non-profit group's publicity of the program, the program provides non-profit organizations \$500 per home if an energy efficient upgrade is conducted and the homeowner identifies the non-profit group on their application. An application form will be available in June, and Los Angeles County has designated \$1.5 million in Federal Stimulus funding for the program to be distributed on a first-come-first served basis. Training will be provided to the non-profit group, and support for the program will be provided by the SBESC.

Member Huff inquired about the availability of training times online, and Marilyn Lyon indicated that training information would be posted online.

Member Spydell inquired about specific insulation types, and Marilyn Lyon suggested that specific insulation types be discussed with a qualified Energy Upgrade California contractor to determine program eligibility.

Member Huff moved, seconded by Member Larson

TO RECEIVE AND FILE THIS REPORT.

There being no objection, Principal Planner Cutler so ordered.

### DRAFT COMMUNITY GREENHOUSE GAS EMISSIONS INVENTORY

Jeremy Hyde, SBESC, presented the Community Greenhouse Gas Emission Inventory indicating that waste-in-place emissions at the PV Landfill and transportation emissions are the two biggest contributors to greenhouse gas emissions in the City. Now that the emissions from municipal and community sources have been quantified, the next step is to set a greenhouse gas emission reduction goal followed by creation of a Climate Action Plan. Staff plans to bring back a suggestion for a reduction target at the next EAC meeting to be held this summer.

Member Larson inquired about the availability of emissions data from last year. Jeremy Hyde indicated that he has requested this data.

Member Knickerbocker indicated that the PV Landfill is running out of methane emissions which should help in reducing the City's total emission level.

Member Larson moved, seconded by Member Huff

TO RECEIVE AND FILE THIS REPORT.

There being no objection, Principal Planner Cutler so ordered.

### POTENTIAL FEE REDUCTION FOR ENERGY EFFICIENT IMPROVEMENTS

Associate Planner Thom summarized the staff report indicating that there are state, federal, utility company and manufacturer rebate/incentive programs currently available for homeowners who upgrade their homes, including Energy Upgrade California, which provides rebates for homeowners who include comprehensive energy efficient upgrades, rather than single routine home improvements, as a "whole house" approach.

Associate Planner Thom stated that the City could develop a program similar to Energy Upgrade California and could waive or reduce fees of up to 25% for projects that follow the "whole house" approach and require permits. The homeowner would provide the City with project documentation for review and approval by the Planning Director.

After discussion, Member Mooradian moved, seconded by Member Larson

TO RECOMMEND TO THE CITY COUNCIL CONSIDERATION OF A REDUCTION OF PLANNING AND BUILDING PERMIT FEES FOR INDIVIDUAL AND/OR WHOLE HOME ENERGY UPGRADES EITHER THROUGH REIMBURSEMENT FROM A POOL OF FUNDS SET ASIDE FOR THIS PURPOSE BY THE CITY COUNCIL (TO BE DISTRIBUTED ON A FIRST-COME-FIRST SERVED BASIS) OR AS A PERCENTAGE REDUCTION OF PERMIT FEES (10% TO 20% WAS SUGGESTED).

Their being no objection, Principal Planner Cutler so ordered.

FUTURE AGENDA ITEMS:

Member Larson suggested follow up on the use of Round Up in the City.

Member Spydell inquired about the availability of recycling containers in the Promenade on the Peninsula on Peninsula Center shopping centers. Principal Planner Cutler said she will contact the ownership of the centers.

Member Spydell inquired about the City's booth at the PV Street Fair indicating that environmental program materials should be made available.

Member Stamos inquired about the availability of graywater systems, and Associate Planner Thom indicated that graywater coordination is conducted by Los Angeles County who can be contacted for additional information.

Principal Planner Cutler indicated that future EAC meeting agendas/reports will be distributed to members electronically.

ADJOURNMENT

The meeting adjourned at 8:22 pm.

Respectfully submitted,

Niki Cutler, AICP, Principal Planner

**CITY OF ROLLING HILLS ESTATES  
LOS ANGELES COUNTY, CALIFORNIA  
RESOLUTION NO. 2249**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES  
ESTABLISHING THE NUMBER OF AUTHORIZED POSITIONS AND COMPENSATION FOR  
MANAGEMENT AND PROFESSIONAL CLASSIFICATIONS.**

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The following Management and Professional classifications are hereby authorized in the City service; the number of authorized positions and monthly compensation for each position shall be within the following salary ranges, effective July 1, 2011:

<u>CLASSIFICATION</u>	<u>AUTHORIZED FULL TIME POSITIONS</u>	<u>MONTHLY SALARY RANGE</u>
Administrative Services Director	1	\$ 9,881 TO 14,824
Assistant City Manager	1	10,372 TO 15,558
Assistant Planner	0	5,272 TO 7,904
Assistant to the City Manager	0	6,250 TO 9,374
Associate Planner	1	5,534 TO 8,301
Community Services Director	1	9,575 TO 14,364
Deputy City Clerk*	1	5,910 TO 8,863
Equestrian Svs. Supervisor	1	5,182 TO 7,777
Human Resources Analyst*	1	5,681 TO 8,523
Maintenance Superintendent	0	7,301 TO 10,951
Maintenance Supervisor	1	5,746 TO 8,620
Planning Director	1	9,881 TO 14,824
Principal Planner	1	6,363 TO 9,547
Stable Leadworker	1	3,673 TO 5,508
Zoning and Code Administrator	1	5,272 TO 7,904

SECTION 2. The Contingent Compensation Program established in Resolution No. 1901 shall remain in full force and effect, but shall remain unfunded for Fiscal Year 2011-12.

SECTION 3. All previous resolutions establishing authorized positions and salary ranges for Management and Professional classifications are hereby rescinded.

SECTION 4. The City Clerk shall certify to the passage of this RESOLUTION.

APPROVED AND ADOPTED this 28<sup>th</sup> day of June 2011.

ATTEST:

\_\_\_\_\_  
STEVEN ZUCKERMAN, MAYOR

\_\_\_\_\_  
DOUGLAS R. PRICHARD, CITY CLERK

I HEREBY CERTIFY that the foregoing Resolution No. 2249 was duly and regularly adopted by the City Council of the City of Rolling Hills Estates at a regular meeting held thereof on the 28<sup>th</sup> day of June, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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DOUGLAS R. PRICHARD, CITY CLERK

RESOLUTION NO. 2249  
COMPENSATION FOR PROFESSIONAL AND  
MANAGEMENT EMPLOYEE GROUP (FY2011-2012)

\*Additional 5% stipend for shorthand skills.

**CITY OF ROLLING HILLS ESTATES  
LOS ANGELES COUNTY, CALIFORNIA  
RESOLUTION NO. 2250**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES  
ESTABLISHING THE NUMBER OF AUTHORIZED POSITIONS AND COMPENSATION FOR  
THE CLASSIFIED EMPLOYEE GROUP IN THE CITY SERVICE.**

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES HEREBY RESOLVES AS  
FOLLOWS:

SECTION 1. The following Classified Employee Group positions are hereby authorized in  
the City service; the number of authorized positions and hourly compensation for each position  
shall be within the following hourly ranges, effective July 1, 2011:

<u>CLASSIFICATION</u>	<u>AUTHORIZED FULL TIME POSITIONS</u>	<u>HOURLY PAY RANGE</u>
Account Clerk II	1	\$ 22.64 TO 33.96
Accountant	1	27.03 TO 40.54
General Maintenance Worker I	3	17.67 TO 28.41
General Maintenance Worker II	2	21.15 TO 31.75
General Office Clerk	0	19.56 TO 29.35
Maintenance Leadworker	0	24.17 TO 36.28
Planning Secretary*	1	24.17 TO 36.28
Records Clerk	1	21.15 TO 31.75
Stablehand	4	11.24 TO 16.82

SECTION 2. The Contingent Compensation Program established in Resolution No. 1902  
shall remain in full force and effect, but shall remain unfunded for Fiscal Year 2011-12.

SECTION 3. All previous resolutions establishing authorized positions and salary ranges  
for the Classified Employee Group are hereby rescinded.

SECTION 4. The City Clerk shall certify to the passage of this RESOLUTION.

APPROVED AND ADOPTED this 28<sup>th</sup> day of June 2011.

\_\_\_\_\_  
STEVEN ZUCKERMAN, MAYOR

ATTEST:

\_\_\_\_\_  
DOUGLAS R. PRICHARD, CITY CLERK

I HEREBY CERTIFY that the foregoing Resolution No. 2250 was duly and regularly adopted by the City Council of the City of Rolling Hills Estates at a regular meeting held thereof on the 28<sup>th</sup> day of June 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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DOUGLAS R. PRICHARD, CITY CLERK

RESOLUTION NO. 2250  
COMPENSATION FOR CLASSIFIED  
EMPLOYEE GROUP (FY2011-2012)

\*Additional 5% stipend for shorthand skills.





# City of Rolling Hills Estates



[RollingHillsEstatesCA.gov](http://RollingHillsEstatesCA.gov)

**Adopted Budget  
FY 2011 – 2012**

**Proposed Budget  
FY 2012 – 2013**

**SUSAN SEAMANS  
Mayor Pro Tem**

**FRANK V. ZERUNYAN  
Council Member**



**STEVEN ZUCKERMAN  
Mayor**

**JUDITH M. MITCHELL  
Council Member**

**JOHN C. ADDLEMAN  
Council Member**

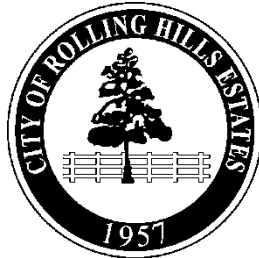




# ROLLING HILLS ESTATES

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## 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 no greater than \$876,500 (this is equal to approximately two months of operating expenditures) to provide for contingencies is prudent.
5. 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.
6. The Enterprise Funds of the City shall be essentially self-supporting, without need of General Fund resources.
7. Designations of portions of unreserved fund balance for insurance expenditures shall be made.
8. Designations of portions of the unreserved fund balances for City owned vehicle purchases, and capital projects for City Hall complex.
9. The Unreserved, Undesignated Fund Balance of the General Fund will be no less than \$1,200,000 at any time.

**APPROVED: JUNE 28, 2011**



**CITY OF ROLLING HILLS ESTATES  
VENDOR PAYMENTS GREATER THAN \$10,000  
ESTIMATED FOR FY 2011-12**

<b>VENDOR NAME</b>	<b>TOTAL IN FY 11-12</b>	<b>Description of Services Rendered or Goods Purchased</b>	<b>PRIMARY ACCOUNT #</b>
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	66,000	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
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
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
NATIONWIDE ENVIRONMENTAL	79,000	STREET SWEEPING EXPENDITURES	4460-430
NORTHGATE	20,000	ENVIRONMENTAL MANAGEMENT	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	12,000	GASOLINE EXPENSES	4279-462
STANDARD INSURANCE COMPANY	19,000	AD & D, LTD AND LIFE INSURANCE	4260-416
SUNGARD PENTAMATION	21,000	ANNUAL MAINTENANCE CONTRACT	4230-439
WEST COAST ARBORISTS, INC.	75,000	TREE PRUNING & REMOVALS	4615-430
WILLDAN ASSOCIATES	280,000	ENGINEERING FEES & OTHER FEES	4510-437
XO COMMUNICATION	19,000	TELEPHONE EXPENSES	4220-450
	<b>3,684,700</b>		





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

<b>REVENUE SUMMARY</b>		<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
<b>GENERAL FUND</b>						
<b>LOCAL TAXES</b>						
Property tax	3110	1,534,051	1,522,592	1,663,710	1,680,347	1,698,831
Sales tax	3120	986,408	917,855	948,881	949,903	993,684
Franchise tax	3130	513,902	492,746	515,000	515,000	515,000
Business license	3140	235,386	221,600	240,000	240,000	240,000
Business license-County (moved to 3230)	3150	148,543				
Property transfer tax	3160	40,548	65,435	62,000	62,000	62,000
New construction tax	3170			2,000	33,000	10,000
<b>TOTAL</b>		<b>3,458,838</b>	<b>3,220,228</b>	<b>3,431,591</b>	<b>3,480,250</b>	<b>3,519,515</b>
<b>LICENSES &amp; PERMITS</b>						
Landfill regulation fees	3210	156,437	268,014	210,000	210,000	210,000
Animal licenses	3220	9,721	5,711	12,000	12,000	12,000
Building permits	3230	325,474	400,413	450,000	650,000	700,000
<b>TOTAL</b>		<b>491,632</b>	<b>674,138</b>	<b>672,000</b>	<b>872,000</b>	<b>922,000</b>
<b>INTERGOVERNMENTAL REVENUES</b>						
Property Tax in lieu of Sales Tax - State	3308	397,750	246,996	309,620	311,724	344,364
Property Tax in lieu of VLF Fees - State	3309	593,271	599,681	602,824	608,852	614,941
Motor Vehicle License Fees (VLF)	3310	27,834	24,024	25,000	25,000	25,000
COPS Grant (Policing)	3311	75,441	124,559	100,000		
CLEEP Grant (Law Enf. Equipment)	3312					
Sale of CDBG Grants	3320	16,878	16,586	16,410	18,341	18,000
Traffic Safety OTS State Grant	3322	2,452	3,054			
Highway Through Cities Grant	3324					
<b>TOTAL</b>		<b>1,113,626</b>	<b>1,014,900</b>	<b>1,053,854</b>	<b>963,917</b>	<b>1,002,305</b>
<b>CHARGES FOR SERVICES</b>						
Planning Fees	3410	358,342	257,568	225,000	225,000	225,000
GIS Fees	3420	5,100	3,900	6,000	6,000	6,000
City Celebration & Holiday Parade	3430	3,056	2,538	9,719	10,000	10,000
Recreation Fees	3440	37,034	49,858	30,000	30,000	30,000
<b>TOTAL</b>		<b>403,532</b>	<b>313,864</b>	<b>270,719</b>	<b>271,000</b>	<b>271,000</b>
<b>FINES AND FORFEITURES</b>						
Misc fines and forfeitures	3510	35,165	61,278	48,000	48,000	48,000
False alarm fines	3520	7,865	13,060	11,000	11,000	11,000
Business license penalties	3530	5,600	9,022	10,000	10,000	10,000
<b>TOTAL</b>		<b>48,630</b>	<b>83,360</b>	<b>69,000</b>	<b>69,000</b>	<b>69,000</b>
<b>USE OF MONEY AND PROPERTY</b>						
Interest income (Funds 01 & 02)	3610	78,301	26,627	30,000	30,000	30,000
Rents and concessions	3620	15,581	18,787	15,000	15,000	15,000
<b>TOTAL</b>		<b>93,882</b>	<b>45,414</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
<b>OTHER REVENUES</b>						
Refunds/Rebates/Reimbursements	3710	63,066	9,709	71,000	40,000	40,000
SB 90 Reimb. of State Mandated Costs	3715					
AB 939/Infrastructure Fees	3720	167,667	171,782	180,000	180,000	180,000
Prior Year Adjustments	3725	(423)	1,503			
Miscellaneous revenues	3730	3,106	146,121	20,000	20,000	20,000
Cash Over/Short	3735					
Curbside Recycling/Oil	3740	14,500	500	5,000	5,000	5,000
Litter Abatement/Recycling	3750	5,000	5,000	5,000	5,000	5,000
<b>TOTAL</b>		<b>252,916</b>	<b>334,615</b>	<b>281,000</b>	<b>250,000</b>	<b>250,000</b>
<b>TOTALS, GENERAL FUND</b>	<b>01</b>	<b>5,863,056</b>	<b>5,686,519</b>	<b>5,823,164</b>	<b>5,951,167</b>	<b>6,078,819</b>

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

<b>REVENUE SUMMARY</b>		<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
<b>EXHIBIT A</b>						
<b>SPECIAL REVENUE FUNDS</b>						
<b>QUIMBY FEES</b>						
Quimby Fees	3180	95,080	166,390	320,895	342,500	642,500
Interest income	3610	423	1,037	951	1,000	1,000
<b>QUIMBY FEES</b>	<b>10</b>	<b>95,503</b>	<b>167,427</b>	<b>321,846</b>	<b>343,500</b>	<b>643,500</b>
<b>STATE GAS TAX FUND:</b>						
Gas Tax 2103	3329			60,000	60,000	60,000
Gas Tax 2105	3330	44,548	44,108	50,000	50,000	50,000
Gas Tax 2106	3340	30,730	35,810	36,200	36,200	36,200
Gas Tax 2107	3350	59,348	53,488	62,000	62,000	62,000
Gas Tax 2107.5	3360	2,000	2,000	2,000	2,000	2,000
Traffic Congestion Relief Grant	3370	69,183	73,712			
Prior Year Adjustment	3725	(13,960)		35,845		
<b>GAS TAXES SUBTOTAL</b>		<b>191,849</b>	<b>209,118</b>	<b>246,045</b>	<b>210,200</b>	<b>210,200</b>
Interest income	3610		27	150	150	150
<b>STATE GAS TAX FUND</b>	<b>11</b>	<b>191,849</b>	<b>209,145</b>	<b>246,195</b>	<b>210,350</b>	<b>210,350</b>
<b>LOCAL TRANSPORTATION FUND:</b>						
TDA Article 3 Funds	3121	13,820		15,262	5,000	5,000
Interest income	3610	83	1	15	1	1
<b>LOCAL TRANS FUND</b>	<b>13</b>	<b>13,903</b>	<b>1</b>	<b>15,277</b>	<b>5,001</b>	<b>5,001</b>
<b>TRAFFIC SAFETY:</b>						
Traffic safety fines	3540	65,573	40,186	42,000	42,000	42,000
Interest income	3610	714	219	200	200	200
<b>TRAFFIC SAFETY FUND</b>	<b>14</b>	<b>66,287</b>	<b>40,405</b>	<b>42,200</b>	<b>42,200</b>	<b>42,200</b>
<b>PEG FEES</b>						
Cox PEG Fees	3760			12,000	24,000	24,000
Interest income	3610			50	100	100
<b>TRANSIT FUND</b>	<b>16</b>			<b>12,050</b>	<b>24,100</b>	<b>24,100</b>
<b>TRANSIT:</b>						
PROP A - transit improvement	3121	116,822	104,135	127,000	127,000	127,000
Interest income	3610	1,799	469	400	400	400
<b>TRANSIT FUND</b>	<b>18</b>	<b>118,621</b>	<b>104,604</b>	<b>127,400</b>	<b>127,400</b>	<b>127,400</b>
<b>PROP C:</b>						
PROP C - transit tax	3122	135,855	86,385	108,000	108,000	108,000
Interest income	3610	2,345	827	750	750	750
<b>PROP C FUND</b>	<b>19</b>	<b>138,200</b>	<b>87,212</b>	<b>108,750</b>	<b>108,750</b>	<b>108,750</b>
<b>AQMD:</b>						
Air quality funds AB 2766	3390	8,852	9,227	9,100	9,100	9,100
Interest income	3610	2,811	911	800	800	800
<b>AQMD FUND</b>	<b>20</b>	<b>11,663</b>	<b>10,138</b>	<b>9,900</b>	<b>9,900</b>	<b>9,900</b>
<b>STPL GRANT</b>						
STPL Fund Exchange	3328	6,927				
Interest income	3610	65	39	20	20	20
<b>STPL GRANT</b>	<b>21</b>	<b>6,992</b>	<b>39</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>PROP. 1B TRANSPORTATION</b>						
Transportation Grant	3385			180		
Interest income	3610	4,509	484			
<b>PROP. 1B TRANSPORTATION</b>	<b>22</b>	<b>4,509</b>	<b>484</b>	<b>180</b>		
<b>MEASURE R</b>						
Residential Street Resurfacing	3371		51,976	80,000	80,000	80,000
Interest income	3610		106	175	175	175
<b>MEASURE R</b>	<b>23</b>		<b>52,082</b>	<b>80,175</b>	<b>80,175</b>	<b>80,175</b>
<b>FEDERAL STIP</b>						
PVDN Bike Lane Project	3327				256,000	1,803,000
Interest income	3610					
<b>FEDERAL STIP</b>	<b>24</b>				<b>256,000</b>	<b>1,803,000</b>
<b>STATE SR2S</b>						
PVDN Bike Lane Project	3372				496,980	
Interest income	3610					
<b>STATE SR2S</b>	<b>25</b>				<b>496,980</b>	

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

<b>REVENUE SUMMARY</b>		<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
<b>FEDERAL ARRA</b>						
PVDN Resurfacing	3373			385,464		
Illuminated Street Signs LED	3374		225	65,472		
Traffic Signals	3375		32,393	15,989		
Interest income	3610		1			
<b>FEDERAL ARRA</b>	<b>26</b>		<b>32,619</b>	<b>466,925</b>		
<b>PROP. 12 PARKS GRANT:</b>						
Prop. 12 Per Capita Grant (ADA Plan)	3395			21,500		
Prop. 12 - Roberti-Z'Berg Grant	3395					
Prop. 12 Riparian Grant (Nature Preserve)	3396		84,403			
Interest income	3610		6	85		
<b>PROP. 12 PARKS GRANT FUND</b>	<b>31</b>		<b>84,409</b>	<b>21,585</b>		
<b>PROP A COUNTY PARKS:</b>						
PROP A - maintenance/service	3392	13,500		30,950	14,000	14,000
PROP A - specified	3394			128,298	955,000	
<b>GRANT REVENUE SUBTOTAL</b>		<b>13,500</b>		<b>159,248</b>	<b>969,000</b>	<b>14,000</b>
Interest income	3610					
<b>PROP A CNTY PARKS FUND</b>	<b>32</b>	<b>13,500</b>		<b>159,248</b>	<b>969,000</b>	<b>14,000</b>
<b>PROP. 40 PARKS GRANT:</b>						
Prop. 40 Per Capita Grant	3397			220,000		
Roberti Z'Berg	3391			25,550		
Interest income	3610					
<b>PROP. 40 PARKS GRANT FUND</b>	<b>33</b>			<b>245,550</b>		
<b>PROP. A 4TH DISTRICT GRANT:</b>						
3 Rail Fencing	3399				75,000	75,000
Interest income	3610					
<b>4TH DISTRICT GRANT</b>	<b>34</b>				<b>75,000</b>	<b>75,000</b>
<b>PEPPERTREE:</b>						
Donations	3440	38,647	31,273	43,618	44,000	44,000
Interest income	3610	896	14			
<b>PEPPERTREE FUND</b>	<b>95</b>	<b>39,543</b>	<b>31,287</b>	<b>43,618</b>	<b>44,000</b>	<b>44,000</b>
<b>TOTALS, SPECIAL REVENUE FUNDS</b>		<b>700,570</b>	<b>819,852</b>	<b>1,900,919</b>	<b>2,792,376</b>	<b>3,187,396</b>

**EXHIBIT A**  
**ENTERPRISE FUNDS**

<b>STABLES</b>						
Stable rental	3450	554,572	614,853	550,274	550,274	550,274
Western trainer	3451	5,350	9,000	9,000	9,000	9,000
English trainer	3452	9,800	11,325	9,375	9,375	9,375
Non resident surcharge	3453	32,524	43,367	43,147	43,147	43,147
Horse show fees	3454	15,013	17,874	23,000	23,000	23,000
Pony Camp fees	3455	51,382	35,863	28,000	28,000	28,000
Prior Year Adjustment	3725		603			
<b>CHARGES FOR SERVICES</b>		<b>668,641</b>	<b>732,885</b>	<b>662,796</b>	<b>662,796</b>	<b>662,796</b>
Interest income	3610					
<b>STABLES FUND</b>	<b>50</b>	<b>668,641</b>	<b>732,885</b>	<b>662,796</b>	<b>662,796</b>	<b>662,796</b>
<b>TENNIS</b>						
Tennis court fees	3460	47,193	45,306	43,000	43,000	43,000
Tennis membership dues	3461	12,611	13,617	11,000	11,000	11,000
<b>CHARGES FOR SERVICES</b>		<b>59,804</b>	<b>58,923</b>	<b>54,000</b>	<b>54,000</b>	<b>54,000</b>
Interest income	3610	2,785	753	700	700	700
<b>TENNIS FUND</b>	<b>51</b>	<b>62,589</b>	<b>59,676</b>	<b>54,700</b>	<b>54,700</b>	<b>54,700</b>
<b>TOTALS, ENTERPRISE FUNDS</b>		<b>731,230</b>	<b>792,561</b>	<b>717,496</b>	<b>717,496</b>	<b>717,496</b>
<b>GRAND TOTALS, ALL FUNDS</b>		<b>7,294,856</b>	<b>7,298,932</b>	<b>8,441,579</b>	<b>9,461,039</b>	<b>9,983,711</b>

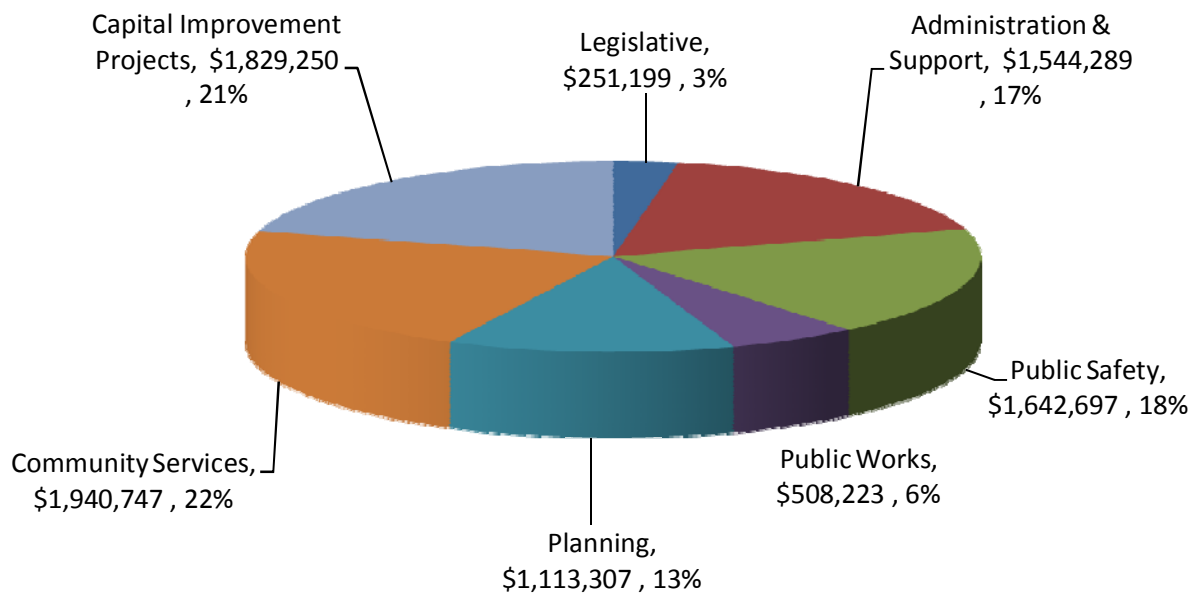




FY 2011-12

# City of Rolling Hills Estates

## Budget Expenditures 2011-2012 (All Funds)





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

EXPENDITURES/EXPENSES SUMMARY	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>GENERAL FUND OPERATING EXPENDITURES</b>						
<b>LEGISLATIVE</b>						
CITY COUNCIL	4110	78,932	56,998	39,587	43,015	43,015
PLANNING COMMISSION	4120	29,424	25,175	26,279	48,846	48,846
P&A COMMISSION	4130	70,188	64,809	62,907	46,403	46,403
CITY ATTORNEY	4140	75,915	77,997	94,843	88,500	88,500
ELECTION	4150	604	81		17,000	1,000
<b>TOTAL</b>		<b>255,063</b>	<b>225,060</b>	<b>223,616</b>	<b>243,764</b>	<b>227,764</b>
<b>ADMINISTRATION &amp; SUPPORT</b>						
CITY MANAGER	4210	669,939	663,318	670,132	643,644	643,644
CENTRAL SERVICES	4220	316,935	344,615	354,966	337,658	337,660
FINANCE	4230	419,020	421,808	417,667	454,460	454,460
ECONOMIC DEVELOPMENT	4235	132,517	102,708	89,684		
PERSONNEL	4240	67,049	60,843	61,332	69,335	69,335
PUBLIC INFORMATION	4250	89,440	55,448	48,231	29,992	29,992
EMPLOYEE BENEFITS	4260					
OVERHEAD	4270	(44,000)	(46,000)	(48,000)	(49,000)	(50,000)
EQUIPMENT	4279	63,936	50,370	62,066	58,200	58,200
<b>TOTAL</b>		<b>1,714,836</b>	<b>1,653,110</b>	<b>1,656,078</b>	<b>1,544,289</b>	<b>1,543,291</b>
<b>PUBLIC SAFETY</b>						
PATROL SERVICES	4310	2,053,163	1,751,179	1,723,562	1,536,008	1,597,308
ANIMAL CONTROL	4330	28,101	34,059	25,000	35,000	35,000
CROSSING GUARDS - GENERAL FUND	4343					
EMERGENCY MANAGEMENT	4350	4,026	2,289	2,289	2,289	2,289
<b>TOTAL</b>		<b>2,085,290</b>	<b>1,787,527</b>	<b>1,750,851</b>	<b>1,573,297</b>	<b>1,634,597</b>
<b>PUBLIC WORKS</b>						
SIGNALS	4451	64,527	33,433	21,500	24,000	24,000
NPDES	4460	194,167	212,309	208,948	197,833	202,833
SOLID WASTE (RECYCLING)	4625	41,444	34,104	23,431	19,242	19,242
<b>TOTAL</b>		<b>300,138</b>	<b>279,846</b>	<b>253,879</b>	<b>241,075</b>	<b>246,075</b>
<b>PLANNING</b>						
PLANNING ADMINISTRATION	4510	925,516	792,694	706,437	903,316	1,003,316
ADVANCED PLANNING	4520	116,001	62,348	58,208	52,663	52,663
CODE ADMINISTRATION	4530	216,154	141,179	80,881	157,328	157,328
SUBDIVISION REGULATION	4540	30,668	31,104	30,595		
<b>TOTAL</b>		<b>1,288,339</b>	<b>1,027,325</b>	<b>876,121</b>	<b>1,113,307</b>	<b>1,213,307</b>
<b>COMMUNITY SERVICES</b>						
PARKS MAINTENANCE	4610	545,709	504,254	495,845	750,057	750,057
TREE TRIMMING	4615	76,940	102,332	121,233	116,402	116,402
LANDSCAPE MAINTENANCE	4620	353,517	316,929	331,044		
BRIDLE TRAILS	4630	110,516	101,836	125,600	70,098	70,098
RECREATION PROGRAMS	4640	58,600	43,406	41,879	45,249	45,249
SPECIAL EVENTS	4670	76,496	68,952	71,516	69,936	69,936
PEPPERTREE	4674	8,343	8,664	8,188	8,493	8,493
NATURE CENTER	4676	16,254	19,855	16,724	16,980	16,980
<b>TOTAL</b>		<b>1,246,375</b>	<b>1,166,228</b>	<b>1,212,029</b>	<b>1,077,215</b>	<b>1,077,215</b>
<b>TOTAL OPERATING EXPENDITURES</b>						
		<b>6,890,041</b>	<b>6,139,096</b>	<b>5,972,574</b>	<b>5,792,947</b>	<b>5,942,248</b>

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

EXPENDITURES/EXPENSES SUMMARY	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES</b>					
<b>STREETS:</b>					
STREET RESURFACING & CURB IMPR. 5103	3,800		30,000	305,000	
CURB/GUTTER/SIDEWALK IMPR. 5140					
STORM DRAIN REPAIRS/IMPROVEMENTS 5145				20,000	20,000
ARTERIAL STREETS MEDIAN IMPROVEMENTS 5150	14,361				
TRAFFIC SIGNAL IMPROVEMENTS 5180					
ADV. STREET SIGNS REPAINTING 5186					
<b>TOTAL STREETS</b>	<b>18,161</b>		<b>30,000</b>	<b>325,000</b>	<b>20,000</b>
<b>PARKS &amp; RECREATION:</b>					
BRUSH CLEARANCE 5201		25,000	25,000	25,000	25,000
PICNIC TABLES 5206					
RIDING RING IMPROVEMENTS 5208					
DAPPLEGRAY RIDING RING 5213					
THREE RAIL FENCING 5221	29,749	24,160	25,000		
4th DISTRICT GRANT 5230	2,753	371			
MAINTENANCE YARD IMPROVEMENTS 5272	1,954				
PORTABLE RADIOS 5293					
<b>TOTAL PARKS &amp; RECR.</b>	<b>34,456</b>	<b>49,531</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>
<b>PUBLIC IMPROVEMENTS:</b>					
GENERATOR AIR QUALITY FILTER 5305					
COMPUTER NETWORK UPGRADE 5307	5,814				10,000
WEBSITE DEVELOPMENT COSTS 5316	27,576	20,584			
ADA IMPROVEMENTS (GENERAL FUND) 5317					
COUNCIL CHAMBERS MULTIMEDIA 5323					
PHONE & VOICE MAIL SYSTEM 5326					
GIS 5345					
<b>TOTAL PUBLIC IMPR.</b>	<b>33,390</b>	<b>20,584</b>			<b>10,000</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>86,007</b>	<b>70,115</b>	<b>80,000</b>	<b>350,000</b>	<b>55,000</b>
<b>TOTAL GEN. FUND EXPEND.</b>	<b>6,976,048</b>	<b>6,209,211</b>	<b>6,052,574</b>	<b>6,142,947</b>	<b>5,997,248</b>
<b>FUND 02 DESIGNATION EXPENDITURES</b>					
CITY HALL RETRO AND UPDATE 5395	8,302				
CITY HALL KITCHEN EXPANSION 5396	16,765				
CITY HALL FLAG POLE LIGHTS 5395					
TRASH ENCLOSURE REPLACEMENT 5395					
CITY HALL LIGHTING 5397	22,807				
<b>TOTAL FUND 02 DESIGNATION</b>	<b>47,874</b>				
<b>TOTAL GENERAL FUNDS 01 &amp; 02</b>	<b>7,023,922</b>	<b>6,209,211</b>	<b>6,052,574</b>	<b>6,142,947</b>	<b>5,997,248</b>



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

EXPENDITURES/EXPENSES SUMMARY		2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>SPECIAL REVENUE FUND TYPE EXPENDITURES</b>						
<b><u>QUIMBY FEES FUND 10</u></b>						
PEPPERWOOD PARK SIGN	5262				1,500	
CHANDLER PARK RING FOOTING	5263				5,250	
HOWLETT PARK IMPROVEMENTS	5264				124,000	
HIGHRIDGE PARK IMPROVEMENTS	5265				100,000	
NATURE CENTER IMPROVEMENTS	5267				5,000	
<b>TOTAL</b>					<b>235,750</b>	
<b><u>STATE GAS TAX FUND 11</u></b>						
STREET REPAIR	4410	11,142	28,115	32,000	32,000	32,000
SIGNALS	4454	131,355	151,261	131,577	102,000	102,000
<b>TOTAL</b>		<b>142,497</b>	<b>179,376</b>	<b>163,577</b>	<b>134,000</b>	<b>134,000</b>
<b><u>TRANSIT PROP. A FUND 13</u></b>						
TRANSIT TDA ARTICLE 3	5113	24,800		4,000	10,000	
<b><u>TRAFFIC SAFETY FUND 14</u></b>						
CROSSING GUARDS - TRAFFIC FINES	4340	54,742	65,626	69,415	69,400	69,400
<b><u>TRAFFIC SAFETY FUND 18</u></b>						
PV TRANSIT	4450	131,973	132,073	131,536	133,148	133,148
<b>TOTAL</b>		<b>131,973</b>	<b>132,073</b>	<b>131,536</b>	<b>133,148</b>	<b>133,148</b>
<b><u>TRANSIT PROP. C FUND 19</u></b>						
PVDN BIKE LANE PROJECT	5119			20,761	5,000	193,436
STREET RESURFACING	5120	73,232	22,084	80,000	100,000	
STORM DRAIN REPAIR & IMPR	5146	44,636				
<b>TOTAL</b>		<b>117,868</b>	<b>22,084</b>	<b>100,761</b>	<b>105,000</b>	<b>193,436</b>
<b><u>COG DUES AIR QUALITY FUND 20</u></b>						
MOTOR VEHICLES AIR QUALITY	4280			146,465		
COG DUES	4111		7,435	7,435	7,435	7,435
<b>TOTAL</b>			<b>7,435</b>	<b>153,900</b>	<b>7,435</b>	<b>7,435</b>
<b><u>TRANSPORTATION PROP. 1B FUND 22</u></b>						
STREET RESURFACING & CURB IMPR.	5187	210,682		80,000		
STORM DRAIN REPAIRS/IMPROVEMENTS	5188	105,623	9,563			
<b>TOTAL</b>		<b>316,305</b>	<b>9,563</b>	<b>80,000</b>		
<b><u>MEASURE R FUND 23</u></b>						
RESIDENTIAL STREET RESURFACING	5170			125,000	80,000	
<b>TOTAL</b>				<b>125,000</b>	<b>80,000</b>	
<b><u>FEDERAL STIP FUND 24</u></b>						
PVDN BIKE LANE PROJECT	5117		23,063	3,309	256,000	1,803,000
<b>TOTAL</b>			<b>23,063</b>	<b>3,309</b>	<b>256,000</b>	<b>1,803,000</b>
<b><u>STATE SR2S FUND 25</u></b>						
PVDN BIKE LANE PROJECT	5118				57,600	496,980
<b>TOTAL</b>					<b>57,600</b>	<b>496,980</b>
<b><u>FEDERAL ARRA FUND 26</u></b>						
PVDN RESURFACING	5121			387,869		
TRAFFIC SIGNALS	5178		32,363	19,865		
ILLUMINATED STREET SIGNS LED	5183			65,765		
<b>TOTAL</b>			<b>32,363</b>	<b>473,499</b>		
<b><u>PROP. 12 PARKS GRANT FUND 31</u></b>						
PROP. 12 GRANT - ADA PLAN	5234					
PROP. 12 RIPARIAN GRANT - NATURE PR.	5236		29,464			
PROP. 12 ADA IMPROVEMENTS	5238	1,756				
<b>TOTAL</b>		<b>1,756</b>	<b>29,464</b>			

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

<b>EXPENDITURES/EXPENSES SUMMARY</b>		<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
		<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Proposed</b>
<b><u>PROP. A PARKS FUND 32</u></b>						
STABLES RENOVATION	5250	167,006	137,190	52,000	655,000	
NATURE CENTER	4680	13,500	17,450	19,000	19,000	19,000
<b>TOTAL</b>		<b>180,506</b>	<b>154,640</b>	<b>71,000</b>	<b>674,000</b>	<b>19,000</b>
<b><u>PROP. 40 PARKS GRANT FUND 33</u></b>						
HIGHRIDGE HOWLETT PARK IMP	5248			227,154		
HOWLETT PARK EQUESTRIAN CENTER IM	5292	38,480	5,075			
ROBERTI Z'BERG	5299			24,137		
<b>TOTAL</b>		<b>38,480</b>	<b>5,075</b>	<b>251,291</b>		
<b><u>PROP. A 4TH DISTRICT GRANT FUND 34</u></b>						
THREE RAIL FENCING	5220				75,000	75,000
<b>TOTAL</b>					<b>75,000</b>	<b>75,000</b>
<b><u>PEPPERTREE FUND 95</u></b>						
PEPPERTREE FOUNDATION	4675	44,116	32,165	40,886	37,950	37,950
PICNIC TABLES REPLACEMENT	5245	3,041				
RIDING RING IMPROVEMENTS	5275					
NATURE CENTER FACILITY	5289		10,059	18		
COMMUNITY CENTER LANDSCAPE	5291					
DAPLEGRAY RIDING ARENA FENCE	5295	6,958	15,905			
CITY COUNCIL RECOGNITION PLAQUE	5296				4,900	
HOWLETT PARK DESSAGE ARENA	5297	3,935	38,833			
<b>TOTAL</b>		<b>58,050</b>	<b>96,962</b>	<b>40,904</b>	<b>42,850</b>	<b>37,950</b>
<b>TOTAL OPERATIONS</b>		<b>386,828</b>	<b>434,125</b>	<b>578,314</b>	<b>400,933</b>	<b>400,933</b>
<b>TOTAL CAPTIAL PROJECTS</b>		<b>680,149</b>	<b>323,599</b>	<b>1,089,878</b>	<b>1,479,250</b>	<b>2,568,416</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>1,066,977</b>	<b>757,724</b>	<b>1,668,192</b>	<b>1,880,183</b>	<b>2,969,349</b>
<b><u>ENTERPRISE FUND TYPE EXPENSES</u></b>						
<b><u>STABLES FUND</u></b>						
STABLES	4650	803,243	775,687	732,386	733,953	733,439
<b><u>TENNIS FUND</u></b>						
TENNIS	4660	79,891	71,075	71,849	72,628	73,583
<b>TOTAL ENTERPRISE FUNDS</b>		<b>883,134</b>	<b>846,762</b>	<b>804,235</b>	<b>806,581</b>	<b>807,023</b>
<b>GRAND TOTAL, ALL FUNDS</b>		<b>8,974,033</b>	<b>7,813,697</b>	<b>8,525,001</b>	<b>8,829,711</b>	<b>9,773,620</b>

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



<b>EXHIBIT C</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2009-10</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,220,228			3,220,228
LICENSES/PERMITS	674,138			674,138
REV FR OTH AGENCIES	1,014,900	744,258		1,759,158
CHARGES FOR SVCS	313,864		791,808	1,105,672
FINES/FORFEITURES	83,360	40,186		123,546
USE OF MONEY/PROPERTY	45,414	4,135	753	50,302
OTHER REVENUES	334,615	31,273		365,888
<b>Total Revenues</b>	<b>5,686,519</b>	<b>819,852</b>	<b>792,561</b>	<b>7,298,932</b>
<b>USES</b>				
Legislative	225,060	7,435		232,495
Administration/Support	1,653,110			1,653,110
Public Safety	1,787,527	65,626		1,853,153
Public Works	279,846	311,449		591,295
Planning	1,027,325			1,027,325
Community Services	1,166,228	49,615	846,762	2,062,605
<b>Operations Expenditures</b>	<b>6,139,096</b>	<b>434,125</b>	<b>846,762</b>	<b>7,419,983</b>
<b>Capital Projects</b>	<b>70,115</b>	<b>323,599</b>		<b>393,714</b>
<b>Total Expenditures</b>	<b>6,209,211</b>	<b>757,724</b>	<b>846,762</b>	<b>7,813,697</b>
<b>Net Change</b>	<b>(522,692)</b>	<b>62,128</b>	<b>(54,201)</b>	<b>(514,765)</b>
<b>Fund Balance/RE - 7/1/09</b>	<b>3,340,086</b>	<b>361,329</b>	<b>(73,983)</b>	<b>3,627,432</b>
<b>Fund Balance/RE - 6/30/10</b>	<b>2,817,394</b>	<b>423,457</b>	<b>(128,184)</b>	<b>3,112,667</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	5,686,519	819,852	792,561	7,298,932
Less: Capital Grant Revenues				
Less: Operations Expenditures	(6,139,096)	(434,125)	(846,762)	(7,419,983)
<b>RESULTS</b>	<b>(452,577)</b>	<b>385,727</b>	<b>(54,201)</b>	<b>(121,051)</b>
Add: Note Receivable	160,000			160,000
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(292,577)</b>	<b>385,727</b>	<b>(54,201)</b>	<b>38,949</b>
Utilization of Fund Balance	292,577			
<b>NET OPERATING RESULTS (\$)</b>	<b>0</b>	<b>385,727</b>	<b>(54,201)</b>	<b>38,949</b>
Net Operating Results (%) as a % of Revenues	<b>0%</b>	<b>47%</b>	<b>-7%</b>	<b>1%</b>

<b>EXHIBIT D</b>		<b>(Continued) Special Funds</b>																																					
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2009-10</b>		<b>PROP A</b>																<b>Special Revenue TOTAL</b>	<b>Stables 50</b>	<b>Tennis 51</b>	<b>Enterprise Funds TOTAL</b>																		
		<b>Quimby Fees 10</b>	<b>State GT 11</b>	<b>Local Trans 13</b>	<b>Traffic Safety 14</b>	<b>Transit Imp 18</b>	<b>PROP C 19</b>	<b>AQMD AB 2766 20</b>	<b>STPL Grant 21</b>	<b>Trans Prop 1B 22</b>	<b>Measure R 23</b>	<b>Federal STIP 24</b>	<b>Federal ARRA 26</b>	<b>PROP 12 Parks Grant 31</b>	<b>PROP A Parks Grant 32</b>	<b>PROP 40 Parks Grant 33</b>	<b>Pepper Tree 95</b>																						
<b>SOURCES</b>																																							
TAXES																																							
LICENSES/PERMITS																																							
REV FR OTH AGENCIES		166,390	209,118			104,135	86,385	9,227		51,976		32,618	84,409							744,258																			
CHARGES FOR SVCS																																							
FINES/FORFEITURES					40,186															40,186																			
USE OF MONEY/PROPERTY		1,037	27	1	219	469	827	911	39	484	106		1						14	4,135																			
OTHER REVENUES																				31,273																			
<b>Total Revenues</b>		<b>167,427</b>	<b>209,145</b>	<b>1</b>	<b>40,405</b>	<b>104,604</b>	<b>87,212</b>	<b>10,138</b>	<b>39</b>	<b>484</b>	<b>52,082</b>		<b>32,619</b>	<b>84,409</b>						<b>31,287</b>																			
<b>USES</b>																																							
Legislative								7,435												7,435																			
Administration/Support																																							
Public Safety					65,626															65,626																			
Public Works			179,376			132,073														311,449																			
Planning																																							
Community Services																																							
<b>Operations Expenditures</b>			<b>179,376</b>		<b>65,626</b>	<b>132,073</b>		<b>7,435</b>							<b>17,450</b>				<b>32,165</b>	<b>434,125</b>																			
<b>Capital Projects</b>							<b>22,084</b>			<b>9,563</b>		<b>23,063</b>	<b>32,363</b>	<b>29,464</b>	<b>137,190</b>	<b>5,075</b>			<b>64,797</b>	<b>323,599</b>																			
<b>Total Expenditures</b>			<b>179,376</b>		<b>65,626</b>	<b>132,073</b>	<b>22,084</b>	<b>7,435</b>		<b>9,563</b>		<b>23,063</b>	<b>32,363</b>	<b>29,464</b>	<b>154,640</b>	<b>5,075</b>			<b>96,962</b>	<b>757,724</b>																			
<b>Net Change</b>		<b>167,427</b>	<b>29,769</b>	<b>1</b>	<b>(25,221)</b>	<b>(27,469)</b>	<b>65,128</b>	<b>2,703</b>	<b>39</b>	<b>(9,079)</b>	<b>52,082</b>	<b>(23,063)</b>	<b>256</b>	<b>54,945</b>	<b>(154,640)</b>	<b>(5,075)</b>	<b>(65,675)</b>		<b>62,128</b>	<b>(42,802)</b>																			
Fund Balance/RE - 7/1/09		95,503	(2,546)	207	46,682	116,595	112,650	162,140	6,992	88,204				(18,726)	(239,876)	(38,536)	32,040		361,329	(231,622)																			
Fund Balance/RE - 6/30/10		262,930	27,223	208	21,461	89,126	177,778	164,843	7,031	79,125	52,082	(23,063)	256	36,219	(394,516)	(43,611)	(33,635)		423,457	(274,424)																			

<b>EXHIBIT D</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>REVISED BUDGET</b>				
<b>FY 2010-11</b>	<b>General</b>	<b>Special</b>	<b>Enterprise</b>	<b>Total</b>
	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	
<b>SOURCES</b>				
TAXES	3,431,591			3,431,591
LICENSES/PERMITS	672,000			672,000
REV FR OTH AGENCIES	1,053,854	1,478,715		2,532,569
CHARGES FOR SVCS	270,719		716,796	987,515
FINES/FORFEITURES	69,000	42,000		111,000
USE OF MONEY/PROPERTY	45,000	3,691	700	49,391
OTHER REVENUES	281,000	376,513		657,513
<b>Total Revenues</b>	<b>5,823,164</b>	<b>1,900,919</b>	<b>717,496</b>	<b>8,441,579</b>
<b>USES</b>				
Legislative	223,616	7,435		231,051
Administration/Support	1,656,078			1,656,078
Public Safety	1,750,851	69,415		1,820,266
Public Works	253,879	299,113		552,992
Planning	876,121			876,121
Community Services	1,212,029	59,886	804,235	2,076,150
<b>Operations Expenditures</b>	<b>5,972,574</b>	<b>435,849</b>	<b>804,235</b>	<b>7,212,658</b>
<b>Capital Projects</b>	<b>80,000</b>	<b>1,232,343</b>		<b>1,312,343</b>
<b>Total Expenditures</b>	<b>6,052,574</b>	<b>1,668,192</b>	<b>804,235</b>	<b>8,525,001</b>
<b>Net Change</b>	<b>(229,410)</b>	<b>232,727</b>	<b>(86,739)</b>	<b>(83,422)</b>
<b>Fund Balance/RE - 7/1/10</b>	<b>2,817,394</b>	<b>423,457</b>	<b>(128,184)</b>	<b>3,112,667</b>
<b>Fund Balance/RE - 6/30/11</b>	<b>2,587,984</b>	<b>656,184</b>	<b>(214,923)</b>	<b>3,029,245</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	5,823,164	1,900,919	717,496	8,441,579
Less: Capital Grant Revenues				
Less: Operations Expenditures	(5,972,574)	(435,849)	(804,235)	(7,212,658)
Add: CLEEP Grant Usage	10,062			10,062
<b>RESULTS AFTER ADD-BACKS</b>	<b>(139,348)</b>	<b>1,465,070</b>	<b>(86,739)</b>	<b>1,238,983</b>
Add: Note Receivable	160,000			160,000
Legal Fees Special Projects	33,318			33,318
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>53,970</b>	<b>1,465,070</b>	<b>(86,739)</b>	<b>1,432,301</b>
<b>NET OPERATING RESULTS (\$)</b>	<b>53,970</b>	<b>1,465,070</b>	<b>(86,739)</b>	<b>1,432,301</b>
Net Operating Results (%) as a % of Revenues	<b>1%</b>	<b>77%</b>	<b>-12%</b>	<b>17%</b>

EXHIBIT D City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2010-11	(Continued) Special Funds																	Enterprise Funds				
	Quimby Fees 10	State GT 11	PROP A Local Trans 13 14		PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 20	STPL Grant 21	Prop 1B Grant 22	Measure R 23	Federal STIP 24	State SR25 25	Federal ARRA 26	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
<b>SOURCES</b>																						
TAXES																						
LICENSES/PERMITS																						
REV FR OTH AGENCIES		246,045	15,262			127,000	108,000	9,100			80,000		466,925	21,585	159,248	245,550						
CHARGES FOR SVCS																						
FINES/FORFEITURES				42,000																		
USE OF MONEY/PROPERTY	951	150	15	200	50	400	750	800	20	180	175											
OTHER REVENUES	320,895				12,000													43,618				
<b>Total Revenues</b>	<b>321,846</b>	<b>246,195</b>	<b>15,277</b>	<b>42,200</b>	<b>12,050</b>	<b>127,400</b>	<b>108,750</b>	<b>9,900</b>	<b>20</b>	<b>180</b>	<b>80,175</b>		<b>466,925</b>	<b>21,585</b>	<b>159,248</b>	<b>245,550</b>	<b>43,618</b>	<b>1,900,919</b>	<b>662,796</b>	<b>54,700</b>	<b>717,496</b>	
<b>USES</b>																						
Legislative								7,435														
Administration/Support																						
Public Safety				69,415																		
Public Works		163,577	4,000			131,536																
Planning																						
Community Services																19,000		40,886				
<b>Operations Expenditures</b>		<b>163,577</b>	<b>4,000</b>	<b>69,415</b>		<b>131,536</b>		<b>7,435</b>							<b>19,000</b>		<b>40,886</b>	<b>435,849</b>	<b>732,386</b>	<b>71,849</b>	<b>804,235</b>	
<b>Capital Projects</b>							<b>100,761</b>	<b>146,465</b>		<b>80,000</b>	<b>125,000</b>	<b>3,309</b>	<b>473,499</b>		<b>52,000</b>	<b>251,291</b>	<b>18</b>	<b>1,232,343</b>				
<b>Total Expenditures</b>		<b>163,577</b>	<b>4,000</b>	<b>69,415</b>		<b>131,536</b>	<b>100,761</b>	<b>153,900</b>		<b>80,000</b>	<b>125,000</b>	<b>3,309</b>	<b>473,499</b>		<b>71,000</b>	<b>251,291</b>	<b>40,904</b>	<b>1,668,192</b>	<b>732,386</b>	<b>71,849</b>	<b>804,235</b>	
<b>Net Change</b>	<b>321,846</b>	<b>82,618</b>	<b>11,277</b>	<b>(27,215)</b>	<b>12,050</b>	<b>(4,136)</b>	<b>7,989</b>	<b>(144,000)</b>	<b>20</b>	<b>(79,820)</b>	<b>(44,825)</b>	<b>(3,309)</b>		<b>(6,574)</b>	<b>21,585</b>	<b>88,248</b>	<b>(5,741)</b>	<b>2,714</b>	<b>232,727</b>	<b>(69,590)</b>	<b>(17,149)</b>	<b>(86,739)</b>
<b>Fund Balance/RE - 7/1/10</b>	<b>262,930</b>	<b>27,223</b>	<b>208</b>	<b>21,461</b>		<b>89,126</b>	<b>177,778</b>	<b>164,843</b>	<b>7,031</b>	<b>79,125</b>	<b>52,082</b>	<b>(23,063)</b>		<b>256</b>	<b>36,219</b>	<b>(394,516)</b>	<b>(43,611)</b>	<b>(33,635)</b>	<b>423,457</b>	<b>(274,424)</b>	<b>146,240</b>	<b>(128,184)</b>
<b>Fund Balance/RE - 6/30/11</b>	<b>584,776</b>	<b>109,841</b>	<b>11,485</b>	<b>(5,754)</b>	<b>12,050</b>	<b>84,990</b>	<b>185,767</b>	<b>20,843</b>	<b>7,051</b>	<b>(695)</b>	<b>7,257</b>	<b>(26,372)</b>		<b>(6,318)</b>	<b>57,804</b>	<b>(306,268)</b>	<b>(49,352)</b>	<b>(30,921)</b>	<b>656,184</b>	<b>(344,014)</b>	<b>129,091</b>	<b>(214,923)</b>

<b>EXHIBIT E</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2011-12</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,480,250			3,480,250
LICENSES/PERMITS	872,000			872,000
REV FR OTH AGENCIES	963,917	2,336,280		3,300,197
CHARGES FOR SVCS	271,000		716,796	987,796
FINES/FORFEITURES	69,000	42,000		111,000
USE OF MONEY/PROPERTY	45,000	3,596	700	49,296
OTHER REVENUES	250,000	410,500		660,500
<b>Total Revenues</b>	<b>5,951,167</b>	<b>2,792,376</b>	<b>717,496</b>	<b>9,461,039</b>
<b>USES</b>				
Legislative	243,764	7,435		251,199
Administration/Support	1,544,289			1,544,289
Public Safety	1,573,297	69,400		1,642,697
Public Works	241,075	277,148		518,223
Planning	1,113,307			1,113,307
Community Services	1,077,215	292,700	806,581	2,176,497
<b>Operations Expenditures</b>	<b>5,792,947</b>	<b>646,683</b>	<b>806,581</b>	<b>7,246,211</b>
<b>Capital Projects</b>	<b>350,000</b>	<b>1,233,500</b>		<b>1,583,500</b>
<b>Total Expenditures</b>	<b>6,142,947</b>	<b>1,880,183</b>	<b>806,581</b>	<b>8,829,711</b>
<b>Net Change</b>	<b>(191,780)</b>	<b>912,193</b>	<b>(89,085)</b>	<b>631,328</b>
<b>Fund Balance/RE - 7/1/11</b>	<b>2,587,984</b>	<b>656,184</b>	<b>(214,923)</b>	<b>3,029,245</b>
<b>Fund Balance/RE - 6/30/12</b>	<b>2,396,204</b>	<b>1,568,377</b>	<b>(304,008)</b>	<b>3,660,573</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	5,951,167	2,792,376	717,496	9,461,039
Less: Capital Grant Revenues		(1,802,155)		(1,802,155)
Less: Operations Expenditures	(5,792,947)	(646,683)	(806,581)	(7,246,211)
<b>RESULTS</b>	<b>158,220</b>	<b>343,538</b>	<b>(89,085)</b>	<b>412,673</b>
Add: Note Receivable	80,000			80,000
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>238,220</b>	<b>343,538</b>	<b>(89,085)</b>	<b>492,673</b>
Utilization of Fund Balance				
Add: Special Project Costs				
<b>NET OPERATING RESULTS (\$)</b>	<b>238,220</b>	<b>343,538</b>	<b>(89,085)</b>	<b>492,673</b>
Net Operating Results (%) as a % of Revenues	<b>4%</b>	<b>12%</b>	<b>-12%</b>	<b>5%</b>



EXHIBIT E City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2011-12	(Continued) Special Funds																		Enterprise Funds					
	Quimby Fees 10	State GT 11	PROP A Local Trans 13		Traffic Safety 14	PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 20	STPL Grant 21	PROP 1B Transport Grant 22	Measure R Grant 23	Federal STIP Grant 24	State SR2S Grant 25	Federal ARRA Grants 26	PROP 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	PROP A 4th District Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL
<b>SOURCES</b>																								
TAXES																								
LICENSES/PERMITS																								
REV FR OTH AGENCIES		210,200	5,000				127,000	108,000	9,100			80,000	256,000	496,980			969,000		75,000		2,336,280	662,796	54,000	716,796
CHARGES FOR SVCS																								
FINES/FORFEITURES				42,000																		42,000		
USE OF MONEY/PROPERTY	1,000	150	1	200		100	400	750	800	20		175									3,596		700	700
OTHER REVENUES	342,500					24,000														44,000	410,500			
<b>Total Revenues</b>	<b>343,500</b>	<b>210,350</b>	<b>5,001</b>	<b>42,200</b>	<b>24,100</b>	<b>127,400</b>	<b>108,750</b>	<b>9,900</b>	<b>20</b>	<b>80,175</b>	<b>256,000</b>	<b>496,980</b>				<b>969,000</b>		<b>75,000</b>	<b>44,000</b>	<b>2,792,376</b>	<b>662,796</b>	<b>54,700</b>	<b>717,496</b>	
<b>USES</b>																								
Legislative								7,435														7,435		
Administration/Support																						69,400		
Public Safety				69,400																				
Public Works		134,000	10,000				133,148															277,148		
Planning																								
Community Services	235,750																19,000			37,950	292,700	733,953	72,628	806,581
<b>Operations Expenditures</b>	<b>235,750</b>	<b>134,000</b>	<b>10,000</b>	<b>69,400</b>		<b>133,148</b>		<b>7,435</b>								<b>19,000</b>			<b>37,950</b>	<b>646,683</b>	<b>733,953</b>	<b>72,628</b>	<b>806,581</b>	
<b>Capital Projects</b>							<b>105,000</b>				<b>80,000</b>	<b>256,000</b>	<b>57,600</b>				<b>655,000</b>		<b>75,000</b>	<b>4,900</b>	<b>1,233,500</b>			
<b>Total Expenditures</b>	<b>235,750</b>	<b>134,000</b>	<b>10,000</b>	<b>69,400</b>		<b>133,148</b>	<b>105,000</b>	<b>7,435</b>			<b>80,000</b>	<b>256,000</b>	<b>57,600</b>			<b>674,000</b>		<b>75,000</b>	<b>42,850</b>	<b>1,880,183</b>	<b>733,953</b>	<b>72,628</b>	<b>806,581</b>	
<b>Net Change</b>	<b>107,750</b>	<b>76,350</b>	<b>(4,999)</b>	<b>(27,200)</b>	<b>24,100</b>	<b>(5,748)</b>	<b>3,750</b>	<b>2,465</b>	<b>20</b>		<b>175</b>		<b>439,380</b>			<b>295,000</b>			<b>1,150</b>	<b>912,193</b>	<b>(71,157)</b>	<b>(17,928)</b>	<b>(89,085)</b>	
<b>Fund Balance/RE - 7/1/11</b>	<b>584,776</b>	<b>109,841</b>	<b>11,485</b>	<b>(5,754)</b>	<b>12,050</b>	<b>84,990</b>	<b>185,767</b>	<b>20,843</b>	<b>7,051</b>	<b>(695)</b>	<b>7,257</b>	<b>(26,372)</b>		<b>(6,318)</b>	<b>57,804</b>	<b>(306,268)</b>	<b>(49,352)</b>		<b>(30,921)</b>	<b>656,184</b>	<b>(344,014)</b>	<b>129,091</b>	<b>(214,923)</b>	
<b>Fund Balance/RE - 6/30/12</b>	<b>692,526</b>	<b>186,191</b>	<b>6,486</b>	<b>(32,954)</b>	<b>36,150</b>	<b>79,242</b>	<b>189,517</b>	<b>23,308</b>	<b>7,071</b>	<b>(695)</b>	<b>7,432</b>	<b>(26,372)</b>	<b>439,380</b>	<b>(6,318)</b>	<b>57,804</b>	<b>(11,268)</b>	<b>(49,352)</b>		<b>(29,771)</b>	<b>1,568,377</b>	<b>(415,172)</b>	<b>111,163</b>	<b>(304,008)</b>	

<b>EXHIBIT F</b>				
<b>City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2012-13</b>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,519,515			3,519,515
LICENSES/PERMITS	922,000			922,000
REV FR OTH AGENCIES	1,002,305	2,431,300		3,433,605
CHARGES FOR SVCS	271,000		716,796	987,796
FINES/FORFEITURES	69,000	42,000		111,000
USE OF MONEY/PROPERTY	45,000	3,596	700	49,296
OTHER REVENUES	250,000	710,500		960,500
<b>Total Revenues</b>	<b>6,078,819</b>	<b>3,187,396</b>	<b>717,496</b>	<b>9,983,711</b>
<b>USES</b>				
Legislative	227,764	7,435		235,199
Administration/Support	1,543,291			1,543,291
Public Safety	1,634,597	69,400		1,703,997
Public Works	246,075	267,148		513,223
Planning	1,213,307			1,213,307
Community Services	1,077,215	56,950	807,023	1,941,188
<b>Operations Expenditures</b>	<b>5,942,248</b>	<b>400,933</b>	<b>807,023</b>	<b>7,150,204</b>
<b>Capital Projects</b>	<b>55,000</b>	<b>2,568,416</b>		<b>2,623,416</b>
<b>Total Expenditures</b>	<b>5,997,248</b>	<b>2,969,349</b>	<b>807,023</b>	<b>9,773,620</b>
<b>Net Change</b>	<b>81,571</b>	<b>218,047</b>	<b>(89,527)</b>	<b>210,091</b>
<b>Fund Balance/RE - 7/1/12</b>	<b>2,396,204</b>	<b>1,568,377</b>	<b>(304,008)</b>	<b>3,660,573</b>
<b>Fund Balance/RE - 6/30/13</b>	<b>2,477,775</b>	<b>1,786,424</b>	<b>(393,535)</b>	<b>3,870,664</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	6,078,819	3,187,396	717,496	9,983,711
Less: Capital Grant Revenues		(1,897,175)		(1,897,175)
Less: Operations Expenditures	(5,942,248)	(400,933)	(807,023)	(7,150,204)
Add: CLEEP Grant Usage				
<b>RESULTS</b>	<b>136,571</b>	<b>889,288</b>	<b>(89,527)</b>	<b>936,332</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>136,571</b>	<b>889,288</b>	<b>(89,527)</b>	<b>936,332</b>
Utilization of Fund Balance				
Add: Special Project Costs				
<b>NET OPERATING RESULTS (\$)</b>	<b>136,571</b>	<b>889,288</b>	<b>(89,527)</b>	<b>936,332</b>
Net Operating Results (%) as a % of Revenues	<b>2%</b>	<b>28%</b>	<b>-12%</b>	<b>9%</b>

EXHIBIT F City of Rolling Hills Estates SOURCES and USES REVISED BUDGET FY 2012-13	(Continued) Special Funds																			Enterprise Funds				
	Quimby Fees 10	State GT 11	PROP A Local Trans 13	Traffic Safety 14	PEG Fees 16	Transit Imp 18	PROP C 19	AQMD AB 2766 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 12 Parks Grant 31	PROP A Parks Grant 32	PROP 40 Parks Grant 33	PROP A 4th District Grant 33	Pepper Tree 95	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL	
<b>SOURCES</b>																								
TAXES																								
LICENSES/PERMITS																								
REV FR OTH AGENCIES		210,200	5,000			127,000	108,000	9,100		80,000	1,803,000				14,000		75,000			2,431,300	662,796	54,000	716,796	
CHARGES FOR SVCS																								
FINES/FORFEITURES				42,000																42,000				
USE OF MONEY/PROPERTY	1,000	150	1	200	100	400	750	800	20	175										3,596		700	700	
OTHER REVENUES	642,500				24,000															44,000				
<b>Total Revenues</b>	<b>643,500</b>	<b>210,350</b>	<b>5,001</b>	<b>42,200</b>	<b>24,100</b>	<b>127,400</b>	<b>108,750</b>	<b>9,900</b>	<b>20</b>	<b>80,175</b>	<b>1,803,000</b>				<b>14,000</b>		<b>75,000</b>	<b>44,000</b>	<b>3,187,396</b>	<b>662,796</b>	<b>54,700</b>	<b>717,496</b>		
<b>USES</b>																								
Legislative								7,435													7,435			
Administration/Support																								
Public Safety				69,400																	69,400			
Public Works		134,000				133,148															267,148			
Planning																								
Community Services																19,000				37,950	56,950	733,439	73,583	807,023
<b>Operations Expenditures</b>		<b>134,000</b>		<b>69,400</b>		<b>133,148</b>		<b>7,435</b>							<b>19,000</b>				<b>37,950</b>	<b>400,933</b>	<b>733,439</b>	<b>73,583</b>	<b>807,023</b>	
<b>Capital Projects</b>							<b>193,436</b>				<b>1,803,000</b>	<b>496,980</b>					<b>75,000</b>			<b>2,568,416</b>				
<b>Total Expenditures</b>		<b>134,000</b>		<b>69,400</b>		<b>133,148</b>	<b>193,436</b>	<b>7,435</b>			<b>1,803,000</b>	<b>496,980</b>			<b>19,000</b>		<b>75,000</b>	<b>37,950</b>	<b>2,969,349</b>	<b>733,439</b>	<b>73,583</b>	<b>807,023</b>		
<b>Net Change</b>	<b>643,500</b>	<b>76,350</b>	<b>5,001</b>	<b>(27,200)</b>	<b>24,100</b>	<b>(5,748)</b>	<b>(84,686)</b>	<b>2,465</b>	<b>20</b>	<b>80,175</b>	<b>(496,980)</b>				<b>(5,000)</b>			<b>6,050</b>	<b>218,047</b>	<b>(70,643)</b>	<b>(18,883)</b>	<b>(89,527)</b>		
<b>Fund Balance/RE - 7/1/12</b>	<b>692,526</b>	<b>186,191</b>	<b>6,486</b>	<b>(32,954)</b>	<b>36,150</b>	<b>79,242</b>	<b>189,517</b>	<b>23,308</b>	<b>7,071</b>	<b>(695)</b>	<b>7,432</b>	<b>(26,372)</b>	<b>439,380</b>	<b>(6,318)</b>	<b>57,804</b>	<b>(11,268)</b>	<b>(49,352)</b>		<b>(29,771)</b>	<b>1,568,377</b>	<b>(415,172)</b>	<b>111,163</b>	<b>(304,008)</b>	
<b>Fund Balance/RE - 6/30/13</b>	<b>1,336,026</b>	<b>262,541</b>	<b>11,487</b>	<b>(60,154)</b>	<b>60,250</b>	<b>73,494</b>	<b>104,831</b>	<b>25,773</b>	<b>7,091</b>	<b>(695)</b>	<b>87,607</b>	<b>(26,372)</b>	<b>(57,600)</b>	<b>(6,318)</b>	<b>57,804</b>	<b>(16,268)</b>	<b>(49,352)</b>		<b>(23,721)</b>	<b>1,786,424</b>	<b>(485,815)</b>	<b>92,280</b>	<b>(393,535)</b>	





CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS  
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2010	EXHIBIT D Estimated Year Ending June 30, 2011	EXHIBIT E Adopted Year Ending June 30, 2012	EXHIBIT F Proposed Year Ending June 30, 2013
<b>FUND BALANCE (per Exhibit)</b>	<b>2,817,394</b>	<b>2,587,984</b>	<b>2,396,204</b>	<b>2,477,775</b>
<b>FUND BALANCE, RESERVED:</b>				
Other Reserves	0	0	0	0
CLEEP Grant	34,823	24,761	24,761	24,761
Traffic Congestion Grant	0	0	0	0
Prepaid Costs	0	0	0	0
Inventories	7,242	7,300	7,300	7,300
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
Note Receivable	240,000	80,000	0	0
<b>Fund Balance, Total Reserved</b>	<b>292,065</b>	<b>122,061</b>	<b>42,061</b>	<b>42,061</b>
<b>FUND BALANCE, UNRESERVED:</b>				
<b>DESIGNATED:</b>				
Future Operating Expenditures	477,004	477,004	477,004	477,004
Capital Projects (following fiscal year)	80,000	0	0	0
<i>CIP Other than Streets</i>	0	45,000	55,000	45,000
<i>CIP Streets</i>	0	305,000	0	270,000
PERS Rate Stabilization	200,000	0	0	0
Insurance Claims	100,000	50,000	50,000	50,000
Equipment	136,800	60,000	60,000	60,000
Fund 02 Capital Projects	326,000	326,000	326,000	326,000
<b>FUND BALANCE, DESIGNATED:</b>	<b>1,319,804</b>	<b>1,263,004</b>	<b>968,004</b>	<b>1,228,004</b>
<b>FUND BALANCE, UNRESERVED, UNDESIGNATED:</b>	<b>1,205,525</b>	<b>1,202,919</b>	<b>1,386,139</b>	<b>1,207,710</b>

NOTE: The Fund Balance Policy requirement that the Unreserved, Undesignated fund balance shall be at least \$1,200,000.



CITY OF ROLLING HILLS ESTATES

EXHIBIT H - NEW FORMAT PER GASB STATEMENT No. 54  
FUND TYPE DEFINITIONS



FUND BALANCE POLICY ANALYSIS  
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2010	EXHIBIT D Estimated Year Ending June 30, 2011	EXHIBIT E Adopted Year Ending June 30, 2012	EXHIBIT F Proposed Year Ending June 30, 2013
<b>Fund Balances:</b>	<b>2,817,394</b>	<b>2,587,984</b>	<b>2,396,204</b>	<b>2,477,775</b>
<b>Nonspendable:</b>				
Note Receivable	240,000	80,000		
Inventories	7,242	7,300	7,300	7,300
<b>Restricted for:</b>				
CLEEP Grant	34,823	24,761	24,761	24,761
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
<b>Assigned to:</b>				
Equipment	136,800	60,000	60,000	60,000
Capital Asset Replacement	326,000	326,000	326,000	326,000
Capital Projects	80,000	350,000	55,000	315,000
Insurance Claims	100,000	50,000	50,000	50,000
<b>Unassigned:</b>				
PERS Rate Stabilization	200,000			
Future Operating Expenditures	477,004	477,004	477,004	477,004
Fund Balance Policy Reserve	1,205,525	1,202,919	1,386,139	1,207,710
<b>Total Fund Balances</b>	<b>2,817,394</b>	<b>2,587,984</b>	<b>2,396,204</b>	<b>2,477,775</b>

NOTE: The Fund Balance Policy requirement that the Fund Balance Unassigned Reserve balance shall be at least \$1,200,000.





## City of Rolling Hills Estates



### **Gann Appropriations Limit 2011 – 2012**

**This Year's Limit: \$12,558,239**  
**Amount under Limit: \$8,418,283**

PURSUANT to Article XIII-B of Proposition 4, as amended by Proposition 111 and Senate Bill 88, the Appropriations Limit (known as the Gann Limit) for the City of Rolling Hills Estates for Fiscal Year 2011-2012 has been calculated to be \$12,558,239, which is \$8,418,283 under the limit.

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

Supporting documents are also available for viewing online at [www.RollingHillsEstatesCA.gov](http://www.RollingHillsEstatesCA.gov) under "Your Government" – "Administrative Services" tab.



**City of Rolling Hills Estates  
Summary**

Function <b>Legislative</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>100,691</b>	<b>103,638</b>	<b>98,525</b>	<b>104,229</b>	<b>104,229</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>154,372</b>	<b>128,857</b>	<b>132,526</b>	<b>146,970</b>	<b>130,970</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>255,063</b>	<b>232,495</b>	<b>231,051</b>	<b>251,199</b>	<b>235,199</b>

LEGISLATIVE OVERVIEW

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>City Council</b>	<b>4110/4111</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes a portion of the Deputy City Clerk's time for services as a Minutes Recorder for all City Council meetings (regular monthly meetings, special joint meetings with the City's two Commissions and Homeowners' Association Presidents).
- 405      WAGES/OVERTIME  
Provides for City staff to augment Cox Cable crew for broadcast of City Council meetings or to act as a substitute minutes recorder.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Provides for proclamations, awards, and other ceremonial items.
- 463      MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 470      MEETINGS/CONFERENCES/TRAVEL  
Includes attendance at various conferences and meetings including the Annual National League of Cities Conference, League of California Cities Conference, California Contract Cities Association Conference, League sponsored Mayors and Council Members Executive Forum, Spring Council Policy Development Session, Legislative Briefings, South Bay Cities Council of Governments Meetings, and other miscellaneous meetings, conferences, and seminars. Funding for the annual Holiday party is also provided in this account.
- 472      MEMBERSHIPS  
Provides for various City memberships (National League of Cities, League of California Cities, California Contract Cities Association, 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
<b>Legislative</b>	<b>City Council</b>					<b>4110/4111</b>
Expenditure Classification	2008-09	2009-10	2010-11	2011-12	2012-13	
	Actual	Actual	Estimated	Adopted	Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	9,972	9,874	9,972	10,497	10,497	
405 Wages - Overtime	-					
410 Benefits	4,209	7,143	3,915	3,018	3,018	
<b>TOTAL PERSONNEL</b>	<b>14,181</b>	<b>17,017</b>	<b>13,887</b>	<b>13,515</b>	<b>13,515</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,747	959	2,200	1,000	1,000	
463 Mileage	3,167	2,061	2,000	2,000	2,000	
470 Travel & Meetings	41,031	25,642	10,000	15,000	15,000	
472 Dues & Memberships	18,806	11,319	11,500	11,500	11,500	
472 Dues COG Fund 20		7,435	7,435	7,435	7,435	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>64,751</b>	<b>47,416</b>	<b>33,135</b>	<b>36,935</b>	<b>36,935</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>78,932</b>	<b>64,433</b>	<b>47,022</b>	<b>50,450</b>	<b>50,450</b>	
<b>FUND SOURCE</b>						
01 General Fund 4110	78,932	56,998	39,587	43,015	43,015	
20 Air Quality 4111		7,435	7,435	7,435	7,435	
<b>TOTAL</b>	<b>78,932</b>	<b>64,433</b>	<b>47,022</b>	<b>50,450</b>	<b>50,450</b>	

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>Planning Commission</b>	<b>4120</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Legislative</b>	<b>Planning Commission</b>					<b>4120</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	15,963	16,009	15,963	34,000	34,000	
410 Benefits	100	0	0			
410 Benefits	6,806	6,425	6,316	10,846	10,846	
<b>TOTAL PERSONNEL</b>	<b>22,869</b>	<b>22,434</b>	<b>22,279</b>	<b>44,846</b>	<b>44,846</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
430 Contractual Services	3,684	2,741	4,000	4,000	4,000	
463 Mileage	76	0	0			
470 Travel & Meetings	2,795	0	0			
<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,555</b>	<b>2,741</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>29,424</b>	<b>25,175</b>	<b>26,279</b>	<b>48,846</b>	<b>48,846</b>	
<b>FUND SOURCE</b>						
01 General Fund	29,424	25,175	26,279	48,846	48,846	
<b>TOTAL</b>	<b>29,424</b>	<b>25,175</b>	<b>26,279</b>	<b>48,846</b>	<b>48,846</b>	

DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

Function	Activity	Code
<b>Legislative</b>	<b>P&amp;A Commission</b>	<b>4130</b>

### Narrative

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

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Legislative</b>	<b>P&amp;A Commission</b>				<b>4130</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	44,887	45,527	44,887	34,749	34,749
410 Benefits	18,754	18,660	17,472	11,119	11,119
<b>TOTAL PERSONNEL</b>	<b>63,641</b>	<b>64,187</b>	<b>62,359</b>	<b>45,868</b>	<b>45,868</b>
<b>MATERIALS &amp; OPERATIONS</b>					
470 Travel & Meetings	6,222	292	213	200	200
472 Dues & Memberships	325	330	335	335	335
<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,547</b>	<b>622</b>	<b>548</b>	<b>535</b>	<b>535</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>70,188</b>	<b>64,809</b>	<b>62,907</b>	<b>46,403</b>	<b>46,403</b>
<b>FUND SOURCE</b>					
01 General Fund	70,188	64,809	62,907	46,403	46,403
<b>TOTAL</b>	<b>70,188</b>	<b>64,809</b>	<b>62,907</b>	<b>46,403</b>	<b>46,403</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>City Attorney</b>	<b>4140</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Legislative</b>	<b>City Attorney</b>					<b>4140</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services					
431 City Attorney Retainer	66,000	66,935	66,000	66,000	66,000
436 Special Counsel	1,631	163	14,000	10,000	10,000
470 Travel & Meetings	480	480		500	500
476 Advertising	7,804	10,419	14,843	12,000	12,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>75,915</b>	<b>77,997</b>	<b>94,843</b>	<b>88,500</b>	<b>88,500</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>75,915</b>	<b>77,997</b>	<b>94,843</b>	<b>88,500</b>	<b>88,500</b>
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**FUND SOURCE**

01 General Fund	75,915	77,997	94,843	88,500	88,500
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<b>TOTAL</b>	<b>75,915</b>	<b>77,997</b>	<b>94,843</b>	<b>88,500</b>	<b>88,500</b>
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DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Legislative</b>	<b>Election</b>	<b>4150</b>

### Narrative

The next general municipal election will be held in November of 2011 and consolidated with the County's other elections.

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Legislative</b>	<b>Election</b>					<b>4150</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	604	81		17,000	1,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>604</b>	<b>81</b>	<b>0</b>	<b>17,000</b>	<b>1,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>604</b>	<b>81</b>	<b>0</b>	<b>17,000</b>	<b>1,000</b>
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**FUND SOURCE**

01 General Fund	604	81		17,000	1,000
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<b>TOTAL</b>	<b>604</b>	<b>81</b>	<b>0</b>	<b>17,000</b>	<b>1,000</b>
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DEPARTMENT RESPONSIBLE  
City Manager



**City of Rolling Hills Estates  
Summary**

Function					
<b>Administration &amp; Support</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>1,207,015</b>	<b>1,195,825</b>	<b>1,187,764</b>	<b>1,095,031</b>	<b>1,095,031</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>500,857</b>	<b>452,919</b>	<b>465,814</b>	<b>443,258</b>	<b>442,260</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>6,964</b>	<b>4,366</b>	<b>148,965</b>	<b>6,000</b>	<b>6,000</b>
<b>TOTAL FUNCTION</b>	<b>1,714,836</b>	<b>1,653,110</b>	<b>1,802,543</b>	<b>1,544,289</b>	<b>1,543,291</b>

ADMINISTRATION AND SUPPORT OVERVIEW

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>City Manager</b>	<b>4210</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes full time salaries for the City Manager, Assistant City Manager, Deputy City Clerk, and Records Clerk, and Human Resources Analyst.
- 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, and Deputy City Clerk's attendance at such yearly events as the League of California Cities conferences and the California Contract Cities Association Annual Conference. Also allows for attendance at other seminars/meetings such as the League's City Managers Department meeting, on going California Contract Cities Association, and South Bay City Managers' meetings and the annual International City Management Association Conference.
- 472      MEMBERSHIPS  
Accounts for memberships and participation in such organizations as the City Clerk's Association, South Bay City Managers' Association, International City Management Association, International Institute of Municipal Clerks, and PVP Coordinating Council.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>City Manager</b>					<b>4210</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	463,966	470,373	485,000	484,727	484,727	
410 Benefits	196,365	183,104	178,000	151,317	151,317	
<b>TOTAL PERSONNEL</b>	<b>660,331</b>	<b>653,477</b>	<b>663,000</b>	<b>636,044</b>	<b>636,044</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies		25	300	300	300	
430 Contractual Services	300		35			
438 Records Management Serv	1,726	5,829	4,172	3,000	3,000	
463 Mileage	33	58	25	200	200	
470 Travel & Meetings	5,956	2,294	1,000	2,500	2,500	
472 Dues & Memberships	1,593	1,635	1,600	1,600	1,600	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>9,608</b>	<b>9,841</b>	<b>7,132</b>	<b>7,600</b>	<b>7,600</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>669,939</b>	<b>663,318</b>	<b>670,132</b>	<b>643,644</b>	<b>643,644</b>	
<b>FUND SOURCE</b>						
01 General Fund	669,939	663,318	670,132	643,644	643,644	
<b>TOTAL</b>	<b>669,939</b>	<b>663,318</b>	<b>670,132</b>	<b>643,644</b>	<b>643,644</b>	

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity	Code
<b>Administration &amp; Support</b>	<b>Central Services/Facilities Ops</b>	<b>4220</b>

### Narrative

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

### Description

- 402        SALARIES/WAGES PT  
Provides for a City Hall proctor during certain evening meetings in the Council Chambers.
- 420        MATERIALS & SUPPLIES  
Provides for miscellaneous office supplies, custodial supplies and maintenance supplies used at City Hall.
- 430        CONTRACTUAL SERVICE  
Provides for computer consultant assistance, network & server support, website hosting & maintenance.
- 434        REPAIRS AND MAINTENANCE SERVICES  
Provides for janitorial services, landscape maintenance, and generator maintenance. Including telephone, fax machine, related equipment, and copier. Copier monthly and overage usage billings too.
- 435        BUILDING MAINTENANCE AND REPAIRS  
Provides building repairs and maintenance such as carpet cleaning, HVAC, alarm system, and pest control. Landscaped median lighting in the Commercial District are also provided for from this account.
- 439        SOFTWARE & TRAINING  
Provides for software, software training and 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
<b>Administration &amp; Support</b>	<b>Central Services/Facilities Ops</b>				<b>4220</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
402 Wages - Part Time	160				
410 Benefits	16				
<b>TOTAL PERSONNEL</b>	<b>176</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	35,460	31,807	35,000	35,000	35,000
430 Contractual Services	25,653	10,853	15,000	15,000	15,000
434 Repairs & Maint Services	24,827	14,545	20,000	20,000	20,000
435 Building Maint & Repair	20,768	29,016	20,000	20,000	20,000
439 Software & Training Serv	18,981	13,254	20,000	20,000	20,000
440 Property Insurance	10,656	24,023	22,625	23,000	23,000
441 Liability Insurance	113,825	155,369	155,586	133,758	133,760
443 Public Official Bonds	770	808	755	700	700
450 Telephone Utility	19,749	20,621	19,500	20,000	20,000
451 Water Utility	6,151	6,199	6,000	6,200	6,200
452 Electric Utility	22,363	22,527	23,000	23,000	23,000
475 Postage	9,620	9,609	10,000	10,000	10,000
478 Equipment Rental	972	1,618	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>309,795</b>	<b>340,249</b>	<b>352,466</b>	<b>331,658</b>	<b>331,660</b>
<b>CAPITAL OUTLAY</b>					
484 Furniture/Office Equipment	1,808			1,000	1,000
485 Machinery/Special Equip	5,156	4,366	2,500	5,000	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>6,964</b>	<b>4,366</b>	<b>2,500</b>	<b>6,000</b>	<b>6,000</b>
<b>TOTAL ACTIVITY</b>	<b>316,935</b>	<b>344,615</b>	<b>354,966</b>	<b>337,658</b>	<b>337,660</b>
<b>FUND SOURCE</b>					
01 General Fund	316,935	344,615	354,966	337,658	337,660
<b>TOTAL</b>	<b>316,935</b>	<b>344,615</b>	<b>354,966</b>	<b>337,658</b>	<b>337,660</b>

DEPARTMENT RESPONSIBLE  
Administrative Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Administrative Services</b>	<b>4230</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Provides for Administrative Services Director's salary (90%), Accountant and Account Clerk positions.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Small equipment and supplies for Administrative Services.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides for the annual external audit and accounting temporary services, for the purchase of materials and submission fees related to preparation of budget document, 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
<b>Administration &amp; Support</b>	<b>Administrative Services</b>					<b>4230</b>
Expenditure Classification	2008-09	2009-10	2010-11	2011-12	2012-13	
	Actual	Actual	Estimated	Adopted	Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	225,597	232,657	225,597	263,813	263,813	
402 Wages - Part Time						
405 Wages - Overtime	2,632	1,123	2,600	2,500	2,500	
410 Benefits	111,651	107,484	107,911	104,897	104,897	
<b>TOTAL PERSONNEL</b>	<b>339,880</b>	<b>341,264</b>	<b>336,108</b>	<b>371,210</b>	<b>371,210</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	82	790	84	1,000	1,000	
430 Contractual Services	54,143	55,385	55,000	55,000	55,000	
439 Software & Training Serv	22,826	22,512	25,000	25,000	25,000	
463 Mileage	142	106	100	100	100	
470 Travel & Meetings	1,107	526	225	1,000	1,000	
472 Dues & Memberships	840	1,225	1,150	1,150	1,150	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>79,140</b>	<b>80,544</b>	<b>81,559</b>	<b>83,250</b>	<b>83,250</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>419,020</b>	<b>421,808</b>	<b>417,667</b>	<b>454,460</b>	<b>454,460</b>	
<b>FUND SOURCE</b>						
01 General Fund	419,020	421,808	417,667	454,460	454,460	
<b>TOTAL</b>	<b>419,020</b>	<b>421,808</b>	<b>417,667</b>	<b>454,460</b>	<b>454,460</b>	

DEPARTMENT RESPONSIBLE  
Administrative Services Director

## City of Rolling Hills Estates

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

### Narrative

**Business Support has been eliminated starting FY 2011-12.**

This activity is intended to reflect the City's ongoing program activities in the area of business support 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 Principle Planner (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
<b>Administration &amp; Support</b>	<b>Business Support</b>				<b>4235</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	68,378	68,814	60,343		
410 Benefits	28,313	27,209	24,500		
<b>TOTAL PERSONNEL</b>	<b>96,691</b>	<b>96,023</b>	<b>84,843</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies					
430 Contractual Services	22,826	6,685	1,841		
470 Travel & Meetings					
472 Dues & Memberships					
474 Grants to Other Agencies	13,000		3,000		
<b>TOTAL MATERIALS &amp; OPS</b>	<b>35,826</b>	<b>6,685</b>	<b>4,841</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>132,517</b>	<b>102,708</b>	<b>89,684</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund	132,517	102,708	89,684		
<b>TOTAL</b>	<b>132,517</b>	<b>102,708</b>	<b>89,684</b>	<b>0</b>	<b>0</b>

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Personnel Administration</b>	<b>4240</b>

### Narrative

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

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Personnel Administration</b>					<b>4240</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	30,066	29,780	29,780	40,812	40,812	
410 Benefits	35,969	30,752	30,752	27,723	27,723	
<b>TOTAL PERSONNEL</b>	<b>66,035</b>	<b>60,532</b>	<b>60,532</b>	<b>68,535</b>	<b>68,535</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	331	193	300	300	300	
430 Contractual Services	568	50	400	400	400	
470 Travel & Meetings	115	68	100	100	100	
471 Tuition Reimbursement						
472 Dues & Memberships						
476 Advertising						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,014</b>	<b>311</b>	<b>800</b>	<b>800</b>	<b>800</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>67,049</b>	<b>60,843</b>	<b>61,332</b>	<b>69,335</b>	<b>69,335</b>	
<b>FUND SOURCE</b>						
01 General Fund	67,049	60,843	61,332	69,335	69,335	
<b>TOTAL</b>	<b>67,049</b>	<b>60,843</b>	<b>61,332</b>	<b>69,335</b>	<b>69,335</b>	

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Public Information</b>	<b>4250</b>

### Narrative

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

### Description

- 401      SALARIES AND WAGES FT  
Includes a portion of Assistant 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 supplies necessary for production and broadcast of City Council meetings.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides contractual service as needed for Public Information, including videoing of City Council meetings.
- 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
<b>Administration &amp; Support</b>	<b>Public Information</b>					<b>4250</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	31,441	32,068	31,441	14,900	14,900	
410 Benefits	12,461	12,461	11,840	4,342	4,342	
<b>TOTAL PERSONNEL</b>	<b>43,902</b>	<b>44,529</b>	<b>43,281</b>	<b>19,242</b>	<b>19,242</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies						
430 Contractual Services	38,853	8,919	4,200	10,000	10,000	
475 Postage	6,685	2,000	750	750	750	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>45,538</b>	<b>10,919</b>	<b>4,950</b>	<b>10,750</b>	<b>10,750</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>89,440</b>	<b>55,448</b>	<b>48,231</b>	<b>29,992</b>	<b>29,992</b>	
<b>FUND SOURCE</b>						
01 General Fund	89,440	55,448	48,231	29,992	29,992	
<b>TOTAL</b>	<b>89,440</b>	<b>55,448</b>	<b>48,231</b>	<b>29,992</b>	<b>29,992</b>	

DEPARTMENT RESPONSIBLE  
Assistant City Manager

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Employee Benefits</b>	<b>4260</b>

**Narrative**

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

**Description**

- 410        BENEFITS  
The negative amount equals the charges to the other programs -- a reimbursement "receipt" here.
  
- 411, 412   RETIREMENT  
Retirement benefits are provided to full-time employees through the Public Employees Retirement System (PERS).
  
- 413        WORKERS' COMPENSATION  
Workers' Compensation insurance cost premiums paid to the CJPIA insurance pool.
  
- 414        GROUP HEALTH INSURANCE  
Medical, dental and prescription premiums are paid at 100% for each full-time employee. 75% of spousal and dependent coverage's are paid by the City while 25% of such coverage's are paid by the employee.
  
- 415        LIFE INSURANCE  
Coverage for employee life insurance.
  
- 416        DISABILITY INSURANCE  
Long-term disability benefits of 60% of salary are paid sixty days after being unable to work. The City self-insures for first 30 days following elimination period, after which coverage is provided by CIGNA.
  
- 417        UNEMPLOYMENT INSURANCE  
The City self-insures for unemployment insurance compensation.
  
- 418        FICA/MEDICARE  
The City's social security contribution for part-time employees and Medicare contributions for full-time employees, as required by federal law.
  
- 419        AUTO ALLOWANCE  
\$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.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Employee Benefits</b>					<b>4260</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
410 Benefits	(1,038,760)	(957,366)	(1,004,735)	(734,949)	(735,200)	
411 Employee Share Retirement	155,904	147,703	155,904			
412 Employer Share Retirement	409,357	400,829	409,357	390,000	390,000	
413 Worker's Compensation	56,412	51,739	64,366	46,749	47,000	
414 Group Health Insurance	250,548	243,236	250,548	230,000	230,000	
415 Life Insurance	12,767	12,114	12,767	10,000	10,000	
416 Disability Insurance	19,738	14,798	19,738	17,500	17,500	
417 Unemployment Insurance		485	1,300	1,000	1,000	
418 Medicare	24,660	24,296	24,660	24,100	24,100	
419 Auto Allowance	10,800	10,800	10,800	10,800	10,800	
428 PARS Retirement	98,574	51,366	55,295	4,800	4,800	
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
<b>TOTAL MATERIALS &amp; OPS</b>						
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>						
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>						
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>FUND SOURCE</b>						
01 General Fund						
<b>TOTAL</b>						
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

DEPARTMENT RESPONSIBLE  
Administrative Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Overhead</b>	<b>4270</b>

### Narrative

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

### Description

467

#### OVERHEAD ASSESSMENT

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Overhead</b>					<b>4270</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

467 Overhead Assessment	(44,000)	(46,000)	(48,000)	(49,000)	(50,000)
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(49,000)</b>	<b>(50,000)</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(49,000)</b>	<b>(50,000)</b>
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**FUND SOURCE**

01 General Fund	(44,000)	(46,000)	(48,000)	(49,000)	(50,000)
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<b>TOTAL</b>	<b>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(49,000)</b>	<b>(50,000)</b>
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DEPARTMENT RESPONSIBLE  
Administrative Services Director

City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Administration &amp; Support</b>	<b>Equipment</b>	<b>4279/4281</b>

**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 and propane fueling facility from AB 2766 Funds.



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Administration &amp; Support</b>	<b>Equipment</b>					<b>4279/4281</b>
	2008-09	2009-10	2010-11	2011-12	2012-13	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	726	288	5,366	2,000	2,000
442 Auto Comp/Coll Insurance	565	1,163	1,700	1,200	1,200
461 Vehicle Maintenance	43,352	27,407	30,000	30,000	30,000
462 Gas and Oil	19,293	21,512	25,000	25,000	25,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>63,936</b>	<b>50,370</b>	<b>62,066</b>	<b>58,200</b>	<b>58,200</b>
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**CAPITAL OUTLAY**

482 Motor Vehicles					
482 Motor Vehicles Fund 20			146,465		

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>146,465</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>63,936</b>	<b>50,370</b>	<b>208,531</b>	<b>58,200</b>	<b>58,200</b>
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**FUND SOURCE**

01 General Fund (4279)	63,936	50,370	208,531	58,200	58,200
20 AQMD Fund (4280)			146,465		

<b>TOTAL</b>	<b>0</b>	<b>50,370</b>	<b>354,996</b>	<b>58,200</b>	<b>58,200</b>
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DEPARTMENT RESPONSIBLE  
Administrative Services Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Safety</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>29,996</b>	<b>27,504</b>	<b>23,165</b>	<b>23,400</b>	<b>23,400</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>2,109,293</b>	<b>1,825,266</b>	<b>1,787,039</b>	<b>1,619,297</b>	<b>1,680,597</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>743</b>	<b>383</b>	<b>10,062</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>2,140,032</b>	<b>1,853,153</b>	<b>1,820,266</b>	<b>1,642,697</b>	<b>1,703,997</b>

**PUBLIC SAFETY OVERVIEW**

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Safety</b>	<b>Patrol Services</b>	<b>4310</b>

### Narrative

This activity provides for police services under the Regional Policing Agreement between Los Angeles County and the cities of Rolling Hills Estates, Rancho Palos Verdes, and Rolling Hills. In addition to police services provided by the Sheriff's Lomita Station, this activity provides for a commercial vehicle enforcement program; computerized parking citation collection services. 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
<b>Public Safety</b>	<b>Patrol Services</b>					<b>4310</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	1,968,450	1,691,030	1,710,000	1,532,508	1,593,808
438 Records Management Serv	3,085	3,639	3,500	3,500	3,500
474 Grants to Other Agencies	80,885	56,127			

<b>TOTAL MATERIALS &amp; OPS</b>	<b>2,052,420</b>	<b>1,750,796</b>	<b>1,713,500</b>	<b>1,536,008</b>	<b>1,597,308</b>
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**CAPITAL OUTLAY**

484 Furniture/Office Equipment					
485 Machinery/Special Equip	743	383	10,062		

<b>TOTAL CAPITAL OUTLAY</b>	<b>743</b>	<b>383</b>	<b>10,062</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>2,053,163</b>	<b>1,751,179</b>	<b>1,723,562</b>	<b>1,536,008</b>	<b>1,597,308</b>
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**FUND SOURCE**

01 General Fund	2,053,163	1,751,179	1,723,562	1,536,008	1,597,308
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<b>TOTAL</b>	<b>2,053,163</b>	<b>1,751,179</b>	<b>1,723,562</b>	<b>1,536,008</b>	<b>1,597,308</b>
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DEPARTMENT RESPONSIBLE  
City Manager

**City of Rolling Hills Estates**

Function	Activity	Code
<b>Public Safety</b>	<b>Animal Control</b>	<b>4330</b>

**Narrative**

Animal Control services are provided through contract with Los Angeles County and include (1) field services for animal ordinance enforcement, impoundment, cruelty investigations and dead animal pick-up; (2) animal shelter services; (3) and other special programs such as spay and neuter clinics. The costs of services are partially offset through animal license fees and housing shelter revenues. 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
<b>Public Safety</b>	<b>Animal Control</b>					<b>4330</b>
	2008-09	2009-10	2010-11	2011-12	2012-13	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

430 Contractual Services	28,101	34,059	25,000	35,000	35,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,101</b>	<b>34,059</b>	<b>25,000</b>	<b>35,000</b>	<b>35,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>28,101</b>	<b>34,059</b>	<b>25,000</b>	<b>35,000</b>	<b>35,000</b>
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**FUND SOURCE**

01 General Fund	28,101	34,059	25,000	35,000	35,000
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<b>TOTAL</b>	<b>28,101</b>	<b>34,059</b>	<b>25,000</b>	<b>35,000</b>	<b>35,000</b>
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DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

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

### Narrative

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

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Safety</b>	<b>Crossing Guards</b>					<b>4340/4343</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
402 Wages - Part Time	23,772	21,790	18,400	18,400	18,400	
410 Benefits	6,224	5,714	4,765	5,000	5,000	
<b>TOTAL PERSONNEL</b>	<b>29,996</b>	<b>27,504</b>	<b>23,165</b>	<b>23,400</b>	<b>23,400</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies			250			
430 Contractual Services	24,746	38,122	46,000	46,000	46,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>24,746</b>	<b>38,122</b>	<b>46,250</b>	<b>46,000</b>	<b>46,000</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>54,742</b>	<b>65,626</b>	<b>69,415</b>	<b>69,400</b>	<b>69,400</b>	
<b>FUND SOURCE</b>						
01 General Fund (4343)						
14 Traffic Safety Fund (4340)	54,742	65,626	69,415	69,400	69,400	
<b>TOTAL</b>	<b>54,742</b>	<b>65,626</b>	<b>69,415</b>	<b>69,400</b>	<b>69,400</b>	

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Safety</b>	<b>Emergency Management</b>	<b>4350</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Safety</b>	<b>Emergency Management</b>					<b>4350</b>
	2008-09	2009-10	2010-11	2011-12	2012-13	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	1,737				
430 Contractual Services	2,289	2,289	2,289	2,289	2,289

<b>TOTAL MATERIALS &amp; OPS</b>	<b>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>
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**FUND SOURCE**

01 General Fund	4,026	2,289	2,289	2,289	2,289
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<b>TOTAL</b>	<b>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>	<b>2,289</b>
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DEPARTMENT RESPONSIBLE  
City Manager



**City of Rolling Hills Estates  
Summary**

Function					
<b>Public Works</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>121,124</b>	<b>120,870</b>	<b>101,933</b>	<b>68,241</b>	<b>68,241</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>453,484</b>	<b>470,425</b>	<b>447,059</b>	<b>439,982</b>	<b>444,982</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>574,608</b>	<b>591,295</b>	<b>548,992</b>	<b>508,223</b>	<b>513,223</b>

**PUBLIC WORKS OVERVIEW**

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

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Public Works</b>	<b>Street Repair</b>	<b>4410</b>

**Narrative**

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

**Description**

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Street Repair</b>					<b>4410</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

434 Repairs & Maint Services	11,142	28,115	32,000	32,000	32,000
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<b>TOTAL MATERIALS &amp; OPS</b>	<b>11,142</b>	<b>28,115</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>11,142</b>	<b>28,115</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>
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**FUND SOURCE**

11 Gas Tax Fund	11,142	28,115	32,000	32,000	32,000
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<b>TOTAL</b>	<b>11,142</b>	<b>28,115</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>
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DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Works</b>	<b>Transit</b>	<b>4450</b>

### Narrative

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

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Transit</b>					<b>4450</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	14,354	14,706	14,354	16,390	16,390	
410 Benefits	5,637	5,405	5,200	4,776	4,776	
<b>TOTAL PERSONNEL</b>	<b>19,991</b>	<b>20,111</b>	<b>19,554</b>	<b>21,166</b>	<b>21,166</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
430 Contractual Services	111,982	111,962	111,982	111,982	111,982	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>111,982</b>	<b>111,962</b>	<b>111,982</b>	<b>111,982</b>	<b>111,982</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>131,973</b>	<b>132,073</b>	<b>131,536</b>	<b>133,148</b>	<b>133,148</b>	
<b>FUND SOURCE</b>						
18 Transit Fund	131,973	132,073	131,536	133,148	133,148	
<b>TOTAL</b>	<b>131,973</b>	<b>132,073</b>	<b>131,536</b>	<b>133,148</b>	<b>133,148</b>	

DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Public Works</b>	<b>Signals</b>	<b>4451/4454</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Signals</b>					<b>4451/4454</b>
	2008-09	2009-10	2010-11	2011-12	2012-13	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

432 Eng/Arch Design	54,309	62,069	61,605	50,000	50,000
434 Repairs & Maint Services	124,508	105,305	77,472	62,000	62,000
452 Electric Utility	17,065	17,320	14,000	14,000	14,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>195,882</b>	<b>184,694</b>	<b>153,077</b>	<b>126,000</b>	<b>126,000</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>195,882</b>	<b>184,694</b>	<b>153,077</b>	<b>126,000</b>	<b>126,000</b>
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**FUND SOURCE**

01 General Fund (4451)	64,527	33,433	21,500	24,000	24,000
11 Gas Tax Fund (4454)	131,355	151,261	131,577	102,000	102,000

<b>TOTAL</b>	<b>195,882</b>	<b>184,694</b>	<b>153,077</b>	<b>126,000</b>	<b>126,000</b>
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DEPARTMENT RESPONSIBLE  
Assistant City Manager

## City of Rolling Hills Estates

Function	Activity	Code
<b>Public Works</b>	<b>Compliance w/ NPDES</b>	<b>4460</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Salaries and wages of City personnel, including a portion of the salaries of the Assistant City Manager and 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, Water Monitoring, Street Sweeping, and Used Oil Recycling.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity				Code
<b>Public Works</b>	<b>Compliance w/ NPDES</b>				<b>4460</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	49,787	49,927	42,448	20,923	20,923
405 Wages - Overtime					
410 Benefits	20,038	19,248	16,500	6,910	6,910
<b>TOTAL PERSONNEL</b>	<b>69,825</b>	<b>69,175</b>	<b>58,948</b>	<b>27,833</b>	<b>27,833</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	124,342	143,134	150,000	170,000	175,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>124,342</b>	<b>143,134</b>	<b>150,000</b>	<b>170,000</b>	<b>175,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>194,167</b>	<b>212,309</b>	<b>208,948</b>	<b>197,833</b>	<b>202,833</b>
<b>FUND SOURCE</b>					
01 General Fund	194,167	212,309	208,948	197,833	202,833
<b>TOTAL</b>	<b>194,167</b>	<b>212,309</b>	<b>208,948</b>	<b>197,833</b>	<b>202,833</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager

**City of Rolling Hills Estates**

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

**Narrative**

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

**Description**

- 401      SALARIES/WAGES FT  
Includes a portion of the Assistant City Manager's salary.
  
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
  
- 430      GENERAL CONTRACTUAL SERVICES  
AB 939 reporting provided by Waste Management at no cost to the City.
  
- 485      MACHINERY/SPECIAL EQUIPMENT  
Provides for the purchase of recycling bins (Department of Conservation Beverage Container/Litter Abatement Grant).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Public Works</b>	<b>Solid Waste</b>				<b>4625</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	22,458	22,906	17,431	14,900	14,900
410 Benefits	8,850	8,678	6,000	4,342	4,342
<b>TOTAL PERSONNEL</b>	<b>31,308</b>	<b>31,584</b>	<b>23,431</b>	<b>19,242</b>	<b>19,242</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	4,969	2,520			
485 Machinery/Special Equip	5,167				
<b>TOTAL MATERIALS &amp; OPS</b>	<b>10,136</b>	<b>2,520</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>41,444</b>	<b>34,104</b>	<b>23,431</b>	<b>19,242</b>	<b>19,242</b>
<b>FUND SOURCE</b>					
01 General Fund	41,444	34,104	23,431	19,242	19,242
<b>TOTAL</b>	<b>41,444</b>	<b>34,104</b>	<b>23,431</b>	<b>19,242</b>	<b>19,242</b>

DEPARTMENT RESPONSIBLE  
Assistant City Manager





**City of Rolling Hills Estates  
Summary**

Function <b>Planning</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>694,626</b>	<b>656,118</b>	<b>574,459</b>	<b>586,807</b>	<b>586,807</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>593,713</b>	<b>371,207</b>	<b>301,662</b>	<b>526,500</b>	<b>626,500</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>1,288,339</b>	<b>1,027,325</b>	<b>876,121</b>	<b>1,113,307</b>	<b>1,213,307</b>

PLANNING OVERVIEW

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

## City of Rolling Hills Estates

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

### Narrative

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

### Description

- 401        SALARIES/WAGES FT  
 Full-time wages for Planning Administration, Building Regulation, and Zoning have been combined into this activity. Portion of the Department's planning staff salaries are allocated here.
- 410        BENEFITS FT  
 Allocation of employee benefits from the benefit cost center.
- 420        MATERIALS & SUPPLIES  
 Provides funding for resources related to presentation materials, including: graphic supplies, photography, blueprinting, public hearing banners, document reproduction printing, and equipment rental for public hearings.
- 430        GENERAL CONTRACTUAL SERVICES  
 Provides for professional services for special studies as directed by the City Council. Also provides for environmental consultants to perform CEQA related work, including legal counsel review. All such costs are subject to a 21% administrative overhead fee, all of which is paid by the applicant.
- 432        ENGINEERING/ARCHITECTURAL SERVICES  
 Provides for professional engineering services needed from time to time including preparation of legal and boundary descriptions, easement research, traffic analysis, drainage analysis, etc. Also includes traffic and landscape consultant services as required and the review of waste discharge permits issued by the County engineer for compliance with State and County standards. Costs are recovered through permit fees.
- 437        BUILDING INSPECTION SERVICES  
 This provides for plan check and inspection services for both residential and commercial areas in the City. Services are provided by Los Angeles County Building and Safety for general commercial and residential construction and by Willdan Associates for projects related to The Promenade on the Peninsula, The Peninsula Shopping Center, 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
<b>Planning</b>	<b>Planning Administration</b>					<b>4510</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	315,355	322,992	311,000	297,014	297,014	
410 Benefits	134,854	135,745	128,912	99,802	99,802	
<b>TOTAL PERSONNEL</b>	<b>450,209</b>	<b>458,737</b>	<b>439,912</b>	<b>396,816</b>	<b>396,816</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,352	1,070	2,000	2,000	2,000	
430 Contractual Services	231,793	117,175	100,000	100,000	100,000	
432 Eng/Arch Design						
437 Building Inspection Serv	237,923	212,192	160,000	400,000	500,000	
463 Mileage	1,051	950	1,000	1,000	1,000	
470 Travel & Meetings	2,938	1,980	2,000	2,000	2,000	
472 Dues & Memberships	250	590	1,525	1,500	1,500	
473 Publications/Subscriptions						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>475,307</b>	<b>333,957</b>	<b>266,525</b>	<b>506,500</b>	<b>606,500</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>925,516</b>	<b>792,694</b>	<b>706,437</b>	<b>903,316</b>	<b>1,003,316</b>	
<b>FUND SOURCE</b>						
01 General Fund	925,516	792,694	706,437	903,316	1,003,316	
<b>TOTAL</b>	<b>925,516</b>	<b>792,694</b>	<b>706,437</b>	<b>903,316</b>	<b>1,003,316</b>	

DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Planning</b>	<b>Advanced Planning</b>	<b>4520</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
This account provides the funding necessary for all General Plan amendments and special studies. Allocation to this activity is 10% of planning staff salaries.
- 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
<b>Planning</b>	<b>Advanced Planning</b>					<b>4520</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	43,145	44,061	40,900	39,497	39,497	
410 Benefits	18,192	18,148	17,308	13,166	13,166	
<b>TOTAL PERSONNEL</b>	<b>61,337</b>	<b>62,209</b>	<b>58,208</b>	<b>52,663</b>	<b>52,663</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies						
430 Contractual Services	54,664	139				
432 Eng/Arch Design						
477 Printing & Binding						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>54,664</b>	<b>139</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
484 Furniture/Office Equipment						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>116,001</b>	<b>62,348</b>	<b>58,208</b>	<b>52,663</b>	<b>52,663</b>	
<b>FUND SOURCE</b>						
01 General Fund	116,001	62,348	58,208	52,663	52,663	
<b>TOTAL</b>	<b>116,001</b>	<b>62,348</b>	<b>58,208</b>	<b>52,663</b>	<b>52,663</b>	

DEPARTMENT RESPONSIBLE  
Planning Director

## City of Rolling Hills Estates

Function	Activity	Code
<b>Planning</b>	<b>Code Administration</b>	<b>4530</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Provides staffing to administer the City's Code Enforcement Program, under the supervision of the Planning Director.
- 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
<b>Planning</b>	<b>Code Administration</b>				<b>4530</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	105,237	76,822	33,744	103,969	103,969
410 Benefits	47,175	27,246	12,000	33,359	33,359
<b>TOTAL PERSONNEL</b>	<b>152,412</b>	<b>104,068</b>	<b>45,744</b>	<b>137,328</b>	<b>137,328</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies		368	137		
430 Contractual Services	63,095	36,139	35,000	20,000	20,000
463 Mileage	421	182			
470 Travel & Meetings	226	422			
<b>TOTAL MATERIALS &amp; OPS</b>	<b>63,742</b>	<b>37,111</b>	<b>35,137</b>	<b>20,000</b>	<b>20,000</b>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>216,154</b>	<b>141,179</b>	<b>80,881</b>	<b>157,328</b>	<b>157,328</b>
<b>FUND SOURCE</b>					
01 General Fund	216,154	141,179	80,881	157,328	157,328
<b>TOTAL</b>	<b>216,154</b>	<b>141,179</b>	<b>80,881</b>	<b>157,328</b>	<b>157,328</b>

DEPARTMENT RESPONSIBLE  
Planning Director

City of Rolling Hills Estates

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

**Narrative**

**Subdivision Regulations has been merged into Planning Administration (4510).**

In the past, this activity provides resources for review of subdivision applications submitted to the City under requirements of the California Subdivision Map Act.

**Description**

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Planning</b>	<b>Subdivision Regulation</b>					<b>4540</b>
	2008-09	2009-10	2010-11	2011-12	2012-13	
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	21,572	22,030	21,572			
410 Benefits	9,096	9,074	9,023			
<b>TOTAL PERSONNEL</b>	<b>30,668</b>	<b>31,104</b>	<b>30,595</b>	<b>0</b>	<b>0</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies						
432 Eng/Arch Design						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>30,668</b>	<b>31,104</b>	<b>30,595</b>	<b>0</b>	<b>0</b>	
<b>FUND SOURCE</b>						
01 General Fund	30,668	31,104	30,595			
<b>TOTAL</b>	<b>30,668</b>	<b>31,104</b>	<b>30,595</b>	<b>0</b>	<b>0</b>	

DEPARTMENT RESPONSIBLE  
Planning Director



**City of Rolling Hills Estates  
Summary**

Function					
<b>Community Services</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>TOTAL PERSONNEL</b>	<b>1,183,160</b>	<b>1,070,648</b>	<b>1,130,538</b>	<b>989,393</b>	<b>989,393</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,002,759</b>	<b>991,114</b>	<b>942,864</b>	<b>947,954</b>	<b>948,395</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,206</b>	<b>842</b>	<b>2,748</b>	<b>3,400</b>	<b>3,400</b>
<b>TOTAL FUNCTION</b>	<b>2,187,125</b>	<b>2,062,604</b>	<b>2,076,150</b>	<b>1,940,747</b>	<b>1,941,188</b>

COMMUNITY SERVICES OVERVIEW

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

**City of Rolling Hills Estates**

Function	Activity Title	Activity
<b>Community Services</b>	<b>Parks &amp; Landscape Maintenance</b>	<b>4610</b>

**Narrative**

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

**Description**

- 401      **SALARIES/WAGES FT**  
Includes an allocation of the maintenance staff’s wages and the Maintenance Supervisor’s salary, and a portion of the Community Services Director’s salary.
- 402      **SALARIES/WAGES PT**  
Includes an allocation for Summer part-time staff.
- 405      **OVERTIME**
- 410      **BENEFITS**  
Allocation of employee benefits from the benefit cost center.
- 420      **MATERIALS & SUPPLIES**  
Includes cost of irrigation supplies, welding, safety equipment, fertilizer, herbicide, decomposed granite, tree stakes and fence repair material. Also, provides for purchase of custodial supplies for Howlett Park restrooms and materials needed to maintain sports fields at Highridge and Howlett Parks. Groups using these fields partially reimburse the City for maintenance.
- 430      **GENERAL/CONTRACTUAL SERVICES**  
Provides contractual mowing services for City parks, weed abatement for the Hawthorne Boulevard medians, and landscaping maintenance of parkways, medians, and HOA entryways, and flower changes on Silver Spur. Also includes 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, irrigation controllers, backflow certifications, and herbicide applications. Also, the cleaning of Highridge Park restrooms.
- 450      **TELEPHONE**  
Provides for the cost of the maintenance yard’s phone and fax.
- 451      **WATER**  
Provides for watering of City parks, horse arenas, medians, and parkways
- 452      **ELECTRICITY**  
Provides electrical service to irrigation control valves in parks, medians, and parkways
- 453      **REFUSE REMOVAL**  
Provides for park & landscape refuse not removed by WM under City franchise agreement, and landfill disposal fees.
- 470      **MEETINGS/CONFERENCE FEES**  
Provides registration and related expenses for Maintenance staff to maintain Herbicide Applicator’s Licenses, Certified Playground Safety Inspector Certification, and attend safety seminars.
- 478      **EQUIPMENT RENTAL**  
Provides for the rental of miscellaneous equipment and vehicles such as trucks and concrete finishing tools. Also provides for equipment used to renovate sports fields at Highridge and Howlett Parks.
- 485      **MACHINERY/SPECIAL EQUIPMENT**  
Budgeted capital outlay includes an irrigation controller (\$800) annually.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Parks &amp; Landscape Maintenance</b>				<b>4610</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	244,533	222,832	222,832	270,800	270,800
402 Wages - Part Time	1,009	2,299	1,377	1,878	1,878
405 Wages - Overtime	6,738	6,729	6,000	6,500	6,500
410 Benefits	116,345	105,172	105,172	100,179	100,179
<b>TOTAL PERSONNEL</b>	<b>368,625</b>	<b>337,032</b>	<b>335,381</b>	<b>379,357</b>	<b>379,357</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	24,347	28,700	28,000	34,100	34,100
430 Contractual Services	82,681	79,091	79,000	216,500	216,500
434 Repairs & Maint Services	8,782	8,526	6,000	7,200	7,200
450 Telephone Utility	2,163	261	300	300	300
451 Water Utility	50,730	42,737	40,000	100,000	100,000
452 Electric Utility	3,316	3,043	4,000	7,000	7,000
453 Refuse Removal	750	150	517	300	300
470 Travel & Meetings	736	888	768	500	500
478 Equipment Rental	3,454	3,826	1,731	4,000	4,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>176,959</b>	<b>167,222</b>	<b>160,316</b>	<b>369,900</b>	<b>369,900</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	125		148	800	800
<b>TOTAL CAPITAL OUTLAY</b>	<b>125</b>	<b>0</b>	<b>148</b>	<b>800</b>	<b>800</b>
<b>TOTAL ACTIVITY</b>	<b>545,709</b>	<b>504,254</b>	<b>495,845</b>	<b>750,057</b>	<b>750,057</b>
<b>FUND SOURCE</b>					
01 General Fund	545,709	504,254	495,845	750,057	750,057
<b>TOTAL</b>	<b>545,709</b>	<b>504,254</b>	<b>495,845</b>	<b>750,057</b>	<b>750,057</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Tree Trimming</b>	<b>4615</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes the cost of full-time personnel to maintain street and parkway trees not completed under private contract. An allocation of 8% of both the City maintenance staff's wages and the Maintenance Superintendent's salary is included in this program.
- 402      SALARIES/WAGES PT  
Provides an allocation for summer part-time staff.
- 405      OVERTIME  
Provides for emergency removal of trees after regular work hours.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Provides for the purchase of replacement trees and tree trimming repair supplies such as bar oil, chain saw parts, clipper blades, and deep-root fertilization.
- 427      STREET TREES  
P&A Commission approved street tree removals that are reimbursed by residents.
- 430      GENERAL CONTRACTUAL SERVICES  
Includes miscellaneous and emergency tree removals, plantings, and annual contract street tree trimming program. Also, includes "as needed" tree limb raising services.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Community Services</b>	<b>Tree Trimming</b>					<b>4615</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	28,768	26,483	28,768	24,091	24,091	
402 Wages - Part Time	718	535	864	535	535	
405 Wages - Overtime	178		500	500	500	
410 Benefits	13,321	12,852	12,641	10,276	10,276	
<b>TOTAL PERSONNEL</b>	<b>42,985</b>	<b>39,870</b>	<b>42,773</b>	<b>35,402</b>	<b>35,402</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,743	1,958	460	2,500	2,500	
427 Street Trees			3,000	3,500	3,500	
430 Contractual Services	32,212	60,504	75,000	75,000	75,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>33,955</b>	<b>62,462</b>	<b>78,460</b>	<b>81,000</b>	<b>81,000</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>76,940</b>	<b>102,332</b>	<b>121,233</b>	<b>116,402</b>	<b>116,402</b>	
<b>FUND SOURCE</b>						
01 General Fund	76,940	102,332	121,233	116,402	116,402	
<b>TOTAL</b>	<b>76,940</b>	<b>102,332</b>	<b>121,233</b>	<b>116,402</b>	<b>116,402</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity	Code
Community Services	Landscape Maintenance	4620

### Narrative

#### **Landscape Maintenance has been merged in 4610 Parkway and Landscape Maintenance**

In the past, 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
<b>Community Services</b>	<b>Landscape Maintenance</b>				<b>4620</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>PERSONNEL</b>					
401 Wages -Full Time	85,451	39,815	85,451		
402 Wages - Part Time	600	341	521		
405 Wages - Overtime	300	362	500		
410 Benefits	41,872	18,131	40,172		
<b>TOTAL PERSONNEL</b>	<b>128,223</b>	<b>58,649</b>	<b>126,644</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	12,017	6,176	5,000		
430 Contractual Services	118,721	166,771	135,000		
434 Repairs & Maint Services	2,303		1,200		
451 Water Utility	85,092	82,301	60,000		
452 Electric Utility	2,641	3,032	3,000		
453 Refuse Removal			200		
474 Grants to Other Agencies	4,520				
<b>TOTAL MATERIALS &amp; OPS</b>	<b>225,294</b>	<b>258,280</b>	<b>204,400</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip					
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>353,517</b>	<b>316,929</b>	<b>331,044</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund	353,517	316,929	331,044		
<b>TOTAL</b>	<b>353,517</b>	<b>316,929</b>	<b>331,044</b>	<b>0</b>	<b>0</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Bridle Trails</b>	<b>4630</b>

### Narrative

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

### Description

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Community Services</b>	<b>Bridle Trails</b>					<b>4630</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	62,165	60,068	78,000	39,149	39,149	
402 Wages - Part Time		366				
410 Benefits	28,208	28,001	34,000	16,699	16,699	
<b>TOTAL PERSONNEL</b>	<b>90,373</b>	<b>88,435</b>	<b>112,000</b>	<b>55,848</b>	<b>55,848</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	18,541	12,966	12,000	12,000	12,000	
478 Equipment Rental	1,602	435	1,600	2,250	2,250	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>20,143</b>	<b>13,401</b>	<b>13,600</b>	<b>14,250</b>	<b>14,250</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>110,516</b>	<b>101,836</b>	<b>125,600</b>	<b>70,098</b>	<b>70,098</b>	
<b>FUND SOURCE</b>						
01 General Fund	110,516	101,836	125,600	70,098	70,098	
<b>TOTAL</b>	<b>110,516</b>	<b>101,836</b>	<b>125,600</b>	<b>70,098</b>	<b>70,098</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Recreation Programs</b>	<b>4640</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes a portion of the Community Services Director's salary.
- 402      SALARIES/WAGES PT  
Includes the cost of City Hall proctor. Wage costs are reimbursed by facility rental fees.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes small equipment and supplies for parks and recreation class materials.
- 430      GENERAL CONTRACTUAL SERVICES  
Provided for payment of 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.
- 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
<b>Community Services</b>	<b>Recreation Programs</b>					<b>4640</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	11,706	12,128	11,706	16,915	16,915	
402 Wages - Part Time	10,583	2,935	1,445	1,000	1,000	
410 Benefits	7,412	6,075	5,600	5,234	5,234	
<b>TOTAL PERSONNEL</b>	<b>29,701</b>	<b>21,138</b>	<b>18,751</b>	<b>23,149</b>	<b>23,149</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies		288	128	100	100	
430 Contractual Services	28,899	20,230	23,000	21,000	21,000	
477 Printing & Binding						
478 Equipment Rental		1,750		1,000	1,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,899</b>	<b>22,268</b>	<b>23,128</b>	<b>22,100</b>	<b>22,100</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>58,600</b>	<b>43,406</b>	<b>41,879</b>	<b>45,249</b>	<b>45,249</b>	
<b>FUND SOURCE</b>						
01 General Fund	58,600	43,406	41,879	45,249	45,249	
<b>TOTAL</b>	<b>58,600</b>	<b>43,406</b>	<b>41,879</b>	<b>45,249</b>	<b>45,249</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Stables</b>	<b>4650</b>

### Narrative

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

### Description

- 401        SALARIES/WAGES FT  
Includes the cost of Equestrian Services Supervisor (100%), maintenance staff (1%), Community Services Director (10%), Stable Leadsman (100%) and four stable hands.
- 402        SALARIES/WAGES PT  
Provides for one part-time stable hand to assist with horse care and stable maintenance.
- 405        SALARIES/WAGES OVERTIME  
Provides for emergency staff support for stable operations.
- 410        BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420        MATERIALS & SUPPLIES  
Provides for the feeding of 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.
- 462        GAS & OIL
- 463        MILEAGE  
Includes mileage reimbursement for use of personal automobile while on City related business.
- 466        DEPRECIATION EXPENSE  
Depreciation of Equestrian Fund Fixed Assets to allocate the cost of the assets over their estimated useful lives.
- 467        OVERHEAD ASSESSMENT  
Charges for general governmental administrative support to the equestrian operations, such as payroll, vendor payments, billing and receipt of user charges, and other accounting services provided by the Administrative Services Department.
- 485        MACHINERY/SPECIAL EQUIPMENT  
Provides for replacement of Stables' area harrow (\$700), and purchases of 4 manure carts (\$1,600).

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Community Services</b>	<b>Stables</b>					<b>4650</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	263,876	271,119	263,876	282,881	282,881	
402 Wages - Part Time	5,871	14,504	3,753			
405 Wages - Overtime	11,010	2,185	4,000	5,000	5,000	
410 Benefits	146,926	147,826	139,849	130,436	130,436	
<b>TOTAL PERSONNEL</b>	<b>427,683</b>	<b>435,634</b>	<b>411,478</b>	<b>418,317</b>	<b>418,317</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	224,071	188,745	175,000	175,000	175,000	
430 Contractual Services	46,021	37,325	30,000	30,000	30,000	
441 Liability Insurance	11,605	18,672	18,476	17,082	16,568	
450 Telephone Utility	1,675	850	1,080	1,100	1,100	
451 Water Utility	8,398	5,621	7,000	7,000	7,000	
452 Electric Utility	5,805	5,139	5,500	5,500	5,500	
453 Refuse Removal	32,700	32,700	31,752	31,752	31,752	
461 Vehicle Maintenance	5,932	12,581	10,000	6,000	6,000	
462 Gas and Oil	2,269	1,618	2,000	2,100	2,100	
463 Mileage	201					
466 Depreciation Expense	802	802	800	802	802	
467 Overhead Assessment	35,000	36,000	37,000	37,000	37,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>374,479</b>	<b>340,053</b>	<b>318,608</b>	<b>313,336</b>	<b>312,822</b>	
<b>CAPITAL OUTLAY</b>						
485 Machinery/Special Equip	1,081		2,300	2,300	2,300	
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,081</b>	<b>0</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	
<b>TOTAL ACTIVITY</b>	<b>803,243</b>	<b>775,687</b>	<b>732,386</b>	<b>733,953</b>	<b>733,439</b>	
<b>FUND SOURCE</b>						
50 Equestrian Fund	803,243	775,687	732,386	733,953	733,439	
<b>TOTAL</b>	<b>803,243</b>	<b>775,687</b>	<b>732,386</b>	<b>733,953</b>	<b>733,439</b>	

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Tennis</b>	<b>4660</b>

### Narrative

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

### Description

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



**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Community Services</b>	<b>Tennis</b>					<b>4660</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	24,717	14,124	14,717	15,852	15,852	
402 Wages - Part Time	20,214	23,346	21,840	21,840	21,840	
405 Wages - Overtime	698	547	1,000	1,000	1,000	
410 Benefits	13,661	9,812	10,000	8,998	8,998	
<b>TOTAL PERSONNEL</b>	<b>59,290</b>	<b>47,829</b>	<b>47,557</b>	<b>47,690</b>	<b>47,690</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	841	1,406	1,500	1,500	1,500	
423 Resale Supplies	157		200	200	200	
430 Contractual Services	5,558	4,520	5,000	5,000	5,000	
441 Liability Insurance	764	2,114	2,092	1,678	1,161	
450 Telephone Utility	1,221	1,304	1,200	1,200	1,672	
466 Depreciation Expense	3,060	3,060	3,000	3,060	3,060	
467 Overhead Assessment	9,000	10,000	11,000	12,000	13,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>20,601</b>	<b>22,404</b>	<b>23,992</b>	<b>24,638</b>	<b>25,593</b>	
<b>CAPITAL OUTLAY</b>						
485 Machinery/Special Equip		842	300	300	300	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>842</b>	<b>300</b>	<b>300</b>	<b>300</b>	
<b>TOTAL ACTIVITY</b>	<b>79,891</b>	<b>71,075</b>	<b>71,849</b>	<b>72,628</b>	<b>73,583</b>	
<b>FUND SOURCE</b>						
51 Tennis Fund	79,891	71,075	71,849	72,628	73,583	
<b>TOTAL</b>	<b>79,891</b>	<b>71,075</b>	<b>71,849</b>	<b>72,628</b>	<b>73,583</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

Function	Activity Title	Activity
<b>Community Services</b>	<b>Special Events</b>	<b>4670</b>

### Narrative

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

### Description

- 401      SALARIES/WAGES FT  
Includes an allocation of a portion of the Community Services 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 City Celebration and Parade supplies.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides contract management services, insurance, and Sheriff Services for the Holiday Parade, contractual entertainment services and insurance for the City Celebration, and Holiday Banners in the Commercial District.
- 474      GRANTS TO OTHER AGENCIES  
Provides grants to local organizations providing social services to Peninsula residents.
- 476      ADVERTISING  
Provides for newspaper ads for the City Celebration and Parade events.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Community Services</b>	<b>Special Events</b>					<b>4670</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	15,146	18,731	15,146	12,840	12,840	
402 Wages - Part Time	554	170	72	150	150	
405 Wages - Overtime	3,500	3,987	4,121	4,000	4,000	
410 Benefits	8,737	10,509	8,427	4,146	4,146	
<b>TOTAL PERSONNEL</b>	<b>27,937</b>	<b>33,397</b>	<b>27,766</b>	<b>21,136</b>	<b>21,136</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	3,000	3,748	3,775	3,800	3,800	
430 Contractual Services	23,204	26,291	39,555	44,000	44,000	
474 Grants to Other Agencies	21,200	5,000				
476 Advertising	1,155	516	420	1,000	1,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>48,559</b>	<b>35,555</b>	<b>43,750</b>	<b>48,800</b>	<b>48,800</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>76,496</b>	<b>68,952</b>	<b>71,516</b>	<b>69,936</b>	<b>69,936</b>	
<b>FUND SOURCE</b>						
01 General Fund	76,496	68,952	71,516	69,936	69,936	
<b>TOTAL</b>	<b>76,496</b>	<b>68,952</b>	<b>71,516</b>	<b>69,936</b>	<b>69,936</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

City of Rolling Hills Estates

Function <b>Community Services</b>	Activity <b>Peppertree</b>	Code <b>4674,4675</b>
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**Narrative**

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

**Description**

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

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity					Code
<b>Community Services</b>	<b>Peppertree</b>					<b>4674,4675</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed	
<b>PERSONNEL</b>						
401 Wages -Full Time	5,853	6,064	5,853	6,420	6,420	
405 Wages - Overtime						
410 Benefits	2,490	2,600	2,335	2,073	2,073	
<b>TOTAL PERSONNEL</b>	<b>8,343</b>	<b>8,664</b>	<b>8,188</b>	<b>8,493</b>	<b>8,493</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	13,227	12,353	15,000	12,500	12,500	
430 Contractual Services	28,187	19,124	25,496	23,500	23,500	
476 Advertising	2,702	687	390	1,950	1,950	
478 Equipment Rental						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>44,116</b>	<b>32,164</b>	<b>40,886</b>	<b>37,950</b>	<b>37,950</b>	
<b>CAPITAL OUTLAY</b>						
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL ACTIVITY</b>	<b>52,459</b>	<b>40,828</b>	<b>49,074</b>	<b>46,443</b>	<b>46,443</b>	
<b>FUND SOURCE</b>						
01 General Fund (4674)	8,343	8,664	8,188	8,493	8,493	
95 Peppertree Fund (4675)	44,116	32,164	40,886	37,950	37,950	
<b>TOTAL</b>	<b>52,459</b>	<b>40,828</b>	<b>49,074</b>	<b>46,443</b>	<b>46,443</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

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

### Narrative

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

### Description

- 420      MATERIALS & SUPPLIES  
Provided by PVPLC, except for minor City repair items.
- 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 HVAC maintenance contract at the Nature Center.
- 450      TELEPHONE UTILITY  
Provides for payment of telephone services at the Nature Center.
- 451      WATER  
Provides for water at the Nature Center and Community Center.
- 452      ELECTRICITY  
Provides for electricity at the Nature Center.
- 470      TRAVEL AND MEETINGS  
Provided by PVPLC.
- 476      ADVERTISING  
Provided by PVPLC.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title				Activity
<b>Community Services</b>	<b>Nature Center Ops/Prop A MTC</b>				<b>4676,4680</b>
	2008-09	2009-10	2010-11	2011-12	2012-13
Expenditure Classification	Actual	Actual	Estimated	Adopted	Proposed

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**MATERIALS & OPERATIONS**

420 Materials & Supplies	836	906	300	300	300
430 Contractual Services	24,890	31,840	31,000	31,000	31,000
434 Repairs & Maint Services	1,608	2,533	1,744	2,000	2,000
450 Telephone Utility	491	488	480	480	480
451 Water Utility	705	515	900	900	900
452 Electric Utility	1,224	1,023	1,300	1,300	1,300
470 Travel & Meetings					
476 Advertising					

<b>TOTAL MATERIALS &amp; OPS</b>	<b>29,754</b>	<b>37,305</b>	<b>35,724</b>	<b>35,980</b>	<b>35,980</b>
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**CAPITAL OUTLAY**

<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL ACTIVITY</b>	<b>29,754</b>	<b>37,305</b>	<b>35,724</b>	<b>35,980</b>	<b>35,980</b>
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**FUND SOURCE**

01 General Fund (4676)	16,254	19,855	16,724	16,980	16,980
32 Prop A Fund (4680)	13,500	17,450	19,000	19,000	19,000

<b>TOTAL</b>	<b>29,754</b>	<b>37,305</b>	<b>35,724</b>	<b>35,980</b>	<b>35,980</b>
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DEPARTMENT RESPONSIBLE  
Community Services Director





**City of Rolling Hills Estates  
Summary**

Function					
<b>Capital Improvements</b>					
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed

**TOTAL PERSONNEL**

**TOTAL MATERIALS & OPS**

<b>TOTAL CAPITAL OUTLAY</b>	<b>814,030</b>	<b>393,714</b>	<b>1,169,878</b>	<b>1,829,250</b>	<b>2,623,416</b>
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<b>TOTAL FUNCTION</b>	<b>814,030</b>	<b>393,714</b>	<b>1,169,878</b>	<b>1,829,250</b>	<b>2,623,416</b>
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**CAPITAL IMPROVEMENT PROJECTS OVERVIEW**

Capital improvement projects are divided into various functions depending on the type of project. This budget includes capital improvement projects for Streets, Parks and Recreation, and Public Improvements. Capital improvement projects estimated for FY 2011-12 total \$1,619,350 and a total of \$3,133,316 for FY 2012-13, and the General Fund's portion is \$295,000 for FY 2011-12 and \$275,000 for FY 2012-13.

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 related to streets.**

FY 2011-12 includes General Fund expenditures for street resurfacing (\$305,000), and Catch Basin upgrades (\$20,000).

The Palos Verdes Drive North Bike Lane project will begin in FY 2011-12 with the majority of the project in 2012-13 with Federal STIP, State SR2S, and Prop. C funds.

An additional \$100,000 of Prop. C will be used for street resurfacing in FY 2011-12.

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Streets</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>5103</b>					
<b>Street Resurfacing (General Fund)</b>					
430 Contractual Services	3,800		30,000	305,000	
<b>5113</b>					
<b>Street Resurfacing (Prop A, Fund 13)</b>					
430 Contractual Services	24,800		4,000	10,000	
<b>5117</b>					
<b>PVDN Bike Lane Project (Federal STIP, Fund 24)</b>					
430 Contractual Services		23,063	3,309	256,000	1,803,000
<b>5118</b>					
<b>PVDN Bike Lane Project (State SR2S, Fund 25)</b>					
430 Contractual Services				57,600	496,980
<b>5119</b>					
<b>PVDN Bike Lane (Prop C, Fund 19)</b>					
430 Contractual Services			20,761	5,000	193,436
<b>5120</b>					
<b>Street Resurfacing (Prop C, Fund 19)</b>					
430 Contractual Services	73,232	22,084	80,000	100,000	
<b>5121</b>					
<b>PVDN Resurfacing (Federal ARRA, Fund 26)</b>					
430 Contractual Services			387,869		
<b>5140</b>					
<b>Curb/Gutter/Sidewalk Improvements (General Fund)</b>					
430 Contractual Services					
<b>5142</b>					
<b>George F Canyon Storm Drain Improvements (Prop 40, Fund 33)</b>					
430 Contractual Services					
<b>5145</b>					
<b>Storm Drain Repairs &amp; Improvements (General Fund)</b>					
430 Contractual Services				20,000	20,000
<b>PAGE TOTAL</b>	<b>101,832</b>	<b>45,147</b>	<b>525,939</b>	<b>753,600</b>	<b>2,513,416</b>

(Streets - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Streets (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>5146</b>					
<b>Storm Drain Repairs &amp; Improvements (Prop C, Fund 19)</b>					
430 Contractual Services	44,636				
<b>5150</b>					
<b>Arterial Streets Median Improvements (General Fund)</b>					
430 Contractual Services	14,361				
<b>5178</b>					
<b>Traffic Signals (Federal ARRA, Fund 26)</b>					
430 Contractual Services		32,363	19,865		
<b>5183</b>					
<b>Illuminated Street Signs LED (Federal ARRA, Fund 26)</b>					
430 Contractual Services			65,765		
<b>5187</b>					
<b>Street Resurfacing (Prop 1B, Fund 22)</b>					
430 Contractual Services	210,682		80,000		
<b>5188</b>					
<b>Storm Drain Repairs/Improvements (Prop 1B, Fund 22)</b>					
430 Contractual Services	105,623	9,563			
<b>5170</b>					
<b>Street Resurfacing (Measure R, Fund 23)</b>					
430 Contractual Services			125,000	80,000	
<b>PAGE TOTAL</b>					
	<b>375,302</b>	<b>41,926</b>	<b>290,630</b>	<b>80,000</b>	<b>0</b>

(Streets - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Streets (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed

**5186**

**Advanced Street Signs Repainting (General Fund)**

430 Contractual Services

<b>TOTAL FUNCTION</b>	<b>477,134</b>	<b>87,073</b>	<b>816,569</b>	<b>833,600</b>	<b>2,513,416</b>
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**FUND SOURCE**

01 General Fund	18,161		30,000	325,000	20,000
13 Fund A	24,800		4,000	10,000	
19 Prop C Transit Fund	117,868	22,084	100,761	105,000	193,436
22 Transportation Prop 1B	316,305	9,563	80,000		
23 Measure R			125,000	80,000	
24 Federal STIP		23,063	3,309	256,000	1,803,000
25 State SR2S				57,600	496,980
26 Federal ARRA		32,363	473,499		

<b>TOTAL</b>	<b>477,134</b>	<b>87,073</b>	<b>816,569</b>	<b>833,600</b>	<b>2,513,416</b>
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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.**

FY 2011-12 includes General Fund expenditures for George F Canyon Brush Clearance (\$25,000).

FY 2011-12 provides for \$655,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (Project 5250).

FY 2011-12 provides for a City Council recognition plaque from Pepper Tree Foundation fund (\$4,900).

FY 2011-12 provides for the installation of a Pepper Wood Park sign from Quimby fees (\$1,500).

FY 2011-12 provides for the replacement of the Chandler Park arena footing material from Quimby fees (\$5,250).

FY 2011-12 provides for the replacement of the Howlett Park Equestrian Center bleachers from Quimby fees (\$124,000).

FY 2011-12 provides for parking lot improvements (\$40,000) and replacement of the park's irrigation system (\$60,000) from Quimby fees.

FY 2011-12 provides for \$5,000 in Nature Center improvements from Quimby fees (replace rugs, blinds, computer, and DVD/Monitor player).

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>5201</b>					
<b>Brush Clearance (General Fund)</b>					
430 Contractual Services		25,000	25,000	25,000	25,000
<b>5220</b>					
<b>3 Rail Fencing (Fund 34)</b>					
430 Contractual Services				75,000	75,000
<b>5221</b>					
<b>Three Rail Fencing (General Fund)</b>					
430 Contractual Services	29,749	24,160	25,000		
<b>5230</b>					
<b>4th District Grant (General Fund)</b>					
430 Contractual Services	2,753	371			
<b>5236</b>					
<b>Riparian Grant - Nature Preserve (Fund 31)</b>					
430 Contractual Services		29,464			
<b>5238</b>					
<b>Nature Center ADA Improvements (Fund 31)</b>					
430 Contractual Services	1,756				
<b>5245</b>					
<b>Picnic Tables Replacement (Pepper Tree Fund 95)</b>					
430 Contractual Services	3,041				
<b>5248</b>					
<b>Highridge &amp; Howlett Park Center Improvements (Prop 40, Fund 33)</b>					
430 Contractual Services			227,154		
<b>PAGE TOTAL</b>	<b>37,299</b>	<b>78,995</b>	<b>277,154</b>	<b>100,000</b>	<b>100,000</b>

(Parks & Recreation - Continued on Next Page)



**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>5250</b>					
<b>Stables Renovation (Fund 32)</b>					
430 Contractual Services	167,006	137,190	52,000	655,000	
<b>5262</b>					
<b>Pepperwood Park Sign (Qumiby Fees, Fund 10)</b>					
430 Contractual Services				1,500	
<b>5263</b>					
<b>Chandler Park Ring Footing (Qumiby Fees, Fund 10)</b>					
430 Contractual Services				124,000	
<b>5264</b>					
<b>Howlett Park Improvements (Qumiby Fees, Fund 10)</b>					
430 Contractual Services				100,000	
<b>5265</b>					
<b>Highridge Park Improvements (Qumiby Fees, Fund 10)</b>					
430 Contractual Services				5,000	
<b>5267</b>					
<b>Nature Center Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services				5,250	
<b>5272</b>					
<b>Maintenance Yard Improvements (General Fund)</b>					
430 Contractual Services	1,954				
<b>5289</b>					
<b>Nature Center Facility (Pepper Tree Fund 95)</b>					
430 Contractual Services		10,059	18		
<b>5292</b>					
<b>Howlett Park Equestrian Center Improvements (Prop 40, Fund 33)</b>					
430 Contractual Services	38,480	5,075			
<b>PAGE TOTAL</b>	<b>207,440</b>	<b>152,324</b>	<b>52,018</b>	<b>890,750</b>	<b>0</b>

(Parks & Recreation - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Parks &amp; Recreation (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed

**5295**

**Dapplegray Riding Arena Fence (Pepper Tree Fund 95)**

430 Contractual Services	6,958	15,905		
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**5296**

**City Council Recognition Plaque (Pepper Tree Fund 95)**

430 Contractual Services				4,900
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**5297**

**Howlett Park Dessage Arena (Pepper Tree Fund 95)**

430 Contractual Services	3,935	38,833		
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**5299**

**Roberti Z'Berg (Prop 40, Fund 33)**

430 Contractual Services			24,137	
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<b>TOTAL FUNCTION</b>	<b>255,632</b>	<b>286,057</b>	<b>353,309</b>	<b>995,650</b>	<b>100,000</b>
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**FUND SOURCE**

01 General Fund	34,456	49,531	50,000	25,000	25,000
10 Quimby Fees				235,750	
31 Prop. 12 Parks Grant Fund	1,756	29,464			
32 Prop. A Parks Grant Fund	167,006	137,190	52,000	655,000	
33 Prop. 40 Parks Grant Fund	38,480	5,075	251,291		
34 Prop. A 4th District Grant				75,000	75,000
95 Peppertree Fund	13,934	64,797	18	4,900	
<b>TOTAL</b>	<b>255,632</b>	<b>286,057</b>	<b>353,309</b>	<b>995,650</b>	<b>100,000</b>

DEPARTMENT RESPONSIBLE  
Community Services Director

**City of Rolling Hills Estates**

**Capital Improvements – Public Improvements**  
(5300 Capital Projects)

**Descriptions**

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

FY 2012-13 provides \$10,000 for upgrading Server Improvements and Security Protection (Project 5307).  
Currently, other projects are on hold.

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed
<b>5305</b>					
<b>Generator Air Quality Filter (General Fund)</b>					
430 Contractual Services					
<b>5307</b>					
<b>Computer Network Upgrades</b>					
430 Contractual Services	5,814				10,000
<b>5316</b>					
<b>Website Development Costs</b>					
430 Contractual Services	27,576	20,584			
<b>5317</b>					
<b>ADA Improvements (General Fund)</b>					
430 Contractual Services					
<b>5323</b>					
<b>Council Chambers Multimedia</b>					
430 Contractual Services					
<b>5326</b>					
<b>Phone &amp; Voice Mail System</b>					
430 Contractual Services					
<b>5345</b>					
<b>GIS - Planning</b>					
430 Contractual Services					

<b>PAGE TOTAL</b>	<b>33,390</b>	<b>20,584</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
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(Public Improvements - Continued on Next Page)

**City of Rolling Hills Estates  
Activity Detail**

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed

**5395**

**City Hall Retro and Update (Fund 02)**

430 Contractual Services 8,302

**5396**

**City Hall Kitchen Expansion (Fund 02)**

430 Contractual Services 16,765

**5395**

**City Hall Flag Pole Lights (Fund 02)**

430 Contractual Services

**5395**

**City Hall Trash Enclosure (Fund 02)**

430 Contractual Services

**5397**

**City Hall Lighting (Fund 02)**

430 Contractual Services 22,807

<b>PAGE TOTAL</b>	<b>47,874</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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(Public Improvements - Continued on Next Page)

Function	Description				
<b>Capital Improvements</b>	<b>Public Improvements (Continued)</b>				
Activity Title	2008-09 Actual	2009-10 Actual	2010-11 Estimated	2011-12 Adopted	2012-13 Proposed

See Totals Below

<b>TOTAL FUNCTION</b>	<b>81,264</b>	<b>20,584</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
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<b>FUND SOURCE</b>					
01 General Fund	33,390	20,584			10,000
02 Capital Projects Designation	47,874				

<b>TOTAL</b>	<b>81,264</b>	<b>20,584</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
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DEPARTMENT RESPONSIBLE  
Various Department Managers