

# City of Rolling Hills Estates Budget

4045

Rolling Hills Estates  
CITY HALL

**Actual**  
**Fiscal Year 2011 - 2012**  
**&**  
**Adopted**  
**Fiscal Year 2012 - 2013**



Prepared by  
Administrative Services Department





# City of Rolling Hills Estates



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

**Actual Budget  
FY 2011 – 2012**

**Adopted Budget  
FY 2012 – 2013**

**SUSAN SEAMANS  
Mayor**

**FRANK V. ZERUNYAN  
Mayor Pro Tem**



**STEVEN ZUCKERMAN  
Council Member**

**JUDITH M. MITCHELL  
Council Member**

**JOHN C. ADDLEMAN  
Council Member**





# ROLLING HILLS ESTATES

<u>Table of Contents</u>	<u>Page</u>
● Transmittal Memorandum .....	1
● Fund Balance Policy .....	7
● Investment Policy .....	9
● Vendor Payments Over \$10,000 .....	12
● Exhibit A – Revenue Estimates.....	13
● Exhibit B – Expenditures Pie Chart.....	16
● Exhibit B – Operating Expenditures .....	17
● Exhibit C – Sources & Uses 2009-10 .....	21
● Exhibit D – Sources & Uses 2010-11 .....	23
● Exhibit E – Sources & Uses 2011-12 .....	25
● Exhibit F – Sources & Uses 2012-13 .....	27
● Exhibit G – Fund Balance .....	29
● Exhibit H – Fund Balance per GASB Statement No. 54 .....	30
● Gann Appropriations Limit .....	31
● Legislative .....	32
● Administration & Support .....	44
● Public Safety.....	64
● Public Works.....	74
● Planning .....	86
● Community Services .....	96
● Capital Improvements .....	118





# MEMORANDUM

## CITY OF ROLLING HILLS ESTATES

---

DATE: JUNE 12, 2012

TO: MAYOR AND CITY COUNCIL

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

SUBJECT: FINAL FY2012-13 BUDGET

This memorandum will serve to transmit the final budget for Fiscal Year 2012-13 for adoption at the June 26 Budget Public Hearing. The budget document incorporates direction and decisions from Budget Study Session held June 12.

### OPERATING REVENUES

Total General Fund operating revenues and expenditures for FY2011-12 are \$6,010,281 and \$5,669,453 respectively. The estimated net positive operating result for FY2011-12 is \$455,928 (8%) which exceeds the projected 4% surplus estimated when the budget was adopted in June of 2011. Total General Fund operating revenues and expenditures for FY2012-13 are \$6,129,852 and \$5,978,330 respectively leading to an estimated year-end net operating result of \$251,522 or 4%.

Major revenue assumptions include flat sales tax, an increase in property tax, and a continued improved level of building permits. For both FY2011-12 and FY2012-13, the major source of additional revenue comes from an increase in planning and building permit fees.

Specifically, building permit fees are expected to total \$700,000 in both FY2011-12 and FY2012-13. Further, planning fees are anticipated to total \$225,000 each year. New construction tax (\$500/residential dwelling unit) will generate approximately \$33,000, which represents the construction of 66 new dwelling units (58 units at 627 Deep Valley Drive and 8 units at the Butcher and/or Tanglewood properties). A portion of the building permit revenue this fiscal year came from the Rolling Hills Covenant Church and Butcher projects.

Similarly, major projects contributing to building permit revenue for FY2012-13 will include Chase Bank, the continuation of the Butcher project (particularly several homes being constructed) and the construction of the 627 Deep Valley Drive project consisting of 58 residential condominiums and some limited commercial space (currently in escrow with Anastasi Development). We expect to bring the revised project to Council for review and comment within the next several months. Planning fees are expected to include CEQA review for the redevelopment of the Village Shopping Center (Continental Development) for the construction of an assisted living project, by which building permit revenues would be realized the following fiscal year (FY2013-14). Planning fees and building permit revenue should also continue at a steady pace with the slight increase in residential and commercial remodeling projects that the City has seen in the past year.

Approximately \$13,000 is presently available for a General Plan Update. These fees were collected under the City's Public Impact Facility Fee program. More specifically, a fee of \$0.60 per square foot was collected from the 449 Silver Spur and Rolling Hills Covenant Church projects. Note that with several other entitled and/or expected projects in the near future, the City should begin to amass funds necessary to undertake a complete General Plan Update. Also, the Housing Element will need to be updated in the next year or two. Existing fees collected should be ample to perform this task given that the Housing Element was certified a few years ago. The General Plan Update will remain on hold until such time additional General Plan Update fees are collected.

It appears that the State will continue to fund the COPS Grant of \$100,000 for FY2012-13, but the Motor Vehicle License Fee has been eliminated as of FY2011-12. Additionally, investment interest rates remain at all-time lows (below 1% return) in LAIF and CDs.

However, grants and special fund revenues to City remain strong with the Federal STIP, Measure R, and the State Parks Grant to name a few.

### OPERATING EXPENDITURES

Expenditure assumptions include maintaining existing service levels in most major expenditure categories, the exception being a slight reduction in traffic enforcement. Additionally, parkway maintenance and median/parks watering have been reduced during this fiscal year in anticipation of the need to reduce costs in FY2012-13.

The budget document itself reflects the combining of expenditure categories made in FY2011-12 for ease of administration and realignment of some personnel costs to various programs to more accurately reflect actual time spent on various duties.

As proposed, the budget reflects reduced participation by the City in the supplemental traffic enforcement efforts by the Los Angeles Sheriff's Department. The City will continue to share in the cost of two Regional dedicated traffic units, but will not share in the cost of a third (supplemental) dedicated traffic unit as it has in the past due to continuing concern over long-term funding levels, competing funding requirements and a continuing overall outstanding Traffic Enforcement Index utilizing only the two dedicated units. The FY2012-13 budget also reflects reinstatement of the Sheriff's Liability Trust Fund (LTF) Surcharge, which had been suspended for the past eighteen months. As previously mentioned, the COPS grant revenue of \$100,000 is projected to be received in FY2012-13 in order to continue funding of the CORE Deputy program. Without this grant, the CORE program would have to be reconsidered.



Crossing Guard coverage in the City at various intersections has been evaluated by the City's Traffic Engineer and Staff. As a result of that evaluation, crossing guards will no longer be staffed at Silver Spur/Monte Malaga, PVDN/Crenshaw and PVDN/PVDE as these locations do not meet threshold criteria for staffing.

The proposed budget includes a \$100,000 special project for the retention of a polling firm and community engagement consultant to ascertain the opinion of the community on service levels (particularly street maintenance) and gauge interest in the potential for raising new revenues for existing and expanded City services. As mentioned below in the capital projects discussion, maintaining the City's streets at an acceptable level in accordance with the Pavement Management System (PMS) will require more funding than annual surpluses could sustain even at previous historic highs. Any new revenue source would be eligible for program and capital use City-wide, including maintenance of streets, curbs, gutters, sidewalks, storm drains, bike paths, parks, riding rings and bridle trails as well as funding public safety services and recreation programs.

### PERSONNEL

The FY2012-13 budget includes the revenue anticipated from the operation of the stables by the new concessionaire and reflects the cost savings of eliminating the six staff positions at the Peter Weber Equestrian Center, which include salary and benefits costs, liability insurance and workers' compensation insurance.

The FY2012-13 budget anticipates keeping vacant six previously funded full-time administrative and maintenance staff positions. All told, the City's full-time staff level has decreased from 32 in 2006 to 20 today.

Salaries and benefits have been adjusted to reflect the PERS EPMC/salary exchange and suspension of the PARS contributions in FY2011-12 as well as continued suspension of the previously funded bonus program. The Employees' Association has been supportive of these adjustments, the assumption of more duties and the salary freeze that has been in place over the past three fiscal years.

After Council consideration of the Employees' Association request, a 2.0% cost-of-living adjustment (COLA) has been budgeted for FY2012-13.

### CAPITAL PROJECTS

Capital projects for FY2012-13 include George F Canyon brush clearance, three-rail fence replacement, and catch basin improvements to comply with NPDES. Construction of the Palos Verdes Drive North Bike Lane project will commence in FY2012-13 and be completed in FY2013-14. The project consists of five foot wide striped on street bike lanes, intersection improvements, new merge lanes and a complete street overlay on Palos Verdes Drive North between Crenshaw Boulevard and the City's West City Limits. Sources of revenue available for the PVDN Bike Lane project include federal and state grants, and a local match comprised of Proposition C and Traffic Impact fees. As grant funds are not eligible for landscaping the medians that will be constructed as part of this project, we have designated \$75,000 for a tree planting program within the project area under *CIP Other Than Streets* which can be found on Exhibit G. Actual planting will take place following completion of the project in FY2013-14.

Of the \$150,000 in the Capital Improvements Designation (*CIP Other Than Streets*), \$143,438 is the amount of traffic impact fees collected from Terranea Resort for fair share costs of intersection mitigation measures, some of which will be allocated toward intersection improvements at Hawthorne Boulevard in connection with the PVDN Bike Lane project.

While the Bike Lane project will address the deterioration of PVDN on the City's west side, the 2011 Pavement Management System (PMS) Update Report concluded that a majority of the City's streets are in need of major maintenance and recommended a \$550,000 annual budget for street resurfacing in order to catch up and gradually improve the overall condition of streets over a fifteen year period. Funding options for such a street maintenance program are still under consideration.

The Community Services Department plans to complete a variety of capital projects during FY 2012-13. Significant brush clearance efforts throughout George F Canyon Nature Preserve over the past several years (\$25,000 annually) has left only minor clearing required in future years at an estimated cost of \$12,000 per year. Over a mile of three-rail vinyl fencing along City bridle trails is proposed for FY2012-13, as \$80,000 of a \$150,000 Los Angeles County Proposition "A" Excess Funds grant remains available for this purpose.

Quimby Funds have been designated for improvements to a variety of sites within City for FY 2012-13 and include uncompleted capital projects budgeted in FY 2011-12. Proposed for FY 2012-13 are Pepperwood Park/Civic Center improvements (\$25,000), Highridge Park improvements which include a Master Irrigation Control System (\$100,000), replacement of a portable 500-gallon water tank (\$2,000), development of Peninsula High School's Pool (\$73,000), and Howlett Park Equestrian Center footing, fencing, and sprinklers improvements (\$114,000).

The Park and Activities Commission recommendations regarding the Howlett Park Master Plan have been approved by Council, which identify future prioritized park improvements, with a timeline and funding sources identified. It should also be noted that potential uses of the balance (net of the Howlett Park Ring Improvements mentioned above) of the \$300,000 from the Chandler Ranch Development Agreement, which includes Quimby Funds advanced from the City and a good faith contribution by the Developer, are currently under consideration by the Equestrian Committee and Park and Activities Commission for a recommendation to City Council. Recommended uses of the Chandler Ranch Development Agreement funds may result in additional capital projects for City Council's consideration during FY 2012-13, thus requiring mid-year budget adjustments.

Finally, the land donated for park purposes a condition of the Butcher Development remains undeveloped as part of this budget. However, as lots and/or homes are sold, the City will receive \$8,455 per unit in unrestricted funds (\$93,005 total), which may be applied to park development or other general government uses. Additionally, undesignated Quimby fees of approximately \$1,000,000 required from the Chandler development (apart from the developer's \$1,000,000 special equestrian donation and the City's \$1,000,000 Quimby designation required by the development agreement) may also be used for development of this parcel as a park. Until these funds are received, there is no proposed project or designation in the fund balance reserves within the budget document.

For ease in reviewing our considerable Capital Improvement Budget, we have added an exhibit which describes each project and lists it by funding source.

## FUND BALANCES

Various fund balances have been revised to reflect our best understanding of future obligations. For FY 2012-13, these include separating Capital Improvement Projects designations into two separate categories (*CIP Other Than Streets* and *CIP Streets*), and an increase in the Equipment Designation to \$100,000.

As mentioned above, the \$150,000 reserve in *CIP Streets* reflects the funds reserved within the General Fund received from the Terranea project in RPV for intersection improvements at Hawthorne and Silver Spur and Hawthorne and Palos Verdes Drive North.

The Undesignated, Unreserved Fund Balance is projected to remain above \$1,200,000, which is consistent with the current fund balance policy. Exhibit G reflects this approach in order to designate \$75,000 for the previously mentioned tree planting project, increase the Equipment Designation by \$40,000 to help rebuild that designation and increase the Future Operating Expenditures by \$166,000 to help maintain a contingency balance within the Fund Balance Designations.

With respect to accounting for payback of the General Fund subsidy of the Equestrian Fund, you will find on Exhibit F under Enterprise Funds (Fund 50-Stables) an estimated \$50,000 in revenue which we expect to receive from the stables concessionaire, thus reducing the negative balance in that fund from \$491,759 to \$441,759.

## POTENTIAL CUTS

Staff has identified numerous line items, programs, and service levels that can be dramatically reduced to reflect a worst-case operating scenario. However, the current revenue and expenditure projections do not suggest that this severe level of reductions or cuts will be required in FY2012-13. In order to be proactive though, identifying these potential cuts allows Council and staff to be prepared for the potential of another dramatic economic downturn.

Severe cuts to the budget would include complete elimination of line items such as meetings, travel, memberships and dues. Community events that are a net cost to the City, including the Holiday Parade, Holiday Party, and perhaps the City Celebration would have to be evaluated for elimination as well.

Service level cuts to the Sheriff's CORE Deputies would also have to be considered. City operations that might be decreased or eliminated could include personnel administration, records management, street sweeping, tree trimming, park maintenance, and nature center operations.

Finally, staff levels could be reduced further. However, any further staff reductions would have to be offset with at least some level of contractual services to continue to provide a basic level of service to the community, thus reducing the total savings available from the potential staff reductions.

## FISCAL FUTURE

With Building Permit fees showing signs of improvement both this year and possibly into the next several budget cycles, it may seem that the worst of the recent economic times may be behind us. Even so, the large development projects we may see coming on the horizon will provide a revenue stream of limited duration. If we assume a normal year of Building Permit activity generates approximately \$400,000 in revenue, we can see that during FY2012-13 we are expecting large projects to provide approximately \$300,000 in revenue. This may even increase as the Chandler or Continental projects come on line. However, at some point these types of large projects may cease to be undertaken either due to changes in economic conditions or a general completion of large scale commercial building renovations or residential development.

With a recommended annual expenditure of \$550,000 in on-going street maintenance projects coming from our PMS report, the City must identify a funding source for this effort. We currently receive approximately \$180,000 combined Proposition C and Measure R funds which are eligible for maintenance of our streets. However, restricted funds are typically not eligible for use in maintaining residential streets. Use of General Funds is usually required for maintenance of these streets.

A quick calculation of the assumptions above might show a potential scenario in which an on-going revenue shortfall of \$670,000 in the future might be anticipated. This might come about if our large projects do not come through (\$300,000) and we do not have an identified funding source to complement our restricted funds for street maintenance (\$370,000). Without sounding alarmist, this is probably on the low end of the potential shortfall given the minimum street maintenance effort calculated into the \$550,000 recommendation and the fact that we are still operating at lower than historic levels in our operating budget programs and services.

## SUMMARY

Although certain revenues have seen an increase since the worst of the recent economic downturn, and the City's fiscal position has been maintained through a combination of cost cutting measures and reliance on previously established reserves, there are a number of long-term projects and programs that are in need of identified funding sources. These include such projects as the General Plan Update, street and parks maintenance and other capital infrastructure maintenance as well as on-going program needs and maintenance of the City's competitive position in marketplace for well qualified employees. Given the City's historic reliance on sales tax, property tax and planning and building permit fees, all of which are highly subject to the ups and downs of the economy, it would be appropriate to consider an alternative, and more stable, revenue source to secure the City's fiscal future.

## 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 current year operating surpluses and reserves. (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.

**FOR APPROVAL: JUNE 26, 2012**

## CITY OF ROLLING HILLS ESTATES

**FY 2012-2013**



### INVESTMENT POLICY

#### INTRODUCTION

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

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

#### STATEMENT OF INVESTMENT POLICY

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

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

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

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

More detailed descriptions of these vehicles are in the Appendix.

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

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

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

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

Approval: June 26, 2012



## CITY OF ROLLING HILLS ESTATES



### APPENDIX OF DESCRIPTIONS OF INVESTMENT MECHANISMS

**1. LOCAL AGENCY INVESTMENT FUND (LAIF)** is a special fund of the State Treasury which local agencies may use to deposit excess funds. There is no minimum investment period and the minimum investment is \$5,000 with a maximum of \$50 million per agency. Funds are available on a same day basis with no loss of interest. Interest is distributed quarterly, based on the agency's proportionate share of deposits and length of deposit. (16429.1)

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

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



**City of Rolling Hills Estates  
Vendor Payments Greater Than \$10,000  
Estimated for Fiscal Year 2012-2013**

<b>Vendor Name</b>	<b>Estimated Total</b>	<b>Description of Services Rendered or Goods Purchased</b>	<b>Budget Account</b>
ALL CITY MANAGEMENT	32,000	CROSSING GUARD SERVICES	4340-430
BENNET LANDSCAPE	240,000	LANDSCAPING SERVICES	4610-430
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	200,000	INSURANCE SERVICES	Various
CITY OF RANCHO PALOS VERDES	110,000	CORE DEPUTIES/OTHER SAFETY COSTS	4310-430
CITY OF RANCHO PALOS VERDES	18,000	TRAFFIC FINES (SHARED REVENUES)	84-3540
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	25,000	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	FINANCIAL AUDITORS	4230-430
NATIONWIDE ENVIRONMENTAL	79,000	STREET SWEEPING EXPENDITURES	4460-430
NORTHGATE	30,000	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
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	17,500	TELEPHONE EXPENSES	4220-450
	<b>3,432,500</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>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>
<b>GENERAL FUND</b>						
<b>LOCAL TAXES</b>						
Property tax	3110	1,534,051	1,522,592	1,582,384	1,568,868	1,719,861
Sales tax	3120	986,408	917,855	917,016	871,060	936,919
Franchise tax	3130	513,902	492,746	518,175	551,059	515,000
Business license	3140	235,386	221,600	267,177	236,334	240,000
Business license-County (moved to 3230)	3150	148,543				
Property transfer tax	3160	40,548	65,435	72,779	69,824	62,000
New construction tax	3170					33,000
<b>TOTAL</b>		<b>3,458,838</b>	<b>3,220,228</b>	<b>3,357,531</b>	<b>3,297,145</b>	<b>3,506,780</b>
<b>LICENSES &amp; PERMITS</b>						
Landfill regulation fees	3210	156,437	268,014	194,005	214,883	200,000
Animal licenses	3220	9,721	5,711	7,047	7,969	7,000
Building permits	3230	325,474	400,413	480,497	722,611	700,000
<b>TOTAL</b>		<b>491,632</b>	<b>674,138</b>	<b>681,549</b>	<b>945,463</b>	<b>907,000</b>
<b>INTERGOVERNMENTAL REVENUES</b>						
Property Tax in lieu of Sales Tax - State	3308	397,750	246,996	309,620	301,499	344,364
Property Tax in lieu of VLF Fees - State	3309	593,271	599,681	602,824	622,162	628,384
Motor Vehicle License Fees (VLF)	3310	27,834	24,024	41,551		
COPS Grant (Policing)	3311	75,441	124,559	100,000	100,000	100,000
CLEEP Grant (Law Enf. Equipment)	3312					
Sale of CDBG Grants	3320	16,878	16,586	16,410	16,371	14,324
Traffic Safety OTS State Grant	3322	2,452	3,054	679		
Highway Through Cities Grant	3324				400,000	
<b>TOTAL</b>		<b>1,113,626</b>	<b>1,014,900</b>	<b>1,071,084</b>	<b>1,440,032</b>	<b>1,087,072</b>
<b>CHARGES FOR SERVICES</b>						
Planning Fees	3410	358,342	257,568	256,132	250,763	225,000
GIS Fees	3420	5,100	3,900	5,100	6,000	6,000
City Celebration & Holiday Parade	3430	3,056	2,538	3,719	5,658	10,000
Recreation Fees	3440	37,034	49,858	34,723	32,371	25,000
<b>TOTAL</b>		<b>403,532</b>	<b>313,864</b>	<b>299,674</b>	<b>294,792</b>	<b>266,000</b>
<b>FINES AND FORFEITURES</b>						
Misc fines and forfeitures	3510	35,165	61,278	31,357	50,667	48,000
False alarm fines	3520	7,865	13,060	15,090	13,300	11,000
Business license penalties	3530	5,600	9,022	18,286	7,689	10,000
<b>TOTAL</b>		<b>48,630</b>	<b>83,360</b>	<b>64,733</b>	<b>71,656</b>	<b>69,000</b>
<b>USE OF MONEY AND PROPERTY</b>						
Interest income (Funds 01 & 02)	3610	78,301	26,627	14,176	4,717	5,000
Rents and concessions	3620	15,581	18,787	16,017	17,635	15,000
<b>TOTAL</b>		<b>93,882</b>	<b>45,414</b>	<b>30,193</b>	<b>22,352</b>	<b>20,000</b>
<b>OTHER REVENUES</b>						
Refunds/Rebates/Reimbursements	3710	63,066	9,709	77,108	58,074	57,000
SB 90 Reimb. of State Mandated Costs	3715					
AB 939/Infrastructure Fees	3720	167,667	171,782	178,088	179,149	187,000
Prior Year Adjustments	3725	(423)	1,503	(7,164)	25,689	
Miscellaneous revenues	3730	3,106	146,121	22,481	13,953	20,000
Cash Over/Short	3735					
Curbside Recycling/Oil	3740	14,500	500	5,500	8,684	5,000
Litter Abatement/Recycling	3750	5,000	5,000		10,000	5,000
<b>TOTAL</b>		<b>252,916</b>	<b>334,615</b>	<b>276,013</b>	<b>295,549</b>	<b>274,000</b>
<b>TOTALS, GENERAL FUND</b>						
	<b>01</b>	<b>5,863,056</b>	<b>5,686,519</b>	<b>5,780,777</b>	<b>6,366,989</b>	<b>6,129,852</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>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>
<b>EXHIBIT A</b>						
<b>SPECIAL REVENUE FUNDS</b>						
<b>QUIMBY FEES</b>						
Quimby Fees	3180	95,080	166,390	392,205	47,540	
Interest income	3610	423	1,037	1,944	1,966	1,000
<b>QUIMBY FEES</b>	<b>10</b>	<b>95,503</b>	<b>167,427</b>	<b>394,149</b>	<b>49,506</b>	<b>1,000</b>
<b>STATE GAS TAX FUND:</b>						
Gas Tax 2103	3329			62,515	109,128	60,000
Gas Tax 2105	3330	44,548	44,108	45,459	37,657	50,000
Gas Tax 2106	3340	30,730	35,810	31,923	28,768	36,200
Gas Tax 2107	3350	59,348	53,488	60,452	55,608	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	(7,091)	
<b>GAS TAXES SUBTOTAL</b>		<b>191,849</b>	<b>209,118</b>	<b>238,194</b>	<b>226,070</b>	<b>210,200</b>
Interest income	3610		27	160	360	150
<b>STATE GAS TAX FUND</b>	<b>11</b>	<b>191,849</b>	<b>209,145</b>	<b>238,354</b>	<b>226,430</b>	<b>210,350</b>
<b>LOCAL TRANSPORTATION FUND:</b>						
TDA Article 3 Funds	3121	13,820		15,250	7,320	5,000
Interest income	3610	83	1	37	30	1
<b>LOCAL TRANS FUND</b>	<b>13</b>	<b>13,903</b>	<b>1</b>	<b>15,287</b>	<b>7,350</b>	<b>5,001</b>
<b>TRAFFIC SAFETY:</b>						
Traffic safety fines	3540	65,573	40,186	38,524	51,642	42,000
Interest income	3610	714	219	32		200
<b>TRAFFIC SAFETY FUND</b>	<b>14</b>	<b>66,287</b>	<b>40,405</b>	<b>38,556</b>	<b>51,642</b>	<b>42,200</b>
<b>PEG FEES</b>						
Cox PEG Fees	3760			12,825	26,018	24,000
Interest income	3610			4	58	100
<b>PEG FUND</b>	<b>16</b>			<b>12,829</b>	<b>26,076</b>	<b>24,100</b>
<b>TRANSIT:</b>						
PROP A - transit improvement	3121	116,822	104,135	110,213	119,198	110,000
Interest income	3610	1,799	469	203	149	400
<b>TRANSIT FUND</b>	<b>18</b>	<b>118,621</b>	<b>104,604</b>	<b>110,416</b>	<b>119,347</b>	<b>110,400</b>
<b>PROP C:</b>						
PROP C - transit tax	3122	135,855	86,385	100,605	99,097	108,000
Interest income	3610	2,345	827	813	816	750
<b>PROP C FUND</b>	<b>19</b>	<b>138,200</b>	<b>87,212</b>	<b>101,418</b>	<b>99,913</b>	<b>108,750</b>
<b>AQMD:</b>						
Air quality funds AB 2766	3390	8,852	9,227	8,836	10,151	9,100
Interest income	3610	2,811	911	328	47	800
<b>AQMD FUND</b>	<b>20</b>	<b>11,663</b>	<b>10,138</b>	<b>9,164</b>	<b>10,198</b>	<b>9,900</b>
<b>STPL GRANT</b>						
STPL Fund Exchange	3328	6,927				
Interest income	3610	65	39	28	21	
<b>STPL GRANT</b>	<b>21</b>	<b>6,992</b>	<b>39</b>	<b>28</b>	<b>21</b>	
<b>PROP. 1B TRANSPORTATION</b>						
Transportation Grant	3385					
Interest income	3610	4,509	484	287		
<b>PROP. 1B TRANSPORTATION</b>	<b>22</b>	<b>4,509</b>	<b>484</b>	<b>287</b>		
<b>MEASURE R</b>						
Residential Street Resurfacing	3371		51,976	71,333	73,674	80,000
Interest income	3610		106	313	98	175
<b>MEASURE R</b>	<b>23</b>		<b>52,082</b>	<b>71,646</b>	<b>73,772</b>	<b>80,175</b>
<b>FEDERAL STIP</b>						
PVDN Bike Lane Project	3327				231,064	1,803,000
Interest income	3610					
<b>FEDERAL STIP</b>	<b>24</b>				<b>231,064</b>	<b>1,803,000</b>
<b>STATE SR2S</b>						
PVDN Bike Lane Project	3372				20,818	
Interest income	3610					
<b>STATE SR2S</b>	<b>25</b>				<b>20,818</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>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</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	1		
<b>FEDERAL ARRA</b>	<b>26</b>		<b>32,619</b>	<b>466,926</b>		
<b>ARRA EECBG</b>						
City Hall Lights & HVAC	3386				43,580	
<b>ARRA EECBG GRANT</b>	<b>27</b>				<b>43,580</b>	
<b>STATE PARK GRANT EQUESTRIAN</b>						
Peter Weber Equestrian Center	3387					1,024,000
<b>STATE PARK GRANT</b>	<b>30</b>					<b>1,024,000</b>
<b>PROP. 12 PARKS GRANT:</b>						
Prop. 12 - Roberti-Z/Berg Grant	3395			25,550		
Prop. 12 Riparian Grant (Nature Preserve)	3396		84,403		54,296	
Interest income	3610		6	148	154	
<b>PROP. 12 PARKS GRANT FUND</b>	<b>31</b>		<b>84,409</b>	<b>25,698</b>	<b>54,450</b>	
<b>PROP A COUNTY PARKS:</b>						
PROP A - maintenance/service	3392	13,500		30,950	17,453	14,000
PROP A - specified	3394			128,298		
<b>PROP A CNTY PARKS FUND</b>	<b>32</b>	<b>13,500</b>		<b>159,248</b>	<b>17,453</b>	<b>14,000</b>
<b>PROP. 40 PARKS GRANT:</b>						
Roberti Z/Berg	3391			21,460		
Prop. 40 Per Capita Grant	3397			220,000		
<b>PROP. 40 PARKS GRANT FUND</b>	<b>33</b>			<b>241,460</b>		
<b>PROP. A 4TH DISTRICT GRANT:</b>						
3 Rail Fencing	3399				30,780	80,000
<b>4TH DISTRICT GRANT</b>	<b>34</b>				<b>30,780</b>	<b>80,000</b>
<b>PEPPERTREE:</b>						
Donations	3440	38,647	31,273	46,198	41,546	44,000
Interest income	3610	896	14			
<b>PEPPERTREE FUND</b>	<b>95</b>	<b>39,543</b>	<b>31,287</b>	<b>46,198</b>	<b>41,546</b>	<b>44,000</b>
<b>CHANDLER EQUESTRIAN</b>						
Donations/Match	3780				100,000	
Interest income	3610				291	250
<b>CHANDLER EQUESTRIAN</b>	<b>97</b>				<b>100,291</b>	<b>250</b>
<b>TOTALS, SPECIAL REVENUE FUNDS</b>		<b>700,570</b>	<b>819,852</b>	<b>1,931,664</b>	<b>1,204,237</b>	<b>3,557,126</b>

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

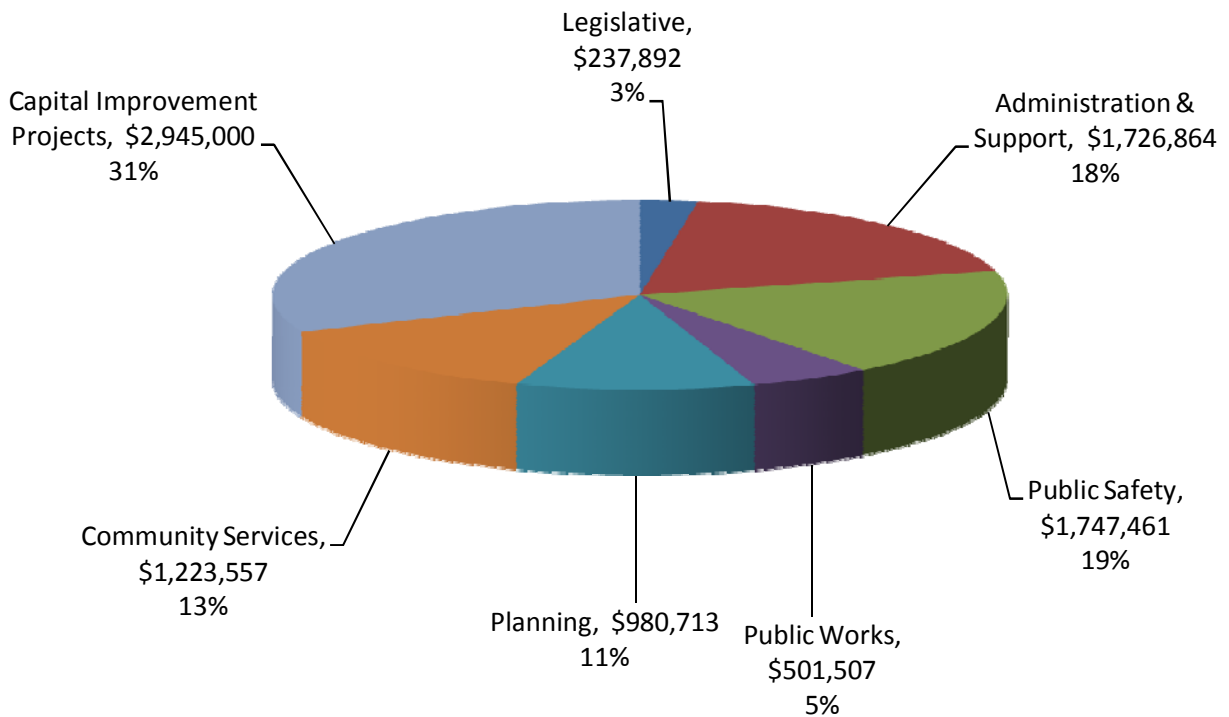
<b>STABLES</b>						
Stable rental	3450	554,572	614,853	565,824	252,758	50,000
Western trainer	3451	5,350	9,000	9,000	3,750	
English trainer	3452	9,800	11,325	10,500	7,500	
Non resident surcharge	3453	32,524	43,367	43,485	17,710	
Horse show fees	3454	15,013	17,874	25,857	23,788	
Pony Camp fees	3455	51,382	35,863	34,205	27,600	
Prior Year Adjustment	3725		603			
<b>CHARGES FOR SERVICES</b>		<b>668,641</b>	<b>732,885</b>	<b>688,871</b>	<b>333,106</b>	<b>50,000</b>
Interest income	3610					
<b>STABLES FUND</b>	<b>50</b>	<b>668,641</b>	<b>732,885</b>	<b>688,871</b>	<b>333,106</b>	<b>50,000</b>
<b>TENNIS</b>						
Tennis court fees	3460	47,193	45,306	43,250	50,646	43,000
Tennis membership dues	3461	12,611	13,617	12,918	10,203	11,000
<b>CHARGES FOR SERVICES</b>		<b>59,804</b>	<b>58,923</b>	<b>56,168</b>	<b>60,849</b>	<b>54,000</b>
Interest income	3610	2,785	753	477	310	700
<b>TENNIS FUND</b>	<b>51</b>	<b>62,589</b>	<b>59,676</b>	<b>56,645</b>	<b>61,159</b>	<b>54,700</b>
<b>TOTALS, ENTERPRISE FUNDS</b>		<b>731,230</b>	<b>792,561</b>	<b>745,516</b>	<b>394,265</b>	<b>104,700</b>
<b>GRAND TOTALS, ALL FUNDS</b>		<b>7,294,856</b>	<b>7,298,932</b>	<b>8,457,957</b>	<b>7,965,491</b>	<b>9,791,678</b>





# City of Rolling Hills Estates

## Budget Expenditures 2012- 2013 (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 Actual	2011-12 Actual	2012-13 Adopted	
<b>GENERAL FUND OPERATING EXPENDITURES</b>						
<b>LEGISLATIVE</b>						
CITY COUNCIL	4110	78,932	56,998	45,710	41,608	43,405
PLANNING COMMISSION	4120	29,424	25,175	28,098	48,494	49,277
P&A COMMISSION	4130	70,188	64,809	65,771	48,452	48,272
CITY ATTORNEY	4140	75,915	77,997	99,622	111,646	88,500
ELECTION	4150	604	81		751	1,000
<b>TOTAL</b>		<b>255,063</b>	<b>225,060</b>	<b>239,201</b>	<b>250,951</b>	<b>230,455</b>
<b>ADMINISTRATION &amp; SUPPORT</b>						
CITY MANAGER	4210	669,939	663,318	706,877	654,971	765,696
CENTRAL SERVICES	4220	316,935	344,615	331,310	317,161	341,533
FINANCE	4230	419,020	421,808	423,813	490,158	472,470
ECONOMIC DEVELOPMENT	4235	132,517	102,708	89,651		
PERSONNEL	4240	67,049	60,843	75,049	87,170	72,444
PUBLIC INFORMATION	4250	89,440	55,448	34,863	27,523	28,498
EMPLOYEE BENEFITS	4260					
OVERHEAD	4270	(44,000)	(46,000)	(48,000)	(27,417)	(13,000)
EQUIPMENT	4279	63,936	50,370	68,246	48,399	58,200
<b>TOTAL</b>		<b>1,714,836</b>	<b>1,653,110</b>	<b>1,681,809</b>	<b>1,597,965</b>	<b>1,725,840</b>
<b>PUBLIC SAFETY</b>						
PATROL SERVICES	4310	2,053,163	1,751,179	1,753,856	1,523,374	1,693,461
ANIMAL CONTROL	4330	28,101	34,059	21,329	16,568	20,000
CROSSING GUARDS - GENERAL FUND	4343					
EMERGENCY MANAGEMENT	4350	4,026	2,289	2,289	10,289	2,000
<b>TOTAL</b>		<b>2,085,290</b>	<b>1,787,527</b>	<b>1,777,474</b>	<b>1,550,231</b>	<b>1,715,461</b>
<b>PUBLIC WORKS</b>						
SIGNALS	4451	64,527	33,433	40,919	20,688	24,000
NPDES	4460	194,167	212,309	186,747	214,988	189,076
SOLID WASTE (RECYCLING)	4625	41,444	34,104	24,764	19,650	20,248
<b>TOTAL</b>		<b>300,138</b>	<b>279,846</b>	<b>252,430</b>	<b>255,326</b>	<b>233,324</b>
<b>PLANNING</b>						
PLANNING ADMINISTRATION	4510	925,516	792,694	776,568	738,971	760,060
ADVANCED PLANNING	4520	116,001	62,348	60,048	53,479	54,237
CODE ADMINISTRATION	4530	216,154	141,179	98,959	173,466	166,403
SUBDIVISION REGULATION	4540	30,668	31,104	30,024		
<b>TOTAL</b>		<b>1,288,339</b>	<b>1,027,325</b>	<b>965,599</b>	<b>965,916</b>	<b>980,700</b>
<b>COMMUNITY SERVICES</b>						
PARKS MAINTENANCE	4610	545,709	504,254	443,095	789,637	764,239
TREE TRIMMING	4615	76,940	102,332	131,667	120,980	117,342
LANDSCAPE MAINTENANCE	4620	353,517	316,929	362,807		
BRIDLE TRAILS	4630	110,516	101,836	139,465	83,281	71,626
RECREATION PROGRAMS	4640	58,600	43,406	44,183	37,361	45,603
SPECIAL EVENTS	4670	76,496	68,952	72,241	62,614	70,523
PEPPERTREE	4674	8,343	8,664	8,774	8,787	8,787
NATURE CENTER	4676	16,254	19,855	19,783	19,724	16,980
<b>TOTAL</b>		<b>1,246,375</b>	<b>1,166,228</b>	<b>1,222,015</b>	<b>1,122,384</b>	<b>1,095,101</b>
<b>TOTAL OPERATING EXPENDITURES</b>						
		<b>6,890,041</b>	<b>6,139,096</b>	<b>6,138,528</b>	<b>5,742,773</b>	<b>5,980,882</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 Actual	2011-12 Actual	2012-13 Adopted
<b>GENERAL FUND CAPITAL IMPROVEMENT EXPENDITURES</b>					
<b>STREETS:</b>					
STREET RESURFACING & CURB IMPR. 5103	3,800		32,345	184,423	25,000
CURB/GUTTER/SIDEWALK IMPR. 5140					
STORM DRAIN REPAIRS/IMPROVEMENTS 5145				9,151	20,000
ARTERIAL STREETS MEDIAN IMPROVEME 5150	14,361				
TRAFFIC SIGNAL IMPROVEMENTS 5180					
ADV. STREET SIGNS REPAINTING 5186					
<b>TOTAL STREETS</b>	<b>18,161</b>		<b>32,345</b>	<b>193,574</b>	<b>45,000</b>
<b>PARKS &amp; RECREATION:</b>					
BRUSH CLEARANCE 5201		25,000	25,000	11,898	12,000
PICNIC TABLES 5206					
RIDING RING IMPROVEMENTS 5208					
DAPPLEGRAY RIDING RING 5213					
THREE RAIL FENCING 5221	29,749	24,160	6,824	17,997	
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>31,824</b>	<b>29,895</b>	<b>12,000</b>
<b>PUBLIC IMPROVEMENTS:</b>					
GENERATOR AIR QUALITY FILTER 5305			2,095		
COMPUTER NETWORK UPGRADE 5307	5,814				
WEBSITE DEVELOPMENT COSTS 5316	27,576	20,584			
ADA IMPROVEMENTS (GENERAL FUND) 5317					
PHONE & VOICE MAIL SYSTEM 5326					
GIS 5345					
<b>TOTAL PUBLIC IMPROVEMENTS</b>	<b>33,390</b>	<b>20,584</b>	<b>2,095</b>		
<hr/>					
<b>TOTAL CAPITAL PROJECTS</b>	<b>86,007</b>	<b>70,115</b>	<b>66,264</b>	<b>223,469</b>	<b>57,000</b>
<b>TOTAL GEN. FUND EXPEND.</b>	<b>6,976,048</b>	<b>6,209,211</b>	<b>6,204,792</b>	<b>5,966,242</b>	<b>6,037,882</b>
<hr/>					
<b>FUND 02 DESIGNATION EXPENDITURES</b>					
CITY HALL HVAC 5395	8,302			232	
CITY HALL KITCHEN EXPANSION 5396	16,765				
CITY HALL LIGHTING 5397	22,807				
<b>TOTAL FUND 02 DESIGNATION</b>	<b>47,874</b>			<b>232</b>	
<b>TOTAL GENERAL FUNDS 01 &amp; 02</b>	<b>7,023,922</b>	<b>6,209,211</b>	<b>6,204,792</b>	<b>5,966,474</b>	<b>6,037,882</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 Actual	2011-12 Actual	2012-13 Adopted
<b>SPECIAL REVENUE FUND TYPE EXPENDITURES</b>					
<b><u>QUIMBY FEES FUND 10</u></b>					
PEPPERWOOD PARK/CIVIC CENTER	5262			4,201	25,000
CHANDLER PARK RING FOOTING	5263			8,082	
HOWLETT PARK IMPROVEMENTS	5264			74,192	116,000
HIGHRIDGE PARK IMPROVEMENTS	5265				100,000
RANCHVIEW PARK	5266			1,000	
NATURE CENTER IMPROVEMENTS	5267			5,130	
PV PENINSULA HIGH POOL	5268				73,000
<b>TOTAL</b>				<b>92,605</b>	<b>314,000</b>
<b><u>STATE GAS TAX FUND 11</u></b>					
STREET REPAIR	4410	11,142	28,115	29,391	74,325
SIGNALS	4454	131,355	151,261	160,534	102,601
<b>TOTAL</b>		<b>142,497</b>	<b>179,376</b>	<b>189,925</b>	<b>176,926</b>
<b><u>TRANSIT PROP. A FUND 13</u></b>					
TRANSIT TDA ARTICLE 3	5113	24,800	4,000	16,816	5,000
<b><u>TRAFFIC SAFETY FUND 14</u></b>					
CROSSING GUARDS - TRAFFIC FINES	4340	54,742	65,626	73,871	55,305
<b><u>PEG FEES FUND 16</u></b>					
COX PEG FEES	5322			3,074	
<b><u>TRAFFIC SAFETY FUND 18</u></b>					
PV TRANSIT	4450	131,973	132,073	127,577	133,395
<b>TOTAL</b>		<b>131,973</b>	<b>132,073</b>	<b>127,577</b>	<b>133,395</b>
<b><u>TRANSIT PROP. C FUND 19</u></b>					
PVDN BIKE LANE PROJECT	5119			1,730	75,000
STREET RESURFACING	5120	73,232	22,084	34,180	78,198
STORM DRAIN REPAIR & IMPR	5146	44,636			
<b>TOTAL</b>		<b>117,868</b>	<b>22,084</b>	<b>34,180</b>	<b>79,928</b>
<b><u>COG DUES AIR QUALITY FUND 20</u></b>					
MOTOR VEHICLES AIR QUALITY	4280		146,465		
COG DUES	4111		7,435	6,685	7,435
<b>TOTAL</b>			<b>7,435</b>	<b>153,900</b>	<b>6,685</b>
<b><u>TRANSPORTATION PROP. 1B FUND 22</u></b>					
STREET RESURFACING & CURB IMPR.	5187	210,682		79,413	
STORM DRAIN REPAIRS/IMPROVEMENTS	5188	105,623	9,563		
<b>TOTAL</b>		<b>316,305</b>	<b>9,563</b>	<b>79,413</b>	
<b><u>MEASURE R FUND 23</u></b>					
RESIDENTIAL STREET RESURFACING	5170		128,167	7,620	10,000
<b>TOTAL</b>			<b>128,167</b>	<b>7,620</b>	<b>10,000</b>
<b><u>FEDERAL STIP FUND 24</u></b>					
PVDN BIKE LANE PROJECT	5117		23,063	3,309	268,921
<b>TOTAL</b>			<b>23,063</b>	<b>3,309</b>	<b>268,921</b>
<b><u>STATE SR2S FUND 25</u></b>					
PVDN BIKE LANE PROJECT	5118			33,894	165,000
<b>TOTAL</b>				<b>33,894</b>	<b>165,000</b>
<b><u>FEDERAL ARRA FUND 26</u></b>					
PRIOR YEAR ADJUSTMENT	5105			(6,316)	
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>(6,316)</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>Actual</b>	<b>Actual</b>	<b>Adopted</b>
<b><u>ARRA EECBG GRANT FUND 27</u></b>						
CITY HALL LIGHTS & HVAC	5370				55,701	
<b>TOTAL</b>					<b>55,701</b>	
<b><u>STATE GRANT EQUESTRIAN FUND 30</u></b>						
PETER WEBER EQUESTRIAN CENTER	5251					1,024,000
<b>TOTAL</b>						<b>1,024,000</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		54,296	
PROP. 12 ADA IMPROVEMENTS	5238	1,756				
<b>TOTAL</b>		<b>1,756</b>	<b>29,464</b>		<b>54,296</b>	
<b><u>PROP. A PARKS FUND 32</u></b>						
STABLES RENOVATION	5250	167,006	137,190	50,194	65,567	555,000
NATURE CENTER	4680	13,500	17,450	17,453	17,453	19,000
<b>TOTAL</b>		<b>180,506</b>	<b>154,640</b>	<b>67,647</b>	<b>83,020</b>	<b>574,000</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				69,897	80,000
<b>TOTAL</b>					<b>69,897</b>	<b>80,000</b>
<b><u>PEPPERTREE FUND 95</u></b>						
PEPPERTREE FOUNDATION	4675	44,116	32,165	36,259	29,138	37,950
PICNIC TABLES REPLACEMENT	5245	3,041				
NATURE CENTER FACILITY	5289		10,059	18		
DAPPLEGRAY RIDING ARENA FENCE	5295	6,958	15,905			
CITY COUNCIL RECOGNITION PLAQUE	5296			5,000	5,077	
HOWLETT PARK DRESSAGE ARENA	5297	3,935	38,833			
<b>TOTAL</b>		<b>58,050</b>	<b>96,962</b>	<b>41,277</b>	<b>34,215</b>	<b>37,950</b>
<b>TOTAL OPERATIONS</b>		<b>386,828</b>	<b>434,125</b>	<b>598,985</b>	<b>418,902</b>	<b>364,640</b>
<b>TOTAL CAPITAL PROJECTS</b>		<b>680,149</b>	<b>323,599</b>	<b>1,029,071</b>	<b>747,080</b>	<b>2,888,000</b>
<b>TOTAL SPECIAL FUNDS</b>		<b>1,066,977</b>	<b>757,724</b>	<b>1,628,056</b>	<b>1,165,982</b>	<b>3,252,640</b>
<b><u>ENTERPRISE FUND TYPE EXPENSES</u></b>						
<b><u>STABLES FUND</u></b>						
STABLES	4650	803,243	775,687	760,760	431,121	802
<b><u>TENNIS FUND</u></b>						
TENNIS	4660	79,891	71,075	75,133	79,372	74,258
<b>TOTAL ENTERPRISE FUNDS</b>		<b>883,134</b>	<b>846,762</b>	<b>835,893</b>	<b>510,493</b>	<b>75,060</b>
<b>GRAND TOTAL, ALL FUNDS</b>		<b>8,974,033</b>	<b>7,813,697</b>	<b>8,668,741</b>	<b>7,642,949</b>	<b>9,365,582</b>

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



<b>EXHIBIT C</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>				
<b>ACTUAL BUDGET</b>	<b>General</b>	<b>Special</b>	<b>Enterprise</b>	
<b>FY 2009-10</b>	<b>Fund</b>	<b>Revenue</b>	<b>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 C</b>		<b>(Continued) Special Funds</b>																						
City of Rolling Hills Estates		PROP A																Special Revenue	Stables	Tennis	Enterprise Funds			
SOURCES and USES		Quimby	State	Local	Traffic	Transit	PROP	AQMD	STPL	Trans	Measure	Federal	Federal	PROP 12	PROP A	PROP 40	Pepper							
ACTUAL BUDGET		Fees	GT	Trans	Safety	Imp	C	AB 2766	Grant	Prop 1B	R	STIP	ARRA	Parks Grant	Parks Grant	Parks Grant	Tree	TOTAL	50	51	TOTAL			
FY 2009-10		10	11	13	14	18	19	20	21	22	23	24	26	31	32	33	95							
<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																					732,885			
FINES/FORFEITURES					40,186															40,186	58,923			
USE OF MONEY/PROPERTY		1,037	27	1	219	469	827	911	39	484	106		1					14		4,135	753			
OTHER REVENUES																				31,273	753			
<b>Total Revenues</b>		167,427	209,145	1	40,405	104,604	87,212	10,138	39	484	52,082		32,619	84,409					31,287	819,852	730,410	59,676	792,561	
<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>			179,376		65,626	132,073		7,435													434,125	775,687	71,075	846,762
<b>Capital Projects</b>							22,084			9,563		23,063	32,363	29,464	137,190	5,075	64,797				323,599			
<b>Total Expenditures</b>			179,376		65,626	132,073	22,084	7,435		9,563		23,063	32,363	29,464	154,640	5,075	96,962				757,724	775,687	71,075	846,762
<b>Net Change</b>		167,427	29,769	1	(25,221)	(27,469)	65,128	2,703	39	(9,079)	52,082	(23,063)	256	54,945	(154,640)	(5,075)	(65,675)				62,128	(45,277)	(11,399)	(54,201)
<b>Fund Balance/RE - 7/1/09</b>		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)	157,639	(73,983)
<b>Fund Balance/RE - 6/30/10</b>		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	(276,899)	146,240	(128,184)

<b>EXHIBIT D</b>				
<b>City of Rolling Hills Estates</b>				
<b>SOURCES and USES</b>	<b>Special</b>			
<b>ACTUAL BUDGET</b>	<b>General</b>	<b>Revenue</b>	<b>Enterprise</b>	
<b>FY 2010-11</b>	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	<b>Total</b>
<b>SOURCES</b>				
TAXES	3,357,531			3,357,531
LICENSES/PERMITS	681,549			681,549
REV FR OTH AGENCIES	1,071,084	1,437,762		2,508,846
CHARGES FOR SVCS	299,674		745,039	1,044,713
FINES/FORFEITURES	64,733	38,524		103,257
USE OF MONEY/PROPERTY	30,193	4,150	477	34,820
OTHER REVENUES	276,013	451,228		727,241
<b>Total Revenues</b>	<b>5,780,777</b>	<b>1,931,664</b>	<b>745,516</b>	<b>8,457,957</b>
<b>USES</b>				
Legislative	239,201	7,435		246,636
Administration/Support	1,681,809			1,681,809
Public Safety	1,777,474	73,871		1,851,345
Public Works	252,430	317,502		569,932
Planning	965,599			965,599
Community Services	1,222,015	200,177	835,893	2,258,085
<b>Operations Expenditures</b>	<b>6,138,528</b>	<b>598,985</b>	<b>835,893</b>	<b>7,573,406</b>
<b>Capital Projects</b>	<b>66,264</b>	<b>1,029,071</b>		<b>1,095,335</b>
<b>Total Expenditures</b>	<b>6,204,792</b>	<b>1,628,056</b>	<b>835,893</b>	<b>8,668,741</b>
<b>Net Change</b>	<b>(424,015)</b>	<b>303,608</b>	<b>(90,377)</b>	<b>(210,784)</b>
<b>Fund Balance/RE - 7/1/10</b>	<b>2,817,394</b>	<b>423,457</b>	<b>(130,659)</b>	<b>3,110,192</b>
<b>Fund Balance/RE - 6/30/11</b>	<b>2,393,379</b>	<b>727,065</b>	<b>(221,036)</b>	<b>2,899,408</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	5,780,777	1,931,664	745,516	8,457,957
Less: Capital Grant Revenues		(806,017)		(806,017)
Less: Operations Expenditures	(6,138,528)	(598,985)	(835,893)	(7,573,406)
Add: CLEEP Grant Usage	7,651			7,651
<b>RESULTS AFTER ADD-BACKS</b>	<b>(350,100)</b>	<b>526,662</b>	<b>(90,377)</b>	<b>86,185</b>
Add: Note Receivable	160,000			160,000
Legal Fees Special Projects	45,350			45,350
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>(144,750)</b>	<b>526,662</b>	<b>(90,377)</b>	<b>291,535</b>
<b>NET OPERATING RESULTS (\$)</b>	<b>(144,750)</b>	<b>526,662</b>	<b>(90,377)</b>	<b>291,535</b>
Net Operating Results (%) as a % of Revenues	<b>-3%</b>	<b>27%</b>	<b>-12%</b>	<b>3%</b>

EXHIBIT D City of Rolling Hills Estates SOURCES and USES ACTUAL 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		238,194	15,250			110,213	100,605	8,836		71,333			466,925	25,698	159,248	241,460		1,437,762				
CHARGES FOR SVCS																						
FINES/FORFEITURES				38,524															38,524			
USE OF MONEY/PROPERTY	1,944	160	37	32	4	203	813	328	28	287	313		1					4,150		477	477	
OTHER REVENUES	392,205				12,825													46,198				
<b>Total Revenues</b>	394,149	238,354	15,287	38,556	12,829	110,416	101,418	9,164	28	287	71,646		466,926	25,698	159,248	241,460	46,198	1,931,664	688,871	56,645	745,516	
<b>USES</b>																						
Legislative								7,435											7,435			
Administration/Support																						
Public Safety				73,871															73,871			
Public Works		189,925				127,577													317,502			
Planning																						
Community Services								146,465							17,453		36,259	200,177	760,760	75,133	835,893	
<b>Operations Expenditures</b>		189,925		73,871		127,577		153,900							17,453		36,259	598,985	760,760	75,133	835,893	
<b>Capital Projects</b>			4,000				34,180		79,413	128,167	3,309		473,499		50,194	251,291	5,018	1,029,071				
<b>Total Expenditures</b>		189,925	4,000	73,871		127,577	34,180	153,900		79,413	128,167	3,309	473,499		67,647	251,291	41,277	1,628,056	760,760	75,133	835,893	
<b>Net Change</b>	394,149	48,429	11,287	(35,315)	12,829	(17,161)	67,238	(144,736)	28	(79,126)	(56,521)	(3,309)	(6,573)	25,698	91,601	(9,831)	4,921	303,608	(71,889)	(18,488)	(90,377)	
<b>Fund Balance/RE - 7/1/10</b>	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	(276,899)	146,240	(130,659)	
<b>Fund Balance/RE - 6/30/11</b>	657,079	75,652	11,495	(13,854)	12,829	71,965	245,016	20,107	7,059	(1)	(4,439)	(26,372)	(6,317)	61,917	(302,915)	(53,442)	(28,714)	727,065	(348,788)	127,752	(221,036)	

<b>EXHIBIT E</b>				
<b>City of Rolling Hills Estates SOURCES and USES ACTUAL 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	3,297,145			3,297,145
LICENSES/PERMITS	945,463			945,463
REV FR OTH AGENCIES	1,440,032	933,501		2,373,533
CHARGES FOR SVCS	294,792		393,955	688,747
FINES/FORFEITURES	71,656	51,642		123,298
USE OF MONEY/PROPERTY	22,352	3,990	310	26,652
OTHER REVENUES	295,549	215,104		510,653
<b>Total Revenues</b>	<b>6,366,989</b>	<b>1,204,237</b>	<b>394,265</b>	<b>7,965,491</b>
<b>USES</b>				
Legislative	250,951	6,685		257,636
Administration/Support	1,597,965			1,597,965
Public Safety	1,550,231	55,305		1,605,536
Public Works	255,326	310,321		565,647
Planning	965,916			965,916
Community Services	1,122,384	46,591	510,493	1,679,468
<b>Operations Expenditures</b>	<b>5,742,773</b>	<b>418,902</b>	<b>510,493</b>	<b>6,672,168</b>
<b>Capital Projects</b>	<b>223,701</b>	<b>747,080</b>		<b>970,781</b>
<b>Total Expenditures</b>	<b>5,966,474</b>	<b>1,165,982</b>	<b>510,493</b>	<b>7,642,949</b>
<b>Net Change</b>	<b>400,515</b>	<b>38,255</b>	<b>(116,228)</b>	<b>322,542</b>
<b>Fund Balance/RE - 7/1/11</b>	<b>2,393,379</b>	<b>727,067</b>	<b>(221,036)</b>	<b>2,899,410</b>
<b>Fund Balance/RE - 6/30/12</b>	<b>2,793,894</b>	<b>765,322</b>	<b>(337,264)</b>	<b>3,221,952</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	6,366,989	1,204,237	394,265	7,965,491
Less: Capital Grant Revenues	(400,000)	(471,917)		(871,917)
Less: Operations Expenditures	(5,742,773)	(418,902)	(510,493)	(6,672,168)
<b>RESULTS</b>	<b>224,216</b>	<b>313,418</b>	<b>(116,228)</b>	<b>421,406</b>
Add: Note Receivable	80,000			80,000
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>304,216</b>	<b>313,418</b>	<b>(116,228)</b>	<b>501,406</b>
Utilization of Fund Balance				
Add: Special Project Costs	35,100			35,100
<b>NET OPERATING RESULTS (\$)</b>	<b>339,316</b>	<b>313,418</b>	<b>(116,228)</b>	<b>536,506</b>
Net Operating Results (%) as a % of Revenues	<b>5%</b>	<b>26%</b>	<b>-29%</b>	<b>7%</b>

EXHIBIT E City of Rolling Hills Estates SOURCES and USES ACTUAL BUDGET FY 2011-12	(Continued) Special Funds																				Enterprise Funds				
	Quimby	State	PROP A	Traffic	PEG	Transit	PROP	AQMD	STPL	Measure R	Federal	State	Federal	ARRA	PROP 12	PROP A	PROP 40	PROP A	Pepper	Chandler	Special	Stables	Tennis	Enterprise	
	Fees	GT	Local	Safety	Fees	Imp	C	AB 2766	Grant	Grant	Grant	Grant	ARRA	Grant	Grant	Grant	Grant	Grant	Tree	Equest	Revenue	50	51	Funds	
	10	11	13	14	16	18	19	20	21	23	24	25	26	27	31	32	33	34	95	97	TOTAL			TOTAL	
<b>SOURCES</b>																									
TAXES																									
LICENSES/PERMITS																									
REV FR OTH AGENCIES		226,070	7,320			119,198	99,097	10,151		73,674	231,064	20,818		43,580	54,296	17,453		30,780			933,501				
CHARGES FOR SVCS				51,642																	51,642	333,106	60,849	393,955	
FINES/FORFEITURES	1,966	360	30		58	149	816	47	21	98										291	3,990		310	310	
USE OF MONEY/PROPERTY	47,540				26,018											154				41,546	100,000	215,104			
OTHER REVENUES																									
<b>Total Revenues</b>	49,506	226,430	7,350	51,642	26,076	119,347	99,913	10,198	21	73,772	231,064	20,818		43,580	54,450	17,453		30,780	41,546	100,291	1,204,237	333,106	61,159	394,265	
<b>USES</b>																									
Legislative								6,685													6,685				
Administration/Support																									
Public Safety				55,305																		55,305			
Public Works		176,926				133,395																310,321			
Planning																									
Community Services																	17,453		29,138		46,591	431,121	79,372	510,493	
<b>Operations Expenditures</b>		176,926		55,305		133,395		6,685								17,453		29,138		418,902	431,121	79,372	510,493		
<b>Capital Projects</b>	92,605		16,816		3,074		79,928			7,620	268,921	33,894	(6,316)	55,701	54,296	65,567		69,897	5,077	747,080					
<b>Total Expenditures</b>	92,605	176,926	16,816	55,305	3,074	133,395	79,928	6,685		7,620	268,921	33,894	(6,316)	55,701	54,296	83,020		69,897	34,215	1,165,982	431,121	79,372	510,493		
<b>Net Change</b>	(43,099)	49,504	(9,466)	(3,663)	23,002	(14,048)	19,985	3,513	21	66,152	(37,857)	(13,076)	6,316	(12,121)	154	(65,567)		(39,117)	7,331	100,291	38,255	(98,015)	(18,213)	(116,228)	
<b>Fund Balance/RE - 7/1/11</b>	657,079	75,652	11,495	(13,854)	12,829	71,965	245,016	20,107	7,059	(4,439)	(26,372)		(6,316)		61,917	(302,915)	(53,442)		(28,714)		727,067	(348,788)	127,752	(221,036)	
<b>Fund Balance/RE - 6/30/12</b>	613,980	125,156	2,029	(17,517)	35,831	57,917	265,001	23,620	7,080	61,713	(64,229)	(13,076)		(12,121)	62,071	(368,482)	(53,442)	(39,117)	(21,383)	100,291	765,322	(446,803)	109,539	(337,264)	

<b>EXHIBIT F</b>				
<b>City of Rolling Hills Estates SOURCES and USES ADOPTED 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	3,506,780			3,506,780
LICENSES/PERMITS	907,000			907,000
REV FR OTH AGENCIES	1,087,072	3,443,300		4,530,372
CHARGES FOR SVCS	266,000		104,000	370,000
FINES/FORFEITURES	69,000	42,000		111,000
USE OF MONEY/PROPERTY	20,000	3,826	700	24,526
OTHER REVENUES	274,000	68,000		342,000
<b>Total Revenues</b>	<b>6,129,852</b>	<b>3,557,126</b>	<b>104,700</b>	<b>9,791,678</b>
<b>USES</b>				
Legislative	230,455	7,435		237,890
Administration/Support	1,725,840			1,725,840
Public Safety	1,715,461	32,000		1,747,461
Public Works	233,324	268,235		501,559
Planning	980,700			980,700
Community Services	1,095,101	56,950	75,060	1,227,112
<b>Operations Expenditures</b>	<b>5,980,882</b>	<b>364,620</b>	<b>75,060</b>	<b>6,420,562</b>
<b>Capital Projects</b>	<b>273,000</b>	<b>2,888,000</b>		<b>3,161,000</b>
<b>Total Expenditures</b>	<b>6,253,882</b>	<b>3,252,620</b>	<b>75,060</b>	<b>9,581,562</b>
<b>Net Change</b>	<b>(124,029)</b>	<b>304,506</b>	<b>29,640</b>	<b>210,117</b>
<b>Fund Balance/RE - 7/1/12</b>	<b>2,793,894</b>	<b>756,693</b>	<b>(337,264)</b>	<b>3,213,323</b>
<b>Fund Balance/RE - 6/30/13</b>	<b>2,669,864</b>	<b>1,061,199</b>	<b>(307,624)</b>	<b>3,423,439</b>
<b>OPERATING RESULTS:</b>				
Total Revenues	6,129,852	3,557,126	104,700	9,791,678
Less: Capital Grant Revenues		(1,977,175)		(1,977,175)
Less: Operations Expenditures	(5,980,882)	(364,620)	(75,060)	(6,420,562)
Add: CLEEP Grant Usage				
<b>RESULTS</b>	<b>148,971</b>	<b>1,215,331</b>	<b>29,640</b>	<b>1,393,942</b>
<b>SUBTOTALS BEFORE SPECIALS</b>	<b>148,971</b>	<b>1,215,331</b>	<b>29,640</b>	<b>1,393,942</b>
Utilization of Fund Balance				
Add: Special Project Costs	100,000			100,000
<b>NET OPERATING RESULTS (\$)</b>	<b>248,971</b>	<b>1,215,331</b>	<b>29,640</b>	<b>1,493,942</b>
Net Operating Results (%) as a % of Revenues	<b>4%</b>	<b>34%</b>	<b>28%</b>	<b>15%</b>

EXHIBIT F City of Rolling Hills Estates SOURCES and USES ADOPTED 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	Measure R Grant 23	Federal STIP Grant 24	State SR2S Grant 25	State Grant 30	PROP A Parks Grant 32	PROP A 4th District Grant 34	Pepper Tree 95	Chandler Equest 97	Special Revenue TOTAL	Stables 50	Tennis 51	Enterprise Funds TOTAL							
<b>SOURCES</b>																												
TAXES																												
LICENSES/PERMITS																												
REV FR OTH AGENCIES		210,200	5,000			110,000	108,000	9,100		80,000	1,803,000		1,024,000	14,000	80,000			3,443,300										
CHARGES FOR SVCS																												
FINES/FORFEITURES																		42,000										
USE OF MONEY/PROPERTY	1,000	150	1	42,000		200	100	400	750	800		175					250	42,000	50,000	54,000	104,000							
OTHER REVENUES																		24,000							44,000	3,826	700	700
<b>Total Revenues</b>	1,000	210,350	5,001	42,200	24,100	110,400	108,750	9,900	80,175	1,803,000		1,024,000	14,000	80,000	44,000	250	3,557,126	50,000	54,700	104,700								
<b>USES</b>																												
Legislative																												
Administration/Support																		7,435										
Public Safety																												
Public Works																		32,000										
Planning																												
Community Services																												
<b>Operations Expenditures</b>		134,000		32,000		134,235		7,435					19,000		37,950		56,950	802	74,258	75,060								
<b>Capital Projects</b>	314,000		5,000				75,000		10,000	660,000	165,000	1,024,000	555,000	80,000			2,888,000											
<b>Total Expenditures</b>	314,000	134,000	5,000	32,000		134,235	75,000	7,435	10,000	660,000	165,000	1,024,000	574,000	80,000	37,950		3,252,620	802	74,258	75,060								
<b>Net Change</b>	(313,000)	76,350	1	10,200	24,100	(23,835)	33,750	2,465	70,175	1,143,000	(165,000)		(560,000)		6,050	250	304,506	49,198	(19,558)	29,640								
<b>Fund Balance/RE - 7/1/12</b>	613,980	125,156	2,029	(17,517)	35,831	57,917	265,001	23,620	7,080	61,713	(64,229)	(13,076)	(12,121)	(368,482)	(39,117)	(21,383)	100,291	756,693	(446,803)	109,539	(337,264)							
<b>Fund Balance/RE - 6/30/13</b>	300,980	201,506	2,030	(7,317)	59,931	34,082	298,751	26,085	7,080	131,888	1,078,771	(178,076)	(12,121)	(928,482)	(39,117)	(15,333)	100,541	1,061,199	(397,605)	89,981	(307,624)							







CITY OF ROLLING HILLS ESTATES

EXHIBIT G

FUND BALANCE POLICY ANALYSIS  
GENERAL FUND ONLY

	EXHIBIT C Actual Year Ending June 30, 2010	EXHIBIT D Actual Year Ending June 30, 2011	EXHIBIT E Actual Year Ending June 30, 2012	EXHIBIT F Adopted Year Ending June 30, 2013
<b>FUND BALANCE (per Exhibit)</b>	<b>2,816,987</b>	<b>2,392,970</b>	<b>2,793,894</b>	<b>2,669,864</b>
<b>FUND BALANCE, RESERVED:</b>				
Other Reserves				
CLEEP Grant	34,823	27,172	27,172	27,172
Traffic Congestion Grant				
Prepaid Costs				
Inventories	7,242	6,741	6,741	6,741
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
Note Receivable	240,000	80,000		
<b>Fund Balance, Total Reserved</b>	<b>292,065</b>	<b>123,913</b>	<b>43,913</b>	<b>43,913</b>
<b>FUND BALANCE, UNRESERVED:</b>				
<b>DESIGNATED:</b>				
Future Operating Expenditures	477,004	477,004	477,004	643,045
<i>CIP Other than Streets</i>	80,000	33,919	29,895	75,000
<i>CIP Streets</i>		32,345	143,438	143,438
PERS Rate Stabilization	200,000			
Insurance Claims	100,000	50,000	50,000	50,000
Equipment	136,800	60,000	60,000	100,000
Fund 02 Capital Projects	326,000	326,000	325,768	325,768
<b>FUND BALANCE, DESIGNATED:</b>	<b>1,319,804</b>	<b>979,268</b>	<b>1,086,105</b>	<b>1,337,251</b>
<b>FUND BALANCE, UNRESERVED, UNDESIGNATED:</b>	<b>1,205,118</b>	<b>1,289,789</b>	<b>1,663,876</b>	<b>1,288,700</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 Actual Year Ending June 30, 2011	EXHIBIT E Actual Year Ending June 30, 2012	EXHIBIT F Adopted Year Ending June 30, 2013
<b>Fund Balances:</b>	<b>2,816,987</b>	<b>2,392,970</b>	<b>2,793,894</b>	<b>2,669,864</b>
<b>Nonspendable:</b>				
Note Receivable	240,000	80,000		
Inventories	7,242	6,741	6,741	6,741
<b>Restricted for:</b>				
CLEEP Grant	34,823	27,172	27,172	27,172
Maintenance of Hawthorne Canyon	10,000	10,000	10,000	10,000
<b>Assigned to:</b>				
Equipment	136,800	60,000	60,000	100,000
Capital Asset Replacement	326,000	326,000	325,768	325,768
Capital Projects	80,000	66,264	173,333	218,438
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	643,045
Fund Balance Policy Reserve	1,205,118	1,289,789	1,663,876	1,288,700
<b>Total Fund Balances</b>	<b>2,816,987</b>	<b>2,392,970</b>	<b>2,793,894</b>	<b>2,669,864</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 2012 – 2013**

**This Year's Limit: \$13,081,205**  
**Amount under Limit: \$8,918,271**

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 2012-2013 has been calculated to be \$13,081,205, which is \$8,918,271 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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>100,691</b>	<b>103,638</b>	<b>107,385</b>	<b>105,741</b>	<b>107,920</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>154,372</b>	<b>128,857</b>	<b>139,251</b>	<b>151,895</b>	<b>129,970</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>246,636</b>	<b>257,636</b>	<b>237,890</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	Actual	Actual	Actual	Adopted
<b>PERSONNEL</b>						
401 Wages -Full Time	9,972	9,874	9,874	10,558	10,706	
405 Wages - Overtime	-					
410 Benefits	4,209	7,143	9,665	2,135	3,199	
<b>TOTAL PERSONNEL</b>	<b>14,181</b>	<b>17,017</b>	<b>19,539</b>	<b>12,693</b>	<b>13,905</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,747	959	2,197	1,568	1,000	
463 Mileage	3,167	2,061	1,522	1,459	2,000	
470 Travel & Meetings	41,031	25,642	11,796	14,810	15,000	
472 Dues & Memberships	18,806	11,319	10,656	11,078	11,500	
472 Dues COG Fund 20		7,435	7,435	6,685	7,435	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>64,751</b>	<b>47,416</b>	<b>33,606</b>	<b>35,600</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>53,145</b>	<b>48,293</b>	<b>50,840</b>	
<b>FUND SOURCE</b>						
01 General Fund 4110	78,932	56,998	45,710	41,608	43,405	
20 Air Quality 4111		7,435	7,435	6,685	7,435	
<b>TOTAL</b>	<b>78,932</b>	<b>64,433</b>	<b>53,145</b>	<b>48,293</b>	<b>50,840</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 a portion of the 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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	15,963	16,009	16,010	34,127	34,792	
405 Wages - Overtime	100					
410 Benefits	6,806	6,425	6,613	11,237	11,485	
<b>TOTAL PERSONNEL</b>	<b>22,869</b>	<b>22,434</b>	<b>22,623</b>	<b>45,364</b>	<b>46,277</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
430 Contractual Services	3,684	2,741	5,475	3,130	3,000	
463 Mileage	76					
470 Travel & Meetings	2,795					
<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,555</b>	<b>2,741</b>	<b>5,475</b>	<b>3,130</b>	<b>3,000</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>28,098</b>	<b>48,494</b>	<b>49,277</b>	
<b>FUND SOURCE</b>						
01 General Fund	29,424	25,175	28,098	48,494	49,277	
<b>TOTAL</b>	<b>29,424</b>	<b>25,175</b>	<b>28,098</b>	<b>48,494</b>	<b>49,277</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's 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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	44,887	45,527	45,700	35,417	35,880
410 Benefits	18,754	18,660	19,523	12,267	11,857
<b>TOTAL PERSONNEL</b>	<b>63,641</b>	<b>64,187</b>	<b>65,223</b>	<b>47,684</b>	<b>47,737</b>
<b>MATERIALS &amp; OPERATIONS</b>					
470 Travel & Meetings	6,222	292	213	463	200
472 Dues & Memberships	325	330	335	305	335
<b>TOTAL MATERIALS &amp; OPS</b>	<b>6,547</b>	<b>622</b>	<b>548</b>	<b>768</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>65,771</b>	<b>48,452</b>	<b>48,272</b>
<b>FUND SOURCE</b>					
01 General Fund	70,188	64,809	65,771	48,452	48,272
<b>TOTAL</b>	<b>70,188</b>	<b>64,809</b>	<b>65,771</b>	<b>48,452</b>	<b>48,272</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 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

430 Contractual Services					
431 City Attorney Retainer	66,000	66,935	66,547	66,000	66,000
436 Special Counsel	1,631	163	14,287	33,760	10,000
470 Travel & Meetings	480	480			500
476 Advertising	7,804	10,419	18,788	11,886	12,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>75,915</b>	<b>77,997</b>	<b>99,622</b>	<b>111,646</b>	<b>88,500</b>
----------------------------------	---------------	---------------	---------------	----------------	---------------

**CAPITAL OUTLAY**

<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>75,915</b>	<b>77,997</b>	<b>99,622</b>	<b>111,646</b>	<b>88,500</b>
-----------------------	---------------	---------------	---------------	----------------	---------------

**FUND SOURCE**

01 General Fund	75,915	77,997	99,622	111,646	88,500
-----------------	--------	--------	--------	---------	--------

<b>TOTAL</b>	<b>75,915</b>	<b>77,997</b>	<b>99,622</b>	<b>111,646</b>	<b>88,500</b>
--------------	---------------	---------------	---------------	----------------	---------------

DEPARTMENT RESPONSIBLE  
City Manager

## City of Rolling Hills Estates

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

### Narrative

The general municipal elections are held in November of the odd numbered years (2013, 2015, etc.) 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 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

430 Contractual Services	604	81		751	1,000
--------------------------	-----	----	--	-----	-------

<b>TOTAL MATERIALS &amp; OPS</b>	<b>604</b>	<b>81</b>	<b>0</b>	<b>751</b>	<b>1,000</b>
----------------------------------	------------	-----------	----------	------------	--------------

**CAPITAL OUTLAY**

<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>604</b>	<b>81</b>	<b>0</b>	<b>751</b>	<b>1,000</b>
-----------------------	------------	-----------	----------	------------	--------------

**FUND SOURCE**

01 General Fund	604	81		751	1,000
-----------------	-----	----	--	-----	-------

<b>TOTAL</b>	<b>604</b>	<b>81</b>	<b>0</b>	<b>751</b>	<b>1,000</b>
--------------	------------	-----------	----------	------------	--------------

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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>1,207,015</b>	<b>1,195,825</b>	<b>1,233,559</b>	<b>1,128,756</b>	<b>1,140,708</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>500,857</b>	<b>452,919</b>	<b>445,615</b>	<b>463,688</b>	<b>579,133</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>6,964</b>	<b>4,366</b>	<b>149,100</b>	<b>5,521</b>	<b>6,000</b>
<b>TOTAL FUNCTION</b>	<b>1,714,836</b>	<b>1,653,110</b>	<b>1,828,274</b>	<b>1,597,965</b>	<b>1,725,840</b>

ADMINISTRATION AND SUPPORT OVERVIEW

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

## City of Rolling Hills Estates

Function	Activity Title	Activity
<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, ongoing California Contract Cities Association, and South Bay City Managers' meetings and the annual International City Management Association Conference.
- 472      MEMBERSHIPS  
Accounts for memberships and participation in 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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	463,966	470,373	499,239	490,935	498,578	
410 Benefits	196,365	183,104	197,752	156,672	161,018	
<b>TOTAL PERSONNEL</b>	<b>660,331</b>	<b>653,477</b>	<b>696,991</b>	<b>647,607</b>	<b>659,596</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies		25	306	186	300	
430 Contractual Services	300		35		100,000	
438 Records Management Serv	1,726	5,829	6,789	3,890	3,000	
463 Mileage	33	58	25		200	
470 Travel & Meetings	5,956	2,294	1,196	1,065	1,000	
472 Dues & Memberships	1,593	1,635	1,535	2,223	1,600	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>9,608</b>	<b>9,841</b>	<b>9,886</b>	<b>7,364</b>	<b>106,100</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>669,939</b>	<b>663,318</b>	<b>706,877</b>	<b>654,971</b>	<b>765,696</b>	
<b>FUND SOURCE</b>						
01 General Fund	669,939	663,318	706,877	654,971	765,696	
<b>TOTAL</b>	<b>669,939</b>	<b>663,318</b>	<b>706,877</b>	<b>654,971</b>	<b>765,696</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, and property tax for City's house.
- 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, 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 workstations, 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 Actual	2011-12 Actual	2012-13 Adopted
<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	25,895	24,700	35,000
430 Contractual Services	25,653	10,853	12,545	10,250	15,000
434 Repairs & Maint Services	24,827	14,545	18,102	20,952	20,000
435 Building Maint & Repair	20,768	29,016	19,574	17,412	20,000
439 Software & Training Serv	18,981	13,254	13,916	11,163	20,000
440 Property Insurance	10,656	24,023	21,517	22,862	23,000
441 Liability Insurance	113,825	155,369	155,586	139,539	137,633
443 Public Official Bonds	770	808	755	700	700
450 Telephone Utility	19,749	20,621	20,868	20,931	20,000
451 Water Utility	6,151	6,199	4,780	7,856	6,200
452 Electric Utility	22,363	22,527	22,852	22,907	23,000
475 Postage	9,620	9,609	8,882	9,486	10,000
478 Equipment Rental	972	1,618	3,403	2,882	5,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>309,795</b>	<b>340,249</b>	<b>328,675</b>	<b>311,640</b>	<b>335,533</b>
<b>CAPITAL OUTLAY</b>					
484 Furniture/Office Equipment	1,808			920	1,000
485 Machinery/Special Equip	5,156	4,366	2,635	4,601	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>6,964</b>	<b>4,366</b>	<b>2,635</b>	<b>5,521</b>	<b>6,000</b>
<b>TOTAL ACTIVITY</b>	<b>316,935</b>	<b>344,615</b>	<b>331,310</b>	<b>317,161</b>	<b>341,533</b>
<b>FUND SOURCE</b>					
01 General Fund	316,935	344,615	331,310	317,161	341,533
<b>TOTAL</b>	<b>316,935</b>	<b>344,615</b>	<b>331,310</b>	<b>317,161</b>	<b>341,533</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 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	225,597	232,657	231,595	268,695	275,284	
402 Wages - Part Time						
405 Wages - Overtime	2,632	1,123	2,593	184	2,500	
410 Benefits	111,651	107,484	113,841	106,525	111,436	
<b>TOTAL PERSONNEL</b>	<b>339,880</b>	<b>341,264</b>	<b>348,029</b>	<b>375,404</b>	<b>389,220</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	82	790	83	227	1,000	
430 Contractual Services	54,143	55,385	52,225	90,000	55,000	
439 Software & Training Serv	22,826	22,512	22,012	22,561	25,000	
463 Mileage	142	106	106	101	100	
470 Travel & Meetings	1,107	526	208	635	1,000	
472 Dues & Memberships	840	1,225	1,150	1,230	1,150	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>79,140</b>	<b>80,544</b>	<b>75,784</b>	<b>114,754</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>423,813</b>	<b>490,158</b>	<b>472,470</b>	
<b>FUND SOURCE</b>						
01 General Fund	419,020	421,808	423,813	490,158	472,470	
<b>TOTAL</b>	<b>419,020</b>	<b>421,808</b>	<b>423,813</b>	<b>490,158</b>	<b>472,470</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, Assistant City Manager, Administrative Services Director, Planning Director, and Principle Planner 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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	68,378	68,814	61,627		
410 Benefits	28,313	27,209	23,183		
<b>TOTAL PERSONNEL</b>	<b>96,691</b>	<b>96,023</b>	<b>84,810</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>89,651</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund	132,517	102,708	89,651		
<b>TOTAL</b>	<b>132,517</b>	<b>102,708</b>	<b>89,651</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	30,066	29,780	30,023	42,128	42,870	
410 Benefits	35,969	30,752	43,527	43,967	28,774	
<b>TOTAL PERSONNEL</b>	<b>66,035</b>	<b>60,532</b>	<b>73,550</b>	<b>86,095</b>	<b>71,644</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	331	193	210		300	
430 Contractual Services	568	50	1,240	1,034	400	
470 Travel & Meetings	115	68	49	41	100	
471 Tuition Reimbursement						
472 Dues & Memberships						
476 Advertising						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,014</b>	<b>311</b>	<b>1,499</b>	<b>1,075</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>75,049</b>	<b>87,170</b>	<b>72,444</b>	
<b>FUND SOURCE</b>						
01 General Fund	67,049	60,843	75,049	87,170	72,444	
<b>TOTAL</b>	<b>67,049</b>	<b>60,843</b>	<b>75,049</b>	<b>87,170</b>	<b>72,444</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 video production of City Council meetings.
- 475      POSTAGE

**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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	31,441	32,068	21,694	15,306	15,551	
410 Benefits	12,461	12,461	8,485	4,344	4,697	
<b>TOTAL PERSONNEL</b>	<b>43,902</b>	<b>44,529</b>	<b>30,179</b>	<b>19,650</b>	<b>20,248</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies			100			
430 Contractual Services	38,853	8,919	4,399	7,683	8,000	
475 Postage	6,685	2,000	185	190	250	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>45,538</b>	<b>10,919</b>	<b>4,684</b>	<b>7,873</b>	<b>8,250</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>89,440</b>	<b>55,448</b>	<b>34,863</b>	<b>27,523</b>	<b>28,498</b>	
<b>FUND SOURCE</b>						
01 General Fund	89,440	55,448	34,863	27,523	28,498	
<b>TOTAL</b>	<b>89,440</b>	<b>55,448</b>	<b>34,863</b>	<b>27,523</b>	<b>28,498</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
410 Benefits	(1,038,760)	(957,366)	(981,040)	(749,542)	(739,240)	
411 Employee Share Retirement	155,904	147,703	142,433	5,118		
412 Employer Share Retirement	409,357	400,829	391,415	380,763	390,000	
413 Worker's Compensation	56,412	51,739	64,366	46,749	37,440	
414 Group Health Insurance	250,548	243,236	258,563	240,398	243,600	
415 Life Insurance	12,767	12,114	11,540	8,486	10,000	
416 Disability Insurance	19,738	14,798	18,324	15,880	17,500	
417 Unemployment Insurance		485	3,746	6,772	1,000	
418 Medicare	24,660	24,296	24,525	28,029	24,100	
419 Auto Allowance	10,800	10,800	10,800	10,800	10,800	
428 PARS Retirement	98,574	51,366	55,328	6,547	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 administration, personnel, accounting, budgeting, payroll and financial reporting services provided by City Departments to any 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. After December 1, 2011, only the Tennis Fund will be charged overhead as the Peter Weber Equestrian Center is now operated by a concessionaire.

**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 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

467 Overhead Assessment	(44,000)	(46,000)	(48,000)	(27,417)	(13,000)
-------------------------	----------	----------	----------	----------	----------

<b>TOTAL MATERIALS &amp; OPS</b>	<b>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(27,417)</b>	<b>(13,000)</b>
----------------------------------	-----------------	-----------------	-----------------	-----------------	-----------------

**CAPITAL OUTLAY**

<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>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(27,417)</b>	<b>(13,000)</b>
-----------------------	-----------------	-----------------	-----------------	-----------------	-----------------

**FUND SOURCE**

01 General Fund	(44,000)	(46,000)	(48,000)	(27,417)	(13,000)
-----------------	----------	----------	----------	----------	----------

<b>TOTAL</b>	<b>(44,000)</b>	<b>(46,000)</b>	<b>(48,000)</b>	<b>(27,417)</b>	<b>(13,000)</b>
--------------	-----------------	-----------------	-----------------	-----------------	-----------------

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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

420 Materials & Supplies	726	288	5,481	890	2,000
442 Auto Comp/Coll Insurance	565	1,163	1,108	1,817	1,200
461 Vehicle Maintenance	43,352	27,407	32,489	17,356	30,000
462 Gas and Oil	19,293	21,512	29,168	28,336	25,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>63,936</b>	<b>50,370</b>	<b>68,246</b>	<b>48,399</b>	<b>58,200</b>
----------------------------------	---------------	---------------	---------------	---------------	---------------

**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>
-----------------------------	----------	----------	----------------	----------	----------

<b>TOTAL ACTIVITY</b>	<b>63,936</b>	<b>50,370</b>	<b>214,711</b>	<b>48,399</b>	<b>58,200</b>
-----------------------	---------------	---------------	----------------	---------------	---------------

**FUND SOURCE**

01 General Fund (4279)	63,936	50,370	214,711	48,399	58,200
20 AQMD Fund (4280)			146,465		

<b>TOTAL</b>	<b>0</b>	<b>50,370</b>	<b>361,176</b>	<b>48,399</b>	<b>58,200</b>
--------------	----------	---------------	----------------	---------------	---------------

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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>29,996</b>	<b>27,504</b>	<b>26,879</b>	<b>176</b>	<b>0</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>2,109,293</b>	<b>1,825,266</b>	<b>1,824,266</b>	<b>1,605,256</b>	<b>1,747,461</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>743</b>	<b>383</b>	<b>200</b>	<b>104</b>	<b>0</b>
<b>TOTAL FUNCTION</b>	<b>2,140,032</b>	<b>1,853,153</b>	<b>1,851,345</b>	<b>1,605,536</b>	<b>1,747,461</b>

PUBLIC SAFETY OVERVIEW

This function 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 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

430 Contractual Services	1,968,450	1,691,030	1,749,133	1,520,519	1,689,961
438 Records Management Serv	3,085	3,639	4,523	2,751	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>1,753,656</b>	<b>1,523,270</b>	<b>1,693,461</b>
----------------------------------	------------------	------------------	------------------	------------------	------------------

**CAPITAL OUTLAY**

484 Furniture/Office Equipment					
485 Machinery/Special Equip	743	383	200	104	

<b>TOTAL CAPITAL OUTLAY</b>	<b>743</b>	<b>383</b>	<b>200</b>	<b>104</b>	<b>0</b>
-----------------------------	------------	------------	------------	------------	----------

<b>TOTAL ACTIVITY</b>	<b>2,053,163</b>	<b>1,751,179</b>	<b>1,753,856</b>	<b>1,523,374</b>	<b>1,693,461</b>
-----------------------	------------------	------------------	------------------	------------------	------------------

**FUND SOURCE**

01 General Fund	2,053,163	1,751,179	1,753,856	1,523,374	1,693,461
-----------------	-----------	-----------	-----------	-----------	-----------

<b>TOTAL</b>	<b>2,053,163</b>	<b>1,751,179</b>	<b>1,753,856</b>	<b>1,523,374</b>	<b>1,693,461</b>
--------------	------------------	------------------	------------------	------------------	------------------

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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

430 Contractual Services	28,101	34,059	21,329	16,568	20,000
--------------------------	--------	--------	--------	--------	--------

<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,101</b>	<b>34,059</b>	<b>21,329</b>	<b>16,568</b>	<b>20,000</b>
----------------------------------	---------------	---------------	---------------	---------------	---------------

**CAPITAL OUTLAY**

<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>28,101</b>	<b>34,059</b>	<b>21,329</b>	<b>16,568</b>	<b>20,000</b>
-----------------------	---------------	---------------	---------------	---------------	---------------

**FUND SOURCE**

01 General Fund	28,101	34,059	21,329	16,568	20,000
-----------------	--------	--------	--------	--------	--------

<b>TOTAL</b>	<b>28,101</b>	<b>34,059</b>	<b>21,329</b>	<b>16,568</b>	<b>20,000</b>
--------------	---------------	---------------	---------------	---------------	---------------

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 to assist school children at various intersections.

### Description

- 402      SALARIES/WAGES PT-Discontinued FY 2011-12- All Contractual Personnel Starting in FY2011-12  
Wages for part-time Crossing Guards at various locations throughout the city.
- 410      BENEFITS-Discontinued FY 2011-12  
Allocation of employee benefits from the benefits cost center.
- 420      MATERIALS & SUPPLIES  
Purchase of miscellaneous safety equipment and supplies.
- 430      CONTRACTUAL SERVICES  
Payments for contractual Crossing Guards at various locations throughout the City.

**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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
402 Wages - Part Time	23,772	21,790	21,143	134		
410 Benefits	6,224	5,714	5,736	42		
<b>TOTAL PERSONNEL</b>	<b>29,996</b>	<b>27,504</b>	<b>26,879</b>	<b>176</b>	<b>0</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies						
430 Contractual Services	24,746	38,122	46,992	55,129	32,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>24,746</b>	<b>38,122</b>	<b>46,992</b>	<b>55,129</b>	<b>32,000</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>73,871</b>	<b>55,305</b>	<b>32,000</b>	
<b>FUND SOURCE</b>						
01 General Fund (4343)						
14 Traffic Safety Fund (4340)	54,742	65,626	73,871	55,305	32,000	
<b>TOTAL</b>	<b>54,742</b>	<b>65,626</b>	<b>73,871</b>	<b>55,305</b>	<b>32,000</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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

420 Materials & Supplies	1,737				
430 Contractual Services	2,289	2,289	2,289	10,289	2,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>10,289</b>	<b>2,000</b>
----------------------------------	--------------	--------------	--------------	---------------	--------------

**CAPITAL OUTLAY**

<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>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>10,289</b>	<b>2,000</b>
-----------------------	--------------	--------------	--------------	---------------	--------------

**FUND SOURCE**

01 General Fund	4,026	2,289	2,289	10,289	2,000
-----------------	-------	-------	-------	--------	-------

<b>TOTAL</b>	<b>4,026</b>	<b>2,289</b>	<b>2,289</b>	<b>10,289</b>	<b>2,000</b>
--------------	--------------	--------------	--------------	---------------	--------------

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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>121,124</b>	<b>120,870</b>	<b>94,616</b>	<b>70,551</b>	<b>71,597</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>453,484</b>	<b>470,425</b>	<b>475,316</b>	<b>495,096</b>	<b>429,962</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>569,932</b>	<b>565,647</b>	<b>501,559</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 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

434 Repairs & Maint Services	11,142	28,115	29,391	74,325	32,000
------------------------------	--------	--------	--------	--------	--------

<b>TOTAL MATERIALS &amp; OPS</b>	<b>11,142</b>	<b>28,115</b>	<b>29,391</b>	<b>74,325</b>	<b>32,000</b>
----------------------------------	---------------	---------------	---------------	---------------	---------------

**CAPITAL OUTLAY**

<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>11,142</b>	<b>28,115</b>	<b>29,391</b>	<b>74,325</b>	<b>32,000</b>
-----------------------	---------------	---------------	---------------	---------------	---------------

**FUND SOURCE**

11 Gas Tax Fund	11,142	28,115	29,391	74,325	32,000
-----------------	--------	--------	--------	--------	--------

<b>TOTAL</b>	<b>11,142</b>	<b>28,115</b>	<b>29,391</b>	<b>74,325</b>	<b>32,000</b>
--------------	---------------	---------------	---------------	---------------	---------------

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 that 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 cannot exceed 20% of expenditures.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 430      GENERAL CONTRACTUAL SERVICES  
Participation in PV Transit and Dial-a-Ride is provided through membership in the Palos Verdes Peninsula Transit Authority.

**City of Rolling Hills Estates  
Activity Detail**

Function	Activity Title					Activity
<b>Public Works</b>	<b>Transit</b>					<b>4450</b>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	14,354	14,706	12,468	16,741	17,106	
410 Benefits	5,637	5,405	3,147	4,692	5,167	
<b>TOTAL PERSONNEL</b>	<b>19,991</b>	<b>20,111</b>	<b>15,615</b>	<b>21,433</b>	<b>22,273</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
430 Contractual Services	111,982	111,962	111,962	111,962	111,962	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>111,982</b>	<b>111,962</b>	<b>111,962</b>	<b>111,962</b>	<b>111,962</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>127,577</b>	<b>133,395</b>	<b>134,235</b>	
<b>FUND SOURCE</b>						
18 Transit Fund	131,973	132,073	127,577	133,395	134,235	
<b>TOTAL</b>	<b>131,973</b>	<b>132,073</b>	<b>127,577</b>	<b>133,395</b>	<b>134,235</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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

432 Eng/Arch Design	54,309	62,069	69,170	48,700	50,000
434 Repairs & Maint Services	124,508	105,305	115,197	60,131	62,000
452 Electric Utility	17,065	17,320	17,086	14,458	14,000

<b>TOTAL MATERIALS &amp; OPS</b>	<b>195,882</b>	<b>184,694</b>	<b>201,453</b>	<b>123,289</b>	<b>126,000</b>
----------------------------------	----------------	----------------	----------------	----------------	----------------

**CAPITAL OUTLAY**

<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>195,882</b>	<b>184,694</b>	<b>201,453</b>	<b>123,289</b>	<b>126,000</b>
-----------------------	----------------	----------------	----------------	----------------	----------------

**FUND SOURCE**

01 General Fund (4451)	64,527	33,433	40,919	20,688	24,000
11 Gas Tax Fund (4454)	131,355	151,261	160,534	102,601	102,000

<b>TOTAL</b>	<b>195,882</b>	<b>184,694</b>	<b>201,453</b>	<b>123,289</b>	<b>126,000</b>
--------------	----------------	----------------	----------------	----------------	----------------

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 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/TMDL programs, including Program Administration, Water Quality 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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	49,787	49,927	39,783	22,098	21,695
410 Benefits	20,038	19,248	14,454	7,370	7,381
<b>TOTAL PERSONNEL</b>	<b>69,825</b>	<b>69,175</b>	<b>54,237</b>	<b>29,468</b>	<b>29,076</b>
<b>MATERIALS &amp; OPERATIONS</b>					
430 Contractual Services	124,342	143,134	132,510	185,520	160,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>124,342</b>	<b>143,134</b>	<b>132,510</b>	<b>185,520</b>	<b>160,000</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>186,747</b>	<b>214,988</b>	<b>189,076</b>
<b>FUND SOURCE</b>					
01 General Fund	194,167	212,309	186,747	214,988	189,076
<b>TOTAL</b>	<b>194,167</b>	<b>212,309</b>	<b>186,747</b>	<b>214,988</b>	<b>189,076</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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	22,458	22,906	17,856	15,306	15,551
410 Benefits	8,850	8,678	6,908	4,344	4,697
<b>TOTAL PERSONNEL</b>	<b>31,308</b>	<b>31,584</b>	<b>24,764</b>	<b>19,650</b>	<b>20,248</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>24,764</b>	<b>19,650</b>	<b>20,248</b>
<b>FUND SOURCE</b>					
01 General Fund	41,444	34,104	24,764	19,650	20,248
<b>TOTAL</b>	<b>41,444</b>	<b>34,104</b>	<b>24,764</b>	<b>19,650</b>	<b>20,248</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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>694,626</b>	<b>656,118</b>	<b>597,278</b>	<b>599,002</b>	<b>604,150</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>593,713</b>	<b>371,207</b>	<b>368,321</b>	<b>366,914</b>	<b>376,550</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>965,599</b>	<b>965,916</b>	<b>980,700</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	315,355	322,992	318,563	298,724	303,291	
410 Benefits	134,854	135,745	138,184	107,502	105,269	
<b>TOTAL PERSONNEL</b>	<b>450,209</b>	<b>458,737</b>	<b>456,747</b>	<b>406,226</b>	<b>408,560</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,352	1,070	1,491	684	2,000	
430 Contractual Services	231,793	117,175	103,781	118,309	125,000	
432 Eng/Arch Design						
437 Building Inspection Serv	237,923	212,192	207,105	209,939	220,000	
463 Mileage	1,051	950	1,099	830	1,000	
470 Travel & Meetings	2,938	1,980	4,895	1,583	2,000	
472 Dues & Memberships	250	590	1,450	1,400	1,500	
473 Publications/Subscriptions						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>475,307</b>	<b>333,957</b>	<b>319,821</b>	<b>332,745</b>	<b>351,500</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>776,568</b>	<b>738,971</b>	<b>760,060</b>	
<b>FUND SOURCE</b>						
01 General Fund	925,516	792,694	776,568	738,971	760,060	
<b>TOTAL</b>	<b>925,516</b>	<b>792,694</b>	<b>776,568</b>	<b>738,971</b>	<b>760,060</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. Allocations to this activity are a portion of planning staff salaries.
- 410      BENEFITS  
Allocation of employee benefits from benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes graphic supplies and blueprint costs.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides for consultant services related to the preparation of the General Plan revisions. Also includes other special studies as directed by the City Council.
- 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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	43,145	44,061	42,060	39,695	40,342	
410 Benefits	18,192	18,148	17,988	13,784	13,895	
<b>TOTAL PERSONNEL</b>	<b>61,337</b>	<b>62,209</b>	<b>60,048</b>	<b>53,479</b>	<b>54,237</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>60,048</b>	<b>53,479</b>	<b>54,237</b>	
<b>FUND SOURCE</b>						
01 General Fund	116,001	62,348	60,048	53,479	54,237	
<b>TOTAL</b>	<b>116,001</b>	<b>62,348</b>	<b>60,048</b>	<b>53,479</b>	<b>54,237</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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	105,237	76,822	35,577	104,108	106,111
410 Benefits	47,175	27,246	14,882	35,189	35,242
<b>TOTAL PERSONNEL</b>	<b>152,412</b>	<b>104,068</b>	<b>50,459</b>	<b>139,297</b>	<b>141,353</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies		368	137		
430 Contractual Services	63,095	36,139	48,171	34,066	25,000
463 Mileage	421	182	16	53	
470 Travel & Meetings	226	422	176	50	50
<b>TOTAL MATERIALS &amp; OPS</b>	<b>63,742</b>	<b>37,111</b>	<b>48,500</b>	<b>34,169</b>	<b>25,050</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>98,959</b>	<b>173,466</b>	<b>166,403</b>
<b>FUND SOURCE</b>					
01 General Fund	216,154	141,179	98,959	173,466	166,403
<b>TOTAL</b>	<b>216,154</b>	<b>141,179</b>	<b>98,959</b>	<b>173,466</b>	<b>166,403</b>

DEPARTMENT RESPONSIBLE  
Planning Director

City of Rolling Hills Estates

Function	Activity Title	Activity
Planning	Subdivision Regulation	4540

**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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	21,572	22,030	21,030			
410 Benefits	9,096	9,074	8,994			
<b>TOTAL PERSONNEL</b>	<b>30,668</b>	<b>31,104</b>	<b>30,024</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>30,024</b>	<b>0</b>	<b>0</b>	
<b>FUND SOURCE</b>						
01 General Fund	30,668	31,104	30,024			
<b>TOTAL</b>	<b>30,668</b>	<b>31,104</b>	<b>30,024</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 Actual	2011-12 Actual	2012-13 Adopted
<b>TOTAL PERSONNEL</b>	<b>1,183,160</b>	<b>1,070,648</b>	<b>1,114,789</b>	<b>861,806</b>	<b>608,282</b>
<b>TOTAL MATERIALS &amp; OPS</b>	<b>1,002,759</b>	<b>991,114</b>	<b>994,782</b>	<b>817,662</b>	<b>617,729</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,206</b>	<b>842</b>	<b>2,049</b>	<b>0</b>	<b>1,100</b>
<b>TOTAL FUNCTION</b>	<b>2,187,125</b>	<b>2,062,604</b>	<b>2,111,620</b>	<b>1,679,468</b>	<b>1,227,112</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, 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, 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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	244,533	222,832	231,879	256,470	292,750
402 Wages - Part Time	1,009	2,299	1,417	6,768	1,878
405 Wages - Overtime	6,738	6,729	4,322	2,272	6,500
410 Benefits	116,345	105,172	109,854	112,798	110,986
<b>TOTAL PERSONNEL</b>	<b>368,625</b>	<b>337,032</b>	<b>347,472</b>	<b>378,308</b>	<b>412,114</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	24,347	28,700	28,788	28,464	30,000
430 Contractual Services	82,681	79,091	7,801	215,123	203,775
434 Repairs & Maint Services	8,782	8,526	5,748	6,151	7,200
450 Telephone Utility	2,163	261	418	564	550
451 Water Utility	50,730	42,737	46,264	153,991	100,000
452 Electric Utility	3,316	3,043	3,423	6,214	5,000
453 Refuse Removal	750	150	517	75	300
470 Travel & Meetings	736	888	785	329	500
478 Equipment Rental	3,454	3,826	1,731	418	4,000
<b>TOTAL MATERIALS &amp; OPS</b>	<b>176,959</b>	<b>167,222</b>	<b>95,475</b>	<b>411,329</b>	<b>351,325</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	125		148		800
<b>TOTAL CAPITAL OUTLAY</b>	<b>125</b>	<b>0</b>	<b>148</b>	<b>0</b>	<b>800</b>
<b>TOTAL ACTIVITY</b>	<b>545,709</b>	<b>504,254</b>	<b>443,095</b>	<b>789,637</b>	<b>764,239</b>
<b>FUND SOURCE</b>					
01 General Fund	545,709	504,254	443,095	789,637	764,239
<b>TOTAL</b>	<b>545,709</b>	<b>504,254</b>	<b>443,095</b>	<b>789,637</b>	<b>764,239</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	28,768	26,483	30,705	25,163	24,574	
402 Wages - Part Time	718	535	864	255	535	
405 Wages - Overtime	178		484	275	500	
410 Benefits	13,321	12,852	13,901	11,491	10,733	
<b>TOTAL PERSONNEL</b>	<b>42,985</b>	<b>39,870</b>	<b>45,954</b>	<b>37,184</b>	<b>36,342</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	1,743	1,958	460	2,566	2,500	
427 Street Trees			2,949		3,500	
430 Contractual Services	32,212	60,504	82,304	81,230	75,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>33,955</b>	<b>62,462</b>	<b>85,713</b>	<b>83,796</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>131,667</b>	<b>120,980</b>	<b>117,342</b>	
<b>FUND SOURCE</b>						
01 General Fund	76,940	102,332	131,667	120,980	117,342	
<b>TOTAL</b>	<b>76,940</b>	<b>102,332</b>	<b>131,667</b>	<b>120,980</b>	<b>117,342</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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	85,451	39,815	47,971		
402 Wages - Part Time	600	341	825		
405 Wages - Overtime	300	362			
410 Benefits	41,872	18,131	21,791		
<b>TOTAL PERSONNEL</b>	<b>128,223</b>	<b>58,649</b>	<b>70,587</b>	<b>0</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	12,017	6,176	7,011		
430 Contractual Services	118,721	166,771	196,015		
434 Repairs & Maint Services	2,303		157		
451 Water Utility	85,092	82,301	85,650		
452 Electric Utility	2,641	3,032	3,239		
453 Refuse Removal					
474 Grants to Other Agencies	4,520				
<b>TOTAL MATERIALS &amp; OPS</b>	<b>225,294</b>	<b>258,280</b>	<b>292,072</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip			148		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>148</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>353,517</b>	<b>316,929</b>	<b>362,807</b>	<b>0</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund	353,517	316,929	362,807		
<b>TOTAL</b>	<b>353,517</b>	<b>316,929</b>	<b>362,807</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	62,165	60,068	86,693	50,484	39,933	
402 Wages - Part Time		366		85		
410 Benefits	28,208	28,001	39,954	21,422	17,443	
<b>TOTAL PERSONNEL</b>	<b>90,373</b>	<b>88,435</b>	<b>126,647</b>	<b>71,991</b>	<b>57,376</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	18,541	12,966	11,302	11,290	12,000	
478 Equipment Rental	1,602	435	1,516		2,250	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>20,143</b>	<b>13,401</b>	<b>12,818</b>	<b>11,290</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>139,465</b>	<b>83,281</b>	<b>71,626</b>	
<b>FUND SOURCE</b>						
01 General Fund	110,516	101,836	139,465	83,281	71,626	
<b>TOTAL</b>	<b>110,516</b>	<b>101,836</b>	<b>139,465</b>	<b>83,281</b>	<b>71,626</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	11,706	12,128	12,128	12,971	17,059	
402 Wages - Part Time	10,583	2,935	1,463	136	1,000	
410 Benefits	7,412	6,075	5,875	4,614	5,444	
<b>TOTAL PERSONNEL</b>	<b>29,701</b>	<b>21,138</b>	<b>19,466</b>	<b>17,721</b>	<b>23,503</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies		288	128		100	
430 Contractual Services	28,899	20,230	24,589	19,640	21,000	
477 Printing & Binding						
478 Equipment Rental		1,750			1,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>28,899</b>	<b>22,268</b>	<b>24,717</b>	<b>19,640</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>44,183</b>	<b>37,361</b>	<b>45,603</b>	
<b>FUND SOURCE</b>						
01 General Fund	58,600	43,406	44,183	37,361	45,603	
<b>TOTAL</b>	<b>58,600</b>	<b>43,406</b>	<b>44,183</b>	<b>37,361</b>	<b>45,603</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

**Peter Weber Equestrian Center - Operated by a Concessionaire as of December 1, 2011**  
**Now, Only Depreciation Expense is Charged to the Fund**

This activity provided for the operation of the Municipal Stables, which are located at 26401 Crenshaw Boulevard.

Description

401	<u>SALARIES/WAGES FT</u>
402	<u>SALARIES/WAGES PT</u>
405	<u>SALARIES/WAGES OVERTIME</u>
410	<u>BENEFITS</u>
420	<u>MATERIALS &amp; SUPPLIES</u>
430	<u>GENERAL CONTRACTUAL SERVICES</u>
441	<u>LIABILITY INSURANCE</u>
450	<u>TELEPHONE</u>
451	<u>WATER</u>
452	<u>ELECTRICITY</u>
453	<u>REFUSE REMOVAL</u>
461	<u>EQUIPMENT MAINTENANCE</u>
462	<u>GAS &amp; OIL</u>
463	<u>MILEAGE</u>
<b>466</b>	<b><u>DEPRECIATION EXPENSE</u></b> <b>Depreciation of Equestrian Fund Fixed Assets to allocate the cost of the assets over their estimated useful lives.</b>
467	<u>OVERHEAD ASSESSMENT</u>
485	<u>MACHINERY/SPECIAL EQUIPMENT</u>

**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 Actual	2011-12 Actual	2012-13 Adopted
<b>PERSONNEL</b>					
401 Wages -Full Time	263,876	271,119	256,181	194,106	
402 Wages - Part Time	5,871	14,504	3,753	740	
405 Wages - Overtime	11,010	2,185	3,218	5,660	
410 Benefits	146,926	147,826	152,428	63,359	
<b>TOTAL PERSONNEL</b>	<b>427,683</b>	<b>435,634</b>	<b>415,580</b>	<b>263,865</b>	<b>0</b>
<b>MATERIALS &amp; OPERATIONS</b>					
420 Materials & Supplies	224,071	188,745	196,946	86,716	
430 Contractual Services	46,021	37,325	36,124	27,540	
441 Liability Insurance	11,605	18,672	18,476	17,082	
450 Telephone Utility	1,675	850	1,748	858	
451 Water Utility	8,398	5,621	3,181	2,050	
452 Electric Utility	5,805	5,139	4,923	2,612	
453 Refuse Removal	32,700	32,700	32,700	13,625	
461 Vehicle Maintenance	5,932	12,581	10,408		
462 Gas and Oil	2,269	1,618	2,345	554	
463 Mileage	201				
466 Depreciation Expense	802	802	802	802	802
467 Overhead Assessment	35,000	36,000	37,000	15,417	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>374,479</b>	<b>340,053</b>	<b>344,653</b>	<b>167,256</b>	<b>802</b>
<b>CAPITAL OUTLAY</b>					
485 Machinery/Special Equip	1,081		527		
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,081</b>	<b>0</b>	<b>527</b>	<b>0</b>	<b>0</b>
<b>TOTAL ACTIVITY</b>	<b>803,243</b>	<b>775,687</b>	<b>760,760</b>	<b>431,121</b>	<b>802</b>
<b>FUND SOURCE</b>					
50 Equestrian Fund	803,243	775,687	760,760	431,121	802
<b>TOTAL</b>	<b>803,243</b>	<b>775,687</b>	<b>760,760</b>	<b>431,121</b>	<b>802</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 a.m. to dusk on weekends, 8 a.m. to Noon on weekdays, and the cost of monthly court washing.
- 410      BENEFITS  
Allocation of employee benefits from the benefit cost center.
- 420      MATERIALS & SUPPLIES  
Includes tennis court nets, staff shirts, and office and court maintenance supplies.
- 423      RESALE SUPPLIES  
Provides for the purchase of tennis balls that are sold to Tennis Center players.
- 430      GENERAL CONTRACTUAL SERVICES  
Provides for promotional flyers to market Tennis Center facilities and services, contractual janitorial services for the Center's restrooms and 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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	24,717	14,124	14,371	14,874	16,248	
402 Wages - Part Time	20,214	23,346	24,124	26,825	21,840	
405 Wages - Overtime	698	547	716	130	1,000	
410 Benefits	13,661	9,812	11,076	9,811	9,348	
<b>TOTAL PERSONNEL</b>	<b>59,290</b>	<b>47,829</b>	<b>50,287</b>	<b>51,640</b>	<b>48,436</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	841	1,406	1,704	5,098	1,500	
423 Resale Supplies	157				200	
430 Contractual Services	5,558	4,520	4,500	4,782	5,000	
441 Liability Insurance	764	2,114	2,092	1,678	1,161	
450 Telephone Utility	1,221	1,304	1,264	1,114	1,601	
466 Depreciation Expense	3,060	3,060	3,060	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>23,620</b>	<b>27,732</b>	<b>25,522</b>	
<b>CAPITAL OUTLAY</b>						
485 Machinery/Special Equip		842	1,226		300	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>842</b>	<b>1,226</b>	<b>0</b>	<b>300</b>	
<b>TOTAL ACTIVITY</b>	<b>79,891</b>	<b>71,075</b>	<b>75,133</b>	<b>79,372</b>	<b>74,258</b>	
<b>FUND SOURCE</b>						
51 Tennis Fund	79,891	71,075	75,133	79,372	74,258	
<b>TOTAL</b>	<b>79,891</b>	<b>71,075</b>	<b>75,133</b>	<b>79,372</b>	<b>74,258</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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	15,146	18,731	16,642	19,810	13,176	
402 Wages - Part Time	554	170	72		150	
405 Wages - Overtime	3,500	3,987	4,120	3,572	4,000	
410 Benefits	8,737	10,509	9,188	8,928	4,397	
<b>TOTAL PERSONNEL</b>	<b>27,937</b>	<b>33,397</b>	<b>30,022</b>	<b>32,310</b>	<b>21,723</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	3,000	3,748	3,794	2,749	3,800	
430 Contractual Services	23,204	26,291	38,005	26,830	44,000	
474 Grants to Other Agencies	21,200	5,000				
476 Advertising	1,155	516	420	725	1,000	
<b>TOTAL MATERIALS &amp; OPS</b>	<b>48,559</b>	<b>35,555</b>	<b>42,219</b>	<b>30,304</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>72,241</b>	<b>62,614</b>	<b>70,523</b>	
<b>FUND SOURCE</b>						
01 General Fund	76,496	68,952	72,241	62,614	70,523	
<b>TOTAL</b>	<b>76,496</b>	<b>68,952</b>	<b>72,241</b>	<b>62,614</b>	<b>70,523</b>	

DEPARTMENT RESPONSIBLE  
Community Services Director

## City of Rolling Hills Estates

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

### 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 Actual	2011-12 Actual	2012-13 Adopted	
<b>PERSONNEL</b>						
401 Wages -Full Time	5,853	6,064	6,064	6,486	6,588	
405 Wages - Overtime						
410 Benefits	2,490	2,600	2,710	2,301	2,199	
<b>TOTAL PERSONNEL</b>	<b>8,343</b>	<b>8,664</b>	<b>8,774</b>	<b>8,787</b>	<b>8,787</b>	
<b>MATERIALS &amp; OPERATIONS</b>						
420 Materials & Supplies	13,227	12,353	10,154	12,223	12,500	
430 Contractual Services	28,187	19,124	25,650	16,813	23,500	
476 Advertising	2,702	687	455	102	1,950	
478 Equipment Rental						
<b>TOTAL MATERIALS &amp; OPS</b>	<b>44,116</b>	<b>32,164</b>	<b>36,259</b>	<b>29,138</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>45,033</b>	<b>37,925</b>	<b>46,737</b>	
<b>FUND SOURCE</b>						
01 General Fund (4674)	8,343	8,664	8,774	8,787	8,787	
95 Peppertree Fund (4675)	44,116	32,164	36,259	29,138	37,950	
<b>TOTAL</b>	<b>52,459</b>	<b>40,828</b>	<b>45,033</b>	<b>37,925</b>	<b>46,737</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>
Expenditure Classification	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted

**PERSONNEL**

<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------	----------	----------	----------	----------	----------

**MATERIALS & OPERATIONS**

420 Materials & Supplies	836	906	786	95	300
430 Contractual Services	24,890	31,840	31,840	31,964	31,000
434 Repairs & Maint Services	1,608	2,533	1,897	1,234	2,000
450 Telephone Utility	491	488	505	848	480
451 Water Utility	705	515	936	1,656	900
452 Electric Utility	1,224	1,023	1,272	1,380	1,300
470 Travel & Meetings					
476 Advertising					

<b>TOTAL MATERIALS &amp; OPS</b>	<b>29,754</b>	<b>37,305</b>	<b>37,236</b>	<b>37,177</b>	<b>35,980</b>
----------------------------------	---------------	---------------	---------------	---------------	---------------

**CAPITAL OUTLAY**

<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>29,754</b>	<b>37,305</b>	<b>37,236</b>	<b>37,177</b>	<b>35,980</b>
-----------------------	---------------	---------------	---------------	---------------	---------------

**FUND SOURCE**

01 General Fund (4676)	16,254	19,855	19,783	19,724	16,980
32 Prop A Fund (4680)	13,500	17,450	17,453	17,453	19,000

<b>TOTAL</b>	<b>29,754</b>	<b>37,305</b>	<b>37,236</b>	<b>37,177</b>	<b>35,980</b>
--------------	---------------	---------------	---------------	---------------	---------------

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 Actual	2011-12 Actual	2012-13 Adopted

**TOTAL PERSONNEL**

**TOTAL MATERIALS & OPS**

<b>TOTAL CAPITAL OUTLAY</b>	<b>847,420</b>	<b>414,298</b>	<b>1,097,430</b>	<b>970,781</b>	<b>3,161,000</b>
-----------------------------	----------------	----------------	------------------	----------------	------------------

<b>TOTAL FUNCTION</b>	<b>847,420</b>	<b>414,298</b>	<b>1,097,430</b>	<b>970,781</b>	<b>3,161,000</b>
-----------------------	----------------	----------------	------------------	----------------	------------------

**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 \$1,195,573 and a total of \$2,950,000 for FY 2012-13, and the General Fund's portion is \$207,632 for FY 2011-12 and \$57,000 for FY 2012-13.

A summary of the FY2012-13 Capital Improvements is on page 133 in the subsequent portion of the Capital Improvement Projects section. The summary lists all the projects by fund type for review.



**City of Rolling Hills Estates**

**Capital Improvements - Streets**  
(5100 Capital Projects)

**Descriptions**

**This section contains Capital Improvements related to streets.**

FY 2012-13 includes General Fund expenditures for street resurfacing (\$25,000)(5103), and Catch Basin upgrades (\$20,000)(5145).

The Palos Verdes Drive North Bike Lane project will begin in FY 2012-13 with much of the work completed in FY 2013-14 with Federal STIP (5117), State SR2S (5118), Traffic Impact Fees (5170), and Prop. C (5119) funds.

**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 Actual	2011-12 Actual	2012-13 Adopted
<b>5103</b>					
<b>Street Resurfacing (General Fund)</b>					
430 Contractual Services	3,800		32,345	184,423	241,000
<b>5113</b>					
<b>Street Resurfacing (Prop A, Fund 13)</b>					
430 Contractual Services	24,800		4,000	16,816	5,000
<b>5117</b>					
<b>PVDN Bike Lane Project (Federal STIP, Fund 24)</b>					
430 Contractual Services		23,063	3,309	268,921	660,000
<b>5118</b>					
<b>PVDN Bike Lane Project (State SR2S, Fund 25)</b>					
430 Contractual Services				33,894	165,000
<b>5119</b>					
<b>PVDN Bike Lane (Prop C, Fund 19)</b>					
430 Contractual Services				1,730	75,000
<b>5120</b>					
<b>Street Resurfacing (Prop C, Fund 19)</b>					
430 Contractual Services	73,232	22,084	34,180	78,198	
<b>5121</b>					
<b>PVDN Resurfacing (Federal ARRA, Fund 26)</b>					
430 Contractual Services			387,869	-6,316	
<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				9,151	20,000
<b>PAGE TOTAL</b>	<b>101,832</b>	<b>45,147</b>	<b>461,703</b>	<b>586,817</b>	<b>1,166,000</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 Actual	2011-12 Actual	2012-13 Adopted
<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>5170</b>					
<b>Street Resurfacing (Measure R, Fund 23)</b>					
430 Contractual Services			128,167	7,620	10,000
<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		79,413		
<b>5188</b>					
<b>Storm Drain Repairs/Improvements (Prop 1B, Fund 22)</b>					
430 Contractual Services	105,623	9,563			
<b>PAGE TOTAL</b>	<b>375,302</b>	<b>41,926</b>	<b>293,210</b>	<b>7,620</b>	<b>10,000</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 Actual	2011-12 Actual	2012-13 Adopted

**5186**

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

430 Contractual Services

<b>TOTAL FUNCTION</b>	<b>477,134</b>	<b>87,073</b>	<b>754,913</b>	<b>594,437</b>	<b>1,176,000</b>
-----------------------	----------------	---------------	----------------	----------------	------------------

**FUND SOURCE**

01 General Fund	18,161		32,345	193,574	261,000
13 Fund A	24,800		4,000	16,816	5,000
19 Prop C Transit Fund	117,868	22,084	34,180	79,928	75,000
22 Transportation Prop 1B	316,305	9,563	79,413		
23 Measure R			128,167	7,620	10,000
24 Federal STIP		23,063	3,309	268,921	660,000
25 State SR2S				33,894	165,000
26 Federal ARRA		32,363	473,499	-6,316	

<b>TOTAL</b>	<b>477,134</b>	<b>87,073</b>	<b>754,913</b>	<b>594,437</b>	<b>1,176,000</b>
--------------	----------------	---------------	----------------	----------------	------------------

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 2012-13 includes General Fund expenditures for George F Canyon Brush Clearance (\$12,000) (5201).

FY 2012-13 provides for \$555,000 in renovation costs for the Peter Weber Equestrian Center from 1996 Prop A specified grant funds (5250).

FY 2012-13 provides \$1,024,000 in renovation costs for the Peter Weber Equestrian Center from State Prop. 84 grant funds (5251).

FY 2012-13 provides for Pepper Wood Park and Civic Center Improvements from Quimby fees (\$25,000)(5262).

FY 2012-13 provides for the improvements to the Howlett Park Equestrian Center arenas from Quimby fees (\$114,000)(5264).\*

FY 2012-13 provides for parking lot improvements (\$40,000) and replacement of the park's irrigation system (\$60,000) at Highridge Park from Quimby fees (5265).

FY 2011-12 provides for \$5,000 to develop a new pocket park at PVDN and Ranchview - Quimby Fees (5266).

FY 2012-13 provides for \$80,000 in trail fencing improvements from Los Angeles County 4<sup>th</sup> District Excess Grant (5220).

FY 2012-13 provides for \$73,000 for improvements to the Peninsula High School's swimming pool from Quimby Fees (5268).

FY 2012-13 provides for \$2,000 to replace a portable water tank from Quimby Fees (5264).

(\*Funding Source may change to USA Equestrian Trust Grant)

**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 Actual	2011-12 Actual	2012-13 Adopted
<b>5201</b>					
<b>Brush Clearance (General Fund)</b>					
430 Contractual Services		25,000	25,000	11,898	12,000
<b>5220</b>					
<b>3 Rail Fencing (Fund 34)</b>					
430 Contractual Services				69,897	80,000
<b>5221</b>					
<b>Three Rail Fencing (General Fund)</b>					
430 Contractual Services	29,749	24,160	6,824	17,997	
<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		54,296	
<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>258,978</b>	<b>154,088</b>	<b>92,000</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 Actual	2011-12 Actual	2012-13 Adopted
<b>5250</b>					
<b>Stables Renovation (Fund 32)</b>					
430 Contractual Services	167,006	137,190	50,194	65,567	555,000
<b>5251</b>					
<b>Peter Weber Equestrian Center (Fund 30)</b>					
430 Contractual Services					1,024,000
<b>5262</b>					
<b>Pepperwood Park / Civic Center Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services				4,201	25,000
<b>5263</b>					
<b>Chandler Park Ring Footing (Quimby Fees, Fund 10)</b>					
430 Contractual Services				8,082	
<b>5264</b>					
<b>Howlett Park Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services				74,192	116,000
<b>5265</b>					
<b>Highridge Park Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services					100,000
<b>5266</b>					
<b>Ranchview Park (Quimby Fees, Fund 10)</b>					
430 Contractual Services				1,000	
<b>5267</b>					
<b>Nature Center Improvements (Quimby Fees, Fund 10)</b>					
430 Contractual Services				5,130	
<b>5268</b>					
<b>PV Peninsula High Pool (Quimby Fees, Fund 10)</b>					
430 Contractual Services					73,000
<b>5272</b>					
<b>Maintenance Yard Improvements (General Fund)</b>					
430 Contractual Services	1,954				
<b>PAGE TOTAL</b>	<b>168,960</b>	<b>137,190</b>	<b>50,194</b>	<b>158,172</b>	<b>1,893,000</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 Actual	2011-12 Actual	2012-13 Adopted
<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>5295</b>					
<b>Dapplegray Riding Arena Fence (Pepper Tree Fund 95)</b>					
430 Contractual Services	6,958	15,905			
<b>5296</b>					
<b>City Council Recognition Plaque (Pepper Tree Fund 95)</b>					
430 Contractual Services			5,000	5,077	
<b>5297</b>					
<b>Howlett Park Dressage Arena (Pepper Tree Fund 95)</b>					
430 Contractual Services	3,935	38,833			
<b>5299</b>					
<b>Roberti Z'Berg (Prop 40, Fund 33)</b>					
430 Contractual Services			24,137		
<b>TOTAL FUNCTION</b>	<b>255,632</b>	<b>286,057</b>	<b>338,327</b>	<b>317,337</b>	<b>1,985,000</b>
<b>FUND SOURCE</b>					
01 General Fund	34,456	49,531	31,824	29,895	12,000
10 Quimby Fees				92,605	314,000
30 State Park Grant Equestrian					1,024,000
31 Prop. 12 Parks Grant Fund	1,756	29,464		54,296	
32 Prop. A Parks Grant Fund	167,006	137,190	50,194	65,567	555,000
33 Prop. 40 Parks Grant Fund	38,480	5,075	251,291		
34 Prop. A 4th District Grant				69,897	80,000
95 Peppertree Fund	10,893	64,797	5,018	5,077	
<b>TOTAL</b>	<b>252,591</b>	<b>286,057</b>	<b>338,327</b>	<b>317,337</b>	<b>1,985,000</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 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 Actual	2011-12 Actual	2012-13 Adopted
<b>5305</b>					
<b>Generator Air Quality Filter (General Fund)</b>					
430 Contractual Services			2,095		
<b>5307</b>					
<b>Computer Network Upgrades</b>					
430 Contractual Services	5,814				
<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>5322</b>					
<b>Cox PEG Fees Fund 16</b>					
430 Contractual Services				3,074	
<b>5326</b>					
<b>Phone &amp; Voice Mail System</b>					
430 Contractual Services					
<b>5345</b>					
<b>GIS - Planning</b>					
430 Contractual Services	33,390	20,584	2,095		
<b>5370</b>					
<b>City Hall Lights &amp; HVAC Fund 27</b>					
430 Contractual Services				55,701	
<b>PAGE TOTAL</b>	<b>66,780</b>	<b>41,168</b>	<b>4,190</b>	<b>58,775</b>	<b>0</b>

(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 Actual	2011-12 Actual	2012-13 Adopted

**5395**

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

430 Contractual Services	8,302			232	
--------------------------	-------	--	--	-----	--

**5396**

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

430 Contractual Services	16,765				
--------------------------	--------	--	--	--	--

**5395**

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

430 Contractual Services	22,807				
--------------------------	--------	--	--	--	--

**5395**

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

430 Contractual Services					
--------------------------	--	--	--	--	--

**5397**

**City Hall Lighting (Fund 02)**

430 Contractual Services					
--------------------------	--	--	--	--	--

<b>PAGE TOTAL</b>	<b>47,874</b>	<b>0</b>	<b>0</b>	<b>232</b>	<b>0</b>
-------------------	---------------	----------	----------	------------	----------

(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 Actual	2011-12 Actual	2012-13 Adopted

See Totals Below

<b>TOTAL FUNCTION</b>	<b>114,654</b>	<b>41,168</b>	<b>4,190</b>	<b>59,007</b>	<b>0</b>
<b>FUND SOURCE</b>					
01 General Fund	66,780	41,168	4,190		
02 Capital Projects Designation	47,874			232	
16 Cox PEG Fees				3,074	
27 ARRA City Hall Lights				55,701	
<b>TOTAL</b>	<b>114,654</b>	<b>41,168</b>	<b>4,190</b>	<b>59,007</b>	<b>0</b>

DEPARTMENT RESPONSIBLE  
Various Department Managers

**City of Rolling Hills Estates  
Capital Improvement Projects**

**Summary**

<b>General Fund Capital Improvement Expenditures</b>		<b>2012-13 Adopted</b>
<b>Streets:</b>		
Street Resurfacing & Curb Improvements	5103	25,000
Storm Drain Repairs/Improvements	5145	20,000
<b>Total Streets</b>		<b>45,000</b>
<b>Parks &amp; Recreation:</b>		
Brush Clearance	5201	12,000
<b>Total General Fund Capital Projects</b>		<b>\$57,000</b>
<b>Special Revenue Fund Type Expenditures</b>		
<b><u>Quimby Fees Fund 10</u></b>		
Pepperwood Park/Civic Center	5262	25,000
Howlett Park - Ring & Water Tank	5264	116,000
Highridge Park - Parking Lot & Irrigation	5265	100,000
PV Peninsula High Pool	5268	73,000
<b>Total Quimby</b>		<b>314,000</b>
<b><u>Transit Prop. A Fund 13</u></b>		
PVDN Bike Lane Project	5113	5,000
<b><u>Transit Prop. C Fund 19</u></b>		
PVDN Bike Lane Project	5119	75,000
<b><u>Measure R Fund 23</u></b>		
Residential Street Resurfacing	5170	10,000
<b><u>Federal STIP Fund 24</u></b>		
PVDN Bike Lane Project	5117	660,000
<b><u>State SR2S Fund 25</u></b>		
PVDN Bike Lane Project	5118	165,000
<b><u>State Grant Equestrian Fund 30</u></b>		
Peter Weber Equestrian Center - Water & Barn	5251	1,024,000
<b><u>Prop. A Parks Fund 32</u></b>		
Peter Weber Equestrian Center - Barn	5250	555,000
<b><u>Prop. A 4th District Grant Fund 34</u></b>		
Three Rail Fencing	5220	80,000
<b>Total CIP Special Funds</b>		<b>\$2,888,000</b>
<b>Total CIP All Funds</b>		<b>\$2,945,000</b>