



ADOPTED BUDGET  
FISCAL YEAR 2017-2018



RANCHO PALOS VERDES

## **CITY BUDGET FY 2017-2018**

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### **CITY OFFICIALS**

Brian Campbell  
Mayor

Jerry V. Duhovic  
Mayor Pro Tem

Susan M. Brooks  
Councilwoman

Ken Dyda  
Councilman

Anthony M. Misetich  
Councilman

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### **CITY STAFF**

Doug Willmore  
City Manager

Gabriella Yap  
Deputy City Manager

Vacant  
Director of Public Works

Ara Mihranian  
Director of Community Development

Deborah Cullen  
Director of Finance

Cory Linder  
Director of Recreation & Parks

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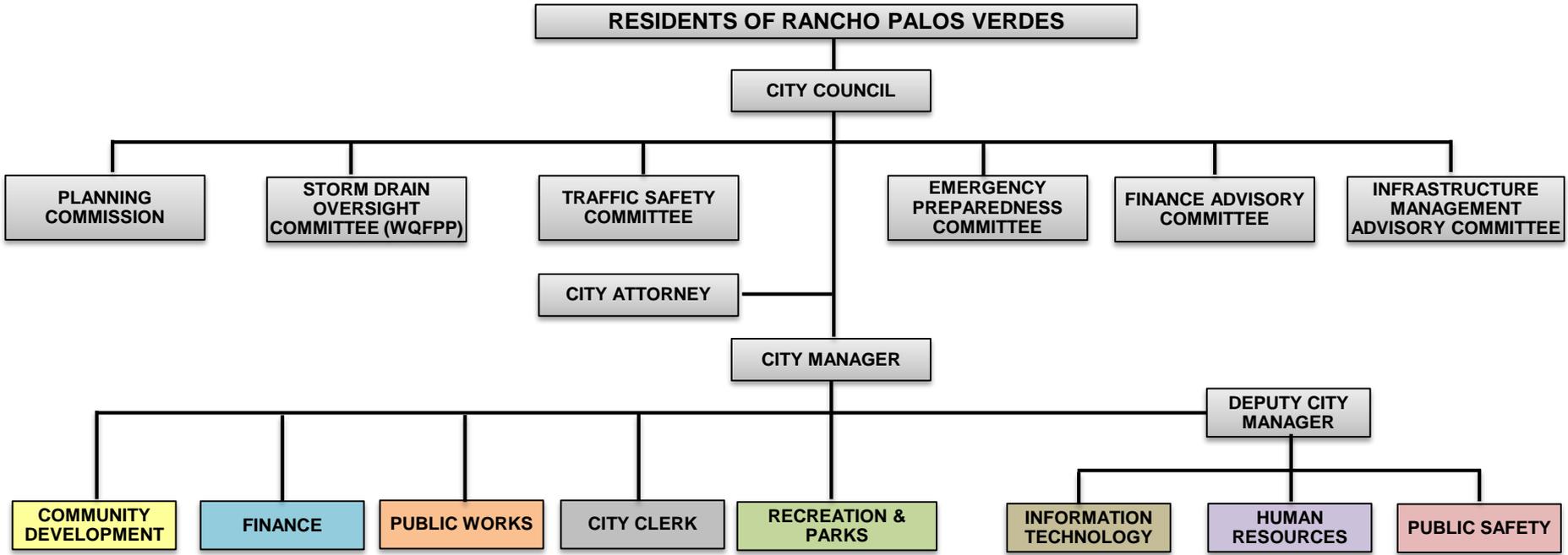
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# **BUDGET OVERVIEW**

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## **FISCAL YEAR 2017-18 BUDGET TRANSMITTAL**

June 20, 2017

Honorable Mayor and Members of the City Council

Re: Submittal of FY 2017-18 Budget

It is a pleasure to present to the City Council and community the Fiscal Year 2017-18 Adopted Budget that continues the City's tradition of fiscal responsibility. With the Council's direction, staff was able to produce a balanced budget that prioritizes Public Safety, Transparency, Financial Restraint, and Exceptional Customer Service.

Taking a step back, it's important to note two things:

At a time of a dire national, state and regional infrastructure crisis, the Rancho Palos Verdes City Council has consistently invested in maintaining and upgrading critical public facilities over the past four decades. This budget continues and even intensifies that commitment to maintaining and improving infrastructure.

At a time of rising crime rates in many cities, the Rancho Palos Verdes City Council has successfully invested in increased crime prevention that has produced dramatic drops in crime trends in contrast to many other California cities. This budget continues that commitment to public safety.

The Adopted Budget, excluding Improvement Authorities, of \$47,871,300 in Expenditures and \$43,082,800 in Revenues. The gap between expenditures and revenues are offset by fund balances. The General Fund Expenditures of \$30,417,800 is offset by General Fund Revenues of \$30,437,300.

The City started the budget process with the first Budget Workshop held on April 10, 2017. During this session, staff presented year-end estimates for FY16-17 along with assumptions and estimates that would be used to develop the FY17-18 Operating Budget. Additional items for funding consideration were also presented and discussed.

Council directed staff to retain the current staffing levels for the Sheriff Contract and also asked staff to include an additional Code Enforcement position in the Preliminary Budget.

On May 16, 2017, Department Heads highlighted accomplishments for the year and Staff presented an updated FY16-17 year-end estimate and changes to the FY17-18 Preliminary Budget based on City Council directions on April 10th. Additionally, Public Works presented the Five- Year Capital Improvement Program and requested additional staffing for the Maintenance Division. Council directed staff to increase the proposed FY 2017-18 Preliminary Budget to incorporate the changes requested by Public Works.

Additionally, the Council decided to suspend the annual supplemental property tax levy and assessment for FY 17-18 of the Citywide Landscaping and lighting Maintenance District and in FY 16-17 the Storm Drain User Fee was eliminated.

Additionally, at this meeting there was a discussion amongst Council regarding the analysis that staff presented showing the comparison of recurring revenues to recurring expenditures that is required based on Council Policy No. 45. In this analysis, based on the transfer of 100% of the TOT received from Terreneia, the General Fund recurring revenues to recurring expenditures would show a deficit of approximately \$750,000. While this is not a true structural deficit it did highlight the impact of automatically transferring a significant portion of General Fund Tax revenue to the Capital Fund.

Based on the significant increase in the FY 2017-18 Sheriff Contract of approximately \$900,000, the Council directed staff to reduce the amount of the FY17-18 TOT transfer by the amount of the approved contract increase. The increase in the Sheriff's contract will allow the City to support its current service level of over 18 patrol units. In addition, the increase in the contract will allow the City to maintain Automated License Plate Recognition (ALPR) camera technology, while continuing to provide significant outreach and education to the public. All of these factors have been instrumental in reducing residential burglaries by 50% in 2016, a five-year low, and reducing Part II crimes by 11% year over year.

**Economic Outlook**

Based on the 2017-18 economic forecast developed by the Los Angeles County Economic Development Corporation (LAEDC), evidence points to continued growth at the County and State level.

The forecast concluded the following:

California currently accounts for 13.6 percent of the nation's GDP, far more than any other state, and is expected to expand by 2.4 percent in 2017 and 2.6 percent in 2018, again outpacing the nation.

In 2016, California's unemployment rate averaged 5.4 percent, the lowest in nine years. It is expected to decline slowly over the next two years, reaching 5.0 percent in 2018 as we reach full employment. However, looking ahead, the rate of job creation will slow to 1.7 percent in 2017-18.

The outlook for the Los Angeles County economy remains positive, with local employment projected to grow by 1.5% through the end of 2017, and unemployment is forecasted to decline to 4.9 percent in 2018. The sectors expected to add the largest number of jobs over the two years are health care and social assistance, and administrative and support services. On another positive note, real GDP growth is expected to be 2.7 percent for the next two years, outpacing the nation.

Barring any unforeseen events, the City of Rancho Palos Verdes will mirror the outlook forecasted for Los Angeles County and the City will maintain a healthy financial outlook. The City-wide annual budget continues to showcase the City's commitment to fiscal prudence, predicated on maintaining a structurally sound operating budget, lean staffing, healthy cash reserves and absence of debt.

**FY 16-17 General Fund**

At the end of FY 16-17, the General Fund revenues will end about \$806,000 or 2.8% higher at year-end than the adopted budget. Primarily driven by increases in Property Tax, Transient Occupancy Tax (TOT) and Sales Tax. During FY 2016-17, the General Fund transferred over \$3.9 million to Capital Improvement Program Fund. In addition to this transfer, the City Council approved several Proposition A exchange agreements with the Cities of Diamond Bar, Montebello, and Rolling Hills whereby the City received \$1,675,000 in Proposition A funds in exchange for \$1,256,250 of General Fund money. The Proposition A money will be programmed to fund future capital projects as identified by the Public Works Department and recommended by the Infrastructure Management Advisory Committee and approved by the City Council.

At the close of FY 2016-17, General Fund expenditures are expected to total \$25.6 million, approximately \$2.6 Million above what was appropriated for the budget. Much of the expenditure increase was the result of one-time expenditures including: the acquisition of Automated License Recognition (ALPR) cameras and related costs for the Eastview neighborhoods, the aforementioned Proposition A exchange agreement, and the Green Hills Memorial Park settlement with the *Vista Verde* homeowners. The estimated ending fund balance after accounting for the required 50% reserve is \$2.1 million.

Table 1

<b>FY2016-17 General Fund (in millions)</b>	
Estimated Beginning Fund Balance	\$15.1
Add: Revenues (including transfers in)	29.4
Add: Transfers In	0.2
<b>Subtotal</b>	<b>44.7</b>
Less: Year-end Estimated Expenditures	(25.6)
Less: TOT Transfers Out	(4.2)
<b>Estimated General Fund Balance 6/30/2017</b>	<b>14.9</b>
Less: 50% Policy Reserve	(12.8)
<b>Estimated Unrestricted Surplus/(Deficit)</b>	<b>\$2.1</b>

As we look back at Fiscal Year 2016-17, the City had many accomplishments, notably:

Public Safety:

- Residential burglary rates decreased by 50% in 2016 from 2015 rates.
- Implemented Peninsula-wide Automated License Plate Recognition (ALPR) program.

- Produced award-winning PSA “See Something, Say Something”.
- Implemented Homeowner Association (HOA) Security Grant Program.
- Successfully negotiated Ring Doorbell Camera discounts for residents.
- Rolled out “Look and Lock” Campaign to reduce theft from unlocked vehicles.
- Completed City’s Continuity of Operations Plan (COOP).
- Completed annual RPV staff EOC training and exercise, Great Shakeout exercises.

#### Administration

- Implemented new Performance Evaluation standards for City staff.
- Implemented City’s new financial system (Munis).
- Introduced enhanced 5-yr. Financial Model.
- Increased city-wide investment income through custodial agreement with Vining-Sparks.
- Increased the City’s Administrative Citation Fines (two-tier penalty structure).

#### Public Works

- Enhanced interactive Public Services GIS Portal.
- Implemented CitiWorks Work Order System.
- Implemented parking controls and permit parking programs near Del Cerro Park and the entrance to the Nature Preserve.
- Resurfaced over 6 Million SF of residential roadways, resulting in 85% of roadways in “Good” to “Very Good” condition.
- Cleaned and inspected 4 lift stations, 72 manholes and 14,000 linear feet of sanitary sewer lines in the Abalone Cover Sewer District.
- Completed the Hawthorne Blvd Traffic Signal Synchronization Project.
- Completed repair of 25,000 SF of sidewalk citywide.
- Repaired and lined over 1,000 linear feet of storm drain lines Citywide.

#### Community Development

- Implemented the Peacock Trapping Program (150 birds trapped and relocated in 2016).
- Implemented the Coyote Management Plan.
- Streamlined City Tree Review Permit Policy.
  - Protected 58 residential views involving street trees.
- 94% of View Restoration cases settled through mediation.
- Decrease in application processing time for planning permits by 19% since FY15/16.
- Planning Division codified a Minor Modification Process.
- Implemented the City’s regulations regarding Short-Term Rentals.
- Established a new Wireless Ordinance.
- Established procedures for maintaining view-impairing city trees (Ordinance No. 583).
- Established a Special Event Permit Process.

#### Recreation and Parks

- Continued hosting annual Citywide events including: Whale a Day, 4<sup>th</sup> of July, and Breakfast with Santa.
- Provided new Citywide events such as Kids to Parks Day and Healthy People, Healthy Pets.
- Continued to implement important park projects including: Ladera Linda Park Master Plan, Lower Hesse and Eastview Park improvements.

## FY 17-18 General Fund Budget

The General Fund continues to be the largest City fund, bolstered primarily by robust property values, increasing Transient Occupancy Tax (TOT) and an increase in sales tax receipts. Property Tax growth within the City will remain strong and consistent for the next fiscal year. The estimated growth forecasted for 17-18 is approximately 5.2% over the FY16-17 adopted budget. This is a very reliable and stable revenue source and comprises about 42% of the General Fund revenues. TOT continues to remain a strong revenue source for the City. Some of the primary drivers to Terranea's sustained success include: reinvesting \$40 million in capital for improvements since 2009; investing several million dollars in an aggressive brand building campaign; and developing a strong service reputation and support from its loyal patrons. Sales Tax is expected to increase by approximately 12% over FY 2016-17 year-end estimates based on historical actuals and forecast from the City's sales tax consultant.

On the expenditure side, the City has set conservative fiscal policies including transferring TOT to capital projects to invest in the City's infrastructure. For FY 17-18, this transfer will be reduced by the amount of increase in the Public Safety contract as discussed above.

The FY 17-18 Adopted Budget for the General Fund is revenues of \$30,437,300 and expenditures of \$30,417,800, including all transfers. As shown below in Table 2, the estimated excess Fund Balance at the end of FY 17-18 is \$2.1 million (net of the 50% reserve).

Table 2

<b>FY2017-18 General Fund (in millions)</b>	
Estimated Beginning Fund Balance	\$14.9
Add: Revenues (including transfers in)	30.2
Add: Transfers In	0.2
<b>Subtotal</b>	<b>45.3</b>
Less: Year-end Estimated Expenditures	(25.6)
Less: TOT Transfers Out	(4.8)
<b>Estimated General Fund Balance 6/30/2017</b>	<b>14.9</b>
Less: 50% Policy Reserve	(12.8)
<b>Estimated Unrestricted Surplus/(Deficit)</b>	<b>\$2.1</b>

## Potential Challenges

While RPV remains financially sound, some risks that pose a potential concern include:

- Cost associated with Portuguese Bend Landflow.
- Abalone Cove Sewer Collection District is heavily subsidized by the City. The City will embark upon eliminating the subsidy over time and establishing a fair and equitable levy that covers the cost of maintaining and operating the sewer system.

- Municipal Separate Storm Sewer Systems (MS4) requirements will continue to pose a challenge as more resources will be required to meet these high standards.
- Wireless Telecommunications Facilities in the Public Rights-of-Way are on the rise with an ever-increasing need for faster and broader service. Managing installations, while protecting the aesthetics of the City and preserving property values, will become a challenge with pending Senate Bill 649 which will strip local government's authority to regulate installations based on aesthetics.
- The beauty of RPV has made it a destination and brought about increased tourism, which has produced dramatic negative impacts for some neighborhoods. The City will continue to work diligently to channel tourists to specific areas like the hotels and golf courses, while maintaining the quality of life for residents.

### **Capital Improvement Plan**

Recognizing the need for preventative maintenance and repairs to preserve City facilities and infrastructure, the City Council conscientiously funded many capital projects. The FY 17-18 budget contains \$11.6 million in capital improvements, \$9.5 million of which is new projects and the remainder are encumbered from FY 16-17. Over \$5.2 million of the funding for new projects is from Capital Reserve funds.

### **Summary**

Staff has prepared a balanced budget for FY 2017-18. This document provides a funding plan that will allow the City to continue to provide an enhanced level of service to community. The FY17-18 Budget is available on the City's website. As always, the City staff is happy to answer any questions about the City's budget and finances, and we welcome all comments on how we're doing and how we can better serve the public.

In closing, I would like to acknowledge the Council, the Committees and Commissions, and the residents for your input on the budget to help make it better. I would also like to thank my staff for their continued professionalism and installation of best practices in each of their departments. You all played an invaluable part in helping the City to prepare this budget.

Sincerely,

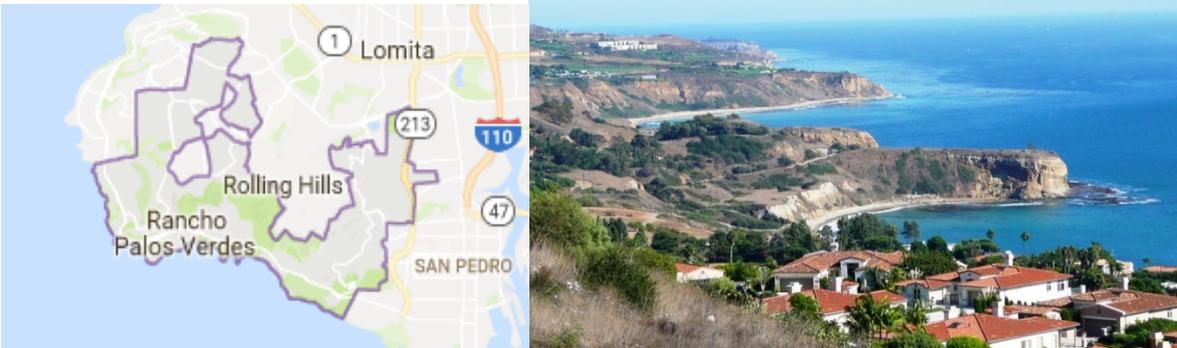


Doug Willmore  
City Manager



## PROFILE OF RANCHO PALOS VERDES

The City of Rancho Palos Verdes is located on a coastal peninsula overlooking the Pacific Ocean in Los Angeles County, California.



The City has a land area of 13.6 square miles, and about 43,000 residents. With 7.5 miles of Pacific coastline, a 1400-acre nature preserve, and hundreds more acres of open space, the City has maintained a semi-rural environment. Residents and visitors enjoy expansive views of the Pacific Ocean and ample opportunities for recreation including golfing, hiking, beach access, and whale watching. Notable landmarks and points of interest include the Wayfarer's Chapel designed by Lloyd Wright, the Point Vicente Lighthouse, Point Vicente Interpretive Center, Terranea Resort, Palos Verdes Nature Preserve, and Trump National Golf Club.



## City Governance

Rancho Palos Verdes is a California General Law city, and has operated under a council-manager form of government since incorporation in 1973. Policy-making and legislative authority are vested in the City Council; which consists of five members elected at-large on a non-partisan basis, including the City Council designated Mayor and Mayor Pro-Tem. Council Members are elected to four-year staggered terms, with two or three Council Members elected every two years. The City Council is responsible for passing ordinances, adopting the budget, appointing committees, and hiring the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances of the City Council, overseeing day-to-day operations, and appointing the heads of the City's departments.

## Demographics

Based on 2014 information from the US Census Bureau, the median age of the City's 42,726 residents is 47.6, and annual personal income per capita is about \$57,201. There are about 15,900 households, and the median home value is \$952,400. The unemployment rate is about 3.6% and public school enrollment is about 11,500. The largest employers include the Palos Verdes Peninsula Unified School District, Terranea Resort, Trump National Golf Club, and Marymount California University.

## Service Delivery

The City maintains a small staff of 70 full-time employees, and about 68 part-time employees working about 65,180 hours annually (about 31 full-time equivalents). Most services are provided by contracted outside agencies and vendors. Police and fire services are provided by Los Angeles County. Vendor contracts are awarded for public facility and right-of-way maintenance. The City Council contracts with an outside law firm for City Attorney services. The City issues franchise agreements to commercial providers for solid waste, electric, water, and gas. However, Community Development services such as planning, building & safety, and code enforcement are provided by in-house staff.



## Reporting Entity

This budget document includes the funds of the City and its component unit, the Rancho Palos Verdes Joint Powers Improvement Authority.

In 1984, the Rancho Palos Verdes Redevelopment Agency was formed to finance long-term capital improvements designed to eliminate physical and economic blight in a project area through stabilization of hazardous active landslides. The Improvement Authority was formed in 1990, in accordance with a Reimbursement and Settlement Agreement between the City, Redevelopment Agency, and Los Angeles County in connection with the Horan Lawsuit concerning the landslides. In 2012, pursuant to newly adopted state law, the Redevelopment Agency was dissolved. The City serves as the Successor Agency to the former Redevelopment Agency, and is responsible for winding down the affairs of it. Successor Agency financial activity is accounted for in a private-purpose trust fund; which is not required to have an adopted budget, and is not presented in this document.

## Financial Overview

The City's General Fund has annual revenue of about \$30.2 million (excluding transfers). About \$12.7 million (or 42%) of General Fund revenue is property tax. For every dollar of the base property tax paid, the City receives about 6% as illustrated below.



Property values in Rancho Palos Verdes are stable, as evidenced by the continued increase of property assessments throughout the Great Recession. Another \$9.5 million (or 31%) of General Fund revenue is tax derived from commercial operations (i.e. transient occupancy tax, sales tax, business license tax, and golf tax). Approximately \$5.7 million of this revenue is transient occupancy tax, the majority of which, is used to fund infrastructure improvements. The City Council has a history of conservative fiscal practices, including structurally balanced annual operating budgets.

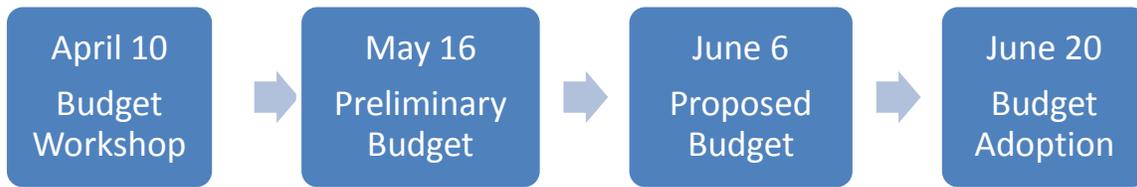
The City Council adopts budgets for 31 other funds (5 restricted by the City Council and 26 legally restricted) that are expected to account for annual revenue of about \$7.9 million in FY17-18 (excluding inter-fund transactions). The Improvement Authority Board adopts budgets for 2 legally restricted funds that are primarily funded with General Fund transfers and interest earnings, and are expected to expend about \$0.2 million in FY17-18.

At June 30, 2016, the City had total assets of \$231.1 million, including \$69.9 million of cash and \$150.1 million of capital assets (net of depreciation). Total liabilities were \$13.0 million. A more in-depth discussion of financial analysis and economic outlook is included in the Financial Analysis section of this document.

### Budget Process

The adopted budget is the City Council's policy implementation and spending plan for the fiscal year. The City Council utilizes a Hybrid Zero-Based Budget approach. This approach starts with a baseline budget that includes non-discretionary expenditures, revenue-generating expenditures, full staffing, and maintaining current service levels. Through a series of budget workshops and meetings, City Council provides Staff direction to build a draft budget.

On April 10, 2017, the City Council provided direction on preparation of the preliminary FY17-18 General Fund budget. On May 16, 2017, the City Council provided further direction on the draft FY17-18 General Fund budget along with the remainder of the City-wide budget, including the five-year Capital Improvement Plan (CIP). On June 6, 2017, the City Council held a public hearing and reviewed the entire draft budget document and provided additional direction. On June 20, 2017, the City Council continued the public hearing and adopted the budget for FY17-18.



### Legal Level of Budgetary Control

Per section 3.32.080 of the Municipal Code, all expenditures in excess of a fund and/or function budgeted allocations must be approved by supplemental appropriation of the City Council. The City Manager may approve transfers between any program's accounts, as long as the transfers are within the same budgetary function and the same fund. No full-time equivalent positions may be added to those specifically approved in the budget without authorization and supplemental appropriation of the City Council. All appropriations lapse at fiscal year-end; however, unspent appropriations may be carried forward to the next fiscal year by resolution of the City Council.

### Organization of Budget Document

The Overview section of the document is intended to give the public an overview of the City and its adopted budget. While the remainder of the document is also for public consumption, it is a working document for City Staff to manage the budget throughout the fiscal year. Therefore, the document is arranged by department and includes detailed line item information. The 2018 Five-Year Capital Improvement Plan adopted by the City Council is included as an Appendix at the end of the document. To assist the public with navigation, the following exhibit is an overview of the programs and funds managed by each department.

## FINANCIAL ANALYSIS & ECONOMIC OUTLOOK

### Recognition of Revenues & Expenditures

#### *Governmental Funds*

The City recognizes revenue in governmental funds when the revenue is both measurable and available. Measurable means the amount can be determined. Available generally means received within 60 days of the fiscal year end of June 30<sup>th</sup>. Expenditures in governmental funds are recorded when the liability is incurred.

#### *Enterprise Fund and Internal Service Funds*

The City maintains 1 enterprise fund (Water Quality Flood Protection) and 2 internal service funds (Equipment Replacement and Employee Benefits). Revenues are recognized when they are earned (even if not available), and expenses are recorded when the liability is incurred.

### Financial Policies

The City's financial policies are summarized below, and are available in full text on the City's website.

#### *Reserve Policy*

The requirements and status of City Council Policy No. 41 are summarized in the following chart:

<b>Fund</b>	<b>Reserve Policy</b>	<b>Policy Amount</b>	<b>Estimated June 30, 2018</b>	<b>Excess/ (Deficiency)</b>
General Fund	50% of budgeted annual expenditures.	12,802,150	14,897,968	2,095,818
Prop C (formerly in Street Maintenance Fund)	One year of road maintenance in the landslide area of the City.	600,000	914,600	314,600
Habitat Restoration	Emergency projects of \$50,000 and future maintenance endowment of \$84,969; which grows each year by \$10,000 plus accrued interest, as required by the City's Natural Communities Conservation Plan.	176,321	1,013,100	836,779
Subregion 1	Nonspendable developer endowment.	750,000	750,000	-
CIP	Emergency or future projects. Funded with General Fund money equivalent to annual transient occupancy tax and prior year favorable General Fund expenditure variance (if applicable).	3,000,000	24,773,400	21,773,400
Equipment Replacement	Estimated replacement cost of capitalized equipment held.	1,844,300	1,844,300	-

### *Structural Balanced Operating Budget*

City Council Policy No. 45 requires the City Council to adopt an annual operating budget where recurring expenditures do not exceed recurring revenues, and ongoing expenditures are not funded with one-time revenue sources. The operating budget is defined as the General Fund budget. To demonstrate compliance with this policy, a summary of the FY17-18 General Fund budget follows.

<b>FY17-18 General Fund Budget</b>	<b>Recurring</b>	<b>One-Time</b>	<b>Total</b>
Revenue	\$ 30,172,400	\$ 34,900	\$ 30,207,300
Expenditures	(25,564,300)	(40,000)	(25,604,300)
<b>Subtotal</b>	<b>4,608,100</b>	<b>(5,100)</b>	<b>4,603,000</b>
Transfers In	230,000	-	230,000
Transfers Out	(4,813,500)	-	(4,813,500)
<b>FY17-18 Net Excess General Fund Reserve</b>	<b>\$ 24,600</b>	<b>\$ (5,100)</b>	<b>\$ 19,500</b>

### *Annual Investment Policy*

California Government Code Section 53607 allows for the governing body of a local agency to delegate the authority to invest its funds for a one-year period to the treasurer of the local agency. The City Council and the Improvement Authority Board annually adopt investment policies that delegate investment authority to the treasurer of the City and Improvement Authority, and outline the types of investments the treasurer is authorized to make. The investment policy is in compliance with the local agency investment requirements set forth in California Government Code Section 53601.

### *Five-Year Financial Model*

City Council Policy No. 18 requires analysis, update and review of a Five-Year Financial Model as part of the annual budget process. The Finance Advisory Committee (citizens committee appointed by the City Council) annually reviews the Model. The Model includes the funded projects from the Five-Year Capital Improvement Plan, and Year 1 of the Model is the proposed budget for the coming fiscal year.

### *Five-Year Capital Improvement Plan*

Although not required by law or City Council policy, it is considered a best practice to produce a five-year capital improvement plan document as a guide for the efficient and effective provision of resources for improvement and maintaining public infrastructure and facilities. The Five-Year Capital Improvement Plan is updated annually during the budget process, and incorporated into the Five-Year Financial Model. The City's Planning Commission reviews the document annually

for consistency with the City's General Plan. The document is included as an Appendix at the end of this budget document.

### *Audit Committee*

City Council Policy No. 44 established a subcommittee of the City Council to serve as the City's Audit Committee. Two members of the City Council, annually appointed by the Mayor, serve as the Audit Committee. The City's independent financial statement auditor(s) report directly to the Audit Committee.

### *Purchasing Ordinance*

The City's purchasing policy is documented in Municipal Code Chapter 2.44, referred to as the Purchasing Ordinance. A summary of the policy follows.

- Purchases of supplies and services of more than \$500 require a City issued purchase order.
- Purchase orders are not required for payments for utility service (e.g. electricity), leases, and credit card purchases and payments.
- Purchases of supplies and services of more than \$5,000 require informal bids.
- Purchases of supplies and services of more than \$25,000 require formal bids and a contract approved by the City Council.
- Licensed professionals such as attorneys, architects, engineers, and financial advisors are exempt from bid requirements.
- All work performed by vendors on private property, or work with increased liability requires a City contract for all amounts.
- The City Manager can approve contracts for amounts up to \$25,000.
- Purchases for Public Projects, as defined by California Code Section 22002, are subject to bid and contract requirements set forth in the California Uniform Public Construction Cost Accounting Act.

### *Travel and Meetings*

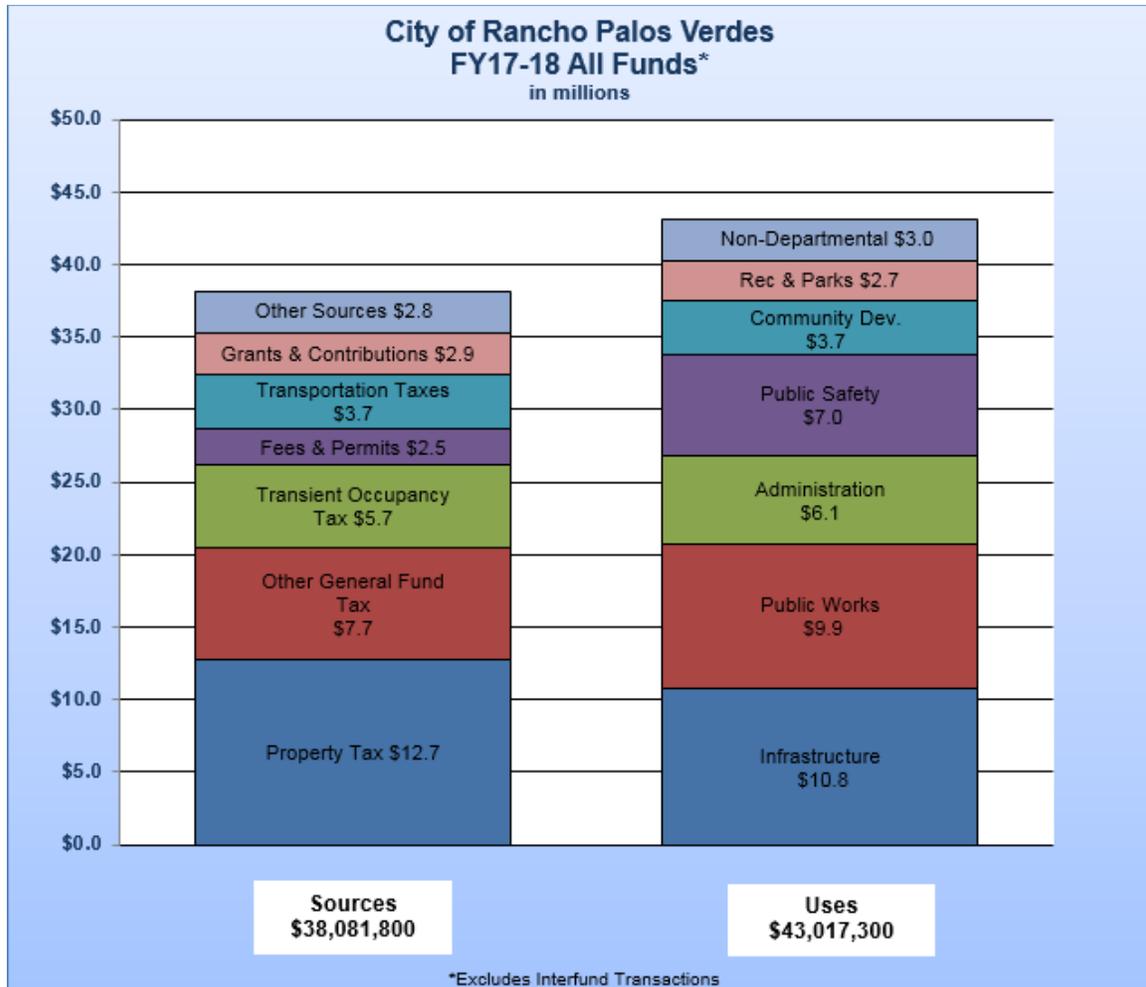
To assure the needs of the City are being met while limiting unnecessary expenditures, the City Council adopted Policy No. 16 outlining the procedures for travel and meeting expenses incurred by the City Council and its Committees/Commissions.

### *Midyear Budget Review*

Per Municipal Code Section 3.32.130, the City Council is to be provided with a midyear status report on the budget and any Staff recommendations. The report is typically presented to City Council in February of each year.

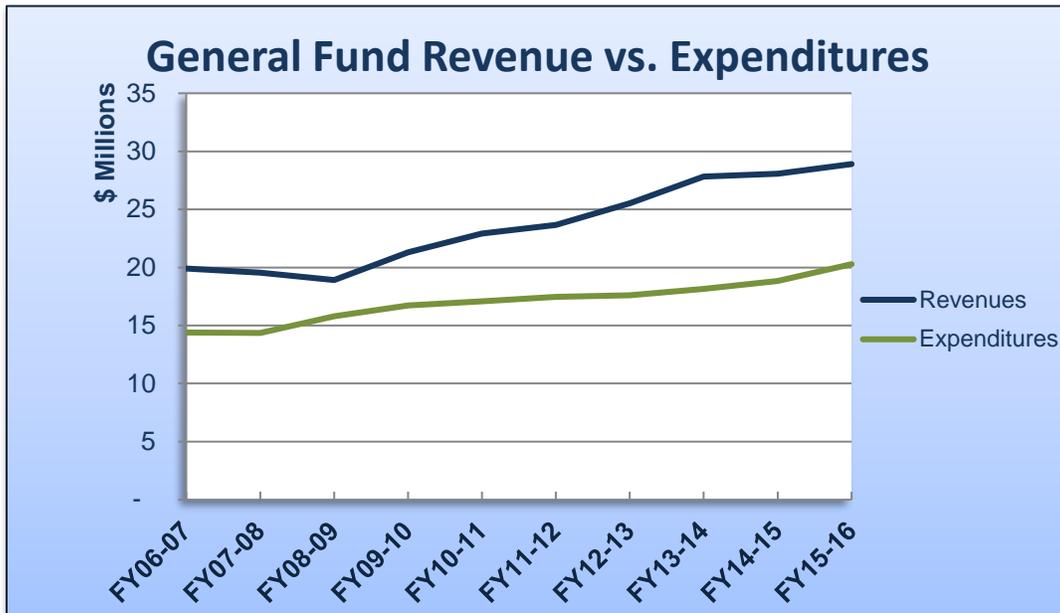
## Overview of Sources & Uses

The Citywide budget includes all funds of the City and its component unit, the Improvement Authority.



The General Fund is the primary operating fund of the City and accounts for about three-quarters of the City-wide budget, with the remaining portion primarily accounting for restricted funding from outside sources. As such, the financial analysis presented herein will focus on the General Fund.

## General Fund Revenue vs. Expenditures – A Ten-Year History



City Council and Staff have worked together to manage costs, balancing expenditures against revenue. Over the last ten years, General Fund revenue has increased an average of 5.5% annually, and expenditures have increased an average of 4.3% annually; enabling the City to fund infrastructure improvements with excess revenue.

In FY06-07, the City's average investment earnings rate increased from 3.85% to 5.12%, Pt. Vicente Interpretive Center opened generating new rental and gift shop revenue, and the City completed a one-time exchange of Proposition A monies for \$0.8 million of General Fund money. In FY09-10 the Terranea Resort opened generating a significant amount of new tax revenue for the City.

For the discussion of individual revenues and expenditures below, 10-year historical data has been adjusted for inflation to provide a more accurate picture of growth or decline.

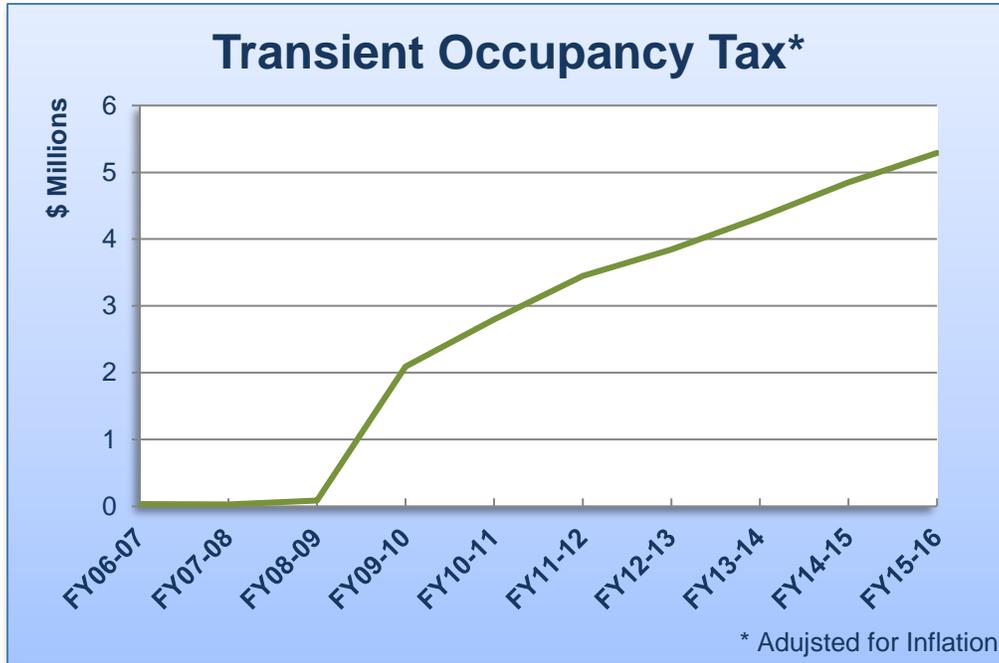
### Primary General Fund Resources (Revenues & Transfers)

The revenue sources discussed herein are summarized below and account for 83% of total General Fund Revenue of \$30.4 million.

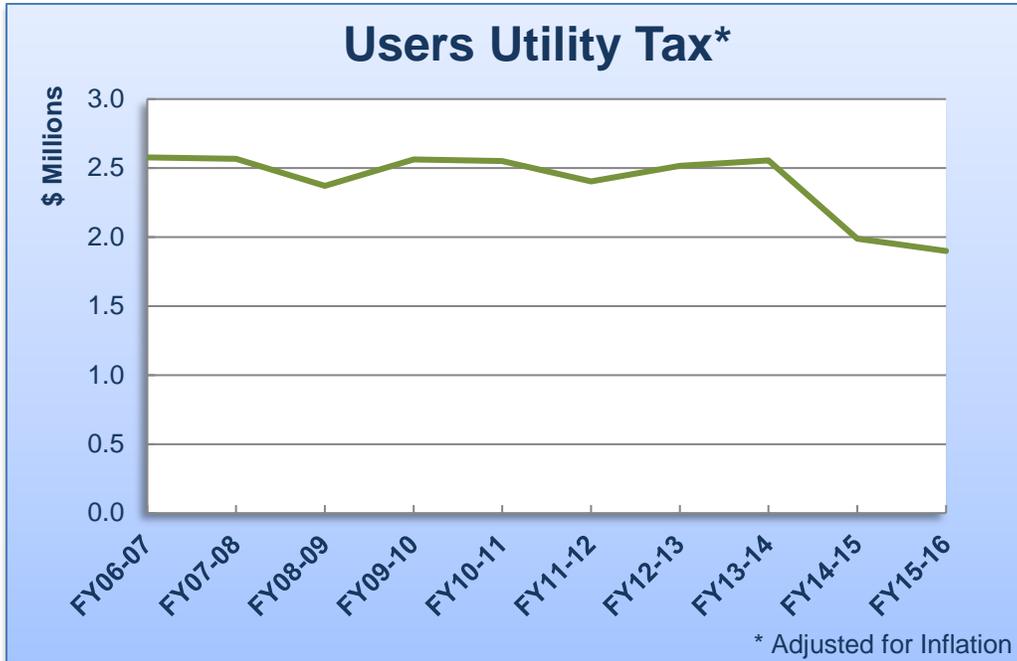
		<b>FY17-18</b>
Property Tax	42%	\$ 12,746,100
Transient Occupancy Tax	19%	5,740,000
Utility Users Tax	6%	1,871,100
Franchise Tax	7%	2,112,800
Sales Tax	8%	2,580,200
Other Revenues	17%	5,157,100
Transfers In	1%	230,000
<b>Total General Fund Revenues</b>	<b>100%</b>	<b>\$ 30,437,300</b>



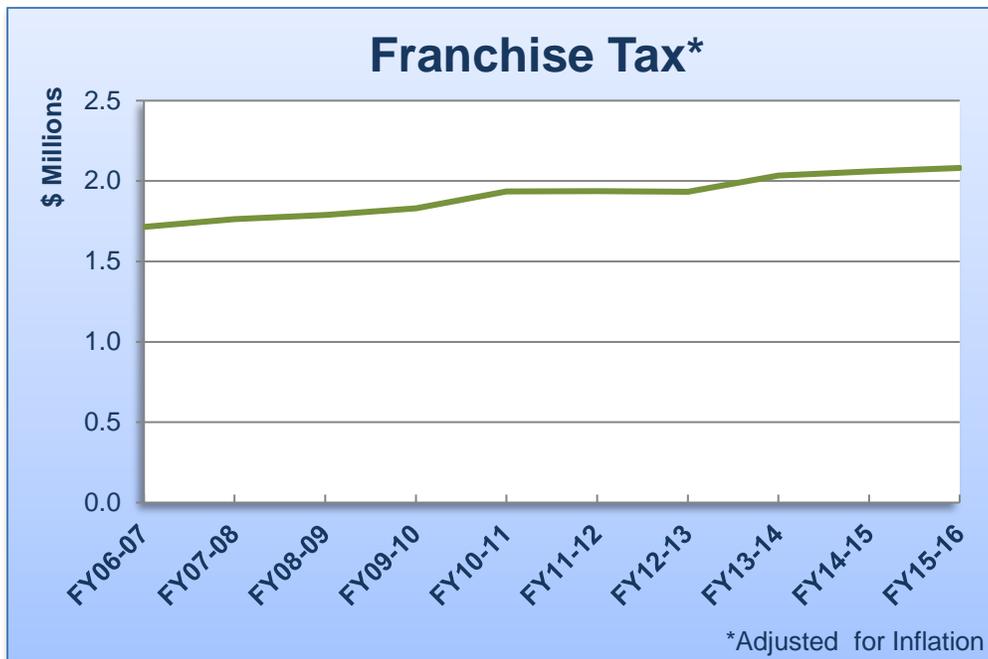
Property tax is the City's largest source of revenue. The City receives an approximate 6% share of the 1% property assessment. The base property tax revenue has grown an average of 4.1% annually over the last 10 years. On average, property assessments are much lower than property values in the City; and the City benefits greatly each time a property is sold and re-assessed. Property tax is expected to grow by another 3.6% for FY17-18.



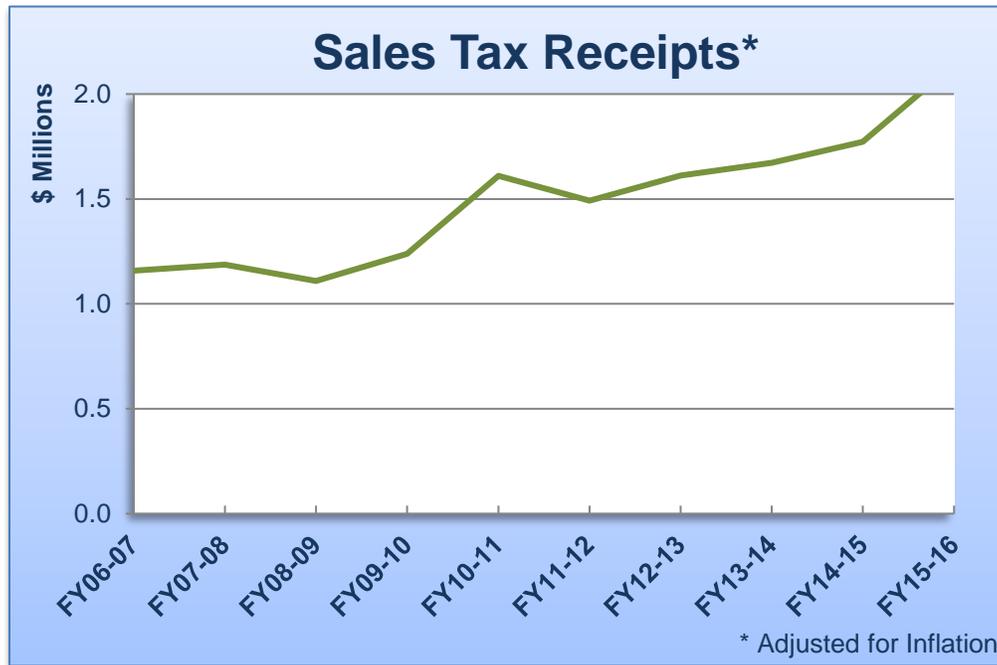
Terranea Resort, the primary source of Transient Occupancy Tax (TOT) revenue, opened in 2009. Instead of increasing the operating budget, the City Council directed that this General Fund revenue be used as a source of funding for repairs and improvements to the City's infrastructure. Though the Resort has been open for 7 years, through an aggressive branding campaign and reinvesting millions of capital back into the resort to fund improvements, the Resort continues to generate strong TOT revenue to the City. However, based on the latest industry information, the FY17-18 budget includes an assumption that TOT will decrease by 2.7% when compared to FY16-17 year-end estimates. If FY17-18 TOT collections track higher than budget during the fiscal year, Staff will adjust its TOT budget estimate accordingly.



The 3% utility users' tax (UUT) is levied on customers of water, electricity and gas utilities. Weather conditions and conservation efforts cause minor revenue fluctuations; but this source of General Fund money has remained fairly consistent over the last ten years. The decline in FY14-15 UUT revenue was based on City Council action to remove collection of UUT for telecommunications services from the City's Municipal Code. An overall 2.9% increase from FY16-17 UUT revenue has been included in the FY17-18 budget based on the price of natural gas, modest increase in utility consumption and rate increases.



Franchise tax is levied on the providers of utility, refuse and cable services in exchange for use of the City's right-of-way. The City's revenue has steadily increased over the last ten years due to increasing utility rates and the expansion of cable services. However, in FY17-18, the City is projecting a modest 3.0% decline as refuse hauler remittances in FY16-17 are on track to fall short of year-end estimates.



The City's primary sources of sales tax include restaurants, service stations and food markets. Unlike other cities that heavily rely on sales tax from big-box stores and auto malls, the City's sales tax was only minimally impacted during the recession that began in 2008. With the opening of the Terranea Resort in 2009, the City's sales tax grew significantly. In FY11-12, there were substantial decreases in sales of wholesale building materials, business to business heavy supplies, and used auto sales. Although these sectors comprised a small portion of the City's sales tax revenue, the impact was substantial enough to cause an overall 5% decrease in total sales tax revenue. A 12.0% increase has been included in the FY17-18 budget based upon strong growth in food products and information received from a California economic research firm.

Primary General Fund Uses (Expenditures & Transfers Out)

The expenditures discussed herein are summarized below and account for 84% of total General Fund Uses.

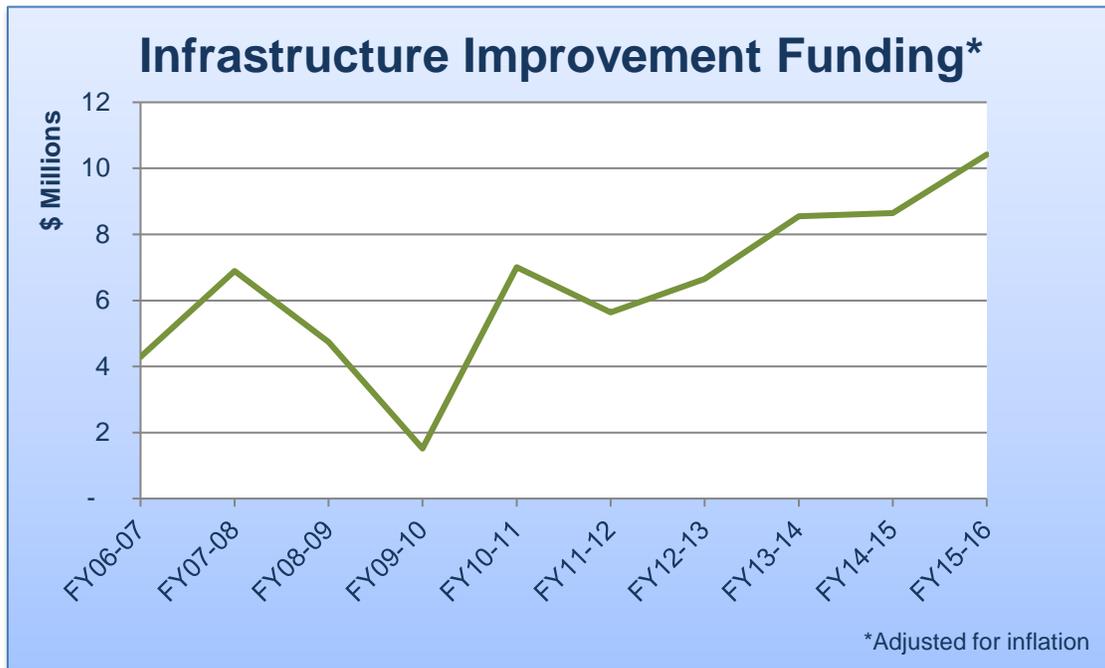
<b>FY17-18</b>		
Wages & Benefits	34%	\$ 10,470,200
Infrastructure Improvements	15%	4,526,000
Sheriff Contract	20%	6,135,200
Park & Building Maintenance	5%	1,399,900
Legal Services	3%	925,000
Other Expenditures	7%	2,148,000
Transfers Out	16%	4,813,500
<b>Total General Fund Uses</b>	<b>100%</b>	<b>\$ 30,417,800</b>



Between FY 07-08 and FY 08-09, the City Council authorized the addition of 9 full-time employees. Many of the additions were based on recommendations from an outside organizational assessment that concluded certain City functions were underserved. Other additions included providing building inspections in-house versus outside contracting. In FY 08-09 and FY 09-10, the City expended a total of about \$2.4 million to pay off the pension side-fund liability (the City's unfunded pension liability upon entering an employer risk pool in 2003). For FY14-15, the City Council has authorized the funding of 5 additional positions. Two of these positions are within the Community Development Department in response to an upswing in permitting activity. One maintenance position was added in response to increased service requests. In FY15-16, one Council Liaison position was added and was reclassified as a Human Resources Analyst and one administrative position was added to the Recreation & Parks Department to replace a series of part-time employees who were serving that function. Also in FY 15-16, a MOU was ratified between the Employees Association and City Council that ran through FY16-17.

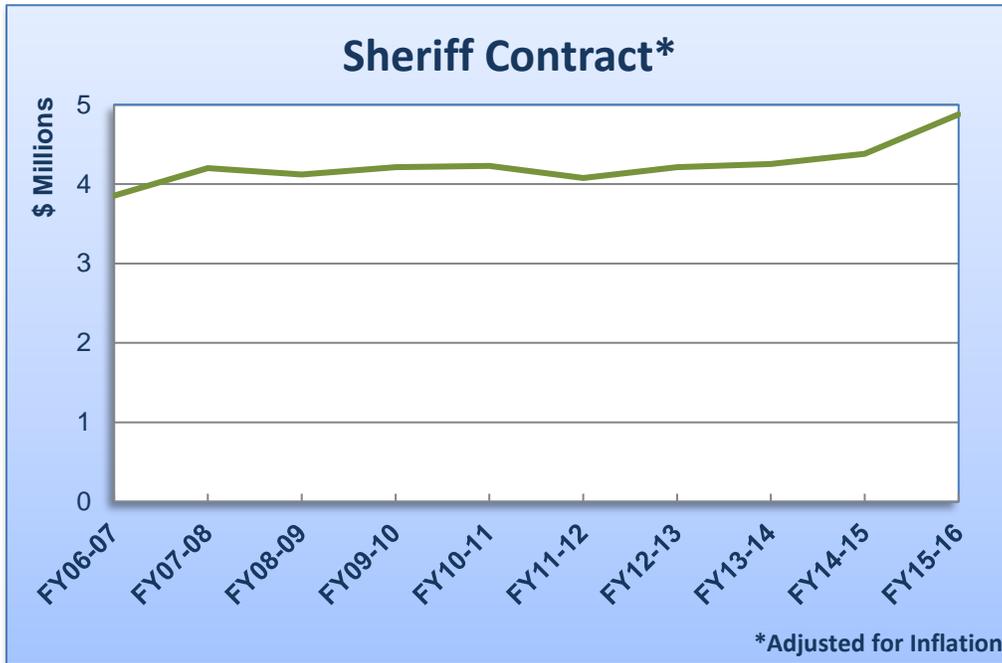
In FY16-17, the City Council authorized that 2.5 positions be added and five positions reclassified. One position was added to manage the City's Neighborhood Watch program. One position was added in Community Development in response to an increase in building permit activity. Also, the GIS Coordinator position was converted from part-time to full-time. Many of the personnel changes were based on recommendations from a job reclassification study conducted by an outside human resources consulting firm.

In FY17-18, the City Council authorized the funding of 1.5 positions in the Code Enforcement division to properly enforce ordinances that were approved in FY16-17. A new three-year MOU was ratified between the Employees Association and City Council that will take effect in FY17-18. This MOU includes a Cost of Living Adjustment (COLA) capped at 2.5%, along with merit increases over its three-year term. Wages in FY17-18 are expected to increase by the Consumer Price Index (CPI-U) of 2.5% and salary merit adjustments based upon each employee's annual performance.

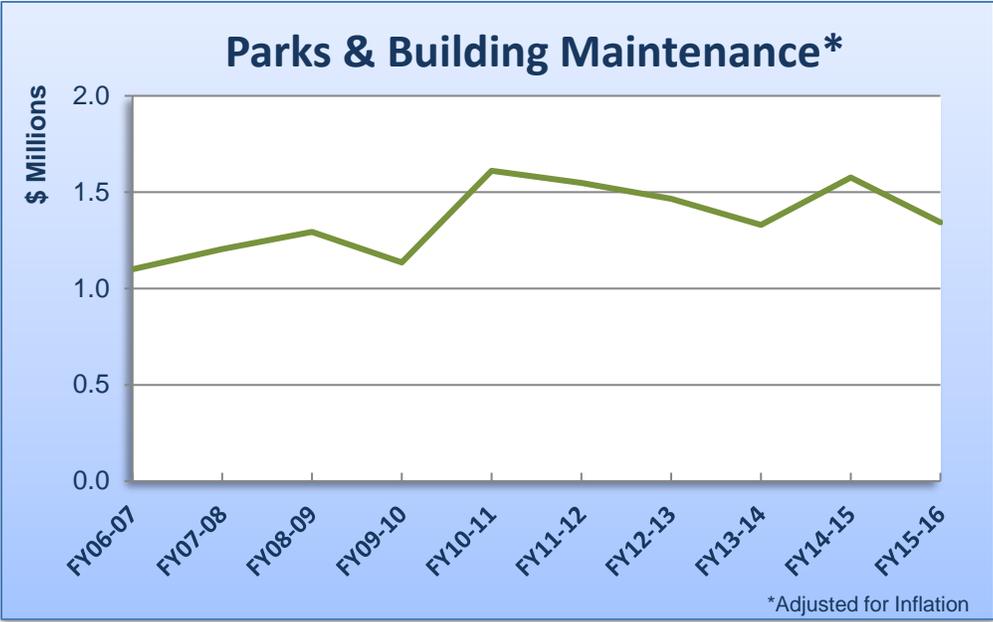


The General Fund has historically provided partial funding for infrastructure improvements; including storm drain projects, park projects, and residential street rehabilitation. Other infrastructure funding has come from grants, transportation taxes, and other restricted monies. Funding varies year to year based on the availability of General Fund money and project requirements. During the four years beginning with FY04-05, the General Fund transferred a total of \$10.3 million to the Water Quality Flood Protection Fund to begin a program of storm drain rehabilitation.

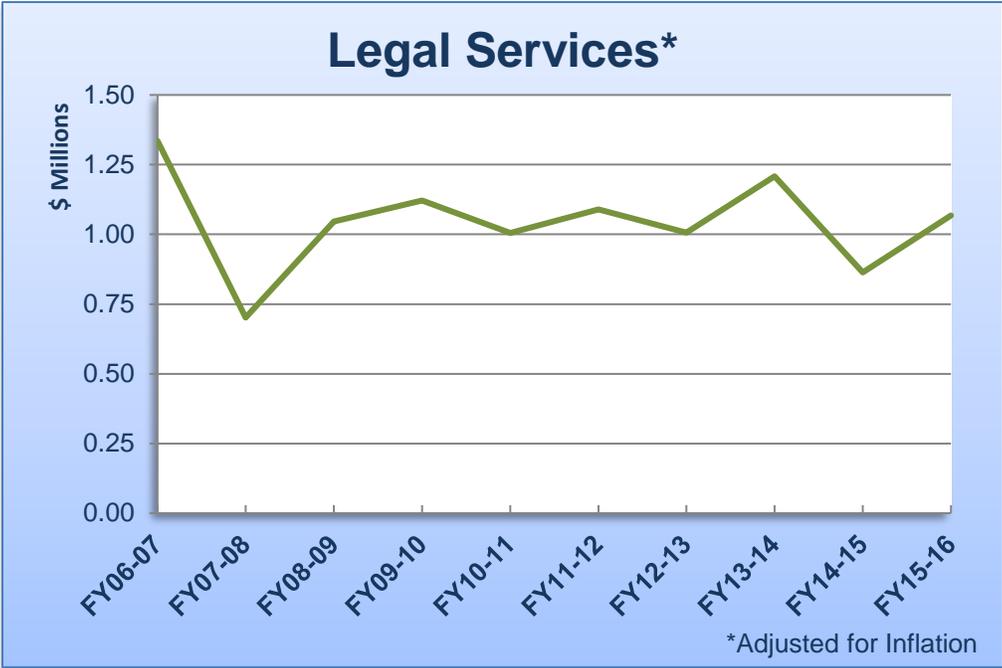
A large portion of infrastructure funding comes from TOT revenues, whose main source is the Terranea Resort that opened in 2009. Since 2009, TOT revenue has grown annually by 18%.



The City provides police services through its contract with the Los Angeles County Sheriff Department. The City has made minor changes to service levels over the years. In FY15-16, three (3) Sheriff units dedicated to the City (two patrol and one detective) were added to the contract at the “growth rate” or introductory rate. For FY17-18, these additional positions will be charged at the standard rate. Furthermore, an increase contribution of 10% to the Liability Trust Fund contribution of services is anticipated. As a result, the Sherriff’s contract is expected to increase by approximately 14%.



The City contracts with outside vendors to provide parks and building maintenance, which includes the maintenance of open space. Expenditure increases through FY10-11 are primarily attributable to the acquisition of additional open space, aging facilities, and increased efforts to reduce fire hazards. Expenditure decreases beginning in FY11-12 are primarily due to employee turnover, and the unavailability of staff to manage maintenance efforts. The FY17-18 budget is projected to be 6% higher than actual FY15-16 expenditures based on actual maintenance activity performed.



A portion of the cost of legal services is driven by litigation, which is unpredictable. The City has a history of vigorously defending itself. General legal services (e.g. contract review, general advice, meeting attendance) have remained fairly steady for the past few years, typically about \$0.7 million annually.

Financial Ratios

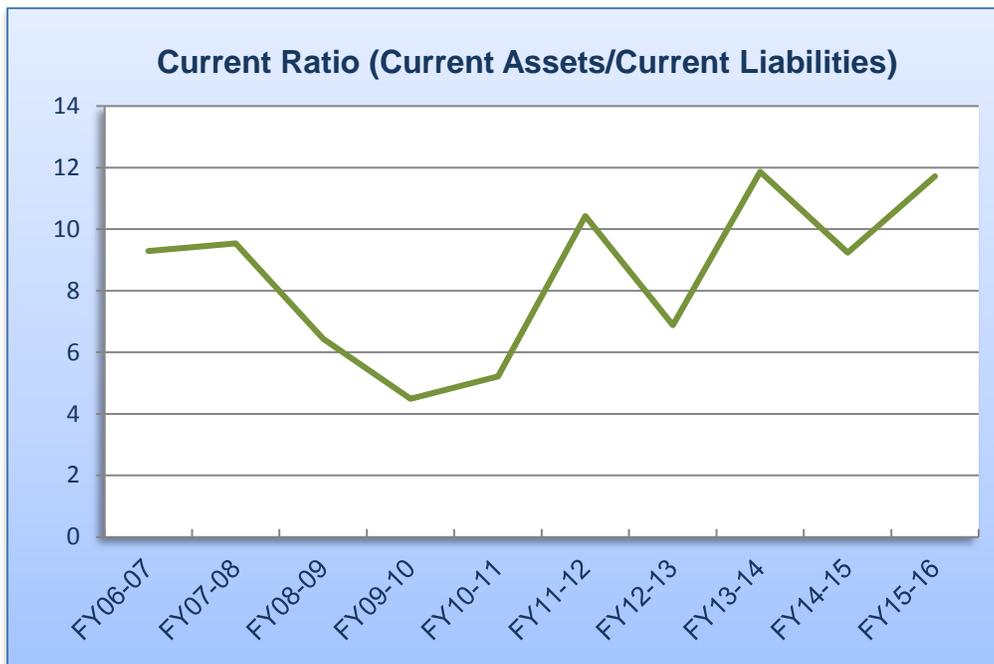
*Net Operating Results per Capita*

Net operating revenue and expense are calculated from the City’s full-accrual government-wide financial statements, and exclude amounts for capital related transactions.

	FY14-15	FY15-16
Population	42,547	42,726
Net Operating Revenue	\$ 32,557,800	\$ 33,799,926
<b>Net Operating Revenue per Capita</b>	<b>\$ 765</b>	<b>\$ 791</b>
Net Operating Expense	\$ 22,601,600	\$ 23,013,874
<b>Net Operating Expense per Capita</b>	<b>\$ 531</b>	<b>\$ 539</b>

*Current Ratio*

The current ratio is calculated by dividing current assets by current liabilities, and measures the City’s ability to pay short term obligations.



In FY08-09, the City used more than \$6 million of cash to construct the McCarrell Canyon storm drain improvement. In FY12-13, the City used more than \$4 million of cash to construct the San Ramon Canyon stabilization project. Most recently the City has accumulated General Fund money that was transferred to the CIP Reserve for future projects.

*Quick Ratio*

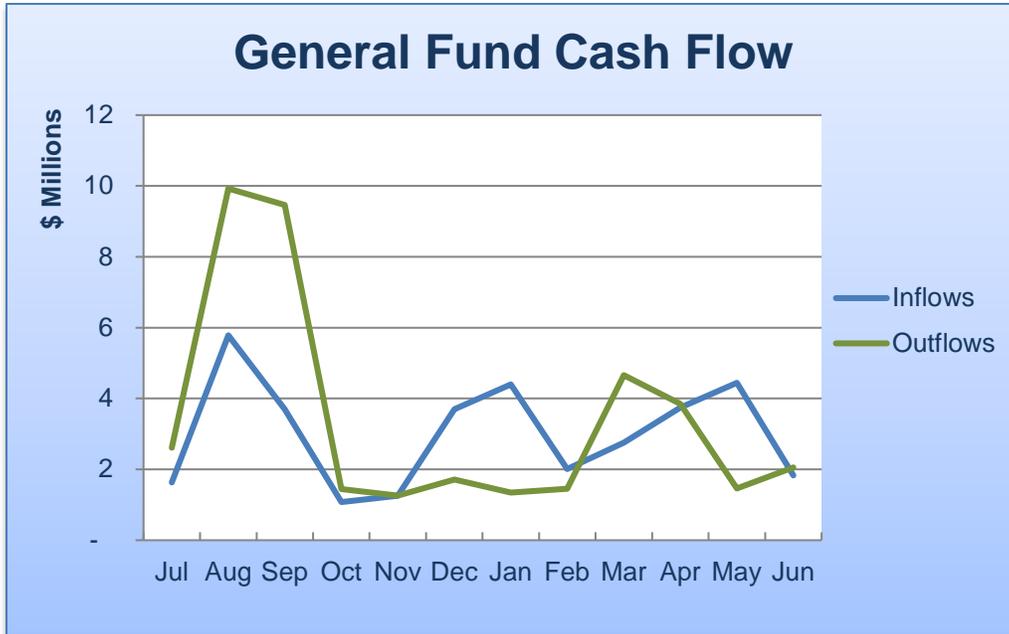
The quick ratio, or acid-test ratio, is calculated by dividing cash and investments by current liabilities, and is the most conservative measure of the City’s liquidity.



The trend line for the quick ratio is very comparable to the trend line for the current ratio, as cash and investments typically accounts for about 95-97% of the City’s current assets.

Cash Inflow/Outflow

The following graphic illustrates the General Fund cash inflow and outflow during the fiscal year. This example is based on FY15-16. The inflows line is representative of normal activity.



The City’s largest revenue source, property tax, is primarily received in December and April each year. Peak outflows are unpredictable, usually based upon construction of infrastructure projects. The City’s General Fund cash reserves are maintained at a minimum level equivalent to 50% of annual expenditures, due in part to the large biannual receipts of property tax.

Improvement Authority Summary

The Rancho Palos Verdes Improvement Authority maintains landslide mitigation facilities constructed by the former Rancho Palos Verdes Redevelopment Agency. Maintenance activities are segregated into 2 different geographical locations; and therefore, accounted for in 2 separate funds.

Maintenance within the Abalone Cove landslide area is funded in accordance with the 1987 Landslide Settlement Agreement between the City, the former Redevelopment Agency, and Los Angeles County. The agreement required that \$1,000,000 of the original \$10,000,000 bond proceeds from the County be set aside as a non-spendable deposit from which investment earnings are to be used for the aforementioned maintenance. Investment earnings in recent years have not been sufficient to fund ongoing maintenance. The General Fund subsidy is expected to be \$38,000 for FY17-18.

Unlike Abalone Cove, maintenance within the Portuguese Bend landslide area has no independent source of funding. However, no General Fund subsidy will be needed in FY17-18 as this fund has accumulated a sufficient fund balance from prior years to cover maintenance costs.

## Redevelopment Dissolution

Pursuant to state law, on January 31, 2012 all California redevelopment agencies were dissolved. The Rancho Palos Verdes Redevelopment Agency (RPVRDA) was originally formed in 1984 with the purpose to mitigate hazardous landslides. Property tax increment was primarily used to repay debt to Los Angeles County issued for the construction of landslide mitigation facilities. As required by redevelopment law, 20% of the tax increment revenue was set aside to provide housing for low and moderate income persons.

The former property tax revenue source is now distributed by the county twice annually from the Redevelopment Property Tax Trust Fund (RPTTF) to pay obligations of the RPVRDA, which include an estimated \$14.8 million debt to the county and a \$10.6 million debt to the City at June 30, 2017. Recognized obligations must be approved by both an Oversight Board appointed to oversee dissolution activities, and the California Department of Finance.

The City serves as the Successor Agency to the RPVRDA, and its Staff administers dissolution activities. The Successor Agency received approval for the debt to the City (City Loan), allowing it to be repaid from RPTTF. Repayments began in FY15-16, subject to a formula outlined in dissolution law. Successor Agency activities are accounted for in a private-purpose trust fund, which is not required to have an adopted budget. The Successor Agency introduced a Recognized Obligation Payment Schedule (ROPS) for FY17-18 that was approved by the Oversight Board and California Department of Finance. Distributions from the RPTTF are made pursuant to approved ROPS. The City is anticipating the ROPS administrative responsibility will shift to the County after FY17-18.

In FY16-17, Staff developed a County debt repayment plan that is expected to be formerly approved by the County in FY17-18. Built into the repayment plan is a condition where the City will receive a portion of available property tax increment from the Successor Agency for repayment of the City's consolidated loan. Staff will amend the FY17-18 Recognized Obligation Payment Schedule (ROPS) with an official County and City debt repayment schedule for the Oversight Board's consideration and approval. Upon approval, the City expects to wind down the annual ROPS process later in FY17-18 by submitting a "Last and Final" (ROPS). Once a Last and Final ROPS is approved, the formula the Successor Agency will use to repay its City debt will be amended. After applying this new formula, the FY17-18 repayment is expected to be \$223,700; of which, 20% must be deposited into the City's low-moderate income housing fund.

Additional detailed information about dissolution of the RPVRDA may be found in the Notes to the Financial Statements within the City's June 30, 2016 Comprehensive Annual Financial Report (CAFR). The City's CAFR may be viewed on the City's website at the following address.

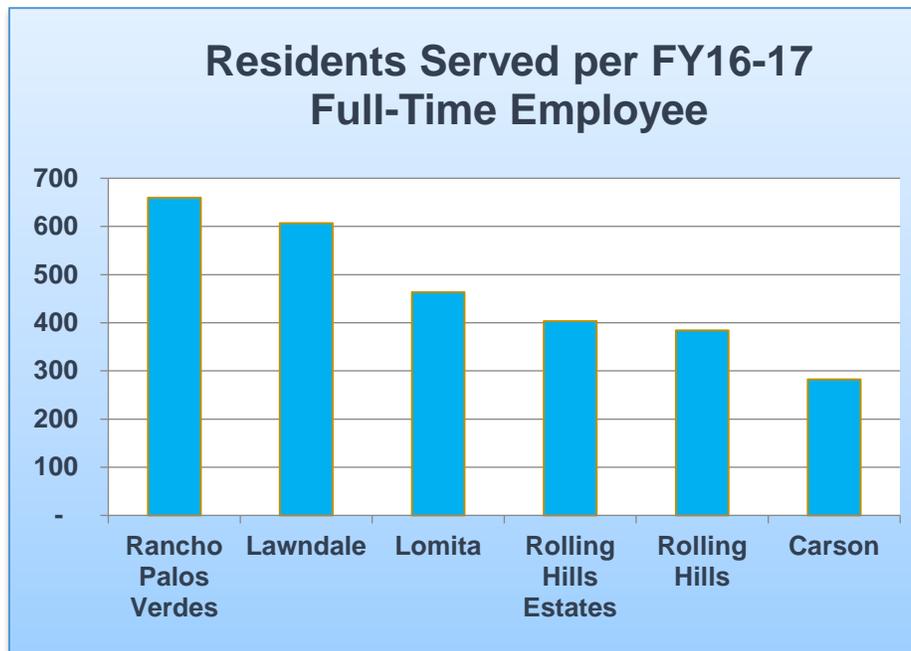
<http://www.rpvca.gov/712/Audited-Financial-Statements>

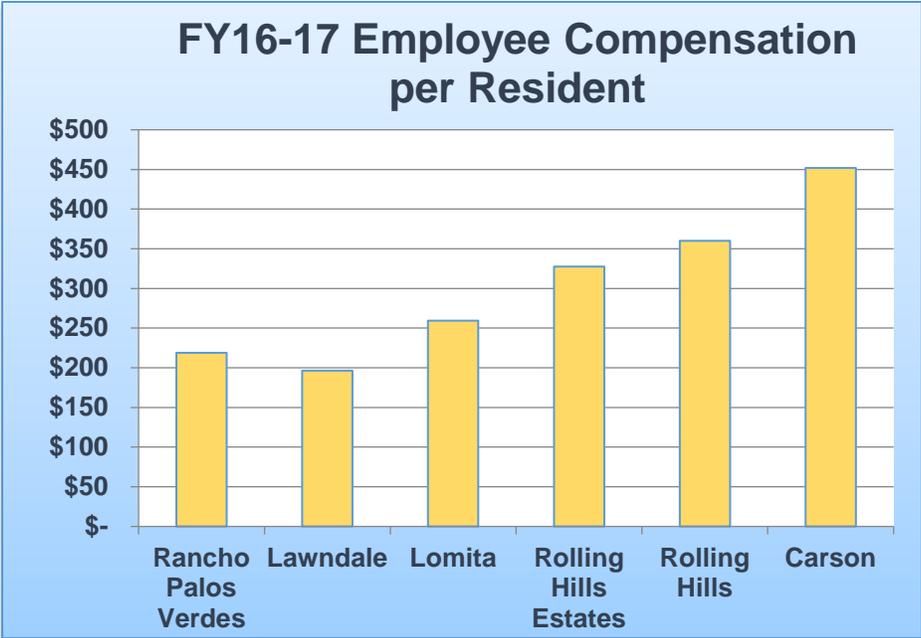
## CITY PERSONNEL

The City of Rancho Palos Verdes is a contract city utilizing third party vendors for most of its major services, including public works, police and fire protection. The Community Development and Recreation departments provide the City's in-house operational services including building inspection, code enforcement, planning, and recreation programs. The City has a total staff of 70 authorized full-time employees and about 68 part-time employees who work about 65,180 hours annually (about 31 full-time equivalents), primarily in Recreation & Parks.

Many of the City's full-time employees have professional and technical qualifications. About two-thirds of the full-time positions require a college degree. Many of the non-degreed positions have technical qualifications and specific experience requirements.

As the City maintains a small staff, employees wear many different hats; which helps to develop a big-picture perspective. The following charts compare Rancho Palos Verdes employee compensation to other contract cities in the South Bay.





	FY17-18	Benefit Ratio
Full-Time Wages	\$ 6,776,900	
Full-Time Overtime	\$ 44,300	
Full-Time Benefits	2,394,400	35%
<b>Subtotal Full-Time Compensation</b>	<b>\$ 9,215,600</b>	
Part-Time Wages	\$ 1,013,400	
Part-Time Benefits	137,800	14%
<b>Subtotal Part-Time Compensation</b>	<b>\$ 1,151,200</b>	
Elected & Appointed Official Stipends	32,100	
Elected & Appointed Official Benefits	71,300	
<b>Subtotal Elected &amp; Appointed Officials</b>	<b>\$ 103,400</b>	
<b>Grand Total Employee Compensation</b>	<b>\$ 10,470,200</b>	

<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>ADMINISTRATION</b>					
Administrative Analyst I / II	-	-	-	1.0	1.0
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	-	1.0	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
City Council Liaison	-	1.0	-	-	-
City Manager	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Executive Staff Assistant	1.0	1.0	1.0	1.0	1.0
GIS Coordinator	0.5	0.5	0.5	1.0	1.0
Human Resources Analyst	-	-	1.0	1.0	1.0
Human Resources Manager	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	-	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.5	2.0	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	1.0	-	-
<b>SUBTOTAL</b>	<b>11.0</b>	<b>12.5</b>	<b>12.5</b>	<b>14.0</b>	<b>14.0</b>
<b>FINANCE</b>					
Account Clerk	-	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Supervisor	-	-	1.0	1.0	1.0
Accounting Technician	1.0	-	-	1.0	1.0
Deputy Director of Finance	1.0	1.0	1.0	1.0	1.0
Director of Finance	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	1.0	-	-	-	-
Senior Accountant	1.0	1.0	-	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.5	1.0	1.0	1.0	1.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>8.5</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Analyst I / II	-	-	-	-	1.0
Administrative Staff Assistant	1.0	1.0	1.0	1.0	-
Assistant Planner	1.0	1.0	1.0	3.0	3.0
Associate Planner	3.0	3.0	3.0	3.0	3.0
Building Inspector I	-	2.0	1.0	1.0	1.0
Building Inspector II	1.0	-	1.0	2.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	2.0	1.0	2.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Director / Planning Manager	2.0	1.0	1.0	1.0	1.0
Permit Technician	2.0	2.0	2.0	2.0	2.0
Planning Technician	-	1.0	1.0	-	-
Senior Planner	2.0	3.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	1.0	-	-
<b>SUBTOTAL</b>	<b>17.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>20.0</b>
<b>RECREATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Staff Assistant	-	1.0	1.0	1.0	1.0
Deputy Director of Recreation & Parks	-	-	-	1.0	1.0
Director of Recreation & Parks	1.0	1.0	1.0	1.0	1.0
Recreation Program Supervisor I	-	-	-	2.0	2.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	1.0	-	-
Senior Administrative Analyst	-	1.0	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>

<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>PUBLIC WORKS</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	2.0
Assistant Engineer	1.0	1.0	1.0	1.0	1.0
Associate Engineer	3.0	3.0	3.0	3.0	3.0
Deputy Director of Public Works	1.0	1.0	1.0	1.0	1.0
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Facilities Technician	-	-	-	1.0	1.0
Lead Worker	1.0	1.0	1.0	1.0	1.0
Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Maintenance Supervisor	-	-	-	-	1.0
Maintenance Worker I	-	1.0	1.0	1.0	1.0
Maintenance Worker II	1.0	1.0	1.0	-	-
Permit Clerk	1.0	-	-	-	-
Permit Technician	-	1.0	1.0	1.0	1.0
Principal Engineer	-	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Senior Engineer	3.0	2.0	2.0	2.0	2.0
<b>SUBTOTAL</b>	<b>16.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	<b>57.5</b>	<b>62.5</b>	<b>62.5</b>	<b>67.0</b>	<b>70.0</b>

## **FUND SUMMARY**

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**CITY OF RANCHO PALOS VERDES FY 17-18 FUND SUMMARY**

Fund	Estimated Fund Balance 6/30/2017	FY17-18 Estimated Resources		FY17-18 Estimated Appropriations		Estimated Fund Balance 6/30/2018
		Revenues	Transfers In	Expenditures	Transfers Out	
<b>General Fund Balance</b>	<b>14,878,468</b>					<b>14,897,968</b>
Restricted Amount (Policy Reserve)	(12,805,139)					(12,802,150)
<b>GENERAL FUND Unrestricted Surplus</b>	<b>2,073,329</b>	<b>30,207,300</b>	<b>230,000</b>	<b>(25,604,300)</b>	<b>(4,813,500)</b>	<b>2,095,818</b>
<b>Restricted by Council Action</b>						
BEAUTIFICATION FUND	479,000	2,900	-	(475,000)	-	6,900
CIP	25,453,200	458,600	4,526,000	(5,664,400)	-	24,773,400
EQUIPMENT REPLACEMENT	2,691,500	300,900	-	(1,844,300)	-	1,148,100
BUILDING REPLACEMENT	-	-	-	-	-	-
EMPLOYEE BENEFITS	-	-	-	-	-	-
<b>Subtotal Restricted by Council Action</b>	<b>28,623,700</b>	<b>762,400</b>	<b>4,526,000</b>	<b>(7,983,700)</b>	<b>-</b>	<b>25,928,400</b>
<b>Restricted by Law or External Agencies</b>						
GAS TAX	378,500	1,261,200	-	(1,599,100)	-	40,600
1972 ACT	-	-	-	-	-	0
EL PRADO LIGHTING	26,900	2,500	-	(800)	-	28,600
CDBG	-	139,300	-	(139,300)	-	0
1911 ACT	1,995,400	617,800	-	(1,487,000)	-	1,126,200
WASTE REDUCTION	378,700	209,900	-	(290,700)	-	297,900
AIR QUALITY MANAGEMENT	107,500	50,600	-	(50,000)	-	108,100
PROPOSITION C	247,600	667,000	-	(600,000)	-	314,600
PROPOSITION A	2,194,900	803,600	-	(648,300)	-	2,350,200
PUBLIC SAFETY GRANTS	42,300	100,300	-	-	(140,000)	2,600
MEASURE R	1,827,800	508,600	-	(650,000)	-	1,686,400
MEASURE M	-	540,800	-	(536,200)	-	4,600
FEDERAL GRANTS	-	1,131,300	-	(1,131,300)	-	0
STATE GRANTS	-	600,000	-	(600,000)	-	0
HABITAT RESTORATION	1,182,400	5,000	-	(174,300)	-	1,013,100
SUBREGION 1 MAINTENANCE	748,500	4,800	41,500	(44,800)	-	750,000
MEASURE A	300	90,100	-	-	(90,000)	400
ABALONE COVE SEWER DISTRICT	94,700	55,600	208,000	(250,500)	-	107,800
GINSBURG CULTURAL ARTS BUILDING	86,300	500	-	-	-	86,800
DONOR RESTRICTED CONTRIBUTIONS	859,600	7,500	-	(305,000)	-	562,100
QUIMBY	1,432,300	65,400	-	(650,000)	-	847,700
LOW-MOD INCOME HOUSING	115,000	45,300	-	-	-	160,300
AFFORDABLE HOUSING IN LIEU	593,000	3,500	-	-	-	596,500
ENVIRONMENTAL EXCISE TAX	319,100	114,500	-	-	-	433,600
BIKEWAYS	-	82,500	-	(82,500)	-	0
WATER QUALITY/FLOOD PROTECTION	-	-	-	-	-	0
<b>Subtotal Restricted by Law or External Agencies</b>	<b>12,630,800</b>	<b>7,107,600</b>	<b>249,500</b>	<b>(9,239,800)</b>	<b>(230,000)</b>	<b>10,518,100</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>56,132,968</b>	<b>38,077,300</b>	<b>5,005,500</b>	<b>(42,827,800)</b>	<b>(5,043,500)</b>	<b>51,344,468</b>
<b>Improvement Authorities</b>						
IMPROV AUTH - PORTUGUESE BEND	162,900	1,100	-	(114,900)	-	49,100
IMPROV AUTH - ABALONE COVE	1,035,433	3,400	38,000	(74,600)	-	1,002,233
<b>Subtotal for Improvement Authorities</b>	<b>1,198,333</b>	<b>4,500</b>	<b>38,000</b>	<b>(189,500)</b>	<b>-</b>	<b>1,051,333</b>
<b>GRAND TOTAL OF ALL FUNDS</b>	<b>57,331,301</b>	<b>38,081,800</b>	<b>5,043,500</b>	<b>(43,017,300)</b>	<b>(5,043,500)</b>	<b>52,395,801</b>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b><u>GENERAL FUND</u></b>					
<b>PROPERTY TAXES</b>					
3102-3103 Property Tax	6,726,496	6,962,419	7,258,992	7,443,903	7,664,800
3107 Property Tax in Lieu of Sales	536,579	540,611	454,776	-	-
3107 Property Tax in Lieu of VLF	3,890,110	4,061,473	4,252,415	4,432,364	4,623,800
3108 Redevelopment Property Tax Trust	24,541	44,710	13,689	23,667	100
3110 Property Transfer Tax	385,600	344,357	486,659	404,255	457,400
TOTAL PROPERTY TAXES	11,563,326	11,953,570	12,466,531	12,304,189	12,746,100
<b>OTHER TAXES</b>					
3210 Business License Tax	764,494	808,668	811,417	829,796	814,400
3113 Sales and Use Tax	1,569,230	1,682,131	2,027,600	2,228,305	2,500,500
3113 Sales Tax - PW (PSAF)	73,151	75,758	76,727	75,000	79,700
3120-3121 Transient Occupancy Tax	4,250,086	4,812,130	5,196,987	5,896,276	5,740,000
3114-3117 Utility Users Tax	2,509,524	1,972,671	1,865,682	1,818,591	1,871,100
3111 Franchise Taxes	1,998,213	2,044,398	2,044,650	2,158,179	2,112,800
3101 Golf Tax	439,166	411,362	367,881	383,000	370,400
TOTAL OTHER TAXES	11,603,864	11,807,118	12,390,944	13,389,147	13,488,900
<b>OTHER LICENSE &amp; PERMIT</b>					
3205 Film Permits	58,865	76,658	78,361	50,055	50,000
3206 Animal Control Fees	41,647	42,898	38,456	38,500	40,000
3219 Right of Way Permits	75,787	97,747	109,743	73,000	100,000
3220 Dumpster Permits	1,470	1,078	2,450	1,200	1,500
3213 Parking Permits	280	500	310	500	500
3214 Parking Decals	188	183	1,286	500	800
3215 Plan & Zone Permits	360,412	423,304	397,592	420,000	415,000
3216 Plan - Investigation	6,219	18,563	13,658	10,000	10,000
3218 Plan - Misc. Fees	1,345	953	492	1,000	800
3218 Plan - Data Processing Fees	7,741	8,783	9,236	8,500	8,000
3218 Plan - Historical Data Fees	7,470	6,372	6,800	7,800	7,800
3203 Building & Safety Plan Check	354,154	344,380	370,775	320,000	320,000
3202 Building & Safety Permits	869,713	1,304,850	1,194,155	1,200,000	1,200,000
3204 Building & Safety Investigations	-	132	-	-	-
3209 Geology Fees	-	(3,294)	(1,534)	-	-
3207 Building & Safety Fees	1,381	2,170	1,755	2,200	2,000
3208 Building & Safety State Building Standard	78	435	(440)	700	700
3999 Massage Permits	-	115	-	-	-
3217 View Restoration Fees	8,882	6,824	-	10,000	14,000
3209 Building & Safety Geology Fees	155,105	181,921	159,647	150,000	150,000
TOTAL OTHER LICENSE & PERMIT	1,950,737	2,514,572	2,382,742	2,293,955	2,321,100
<b>FINES &amp; FORFEITURES</b>					
3503 Misc. Court Fines	118,185	121,626	165,416	100,000	100,000
3502 False Alarm Fines	4,700	4,200	5,400	2,500	5,000
3503 Tow Fines	5,862	9,230	8,842	8,000	8,000
TOTAL FINES & FORFEITURES	128,747	135,056	179,658	110,500	113,000
<b>RENTALS</b>					
3602 Rent - City Hall	12,948	23,063	15,867	25,000	25,000
3602 Rent - Rec & Parks	95,260	88,353	39,973	2,157	2,000
5130-3602 Rent - Hesse Park	-	-	43,034	40,000	40,000
5140-3602 Rent - Ryan Park	-	-	6,261	10,000	7,000
5150-3602 Rent - Ladera Linda	-	-	7,417	20,000	20,000
5180-3602 Rent - PVIC	223,502	236,359	237,471	200,000	180,000
0000-3602 Rent - Citywide	197,127	74,823	197,236	109,794	152,700
0000-3602 Other Rental Income	932	160	2,227	1,644	-
TOTAL RENTALS	529,769	422,758	549,486	408,595	426,700
<b>INTERESTS</b>					
	38,168	43,053	56,306	84,082	83,300

**CITY OF RANCHO PALOS VERDES  
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CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>CHARGES FOR SERVICES</b>					
3401 Engineering Fees	29,412	36,477	26,214	2,500	10,000
3906 Sale of Signs/Services	3,535	1,645	1,800	300	700
5120-3411 Hike Fees	-	25	-	-	-
5160-3411 Shoreline Parking Lot Fees	117,734	121,713	279,411	230,000	230,000
5170-3412 Program Fees	6,886	11,799	10,143	8,000	8,000
5190-3412 REACH - Program Fees	<u>10,764</u>	<u>10,839</u>	<u>9,062</u>	<u>5,000</u>	<u>6,000</u>
TOTAL CHARGES FOR SERVICES	168,331	182,498	326,630	245,800	254,700
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Federal Grant Income	-	17,025	-	-	-
3302 Grant Income	1,987	1,350	5,178	-	-
3302 NCCP Grant Income	11,630	-	-	-	-
3302 Motor Vehicle in Lieu	<u>18,466</u>	<u>17,837</u>	<u>17,174</u>	<u>19,282</u>	<u>-</u>
TOTAL INTERGOVERNMENTAL	32,083	36,212	22,352	19,282	-
<b>OTHER REVENUE</b>					
3999 Misc. Revenues	1,451,705	410,124	20,674	125,215	315,300
3801 Special Fund Administration	152,700	155,800	155,800	155,800	89,700
3902 CASP Fees	1,046	1,498	1,487	500	500
5170-3901 Donations - 4th of July	5,275	2,450	10,125	2,950	3,000
5120-3901 Donations - Britton Memorial	-	-	-	132	-
5170-3901 Donations - Special Events	1,600	1,600	-	7,000	1,000
5170-3901 Donations - PVIC	12,096	15,972	13,117	12,000	12,000
5180-3999 PVIC Gift Shop	111,986	119,314	121,890	120,000	120,000
5190-3901 Donations - REACH	12,295	2,767	2,448	3,000	3,000
3901 Donations - General	116	5	1,018	-	-
3999 State Mandate Cost Reimbursement	5,196	190,844	56,678	-	-
3904 RDA Loan Payment	-	58,332	126,900	88,249	179,000
3908 Successor Agency Administration	<u>60,750</u>	<u>31,311</u>	<u>18,495</u>	<u>50,000</u>	<u>50,000</u>
TOTAL OTHER REVENUE	1,814,765	990,017	528,632	564,846	773,500
<b>TOTAL OPERATING REVENUE</b>	<b>27,829,790</b>	<b>28,084,854</b>	<b>28,903,281</b>	<b>29,420,396</b>	<b>30,207,300</b>
<b>INTER-FUND TRANSFERS</b>					
Transfer In Public Safety Grant	100,000	100,000	100,000	100,000	140,000
Transfer In Building Replacement	-	-	334	-	-
Transfer In Waste Reduction - Park Maintenance	-	3,000	-	-	-
Transfer in Measure A Maintenance	<u>67,441</u>	<u>261,049</u>	<u>45,923</u>	<u>90,000</u>	<u>90,000</u>
<b>TOTAL TRANSFERS IN</b>	<b>167,441</b>	<b>364,049</b>	<b>146,257</b>	<b>190,000</b>	<b>230,000</b>
<b>TOTAL GENERAL FUND</b>	<b>27,997,231</b>	<b>28,448,903</b>	<b>29,049,538</b>	<b>29,610,396</b>	<b>30,437,300</b>
<b>ALL OTHER FUNDS</b>					
<b><u>STATE GAS TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3309 State Gas Tax - 2031					243,200
3304 State Gas Tax - 2103	600,900	402,920	218,649	184,785	190,100
3305 State Gas Tax - 2105	293,345	235,758	238,976	245,793	256,000
3306 State Gas Tax - 2106	138,880	143,807	144,946	150,488	159,500
3307 State Gas Tax - 2107	313,802	301,727	311,179	297,074	331,000
3308 State Gas Tax - 2107.5	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
TOTAL INTERGOVERNMENTAL REVENUE	1,352,927	1,090,212	919,750	884,140	1,185,800
<b>CHARGES FOR SERVICE</b>					
3404 Sidewalk Repair	3,000	250	1,495	-	-
<b>OTHER REVENUE</b>					
3999 Misc. Revenues	25,945	25,649	27,460	18,105	67,300
<b>INTEREST</b>					
3601 Interest on Investments	1,389	2,472	5,783	8,120	8,100

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CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>TRANSFERS IN</b>					
9211 Transfer in from 1911 Act Fund	99,000	99,000	117,000	-	-
9203 Transfer in from 1972 Act Fund	190,000	200,000	200,000	-	-
9215 Transfer in from Proposition C	522,000	518,749	526,000	-	-
9212 Transfer in from Beautification Fund	211,404	224,000	97,791	-	-
9213 Transfer in from Waste Reduction Fund	41,292	37,000	95,000	-	-
TOTAL TRANSFERS IN	1,063,696	1,078,749	1,035,791	-	-
TOTAL STATE GAS TAX FUND	2,446,957	2,197,332	1,990,279	910,365	1,261,200
<b><u>1972 ACT FUND</u></b>					
<b>OTHER TAXES</b>					
3102 Assessments	260,452	259,520	259,565	262,500	-
<b>INTEREST</b>					
3601 Interest on Investments	330	357	399	300	-
TOTAL 1972 ACT FUND	260,782	259,877	259,964	262,800	-
<b><u>EL PRADO FUND</u></b>					
<b>OTHER TAXES</b>					
3102 Assessments	2,168	2,269	2,357	2,309	2,300
<b>INTEREST</b>					
3601 Interest on Investments	43	49	89	152	200
TOTAL EL PRADO FUND	2,211	2,318	2,446	2,461	2,500
<b><u>1911 ACT FUND</u></b>					
<b>OTHER TAXES</b>					
3102 Assessments	550,800	580,630	605,899	606,800	606,800
<b>INTEREST</b>					
3601 Interest on Investments	3,795	4,248	6,894	11,004	11,000
TOTAL 1911 ACT FUND	554,595	584,878	612,793	617,804	617,800
<b><u>BEAUTIFICATION FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
3405 Hauler Recycle Fee	-	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	2,193	1,935	2,052	2,862	2,900
TOTAL EL PRADO FUND	2,193	1,935	2,052	2,862	2,900
<b><u>WASTE REDUCTION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3705 Reimbursement LA County TRAP	-	-	-	-	-
3302 State Grant	-	-	-	-	-
3302 Used Oil Payment	23,347	11,879	23,238	22,100	22,100
TOTAL INTERGOVERNMENTAL	23,347	11,879	23,238	22,100	22,100
<b>CHARGES FOR SERVICE</b>					
3406 AB 939 Fees	230,313	236,486	192,169	185,000	185,000
<b>INTEREST</b>					
3601 Interest on Investments	869	1,077	1,834	2,742	2,800
TOTAL ASSET FORFEITURE	254,529	249,442	217,241	209,842	209,900
<b><u>AIR QUALITY MANAGEMENT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 AB 2766 Revenue	38,612	66,122	54,096	50,000	50,000
<b>INTEREST</b>					
3601 Interest on Investments	277	203	326	536	600
TOTAL AQMD FUND	38,889	66,325	54,422	50,536	50,600

**CITY OF RANCHO PALOS VERDES  
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CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b><u>PROPOSITION "C" TRANSPORTATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Proposition "C" Sales Tax	593,536	618,572	634,714	646,900	664,000
<b>INTEREST</b>					
3601 Interest on Investments	4,078	4,092	1,968	3,016	3,000
TOTAL PROPOSITION "C" FUND	<u>597,614</u>	<u>622,664</u>	<u>636,682</u>	<u>649,916</u>	<u>667,000</u>
<b><u>PROPOSITION "A" TRANSPORTATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Proposition "A" Sales Tax	714,750	744,798	764,573	775,000	800,500
<b>OTHER REVENUE</b>					
3999 Misc Revenues	-	-	-	1,675,000	-
<b>INTEREST</b>					
3601 Interest on Investments	737	1,203	1,353	3,068	3,100
TOTAL PROPOSITION "A" FUND	<u>715,487</u>	<u>746,001</u>	<u>765,926</u>	<u>2,453,068</u>	<u>803,600</u>
<b><u>PUBLIC SAFETY FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 CA Brulte (COPS)	100,000	106,230	114,618	100,000	100,000
<b>INTEREST</b>					
3601 Interest on Investments	170	212	278	426	300
TOTAL PUBLIC SAFETY FUND	<u>100,170</u>	<u>106,442</u>	<u>114,896</u>	<u>100,426</u>	<u>100,300</u>
<b><u>MEASURE "R" TRANSIT SALES TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure "R" Sales Tax	442,452	463,448	475,932	482,600	498,000
<b>INTEREST</b>					
3601 Interest on Investments	2,156	3,518	5,418	10,600	10,600
TOTAL MEASURE "R" FUND	<u>444,608</u>	<u>466,966</u>	<u>481,350</u>	<u>493,200</u>	<u>508,600</u>
<b><u>MEASURE "M" TRANSIT SALES TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure "M" Sales Tax	-	-	-	-	536,200
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	-	4,600
TOTAL MEASURE "R" FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>540,800</u>
<b><u>HABITAT RESTORATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant Income	10	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	820	3,634	5,843	7,890	5,000
<b>OTHER REVENUES</b>					
3999 Misc Revenues	1,211,610	1,666	-	4,800	-
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	150,000	157,000	-	-	-
TOTAL HABITAT RESTORATION FUND	<u>1,362,440</u>	<u>162,300</u>	<u>5,843</u>	<u>12,690</u>	<u>5,000</u>
<b><u>SUBREGION 1 FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	1,695	1,946	3,080	4,718	4,800
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	61,000	46,000	-	-	41,500
TOTAL SUBREGION 1 FUND	<u>62,695</u>	<u>47,946</u>	<u>3,080</u>	<u>4,718</u>	<u>46,300</u>

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CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b><u>MEASURE A FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure A	67,441	261,049	90,225	90,000	90,000
<b>INTEREST</b>					
3601 Interest on Investments	5	331	171	98	100
TOTAL MEASURE A FUND	<u>67,446</u>	<u>261,380</u>	<u>90,396</u>	<u>90,098</u>	<u>90,100</u>
<b><u>ABALONE COVE SEWER MAINTENANCE FUND</u></b>					
<b>OTHER TAXES</b>					
3102 Assessments	54,450	56,373	55,670	55,100	55,100
<b>CHARGES FOR SERVICE</b>					
344-60 Sewer User Fees	1,257	1,270	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	92	119	336	496	500
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	50,700	50,700	80,700	208,000	208,000
TOTAL ABALONE COVE SEWER MAINT. FUND	<u>106,499</u>	<u>108,462</u>	<u>136,706</u>	<u>263,596</u>	<u>263,600</u>
<b><u>GINSBURG CULTURAL ARTS BUILDING</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	271	258	338	512	500
TOTAL GINSBURG CULTURAL ARTS FUND	<u>271</u>	<u>258</u>	<u>338</u>	<u>512</u>	<u>500</u>
<b><u>DONOR RESTRICTED DONATIONS FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	1,775	2,079	3,106	5,148	-
<b>OTHER REVENUE</b>					
3901 Donations - Restricted	25,500	25,500	15,168	9,000	7,500
TOTAL DONOR RESTRICTED DONATIONS FUND	<u>27,275</u>	<u>27,579</u>	<u>18,274</u>	<u>14,148</u>	<u>7,500</u>
<b><u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Grant Income	9,661	82,855	297,593	289,100	139,300
<b>TRANSFERS IN</b>					
9101 Transfer In General Fund	-	-	12,680	-	-
TOTAL CDBG FUND	<u>9,661</u>	<u>82,855</u>	<u>310,273</u>	<u>289,100</u>	<u>139,300</u>
<b><u>CAPITAL IMPROVEMENT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Federal Grant	1,191,697	312,272	45,866	150,000	-
3302 State Grant	500,000	-	-	-	-
3303 Local Grant	-	-	-	286,200	286,200
TOTAL INTERGOVERNMENTAL REVENUE	<u>1,691,697</u>	<u>312,272</u>	<u>45,866</u>	<u>436,200</u>	<u>286,200</u>
<b>INTEREST</b>					
3601 Interest on Investments	25,415	36,014	87,808	172,378	172,400
<b>OTHER REVENUE</b>					
3999 Misc Revenues	-	-	-	-	-
<b>TRANSFERS IN</b>					
Transfer In General Fund					
9101 Transfer in from General Fund	8,396,111	11,420,155	10,221,894	3,943,750	4,526,000
9340 Transfer in from TDA Article 3	95,257	-	-	-	-
9220 Transfer in from Measure R	-	564,000	-	-	-
9339 Transfer in from Measure A (Capital)	-	-	-	-	-
9334 Transfer in from Quimby	-	-	50,000	-	-
9338 Transfer in from EET	-	97,199	200,000	-	-
9216 Transfer in from Prop A	-	310,886	-	-	-
9215 Transfer in from Prop C	350,184	1,228,719	-	-	-
9501 Transfer in from Water Quality/Flood Protection	-	362,360	-	-	-
TOTAL TRANSFERS IN	<u>8,841,552</u>	<u>13,983,319</u>	<u>10,471,894</u>	<u>3,943,750</u>	<u>4,526,000</u>
TOTAL CAPITAL IMPROVEMENT FUND	<u>10,558,664</u>	<u>14,331,605</u>	<u>10,605,568</u>	<u>4,552,328</u>	<u>4,984,600</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2017-2018**

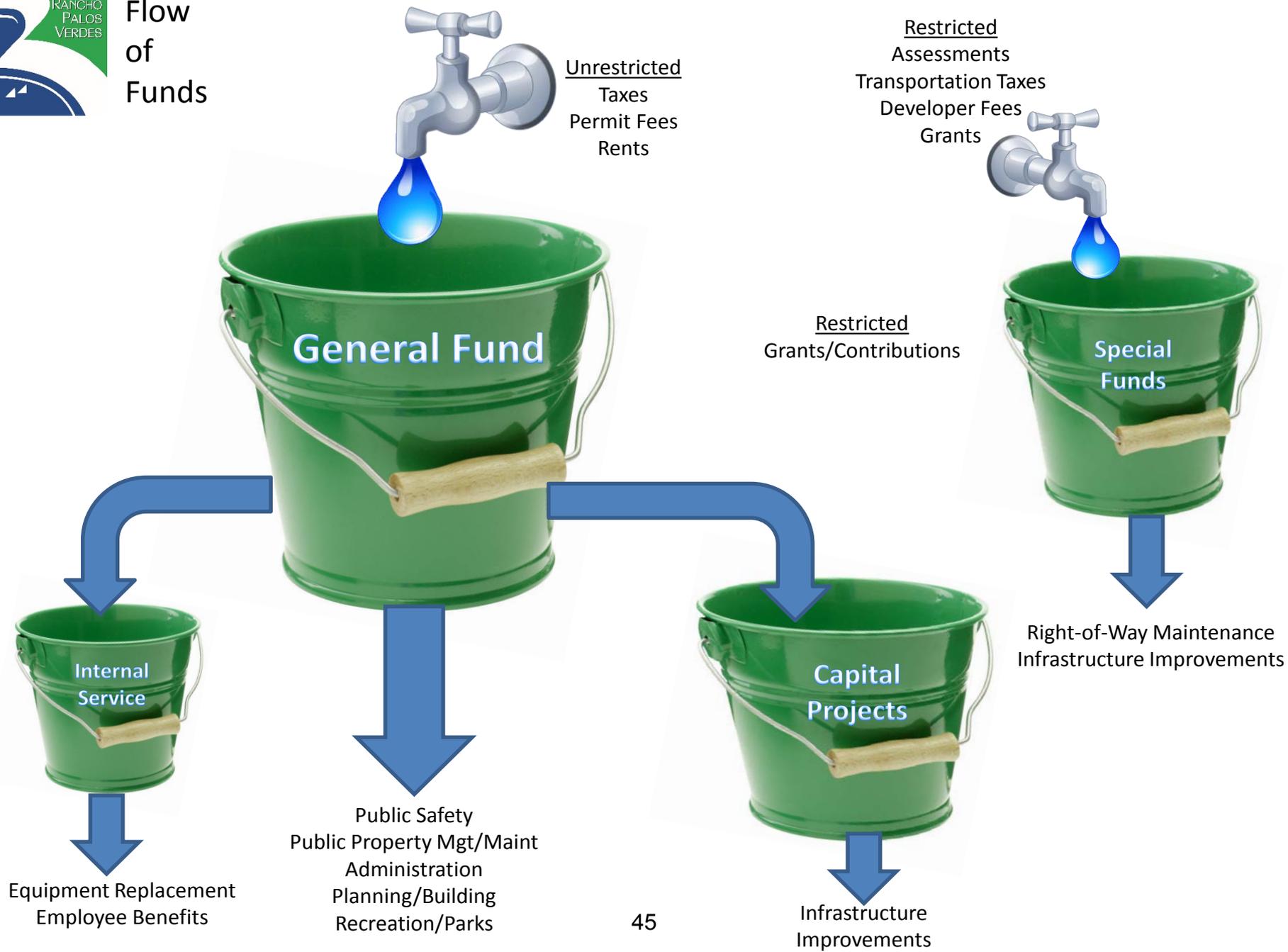
CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b><u>FEDERAL GRANTS FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Federal Grant Income	-	-	-	-	1,131,300
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	-	-
TOTAL FEDERAL GRANTS FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,131,300</u>
<b><u>STATE GRANTS FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant Income	-	-	-	-	600,000
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	-	-
TOTAL FEDERAL GRANTS FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>600,000</u>
<b><u>QUIMBY FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
3907 Quimby Developer Fee	57,276	1,278,322	1,074,511	50,929	51,000
9330 Transfer in Capital Improvement Fund					
<b>INTEREST</b>					
3601 Interest on Investments	81	1,326	7,686	14,324	14,400
TOTAL QUIMBY FUND	<u>57,357</u>	<u>1,279,648</u>	<u>1,082,197</u>	<u>65,253</u>	<u>65,400</u>
<b><u>CITY LOW-MOD INCOME HOUSING FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	14	71	196	570	600
<b>OTHER REVENUES</b>					
3999 Misc Revenues	11,095	22,350	33,261	-	-
<b>PROPERTY TAX</b>					
3108 Redevelopment Property Tax Trust	-	-	12,999	22,062	44,700
TOTAL CITY LOW-MOD INCOME HOUSING FUND	<u>11,109</u>	<u>22,421</u>	<u>46,456</u>	<u>22,632</u>	<u>45,300</u>
<b><u>AFFORDABLE HOUSING PROJECTS FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	1,064	1,339	2,167	3,516	3,500
<b>OTHER REVENUES</b>					
3999 Misc Revenues	2,774	83,355	2,778	-	-
TOTAL AFFORDABLE HOUSING PROJECTS FUND	<u>3,838</u>	<u>84,694</u>	<u>4,945</u>	<u>3,516</u>	<u>3,500</u>
<b><u>ENVIRONMENTAL EXCISE TAX (EET)</u></b>					
<b>CHARGES FOR SERVICE</b>					
3907 EET Developer Fee	14,404	20,012	66,450	113,000	113,000
9330 Transfer in Capital Improvement Fund					
<b>INTEREST</b>					
3601 Interest on Investments	929	1,001	1,161	1,516	1,500
TOTAL QUIMBY FUND	<u>15,333</u>	<u>21,013</u>	<u>67,611</u>	<u>114,516</u>	<u>114,500</u>
<b><u>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	141	25		-	-
<b>OTHER REVENUE</b>					
3999 Misc Revenue	-	-		-	-
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 TDA Article 3 - SB 821	34,133	-		82,500	82,500
TOTAL TDA ARTICLE 3 FUND	<u>34,274</u>	<u>25</u>	<u>-</u>	<u>82,500</u>	<u>82,500</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b><u>WATER QUALITY/FLOOD PROTECTION FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	10,982	10,260	20,662	32,850	-
<b>CHARGES FOR SERVICES</b>					
3402 Storm Drain User Fees	1,360,907	1,368,568	1,384,897	7,447	-
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant Income	6,114,956	1,212,995	-	-	-
TOTAL WATER QUALITY FUND	<u>7,486,845</u>	<u>2,591,823</u>	<u>1,405,559</u>	<u>40,297</u>	<u>-</u>
<b><u>EQUIPMENT REPLACEMENT FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
392-10 Sales of Surplus Property	14,655	-	-	-	-
3803 Interfund Charges	731,300	906,300	332,700	117,700	300,900
TOTAL CHARGES FOR SERVICE	<u>745,955</u>	<u>906,300</u>	<u>332,700</u>	<u>117,700</u>	<u>300,900</u>
<b>TRANSFERS IN</b>					
9214 Transfer in from AQMD	54,910	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	5,712	7,037	11,634	17,600	-
TOTAL EQUIPMENT REPLACEMENT FUND	<u>806,577</u>	<u>913,337</u>	<u>344,334</u>	<u>135,300</u>	<u>300,900</u>
<b><u>EMPLOYEE BENEFITS FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
3802 Employee Benefit Charges	1,993,425	2,030,970	2,166,924	-	-
<b>INTEREST</b>					
3601 Interest on Investments	-	580	2,330	-	-
TOTAL EMPLOYEE BENEFITS FUND	<u>1,993,425</u>	<u>2,031,550</u>	<u>2,169,254</u>	<u>-</u>	<u>-</u>
<b>TOTAL OTHER FUNDS REVENUES</b>	28,021,744	27,271,076	21,428,885	11,444,484	12,645,500
<b>TOTAL CITY REVENUES</b>	<u>56,018,975</u>	<u>55,719,979</u>	<u>50,478,423</u>	<u>41,054,880</u>	<u>43,082,800</u>



# Flow of Funds



**CALIFORNIA MUNICIPAL REVENUE SOURCES**

Revenue Source	Deposited to Fund	FY17-18 RPV Budget	RPV Restricted?	Description	Authority
Property Tax	General	\$ 7,664,900	No	Ad valorem tax imposed by the state on real property (1% of assessed value), administered by the County, and allocated to various agencies including the City. City share was set with allocation formula based on local agencies' average property tax revenue for 1975-1977.	California Constitution Article XIII and XIII A; Revenue and Tax Code §§95, 97.
Property Tax in lieu of Vehicle License Fees	General	\$ 4,623,800	No	Replacement of state-shared Vehicle License Fees with additional shares of property tax.	California Constitution Article XIII and XIII A; Revenue and Tax Code §§95, 97.
Sales & Use Tax	General	\$ 2,500,500	No	Tax imposed on total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid. Tax is administered by the state.	California Constitution Article XIII §§25.5(a)(2), 29; Revenue and Tax Code §7200.
Business License Tax	General	\$ 814,400	No	Locally levied tax imposed for the privilege of conducting business within the City. Rates vary by business type and include both flat tax amounts and tax amounts based upon business gross receipts.	Municipal Code Chapter 5.04 (1974). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Utility Users Tax	General	\$ 1,871,100	No	Locally levied tax imposed on the consumption of utility services. The RPV tax is 3% of electricity, gas, and water charges.	Municipal Code Chapter 3.30 (1993). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Transient Occupancy Tax	General	\$ 5,740,000	No	Locally levied tax imposed on occupants for privilege of occupying rooms in a hotel or similar for 30 days or less. The RPV tax is 10% of the room charge.	Municipal Code Chapter 3.16 (1973). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Documentary Transfer Tax	General	\$ 457,400	No	Tax imposed on documents recorded in the transfer of ownership in real estate. Levied by the county at a rate of \$1.10 per \$1,000 of value transferred. City levy is 50% of the county rate, which is credited against the amount of the county tax due.	Authority to levy: Revenue and Tax Code §11911-11929. Municipal Code Chapter 3.12 (1973). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Golf Tax	General	\$ 370,400	No	Tax imposed on the user of a golf course within the City. Tax is 10% of golf fee paid. Government owned golf courses are exempted (i.e. county owned Los Verdes Golf Course).	Municipal Code Chapter 3.40 (1993). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Construction/Development Tax	EET	\$ 113,000	Yes	Excise tax imposed on the privilege or activity of development and/or the availability or use of municipal services. Rate for 2015 is \$1,839 per bedroom with a maximum of \$3,678 for residential buildings, and \$1.12 per sq. ft. for commercial buildings.	Municipal Code Chapter 3.20 (1974). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Proposition C Sales Tax	Prop C	\$ 664,000	Yes	Half-cent sales tax partially (20%) distributed to cities on a per-capita basis.	Los Angeles County voter approved measure of 1990.
Proposition A Sales Tax	Prop A	\$ 800,500	Yes	Half-cent sales tax partially (25%) distributed to cities on a per-capita basis.	Los Angeles County voter approved measure of 1980.

**CALIFORNIA MUNICIPAL REVENUE SOURCES**

<b>Revenue Source</b>	<b>Deposited to Fund</b>	<b>FY17-18 RPV Budget</b>	<b>RPV Restricted?</b>	<b>Description</b>	<b>Authority</b>
Measure R Sales Tax	Measure R	\$ 498,000	Yes	Half-cent sales tax partially (15%) distributed to cities.	Los Angeles County voter approved measure of 2008.
Measure R Sales Tax	Measure M	\$ 536,200	Yes	Half-cent sales tax and and continued half-cent relief tax partially distributed to cities.	Los Angeles County voter approved measure of 2016.
Benefit Assessments on Property	1911 Act & El Prado	\$ 609,100	Yes	A charge levied on real property for a local public improvement or service that specifically benefits the property.	Varies based upon type of assessment. Typically majority mail ballot vote of property owners. In 1992, the City established a benefit assessment district for street landscaping and lighting using 1972 Act procedures (Resolution No. 92-85). In 1995, the City approved the transfer of street lighting assessments from the County (Resolution No. 95-9), which were originally imposed using 1911 Act procedures (ad valorem tax).
User and Enterprise Fees	General & Gas Tax	\$ 452,900	Both	Fee paid to a municipality by a person to receive a particular public service (e.g. utility services, photocopy fees, recreation events). The City's revenue includes the Abalone Cove Sewer District user fee.	User fees must be adopted by resolution of the governing board with majority vote. Utility fees must be adopted by ordinance of the governing board with 2/3 vote. Resolution No. 2010-77 for user fees and Municipal Code Chapter 13.06 (2001) for the Abalone Cove sewer user fee.
Development Impact Fees, Dedications & Exactions	Quimby & Affordable Housing	\$ 51,000	Yes	Dedications of property or fees to compensate for new demands on public resources resulting from development of land, and imposed as a condition of development approval.	Municipal Code Chapters 16.20 (1975) for the Quimby Parkland Dedication Fee and 17.11 (1997) for the Affordable Housing In-Lieu Fee.
Fees & Permits	General	\$ 2,138,300	No	Charge imposed on a regulated action to pay for public services necessary to regulate the activity or mitigate the impacts of the fee payer on the community. Permit fees are included in this category.	Majority vote of governing body. Resolution No. 2010-77.
Cable & Video Franchises	General	\$ 718,300	No	Payment from a cable or video franchisee as "rent" or "toll" for the use of the municipality right of way. City's franchise agreement with Cox Cable expires October 2015. Upon expiration, City will continue to receive 5% franchise fee through the state franchise agreement.	Prior to 2008, majority vote of governing body. As of 2008, granted by state. City may request up to 1% add-on fee (in quarter-percent increments) to the cable user bill through the state franchise agreement. This fee can only be used for capital expenditures related to Public, Educational & Government Access (PEG).
Solid Waste Franchises	General & Waste Reduction	\$ 818,200	Both	Payment from a solid waste management franchisee as "rent" or "toll" for the use of the municipality right of way. The City has also imposed recycling fees and AB939 fees on waste haulers.	Franchise fees are imposed by a majority vote of governing body. AB939 fees are authorized by the California Integrated Waste Management Act of 1989.
Electric, Gas, Water & Oil Franchises	General	\$ 761,300	No	Payment from a franchisee as "rent" or "toll" for the use of the municipality right of way.	Majority vote of governing body.
Licenses & Permits	General	\$ 192,800	No	Issued to regulate activities within a local jurisdiction.	Majority vote of governing body. Resolution No. 2010-77.

**CALIFORNIA MUNICIPAL REVENUE SOURCES**

Revenue Source	Deposited to Fund	FY17-18 RPV Budget	RPV Restricted?	Description	Authority
Fines, Forfeitures & Penalties	General	\$ 113,000	No	Revenues received and/or bail monies forfeited upon conviction of a misdemeanor or municipal infraction.	Court fines are set by California Uniform Bail and Penalty Schedule. Majority vote of governing body for parking fines (Municipal Code Chapter 10.32) and false alarm fines (Municipal Code Chapter 9.04).
Rents, Royalties & Concessions	General	\$ 776,700	No	Revenues from rental or use of city property and/or resources.	Majority vote of governing body.
Investment Earnings	Various	\$ 333,800	Both	Revenue earned from the investment of idle public funds.	Majority vote of governing body to approve annual investment policy, which must meet minimum requirements of Government Code §53601.
Gifts	General & Donor Restricted Contributions	\$ 26,500	Both	Contributions to the City for a public purpose.	Government Code §37354.
Motor Vehicle License Fee	General	\$ -	No	State imposed tax for the privilege of operating a vehicle on public streets. Prior to 2004, this revenue was shared with the City. In 2004, the state replaced roughly 2/3 of the revenue to the City with additional shares of property tax. Since 2004, the City's remaining allocation has been eliminated, as the distribution formula provides a baseline of revenue to other agencies leaving nothing to be distributed to the City. Current revenue is limited to prior year adjustments.	California Constitution article XI §15 and Revenue and Tax Code §§10751 & 11005.
Air Quality Assessment	AQMD	\$ 50,000	Yes	An assessment on the state Motor Vehicle Fee for air quality related activities distributed to cities on the basis of population.	California Health & Safety Code §44220-44247.
Motor Vehicle Fuel Tax	Gas Tax	\$ 1,185,800	Yes	An 18-cent per gallon tax on fuel used to propel a motor vehicle. City receives state subvention for about 3 cents of this tax.	Tax authorized by California Constitution article XIX §1; Revenue & Tax Code §§7301-8404, 8601-9355; and Streets & Highways Code §§2104-2107.5.
Citizens Option for Public Safety (COPS)	Public Safety Grants	\$ 100,000	Yes	Revenue granted from the state General Fund for supplemental public safety services.	Government Code §30061-30065.
Proposition 172 Public Safety Sales Tax	General	\$ 79,700	No	State voter approved half-cent sales and use tax as partial mitigation for Educational Revenue Augmentation Fund (ERAF) property tax shifts from cities and counties. Cities receive about 6% of the revenue.	California Constitution article XIII §35 and Government Code §30051.
Homeowners Property Tax Relief Reimbursement	General		No	Revenue to offset city loss of property tax for state imposed homeowner exemption of \$7,000 per dwelling.	California Constitution article XIII §3(k), Revenue and Tax Code §218, and Government Code §§16120-16123, 29100.6.
State Mandate Reimbursement	General	\$ -	No	State reimbursement to cities and counties for the cost of programs and services mandated by the state.	California Constitution article XIII B §6 and Revenue and Tax Code §2201.
Grants & Aid	CIP, CDBG & Various	\$ 2,351,400	Yes	Various annual and one-time awards from federal, state and county agencies vary from year to year.	Various for the granting agency.

**CALIFORNIA MUNICIPAL REVENUE SOURCES**

<b>Revenue Source</b>	<b>Deposited to Fund</b>	<b>FY17-18 RPV Budget</b>	<b>RPV Restricted?</b>	<b>Description</b>	<b>Authority</b>
Miscellaneous	General	\$ 664,300	No	In general, miscellaneous applies to user fees (recovering the cost of providing a service), regulatory fees (e.g. building permits), and fines/penalties; which have been discussed above. The City's revenue presented here represents the administrative allowance received by the City to manage redevelopment dissolution, repayments of the City's loan to the former RDA, as well as reimbursements from prior period activity.	California Health & Safety Code §34161.
<b>Total Sources**</b>		<b>\$ 38,077,300</b>			
<i>**Excludes interfund transactions</i>					

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>TRANSFERS OUT</b>	8,747,811	8,574,614	10,352,274	4,189,750	4,813,500
<b>CITY COUNCIL</b>	137,169	120,557	119,331	119,814	128,600
<b>CITY ATTORNEY</b>	1,186,947	856,190	1,049,278	950,422	925,000
<b>PUBLIC SAFETY</b>					
Sheriff	4,177,601	4,345,828	4,792,928	5,369,200	6,135,200
Special Programs	61,839	98,528	110,754	1,986,030	825,500
TOTAL PUBLIC SAFETY	<u>4,239,440</u>	<u>4,444,356</u>	<u>4,903,682</u>	<u>7,355,230</u>	<u>6,960,700</u>
<b>CITY ADMINISTRATION</b>					
City Manager	973,379	731,613	885,212	778,596	840,100
City Clerk	643,145	486,496	637,521	438,022	679,600
Community Outreach	80,017	121,021	75,344	75,300	87,500
Emergency Preparedness	171,526	235,705	195,636	209,026	189,300
RPVtv	153,443	175,200	221,837	228,400	229,000
Personnel	314,837	399,980	388,905	387,834	392,700
Risk Management	467,248	399,980	589,889	-	-
Information Technology - Data	356,593	551,772	876,156	1,047,416	1,134,700
Information Technology - Voice	<u>72,238</u>	<u>87,672</u>	<u>96,117</u>	<u>110,000</u>	<u>95,000</u>
TOTAL CITY ADMINISTRATION	<u>3,232,426</u>	<u>3,189,439</u>	<u>3,966,617</u>	<u>3,274,594</u>	<u>3,647,900</u>
<b>FINANCE</b>					
Finance	1,407,325	1,208,680	1,243,420	1,228,366	1,410,600
Non-departmental	<u>35,000</u>	<u>190,467</u>	<u>237,778</u>	<u>2,667,030</u>	<u>1,106,400</u>
TOTAL CITY ADMINISTRATION	<u>1,442,325</u>	<u>1,399,147</u>	<u>1,481,198</u>	<u>3,895,396</u>	<u>2,517,000</u>
<b>COMMUNITY DEVELOPMENT</b>					
Administration				-	604,500
Planning	1,311,995	1,375,122	1,269,390	1,394,368	1,005,400
Building & Safety	626,386	744,830	762,358	803,589	969,100
Code Enforcement	212,381	207,064	160,856	130,618	321,000
View Restoration	335,870	394,210	289,446	314,102	357,000
NCCP	15,260	-	-	75,000	-
Geology	131,672	149,201	137,100	150,000	150,000
Animal Control	<u>81,346</u>	<u>81,180</u>	<u>115,235</u>	<u>105,000</u>	<u>136,000</u>
TOTAL COMMUNITY DEVELOPMENT	<u>2,714,910</u>	<u>2,951,607</u>	<u>2,734,385</u>	<u>2,972,677</u>	<u>3,543,000</u>
<b>PUBLIC WORKS</b>					
Public Works Administration	1,966,202	2,097,473	2,234,405	2,129,899	2,723,100
Traffic Management	76,611	91,847	113,729	347,648	406,000
Storm Water Quality	212,053	278,332	299,740	587,100	586,100
Building Maintenance	402,120	576,139	501,709	653,100	651,800
Parks, Trails & Open Space Maintenance	904,917	988,184	818,498	979,500	748,100
Sewer Maintenance	<u>51,126</u>	<u>31,780</u>	<u>16,740</u>	<u>69,000</u>	<u>69,000</u>
TOTAL PUBLIC WORKS	<u>3,613,029</u>	<u>4,063,755</u>	<u>3,984,821</u>	<u>4,766,247</u>	<u>5,184,100</u>
<b>RECREATION AND PARKS</b>					
Recreation Administration	653,202	780,059	906,415	949,505	1,193,000
Other Recreational Facilities	463,195	437,375	523,080	146,167	77,200
Fred Hesse Jr. Park	-	-	-	167,155	202,100
Robert E. Ryan Park	-	-	-	98,005	120,000
Ladera Linda Community Center	-	-	-	77,083	99,100
Abalone Cove Shoreline Park	-	-	-	90,378	98,300
Special Events and Programs	91,629	89,722	127,484	198,542	218,000
Point Vicente Interpretive Center	330,967	434,064	386,052	434,895	425,300
REACH	34,121	38,154	41,946	43,710	66,700
Support Services	-	39,472	57,441	70,457	26,000
City Run Sports	-	-	-	-	18,700
Eastview	-	-	-	-	5,000
Open Space Management	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>148,600</u>
TOTAL RECREATION & PARKS	<u>1,573,114</u>	<u>1,818,846</u>	<u>2,042,418</u>	<u>2,275,897</u>	<u>2,698,000</u>
<b>TOTAL GENERAL FUND</b>	<u>26,887,171</u>	<u>27,418,511</u>	<u>30,634,004</u>	<u>29,800,027</u>	<u>30,417,800</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>ALL OTHER FUNDS</b>					
<b>STATE GAS TAX</b>					
Street Pavement Maintenance	-	-	-	-	245,000
Street Landscape Maintenance	1,277,808	1,328,677	1,347,990	1,681,400	1,284,100
Traffic Signal Maintenance	58,915	97,396	80,857	100,000	10,000
Portuguese Bend Rd. Maintenance	524,977	518,749	525,426	48,500	60,000
Street Landscape Maintenance (CIP)	186,478	192,390	-	350,718	-
<b>TOTAL STATE GAS TAX</b>	<u>2,048,178</u>	<u>2,137,212</u>	<u>1,954,273</u>	<u>2,180,618</u>	<u>1,599,100</u>
<b>1972 ACT</b>					
Street Lights Maintenance	78,182	75,337	75,335	273,800	-
Transfers Out	190,000	200,000	200,000	-	-
<b>TOTAL 1972 ACT</b>	<u>268,182</u>	<u>275,337</u>	<u>275,335</u>	<u>273,800</u>	<u>-</u>
<b>EL PRADO</b>	30	689	31	800	800
<b>1911 ACT</b>					
Street Lights Maintenance	467,456	545,084	426,065	487,000	487,000
Capital Improvements	-	-	-	-	1,000,000
Transfers Out	99,000	99,000	117,000	-	-
<b>TOTAL 1911 ACT</b>	<u>566,456</u>	<u>644,084</u>	<u>543,065</u>	<u>487,000</u>	<u>1,487,000</u>
<b>BEAUTIFICATION</b>					
Operating Expenses	-	-	-	-	-
Street Maintenance	-	-	-	-	-
Capital Improvements	-	-	-	-	475,000
Transfers Out	211,404	224,000	97,791	-	-
<b>TOTAL BEAUTIFICATION</b>	<u>211,404</u>	<u>224,000</u>	<u>97,791</u>	<u>-</u>	<u>475,000</u>
<b>WASTE REDUCTION</b>					
Operating Expenses	181,598	114,321	148,483	294,791	290,700
Transfers Out	41,292	40,000	98,000	-	-
<b>TOTAL WASTE REDUCTION</b>	<u>222,890</u>	<u>154,321</u>	<u>246,483</u>	<u>294,791</u>	<u>290,700</u>
<b>AIR QUALITY</b>					
Operating Expenses	50,000	50,000	50,000	50,000	50,000
Transfers Out	54,910	-	-	-	-
<b>TOTAL WASTE REDUCTION</b>	<u>104,910</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>PROP "C" TRANSPORTATION</b>					
<b>Dial-A-Ride</b>	-	-	-	-	-
Street Maintenance	-	-	-	-	-
Street Maintenance (CIP)	-	-	-	706,000	600,000
Transfers Out	872,184	1,747,468	526,000	-	-
<b>TOTAL PROPOSITION "C"</b>	<u>872,184</u>	<u>1,747,468</u>	<u>526,000</u>	<u>706,000</u>	<u>600,000</u>
<b>PROP "A" TRANSPORTATION</b>					
Dial-a-Ride	584,953	640,567	611,907	638,300	648,300
Transfers out	-	310,886	-	-	-
<b>TOTAL PROPOSITION "A"</b>	<u>584,953</u>	<u>951,453</u>	<u>611,907</u>	<u>638,300</u>	<u>648,300</u>
<b>PUBLIC SAFETY</b>					
Transfers out	100,000	100,000	100,000	100,000	140,000
<b>TOTAL PUBLIC SAFETY</b>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>140,000</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>MEASURE R</b>					
Capital Improvements					650,000
Transfers out	-	-	-	-	-
<b>TOTAL MEASURE R</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>650,000</u>
<b>MEASURE M</b>					
Operating Expenses					536,200
Capital Improvements					-
Transfers out	-	-	-	-	-
<b>TOTAL MEASURE R</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>536,200</u>
<b>HABITAT RESTORATION</b>	133,620	136,059	139,343	166,500	174,300
<b>SUBREGION 1</b>	32,428	51,319	35,046	42,800	44,800
<b>MEASURE A</b>					
Transfers out	67,441	261,049	42,923	90,000	90,000
<b>TOTAL MEASURE A</b>	<u>67,441</u>	<u>261,049</u>	<u>42,923</u>	<u>90,000</u>	<u>90,000</u>
<b>ABALONE COVE SEWER MAINTENANCE</b>	84,171	112,145	110,713	249,383	250,500
<b>GINSBURG CULTURAL ARTS BUILDING</b>	20,000	18,000	16,000	-	-
<b>DONOR RESTRICTED DONATIONS</b>					
Operating Expenses	5,042	22,519	11,742	25,225	5,000
Capital Improvements	-	-	-	-	300,000
Transfers out	-	-	-	-	-
<b>TOTAL DONOR RESTRICTED DONATIONS</b>	<u>5,042</u>	<u>22,519</u>	<u>11,742</u>	<u>25,225</u>	<u>305,000</u>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>	77,971	26,170	298,649	289,100	139,300
<b>CAPITAL IMPROVEMENT PROGRAM FUND</b>					
Administration	77,307	25,277	75,554	288,300	155,000
Street Improvements	2,127,240	6,419,874	823,046	6,016,987	4,096,000
Parks, Trails & Open Space Improvements	1,875,455	1,952,382	270,977	481,900	350,000
Sewer Improvements	7,332	25,738	-	200,000	175,000
Building Improvements	25,692	273,338	112,342	305,000	497,300
Storm Water Quality Improvements	-	-	-	460,000	251,100
Landslide Improvements	-	-	62,436	1,256,800	140,000
Transfers Out	-	820,000	-	-	-
<b>TOTAL CAPITAL IMPROVEMENT</b>	<u>4,113,026</u>	<u>9,516,609</u>	<u>1,344,355</u>	<u>9,008,987</u>	<u>5,664,400</u>
<b>FEDERAL GRANTS</b>					
Capital Improvements					1,131,300
Transfers out	-	-	-	-	-
<b>TOTAL FEDERAL GRANTS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,131,300</u>
<b>STATE GRANTS</b>					
Capital Improvements					600,000
Transfers out	-	-	-	-	-
<b>TOTAL STATE GRANT</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>600,000</u>
<b>QUIMBY</b>					
Capital Improvements	29,000	-	-	1,002,600	650,000
Transfers Out	-	-	50,000	-	-
<b>TOTAL QUIMBY</b>	<u>29,000</u>	<u>-</u>	<u>50,000</u>	<u>1,002,600</u>	<u>650,000</u>
<b>CITY LOW-MOD INCOME HOUSING</b>	-	-	-	-	-
<b>AFFORDABLE HOUSING PROJECTS</b>	-	-	-	-	-

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2017-2018**

CLASSIFICATION	ACTUALS FY 2013-14	ACTUALS FY 2014-15	ACTUALS FY 2015-16	PROJECTED YEAR-END (3rd Qtr.) FY 2016-17	ADOPTED FY 2017-18
<b>ENVIRONMENTAL EXCISE TAX (EET)</b>					
Capital Improvements	51,000	-	-	-	-
Transfers Out	-	97,199	200,000	-	-
<b>TOTAL ENVIRONMENTAL EXCISE TAX (EET)</b>	<u>51,000</u>	<u>97,199</u>	<u>200,000</u>	<u>-</u>	<u>-</u>
<b>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</b>					
Capital Improvements	-	-	97	82,500	82,500
Transfers Out	95,257	-	-	-	-
<b>TOTAL TDA ARTICLE 3 - SB 821 BIKEWAY</b>	<u>95,257</u>	<u>-</u>	<u>97</u>	<u>82,500</u>	<u>82,500</u>
<b>WATER QUALITY/FLOOD PROTECTION</b>					
Operating Expenses	-	-	-	435,300	-
Capital Improvements	406,310	782,017	646,433	4,186,200	-
Transfers Out	-	362,360	-	-	-
<b>TOTAL WATER QUALITY/FLOOD PROTECTION</b>	<u>406,310</u>	<u>1,144,377</u>	<u>646,433</u>	<u>4,621,500</u>	<u>-</u>
<b>EQUIPMENT REPLACEMENT</b>	374,043	539,011	582,433	1,244,000	1,844,300
<b>EMPLOYEE BENEFITS</b>	1,955,447	2,049,468	2,247,354	-	-
<b>OUTSIDE SERVICES TRUST</b>	-	-	-	-	-
<b>TOTAL ALL OTHER FUNDS</b>	<u>12,423,943</u>	<u>20,258,489</u>	<u>10,129,973</u>	<u>21,553,904</u>	<u>17,453,500</u>
<b>TOTAL ALL FUNDS</b>	<u>39,311,114</u>	<u>47,677,000</u>	<u>40,763,977</u>	<u>51,353,931</u>	<u>47,871,300</u>

## INTER-FUND TRANSFER SUMMARY

	<u>Transfers-In</u>	<u>Transfers-Out</u>
101 - General Fund	230,000	4,813,500
217 - Public Safety Grant	-	140,000
223 - Subregion One Maintenance	41,500	
224 - Measure A Maintenance	-	90,000
225 - Abalone Cove Sewer	208,000	-
330 - Capital Improvement Fund	4,526,000	-
795 - Improvement Authority - Abalone Cove	<u>38,000</u>	<u>-</u>
	<u>5,043,500</u>	<u>5,043,500</u>

## **GENERAL FUND SUMMARY**

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## GENERAL FUND SUMMARY

The General Fund is the primary operating fund of the City, and accounts for about three-quarters of the Citywide budget. Below is a summary of General Fund activity, and changes in the Unrestricted Reserve balance. The City Council's Reserve Policy requires the City to maintain a minimum General Fund balance of at least 50% of annual operating expenditures.

	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
Beginning Unrestricted Reserve	\$ 13,968,268	\$ 13,839,226	\$ 15,133,238	\$ 15,068,099	\$ 14,878,468
Revenue	27,829,789	28,084,853	28,903,281	29,420,396	30,207,300
Expenditures	(18,139,185)	(18,840,208)	(20,281,730)	(25,610,277)	(25,604,300)
Transfers In	167,441	364,049	146,257	190,000	230,000
Transfers Out	(8,747,811)	(8,574,614)	(10,352,274)	(4,189,750)	(4,813,500)
Changes in Reserve, Restricted, Committed & Assigned Balances	(1,239,276)	259,932	(122,274)	-	-
<b>Ending Reserve</b>	<b>\$ 13,839,226</b>	<b>\$ 15,133,238</b>	<b>\$ 13,426,498</b>	<b>\$ 14,878,468</b>	<b>\$ 14,897,968</b>
Policy Level (50% of Expenditures)	9,069,593	9,420,104	10,140,865	12,805,139	12,802,150
<b>Excess Reserve</b>	<b>\$ 4,769,634</b>	<b>\$ 5,713,134</b>	<b>\$ 3,285,633</b>	<b>\$ 2,073,330</b>	<b>\$ 2,095,818</b>

The Citywide budget is arranged by department, and various General Fund programs are managed by each department. The purpose of this section is to provide a centralized presentation of all General Fund activity.

## FY 2017-18 RECURRING VS. ONE-TIME REVENUES AND EXPENDITURES

Revenue Type	Recurring	One-time	Total
Property Tax	12,746,000	100	12,746,100
<i>RDA Property tax trust</i>		<i>100</i>	
Sales Tax	2,580,200		2,580,200
TOT	5,740,000		5,740,000
Franchise taxes	2,112,800		2,112,800
UUT	1,871,100		1,871,100
Business License & Golf Tax	1,184,800		1,184,800
Charges for services	2,688,800		2,688,800
Other revenue	1,248,700	34,800	1,283,500
<i>Donations</i>		<i>19,000</i>	
<i>CASP fees</i>		<i>500</i>	
<i>Miscellaneous revenues</i>	<i>-</i>	<i>15,300</i>	<i>-</i>
<b>TOTAL REVENUES</b>	<b><u>30,172,400</u></b>	<b><u>34,900</u></b>	<b><u>30,207,300</u></b>
<b>Expenditure by Program</b>	<b>Recurring</b>	<b>One-time</b>	<b>Total</b>
City Council	128,600	-	128,600
City Attorney	925,000	-	925,000
Public Safety/Law Enforcement	6,960,700	-	6,960,700
City Administration	3,647,900	-	3,647,900
Finance	1,410,600	-	1,410,600
Community Development	3,543,000	-	3,543,000
Public Works	5,144,100	40,000	5,184,100
<i>Roadside message boards</i>		<i>40,000</i>	
Recreation & Parks	2,698,000	-	2,698,000
Non-department	1,106,400	-	1,106,400
<b>TOTAL EXPENDITURES</b>	<b><u>25,564,300</u></b>	<b><u>40,000</u></b>	<b><u>25,604,300</u></b>
<b>STRUCTURAL SURPLUS/(DEFICITS)</b>	<b>4,608,100</b>	<b>(5,100)</b>	<b>4,603,000</b>
Transfers in	230,000	-	230,000
Transfers out	(4,813,500)	-	(4,813,500)
<b>SURPLUS/(DEFICITS)</b>	<b>24,600</b>	<b>(5,100)</b>	<b>19,500</b>

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
<b>Taxes</b>						
101-300-0000-3101	GOLF TAX	439,166	411,362	367,881	383,000	370,400
101-300-0000-3102	PROPERTY TAX	6,726,496	6,962,419	7,258,992	7,443,903	7,664,800
101-300-0000-3107	PROP TAX IN LIEU OF SALES	536,579	540,611	454,776	0	0
101-300-0000-3107	PROP TAX IN LIEU OF VLF	3,890,110	4,061,473	4,252,415	4,432,364	4,623,800
101-300-0000-3108	REDEV PROP TAX TRUST	24,541	44,710	13,689	23,667	100
101-300-0000-3110	PROPERTY TRANSFER TAX	385,600	344,357	486,659	404,255	457,400
101-300-0000-3111	FRANCHISE TAXES	1,998,213	2,044,398	2,044,650	2,158,179	2,112,800
101-300-0000-3113	SALES TAX - PW (PSAF)	73,151	75,758	76,727	75,000	79,700
101-300-0000-3113	SALES AND USE TAX	1,569,230	1,682,131	2,027,600	2,228,305	2,500,500
101-300-0000-3115	UTILITY USERS TAX	2,509,524	1,972,671	1,865,682	1,818,591	1,871,100
101-300-0000-3120	TRANSIENT OCC TAX	82,261	172,001	204,988	294,814	302,000
101-300-0000-3121	TRANSIENT OCC TAX-TERRANEA	4,167,825	4,640,129	4,991,999	5,601,462	5,438,000
101-300-0000-3210	BUSINESS LICENSE TAX	764,494	808,668	811,417	829,796	814,400
<b>Taxes</b>		<b>23,167,189</b>	<b>23,760,687</b>	<b>24,857,475</b>	<b>25,693,336</b>	<b>26,235,000</b>
<b>License/Permits</b>						
101-300-0000-3201	MASSAGE PERMITS	0	115	0	0	0
101-300-0000-3202	B&S PERMITS	869,713	1,304,850	1,194,155	1,200,000	1,200,000
101-300-0000-3203	B&S PLAN CHECK	354,154	344,380	370,775	320,000	320,000
101-300-0000-3204	B&S INVESTIGATIONS	0	132	0	0	0
101-300-0000-3205	FILM PERMITS	58,865	76,658	78,361	50,055	50,000
101-300-0000-3206	ANIMAL CONTROL FEES	41,647	42,898	38,456	38,500	40,000
101-300-0000-3207	B&S SMIP FEES	1,381	2,170	1,755	2,200	2,000
101-300-0000-3208	B&S STATE BLDG STD	78	435	-440	700	700
101-300-0000-3209	GEOLOGY FEES	0	-3,294	-1,534	0	0
101-300-0000-3209	B&S GEOLOGY FEES	155,105	181,921	159,647	150,000	150,000
101-300-0000-3213	PARKING PERMITS	280	500	310	500	500
101-300-0000-3214	PARKING DECALS	188	183	1,286	500	800
101-300-0000-3215	PLAN & ZONE PERMIT	360,412	423,304	397,592	420,000	415,000
101-300-0000-3216	PLAN - INVESTIGATION	6,219	18,563	13,658	10,000	10,000

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
101-300-0000-3217	VIEW RESTORATION	0	0	-688	0	0
101-300-0000-3217	VIEW RESTORATION FEES	8,882	6,824	0	10,000	14,000
101-300-0000-3218	PLAN - MISC FEES	1,345	953	492	1,000	800
101-300-0000-3218	PLAN - DATA PROCESS	7,741	8,783	9,236	8,500	8,000
101-300-0000-3218	PLAN - HIST DATA FEE	7,470	6,372	7,488	7,800	7,800
101-300-0000-3219	RIGHT OF WAY PERMITS	75,787	97,747	109,743	73,000	100,000
101-300-0000-3220	DUMPSTER PERMITS	1,470	1,078	2,450	1,200	1,500
<b>License/Permits</b>		<b>1,950,736</b>	<b>2,514,572</b>	<b>2,382,743</b>	<b>2,293,955</b>	<b>2,321,100</b>
<b><i>Fine/Forfeitures</i></b>						
101-300-0000-3501	TOW FEES	5,862	9,230	8,842	8,000	8,000
101-300-0000-3502	FALSE ALARM FINES	4,700	4,200	5,400	2,500	5,000
101-300-0000-3503	MISC COURT FINES	118,185	121,626	165,416	100,000	100,000
<b>Fine/Forfeitures</b>		<b>128,747</b>	<b>135,056</b>	<b>179,658</b>	<b>110,500</b>	<b>113,000</b>
<b><i>Rents</i></b>						
101-300-0000-3602	RENT - CITYWIDE	197,127	74,823	197,236	109,794	152,700
101-300-0000-3602	RENT - CITY HALL	12,948	23,063	15,867	25,000	25,000
101-300-0000-3602	RENTAL INCOME OTHER	932	160	2,227	1,644	0
101-300-50XX-3602	RENT - REC & PARKS	95,260	88,353	39,973	2,157	2,000
101-300-5130-3602	RENT - HESSE PARK	0	0	43,034	40,000	40,000
101-300-5140-3602	RENT - RYAN PARK	0	0	6,261	10,000	7,000
101-300-5150-3602	RENT - LADERA LINDA	0	0	7,417	20,000	20,000
101-300-5180-3602	RENT - PVIC	223,502	236,359	237,471	200,000	180,000
<b>Rents</b>		<b>529,768</b>	<b>422,759</b>	<b>549,486</b>	<b>408,595</b>	<b>426,700</b>
<b><i>Interest</i></b>						
101-300-0000-3601	INTEREST EARNINGS	38,168	43,053	56,306	84,082	83,300
<b>Interest</b>		<b>38,168</b>	<b>43,053</b>	<b>56,306</b>	<b>84,082</b>	<b>83,300</b>
<b><i>Charges for Services</i></b>						
101-300-0000-3401	ENGINEERING FEES	29,412	36,477	26,214	2,500	10,000
101-300-0000-3906	SALE OF SIGNS/SERVICES	3,535	1,645	1,800	300	700
101-300-5120-3410	PROGRAM FEES	6,886	11,824	0	0	0

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
101-300-5160-3411	SHORELINE PKNG LOT FEES	117,734	121,713	279,411	230,000	230,000
101-300-5170-3412	PROGRAM FEES	0	0	10,143	8,000	8,000
101-300-5190-3412	REC FEES - REACH	10,764	10,839	9,062	5,000	6,000
<b>Charges for Services</b>		<b>168,331</b>	<b>182,497</b>	<b>326,630</b>	<b>245,800</b>	<b>254,700</b>
<b><i>From Other Agency</i></b>						
101-300-0000-3302	MOTOR VEHICLE IN-LIEU	18,466	17,837	17,174	19,282	0
101-300-1430-3301	FEDERAL GRANT INCOME	0	17,025	0	0	0
101-300-3120-3302	STATE GRANT INCOME	1,987	1,350	5,178	0	0
101-300-4160-3301	NCCP GRANT INCOME	11,630	0	0	0	0
<b>From Other Agency</b>		<b>32,083</b>	<b>36,212</b>	<b>22,352</b>	<b>19,282</b>	<b>0</b>
<b><i>Other Revenue</i></b>						
101-300-0000-3801	SPECIAL FUND ADMIN	152,700	155,800	155,800	155,800	89,700
101-300-0000-3801	SUCCESSOR AGY ADMIN	60,750	31,311	18,495	50,000	50,000
101-300-0000-3901	DONATIONS - GENERAL	116	5	1,018	0	0
101-300-0000-3902	CASP FEES	1,046	1,498	1,487	500	500
101-300-0000-3904	RDA LOAN REPAYMENT	0	58,332	126,900	88,249	179,000
101-300-0000-3999	MISC REVENUES	1,448,382	406,933	18,985	125,215	315,000
101-300-0000-3999	ST MANDATE COST REIMB	5,196	190,844	56,678	0	0
101-300-1420-3999	MISC REVENUES	0	2,128	0	0	0
101-300-1430-3999	MISC REVENUES	743	1,063	1,278	132	300
101-300-5170-3901	DONATIONS - JULY 4TH	5,275	2,450	10,125	2,950	3,000
101-300-5170-3901	DONATIONS - SPEC EVENT	1,600	1,600	0	7,000	1,000
101-300-5170-3901	DONATIONS - PVIC	12,096	15,972	13,117	12,000	12,000
101-300-5170-3999	MISC REVENUES	2,580	0	411	0	0
101-300-5180-3999	PVIC GIFT SHOP	111,986	119,314	121,890	120,000	120,000
101-300-5190-3901	DONATIONS - REACH	12,295	2,767	2,448	3,000	3,000
<b>Other Revenue</b>		<b>1,814,766</b>	<b>990,017</b>	<b>528,632</b>	<b>564,846</b>	<b>773,500</b>
<b>General Fund Revenue Totals</b>		<b>27,829,788</b>	<b>28,084,853</b>	<b>28,903,282</b>	<b>29,420,396</b>	<b>30,207,300</b>

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
1110 City Council	137,169	120,557	119,331	119,814	128,600
<i>Subtotal for City Council</i>	137,169	120,557	119,331	119,814	128,600
1210 Legal Services	1,186,947	856,190	1,049,278	950,422	925,000
<i>Subtotal for Legal Services</i>	1,186,947	856,190	1,049,278	950,422	925,000
1310 City Clerk	643,145	486,496	637,521	438,022	679,600
1410 City Manager	973,378	731,613	885,212	778,597	840,100
1420 Community Outreach	80,017	121,021	75,344	75,300	87,500
1430 Emergency Preparedness	171,526	235,705	195,636	209,026	189,300
1440 RPVtv	153,443	175,200	221,837	228,400	229,000
1450 Personnel	314,837	399,980	388,905	387,835	392,700
1460 Risk Management	467,248	396,292	589,889	0	0
1470 Information Technology - Data	356,593	551,772	876,156	1,047,416	1,134,700
1480 Information Technology - Voice	72,238	87,672	96,117	110,000	95,000
<i>Subtotal for Administration</i>	3,232,425	3,185,752	3,966,617	3,274,596	3,647,900
6110 Sheriff	4,177,601	4,345,828	4,792,928	5,369,200	6,135,200
6120 Special Programs	61,839	98,528	110,754	1,986,030	825,500
<i>Subtotal for Public Safety</i>	4,239,440	4,444,355	4,903,682	7,355,230	6,960,700
2110 Finance	1,407,325	1,208,680	1,243,420	1,228,366	1,410,600
2999 General Non-Program Expenditures	35,000	190,467	237,778	2,667,030	1,106,400
<i>Subtotal for Finance</i>	1,442,325	1,399,147	1,481,199	3,895,396	2,517,000
3110 Public Works Administration	1,966,202	2,097,473	2,234,405	2,129,899	2,723,100
3120 Traffic Management	76,611	91,847	113,729	347,648	406,000
3130 Storm Water Quality	212,053	278,332	299,740	587,100	586,100
3140 Building Maintenance	402,120	576,139	501,709	653,100	651,800
3150 Parks, Trails & Open Space Maintenance	904,917	988,184	818,498	979,500	748,100
3160 Sewer Maintenance	51,126	31,780	16,740	69,000	69,000
<i>Subtotal for Public Works</i>	3,613,028	4,063,754	3,984,821	4,766,247	5,184,100
4110 Community Development Administration	0	0	0	0	604,500
4120 Planning	1,311,995	1,375,122	1,269,389	1,394,368	1,005,400
4130 Building & Safety	626,386	744,830	762,359	803,589	969,100
4140 Code Enforcement	212,381	207,064	160,856	130,617	321,000
4150 View Restoration	335,870	394,210	289,446	314,103	357,000
4160 NCCP	15,260	0	0	75,000	0
4170 Geology	131,672	149,201	137,100	150,000	150,000
6130 Animal Control	81,346	81,180	115,235	105,000	136,000

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
<i>Subtotal for Community Development</i>	2,714,909	2,951,608	2,734,386	2,972,677	3,543,000
5110 Recreation Administration	653,202	780,059	906,415	949,506	1,193,000
5120 Other Recreational Facilities	463,195	437,375	139,112	146,166	77,200
5121 Eastview Park	0	0	0	0	5,000
5122 Open Space Management	0	0	0	0	148,600
5130 Fred Hesse Jr. Park	0	0	153,762	167,155	202,100
5140 Robert E. Ryan Park	0	0	85,106	98,006	120,000
5150 Ladera Linda Community Center	0	0	69,353	77,083	99,100
5160 Abalone Cove Shoreline Park	0	0	75,746	90,378	98,300
5170 Special Events and Programs	91,629	89,722	127,484	198,542	218,000
5171 City Run Sports & Activities	0	0	0	0	18,700
5180 Point Vicente Interpretive Center	330,967	434,064	386,052	434,894	425,300
5190 REACH	34,121	38,154	41,946	43,710	66,700
5210 Support Services	0	39,472	57,441	70,457	26,000
<i>Subtotal for Recreation</i>	1,573,113	1,818,846	2,042,417	2,275,897	2,698,000
<b>General fund Expenditure Totals</b>	<b>18,139,356</b>	<b>18,840,209</b>	<b>20,281,731</b>	<b>25,610,279</b>	<b>25,604,300</b>

## GENERAL FUND TRANSFERS

Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
<b><i>TRANSFERS IN</i></b>					
Fr Bldg. Replacement	0	0	334	0	0
Fr Measure A Maintenance	67,441	261,049	42,923	90,000	90,000
Fr PS Grants	100,000	100,000	100,000	100,000	140,000
Fr Waste Reduction - Park Maint	0	3,000	3,000	0	0
<b>TRANSFERS IN</b>	<b>167,441</b>	<b>364,049</b>	<b>146,257</b>	<b>190,000</b>	<b>230,000</b>
<b><i>TRANSFERS OUT</i></b>					
To Abalone Cove Sewer Maint	50,700	50,700	80,700	208,000	208,000
To CDBG	0	0	12,680	0	0
To Habitat Restoration	150,000	157,000	0	0	0
To Improv Authority Ab Cove	20,000	35,000	37,000	38,000	38,000
To Improv Authority Port Bend	70,000	40,000	0	0	0
To Infrastructure Improv Admin	6,522,697	6,016,514	8,359,894	3,943,750	4,526,000
To Street Improvements	1,873,414	2,229,400	1,862,000	0	0
To Subregion 1	61,000	46,000	0	0	41,500
<b>TRANSFERS OUT</b>	<b>8,747,811</b>	<b>8,574,614</b>	<b>10,352,274</b>	<b>4,189,750</b>	<b>4,813,500</b>

**Department:** General Fund

**Budget Program** General Non-Program Transfers In

Account #	Account Description	Budget FY17-18
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***Fr PS Grants***

Transfer to the General Fund to supplement the Community Resource (CORE) deputy cost within the Sheriff program of the Public Safety section of the budget. **140,000**

***Fr Measure A Maintenance***

Transfer from the Measure A Maintenance Fund to Parks, Trails & Open Space Maintenance within the General Fund for fuel modification in the Open Space areas. **90,000**

**Department:** General Fund

**Budget Program:** General Non-Program Transfers

Account #	Account Description	Budget FY17-18
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***To Abalone Cove Sewer Maint***

Transfer to the Abalone Cove Sewer District fund for the City's sewer system maintenance contribution. **208,000**

***To Improv Authority Ab Cove***

The General Fund subsidizes the Abalone Cove fund of the Improvement Authority for annual maintenance of landslide mitigation facilities originally funded by the RDA. **38,000**

***To Infrastructure Improv Admin***

Funding for the Reserve for future Capital Projects. (\$4,526,000) **4,526,000**

***To Subregion 1***

Interest earned on the Subregion 1 endowment is not adequate to fund maintenance activities. Therefore, the General fund must subsidize Subregion 1 landscape maintenance. **41,500**

## **CITY COUNCIL**

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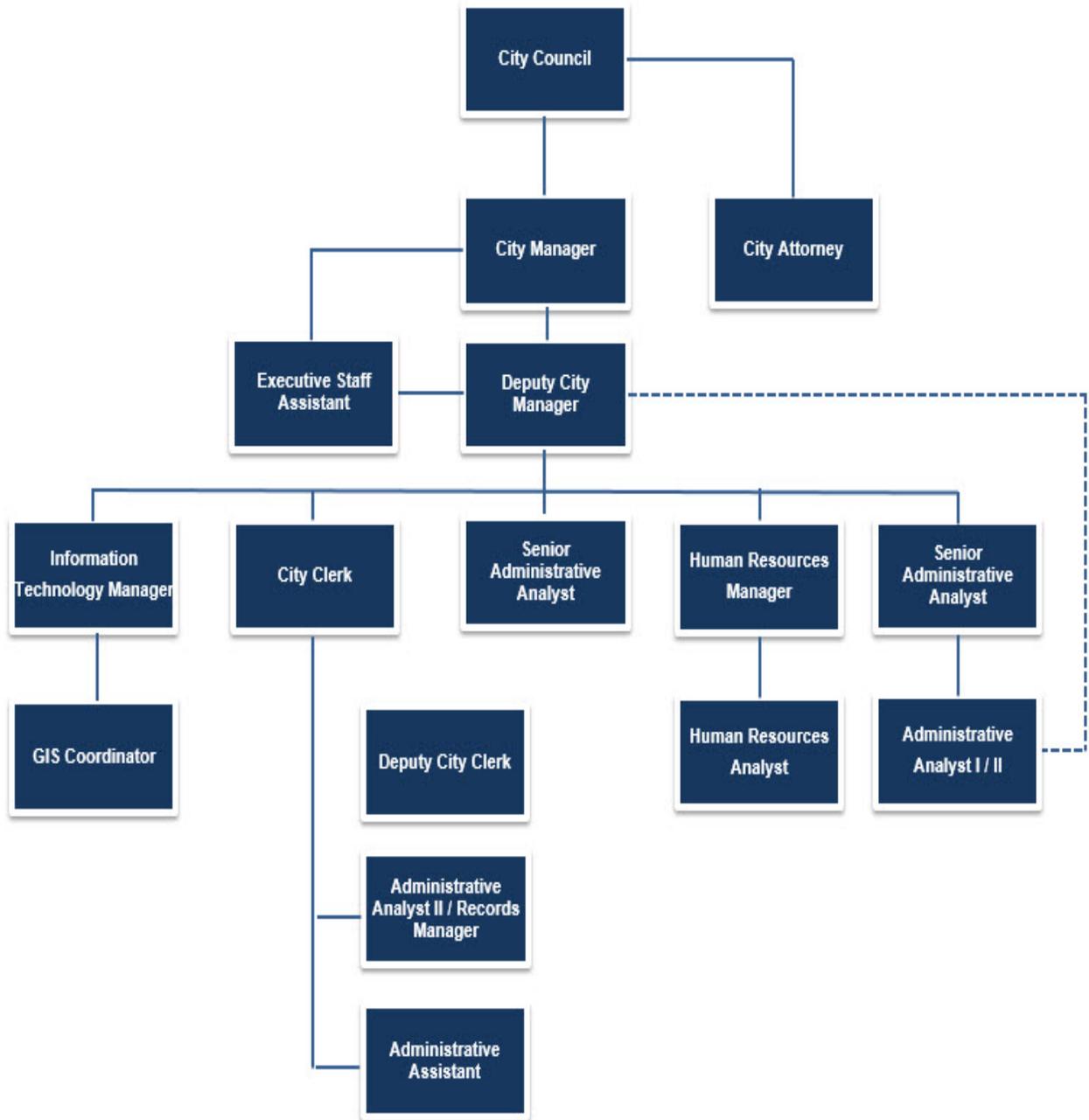
## CITY COUNCIL

The City Council is the legislative body of the City and is comprised of five members elected at large to serve four-year terms, with a limit of two consecutive terms. City Council elections are conducted in November of odd numbered years. The City Council formulates policies in response to the needs, values and interests of the citizens. The City Council appoints the City Manager, as well as residents to serve on various volunteer boards, commissions, and committees. The City Council also negotiates employee compensation with the City's Employees Association; and takes actions on fees, assessments and other forms of revenue set forth by the government code. In addition, the Council approves the expenditure of City funds; establishes City ordinances and resolutions; and approves City contracts.



The City Council's budget includes a monthly part-time salary of \$400 per Council Member, health insurance benefits, a travel allowance for City business, and memberships in various local organizations.

# ORGANIZATIONAL CHART



**Department:** City Council  
**Budget Program:** City Council

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1110-4102	SALARY & WAGES - PT	24,001	23,078	24,370	24,000	24,000
	101-400-1110-4201	HEALTH INSURANCE	0	0	0	55,645	50,900
	101-400-1110-4202	FICA/MEDICARE	0	0	0	0	500
	101-400-1110-4204	EMPLOYEE BENEFITS - WORKERS COMP	79,600	82,300	82,090	1,669	600
	101-400-1110-4205	OTHER BENEFITS	0	0	0	0	4,100
	101-400-1110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	15,000	15,000
	101-400-1110-4310	OP SUPP/MINOR EQUIP	2,971	4,105	3,598	3,500	3,500
	101-400-1110-4601	MEMBERSHIPS & DUES	22,189	200	200	0	0
	101-400-1110-5101	PROF/TECH SERVICE	0	0	9	0	0
	101-400-1110-5102	LEGAL NOTICES AND ADS	0	0	150	0	0
	101-400-1110-6001	MEETINGS/CONFERENCES	8,408	10,335	8,914	20,000	30,000
	101-400-1110-6002	MILEAGE REIMBURSEMENT	0	540	0	0	0
<b>Expenditure Subtotals</b>			<b>137,169</b>	<b>120,557</b>	<b>119,331</b>	<b>119,814</b>	<b>128,600</b>
<b>Total Program Expenditures</b>			<b>137,169</b>	<b>120,557</b>	<b>119,331</b>	<b>119,814</b>	<b>128,600</b>

**Department:** City Council

**Budget Program:** City Council

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-1110-4102	<b>SALARY &amp; WAGES - PT</b> The City Council Members are each paid a part-time salary of \$400 per month.	<b>24,000</b>
101-400-1110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>50,900</b>
101-400-1110-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	<b>500</b>
101-400-1110-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	<b>600</b>
101-400-1110-4205	<b>OTHER BENEFITS</b> Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>4,100</b>
101-400-1110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>15,000</b>
101-400-1110-4310	<b>OP SUPP/MINOR EQUIP</b> Stationery items for City Council such as business cards, letterhead and binders.	<b>3,500</b>
101-400-1110-6001	<b>MEETINGS/CONFERENCES</b> \$6,000 is allocated for each member of City Council for travel, training, and conference expenses.	<b>30,000</b>

## **LEGAL SERVICES**

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## LEGAL SERVICES

The City contracts with Aleshire & Wynder LLP for general legal services, with Dave J. Aleshire serving as the City Attorney. Since incorporation, the City has chosen to contract with a law firm due to the variety of legal expertise that a firm can typically provide in comparison with a singular attorney. Aleshire & Wynder also represents the City in litigation, code enforcement, and labor negotiations with the City's Employee Association. About 11% in fees were spent for litigation in fiscal year 2015-16, and about 18% has been spent year-to-date in fiscal year 2016-17. Periodically, the City retains the services of other legal firms when special expertise is required.

### City Attorney's Office

- Provides legal advice to City Officials and the City Manager.
- Attends all regular City Council and Planning Commission meetings.
- Reviews ordinances, resolutions, contracts, and provides legal opinions.
- Represents the City in legal matters and court proceedings.



Dave J. Aleshire



**Department:** Legal Services

**Budget Program:** Legal Services

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1210-5101	PROF/TECH SERVICE	302,231	326,390	142,664	10,422	0
	101-400-1210-5107	LEGAL SERVICES-GENERAL	884,716	529,800	723,111	610,000	750,000
	101-400-1210-5108	LEGAL SERVICES-LABOR NEGOTIATION	0	0	23,493	60,000	60,000
	101-400-1210-5109	LEGAL SERVICES-LITIGATION	0	0	116,245	245,000	55,000
	101-400-1210-5110	LEGAL SERVICES-CODE ENFORCEMENT	0	0	43,764	25,000	60,000
<b>Expenditure Subtotals</b>			<b>1,186,947</b>	<b>856,190</b>	<b>1,049,278</b>	<b>950,422</b>	<b>925,000</b>
<b>Total Program Expenditures</b>			<b>1,186,947</b>	<b>856,190</b>	<b>1,049,278</b>	<b>950,422</b>	<b>925,000</b>

**Department:** Legal Services

**Budget Program:** Legal Services

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-1210-5107</b>	<b>LEGAL SERVICES-GENERAL</b> General legal services provided by the City Attorney firm.	<b>750,000</b>
<b>101-400-1210-5108</b>	<b>LEGAL SERVICES-LABOR NEGOTIATION</b> Labor negotiation services provided by the City Attorney firm.	<b>60,000</b>
<b>101-400-1210-5109</b>	<b>LEGAL SERVICES-LITIGATION</b> Litigation services provided by the City Attorney firm.	<b>55,000</b>
<b>101-400-1210-5110</b>	<b>LEGAL SERVICES-CODE ENFORCEMENT</b> Code enforcement services provided by the City Attorney firm.	<b>60,000</b>

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## **PUBLIC SAFETY**

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## **PUBLIC SAFETY**

The public safety program provides for the overall protection and preservation of the City, including its residents, business owners and visitors. The majority of the City's public safety programs are administered by the City Manager's Office and include Sheriff, Special Programs, and Public Safety Grants. Animal Control is provided by the County of Los Angeles, Department of Animal Care and Control and administered by the Community Development Department. Fire protection and beach lifeguard services are provided by the Los Angeles County Fire Department through a Special Assessment District administered by the County.

### **SHERIFF**

The City contracts with the Los Angeles County Sheriff's Department for general law enforcement services through a joint regional law enforcement agreement with the Cities of Rolling Hills and Rolling Hills Estates. The Sheriff's performance is overseen by the Regional Law Enforcement Committee. Sheriff services include: patrol services, traffic and parking enforcement, general and specialized investigations, and various crime prevention services and programs.



### **SPECIAL PROGRAMS**

Special law enforcement programs include traffic control services, the parking citation-processing contract, and focused traffic safety and crime prevention programs. Included in special programs are the enforcement of the City's Preserve and targeted supplemental patrols.

### **PUBLIC SAFETY GRANTS**

The City receives \$100,000 annually from the Citizens' Option for Public Safety (COPS) program. This level of funding pays for close to half of the cost of a special community resource policing team (CORE Team) that focuses on juvenile crime and drug abuse prevention in the City.

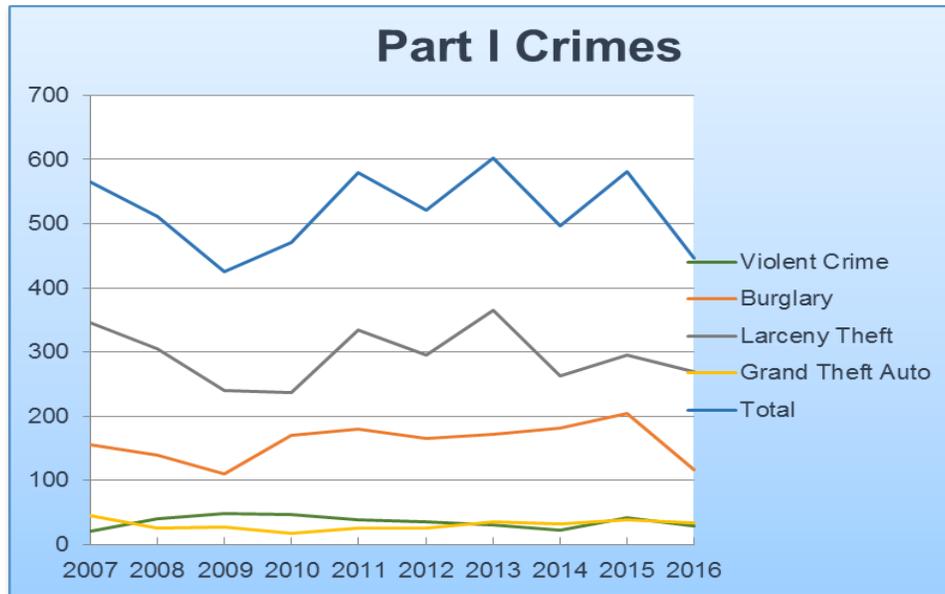
### **ANIMAL CONTROL**

The City contracts with the County of Los Angeles, Department of Animal Care and Control (LAC DACC) for basic animal control services, including stray and injured animal pick-up care, pet licensing, low/cost spaying/neutering, pet adoption services, and excessive barking complaints.

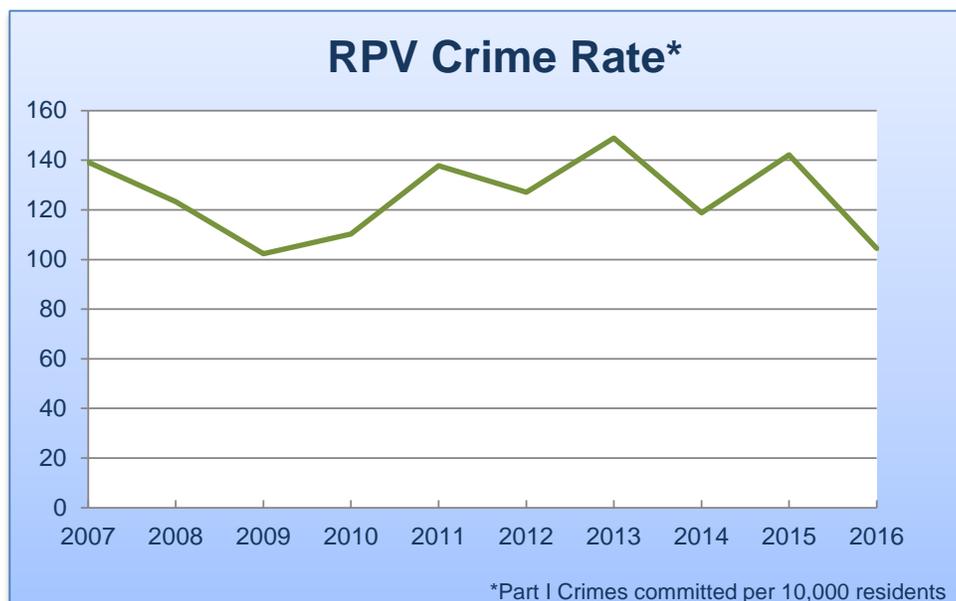
## PUBLIC SAFETY PERFORMANCE INDICATORS

### PART I CRIMES

Part I offenses are used by law enforcement agencies to reveal the extent of criminal activity and to identify trends. Part I crimes include criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny theft, grand theft auto and arson. Notably, burglaries are down to their lowest point since 2009.



Cities often use a formula based on the number of Part I Crimes committed each year per 10,000 in population as a way of expressing the overall crime rate in the community. The graph below compares the crime rate in Rancho Palos Verdes using this formula since 2007:



In 2016, about 104.49 people out of every 10,000 in Rancho Palos Verdes were victims of a Part I Crime, compared to 181.37 for the unincorporated areas served by the Lomita Sheriff's Station. This brings the Part I Crimes per 10,000 residents down to its lowest point since 2009.

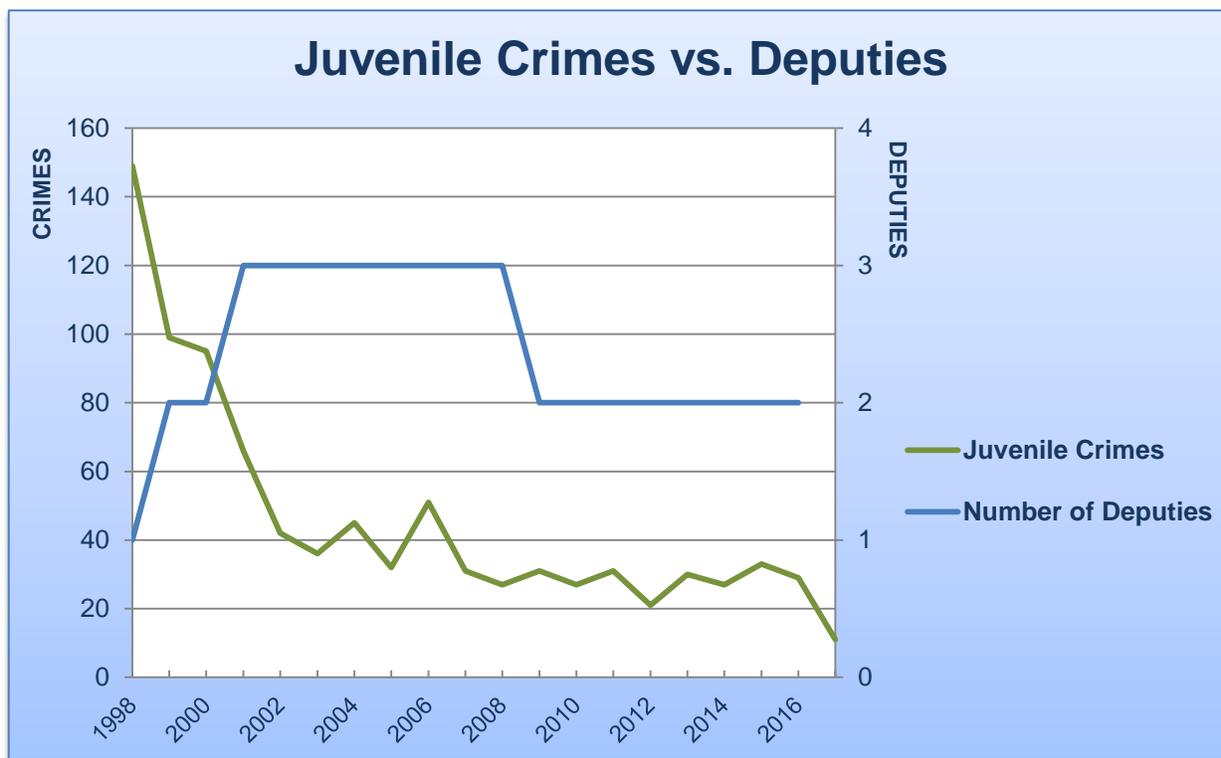
### SHERIFF'S RESPONSE TIME

The Sheriff's goal is to respond to calls for assistance in a timely manner, especially with regard to immediate needs and emergency situations. The Lomita Sheriff Station's estimated average response times are as follows:

Sheriff's Response Time Performance		
Type of Calls	Desired Response Time	Average
Routine	Within 60 minutes	Most often 25 minutes or less
Immediate	Within 20 minutes	Most often 10 minutes or less
Emergency	Within 10 minutes	Most often 6 minutes or less

### CORE DEPUTY TEAM

First established in FY96-97, the Community Resource (CORE) Team provides Sheriff Deputies assigned to address juvenile crime and delinquency issues, assist with emergency preparedness, coordinate with the City's volunteer Neighborhood Watch program, patrol open space areas, and resolve neighborhood disputes. One of the CORE Team's primary missions is to police the local high schools and intermediate schools and the adjacent shopping areas to detect and deter juvenile crime. Because of the variables involved in the reporting of data on juvenile crime, the exact effect the CORE team has had on juvenile crime in the City is uncertain. For the City of Rancho Palos Verdes, however, the Sheriff's Department has reported the following number of incidents involving youth, which indicates a declining trend during the first four years of the program and relative stability since that time, with only one discernible uptick in 2005:



According to the Sheriff's Department, the criteria consisted of all crime reports involving a subject between the ages of five and seventeen. This included both identified subjects and unidentified subjects with a description provided by a witness (based on information provided by the Los Angeles County Sheriff's Department, Lomita Station).

**ANIMAL CONTROL**

The agency's target response times are identified below.

**Animal Control  
Target Response Times by Priority**

LAC DACC Policy: OPF 130

Priority 1	One Hour	Bite/Attack in Progress Injured Animals Police Assist Other High Risk or Dangerous Call
Priority 2	Four Hours	Animals Confined by the Reporting Party
Priority 3	Twenty-Four (24) Hours	Dead Animals Patrol for Loose Dogs on Complaint
Priority 4	Seven (7) Days	Dogs Running from a Known Address Barking Dog Complaint

The LAC DACC's target response times fall in the high and medium level of *Response Time Standards* as outlined by the League of California Cities, *A "How To" Guide for Assessing Effective Service Levels in California Cities* (Sacramento: League of California Cities, 1994) pp 18-19 (see below).

**League of California Cities'  
Response Time Standards**

Incident	Agency Service Levels		
	<i>High</i>	<i>Medium</i>	<i>Low</i>
Endangering Human Life/ Safety	Immediate Action		
Sick/Injured	Less than .25 hrs	.25 - 4 hrs	More than 4 hrs
Aggressive Animal	Less than .33 hrs	.33 - 1.33 hrs	More than 2 hrs
Neglect/Cruelty	Less than 1 hr	1 - 24 hrs	More than 24 hrs
Confined/Trapped	Less than 1.5 hrs	1.5 - 24 hrs	More than 24 hrs
Nuisance Animal	Less than 4 hrs	4 - 72 hrs	More than 72 hrs
Dead Animal Pick-up	Less than 4 hrs	4 - 36 hrs	More than 36 hrs

**Department:** Public Safety

**Budget Program:** Sheriff

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-6110-5101	PROF/TECH SERVICE	4,177,601	4,345,828	4,792,928	5,369,200	6,135,200
Expenditure Subtotals			4,177,601	4,345,828	4,792,928	5,369,200	6,135,200
<b>Total Program Expenditures</b>			<b>4,177,601</b>	<b>4,345,828</b>	<b>4,792,928</b>	<b>5,369,200</b>	<b>6,135,200</b>

**Department:** Public Safety

**Budget Program:** Sheriff

Account #	Account Description	Budget FY17-18
<b>101-400-6110-5101</b>	<p data-bbox="389 399 1372 430"><b>PROF/TECH SERVICE</b></p> <p data-bbox="389 441 1372 504">The FY17-18 allocation reflects a 3.78% increase from actual FY16-17 rates.</p> <ol data-bbox="389 525 1372 1134" style="list-style-type: none"><li data-bbox="389 525 1372 861">1. General Law Enforcement: Provides for basic law enforcement services by the Los Angeles County Sheriff's Department as part of the Peninsula Regional Law Enforcement Agreement. Operating from the Lomita Station, the Sheriff's Department provides law enforcement for the Cities of Rancho Palos Verdes, Rolling Hills and Rolling Hills Estates. Services include regular patrol units, traffic enforcement, and the Surveillance and Apprehension Team (SAT) undercover unit. In FY15-16, the City added two RPV-dedicated patrol units and jointly added a SAT Detective (68% share) to the Sheriff's contract at the "growth" rate. The positions will no longer be charged at the growth rate, but will be charged at the regular rate. (\$5,348,071)</li><li data-bbox="389 882 1372 1134">2. Grant Deputy Program: Provides for the Community Resource (CORE) policing team that primarily focuses on juvenile crime and drug abuse prevention, neighborhood conflict resolution and other quality of life policing issues. The team also teaches Student &amp; the Law classes at Peninsula High School and Rancho del Mar High School. First established in FY96-97 with one deputy, the Team was increased in size until it had three deputies beginning in FY99-00. Beginning in FY09-10, the regional contract CORE team was reduced to two deputies. (\$230,378)</li></ol> <p data-bbox="389 1155 1372 1318">The total cost of the Sheriff's services includes a 10% contribution to the Liability Trust Fund that is administered by the County of Los Angeles. Oversight of this fund is conducted by the Liability Trust Fund Oversight Committee, which was established by the California Contract Cities Association. (\$556,751)</p>	<b>6,135,200</b>

**Department:** Public Safety  
**Budget Program:** Special Programs

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-6120-4101	SALARY & WAGES - FT	0	0	0	35,850	64,500
	101-400-6120-4201	HEALTH INSURANCE	0	0	0	4,600	400
	101-400-6120-4202	FICA/MEDICARE	0	0	0	0	900
	101-400-6120-4203	PERS	0	0	0	2,600	4,200
	101-400-6120-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	0	850	1,400
	101-400-6120-4205	OTHER BENEFITS	0	0	0	0	3,100
	101-400-6120-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	1,500	0
	101-400-6120-4310	OP SUPP/MINOR EQUIP	1,007	892	5,188	1,355,930	6,000
	101-400-6120-4701	INSURANCE	0	0	0	1,500	1,500
	101-400-6120-5101	PROF/TECH SERVICE	60,833	95,136	105,566	5,000	35,800
	101-400-6120-5103	PRINTING & BINDING	0	2,499	0	4,000	4,000
	101-400-6120-5111	PROF/TECH SERVICES (TRAFFIC)	0	0	0	16,000	16,000
	101-400-6120-5112	PROF/TECH SERVICES (COASTAL AREA)	0	0	0	39,000	39,000
	101-400-6120-5113	PROF/TECH SERVICES (WESTERN AVE)	0	0	0	8,000	8,000
	101-400-6120-5114	PROF/TECH SERVICES (SUMMER EVENING)	0	0	0	10,000	10,000
	101-400-6120-5115	PROF/TECH SERVICES (SUPPLEMENTAL)	0	0	0	53,000	53,000
	101-400-6120-5116	PROF/TECH SERVICES (PRESERVE ENFORCE)	0	0	0	440,200	567,000
	101-400-6120-5301	TELEPHONE SERVICE	0	0	0	8,000	10,000
	101-400-6120-6201	EQUIP REPLACE CHARGE	0	0	0	0	700
<b>Expenditure Subtotals</b>			<b>61,839</b>	<b>98,528</b>	<b>110,754</b>	<b>1,986,030</b>	<b>825,500</b>
<b>Total Program Expenditures</b>			<b>61,839</b>	<b>98,528</b>	<b>110,754</b>	<b>1,986,030</b>	<b>825,500</b>

**Department:** Public Safety

**Budget Program:** Special Programs

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-6120-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>64,500</b>
101-400-6120-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>400</b>
101-400-6120-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	<b>900</b>
101-400-6120-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	<b>4,200</b>
101-400-6120-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	<b>1,400</b>
101-400-6120-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>3,100</b>
101-400-6120-4310	<b>OP SUPP/MINOR EQUIP</b> This item covers the costs associated with ongoing maintenance and miscellaneous supplies for:  1. Peninsula Region's radar units. This cost is shared: RPV 68%, RHE 28% and RH 4%. (\$1,000)  2. Uniforms and equipment for the Lomita Sheriff's Station Volunteers on Patrol (VOP) participants who are Rancho Palos Verdes residents. (\$5,000)	<b>6,000</b>
101-400-6120-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>1,500</b>
101-400-6120-5101	<b>PROF/TECH SERVICE</b>	<b>35,800</b>

**Department:** Public Safety

**Budget Program:** Special Programs

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
	This line item provides for the following professional and technical services:  1. Parking Citations: In cooperation with the other two regional cities, Rolling Hills and Rolling Hills Estates, the City contracts with an outside vendor for the processing and administration of parking citations. (\$1,700)  2. Explorer Scouts: This program allows Sheriff Explorer Scouts to provide traffic control at the City's annual Whale of a Day celebration and other special events. (\$900)  3. Los Angeles Regional Interoperable Communications System (LA-RICS) administration fee. (\$5,200)  4. One-time audit of service level provided by the Sheriff. (\$25,000)  5. Bi-annual Public Safety Meetings with the Sheriff's Department. (\$3,000)	
<b>101-400-6120-5103</b>	<b>PRINTING &amp; BINDING</b>  This item covers the cost of printing parking citation books for the Regional Law Enforcement Area. The cost is shared on a 68% - 28% - 4% basis with the other contract cities.	<b>4,000</b>
<b>101-400-6120-5111</b>	<b>PROF/TECH SERVICES (TRAFFIC)</b>  Traffic Control at Rancho Vista Elementary School: This item pays for the City's share of the Sheriff's traffic control at Rancho Vista Elementary School. The three regional cities share the cost: RPV 68%, RHE 28% and RH 4%. (\$16,000)	<b>16,000</b>
<b>101-400-6120-5112</b>	<b>PROF/TECH SERVICES (COASTAL AREA)</b>  Annual targeted enforcement and outreach programs - Coastal Area Patrol. (\$39,000)	<b>39,000</b>
<b>101-400-6120-5113</b>	<b>PROF/TECH SERVICES (WESTERN AVE)</b>  Annual targeted enforcement and outreach programs - Western Avenue Patrol. (\$8,000)	<b>8,000</b>
<b>101-400-6120-5114</b>	<b>PROF/TECH SERVICES (SUMMER EVENING)</b>  Annual targeted enforcement and outreach programs - Summer Evening Patrol. (\$10,000)	<b>10,000</b>
<b>101-400-6120-5115</b>	<b>PROF/TECH SERVICES (SUPPLEMENTAL)</b>  Annual targeted enforcement and outreach programs - Supplemental Patrol which includes Switchback area. (\$53,000)	<b>53,000</b>

**Department:** Public Safety

**Budget Program:** Special Programs

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-6120-5116</b>	<b>PROF/TECH SERVICES (PRESERVE ENFORCE)</b> Preserve Enforcement: The 80 weekly hours will be covered by a pool of approximately 5-6 deputies who will be well-trained in Preserve rules and enforcement priorities. Expected hours of enforcement operations includes both daylight and evening hours, as well as on weekends and holidays when Preserve use is at its highest. Deputies will patrol the Preserve on foot, horse, bicycle, or vehicle as appropriate. (\$567,000)	<b>567,000</b>
<b>101-400-6120-5301</b>	<b>TELEPHONE SERVICE</b> Annual cellular costs for Automated License Plate Recognition (ALPR) Cameras. (10,000)	<b>10,000</b>
<b>101-400-6120-6201</b>	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>700</b>

**Department:** Public Safety  
**Budget Program:** Public Safety Grants

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
To Gen'l Fund	217-400-0000-9101	TRANSFERS OUT	100,000	100,000	100,000	100,000	140,000
<b>Transfers Out Subtotals</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>140,000</b>
<b>Total Program Expenditures</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>140,000</b>

**Department:** Public Safety

**Budget Program:** Public Safety Grants

Account #	Account Description	Budget FY17-18
<i>To Gen'l Fund</i>		
217-400-0000-9101	<b>TRANSFERS OUT</b> Transfer to the General Fund to supplement the Community Resource (CORE) deputy cost within the Sheriff program of the Public Safety section of the budget.	<b>140,000</b>

## **CITY ADMINISTRATION**

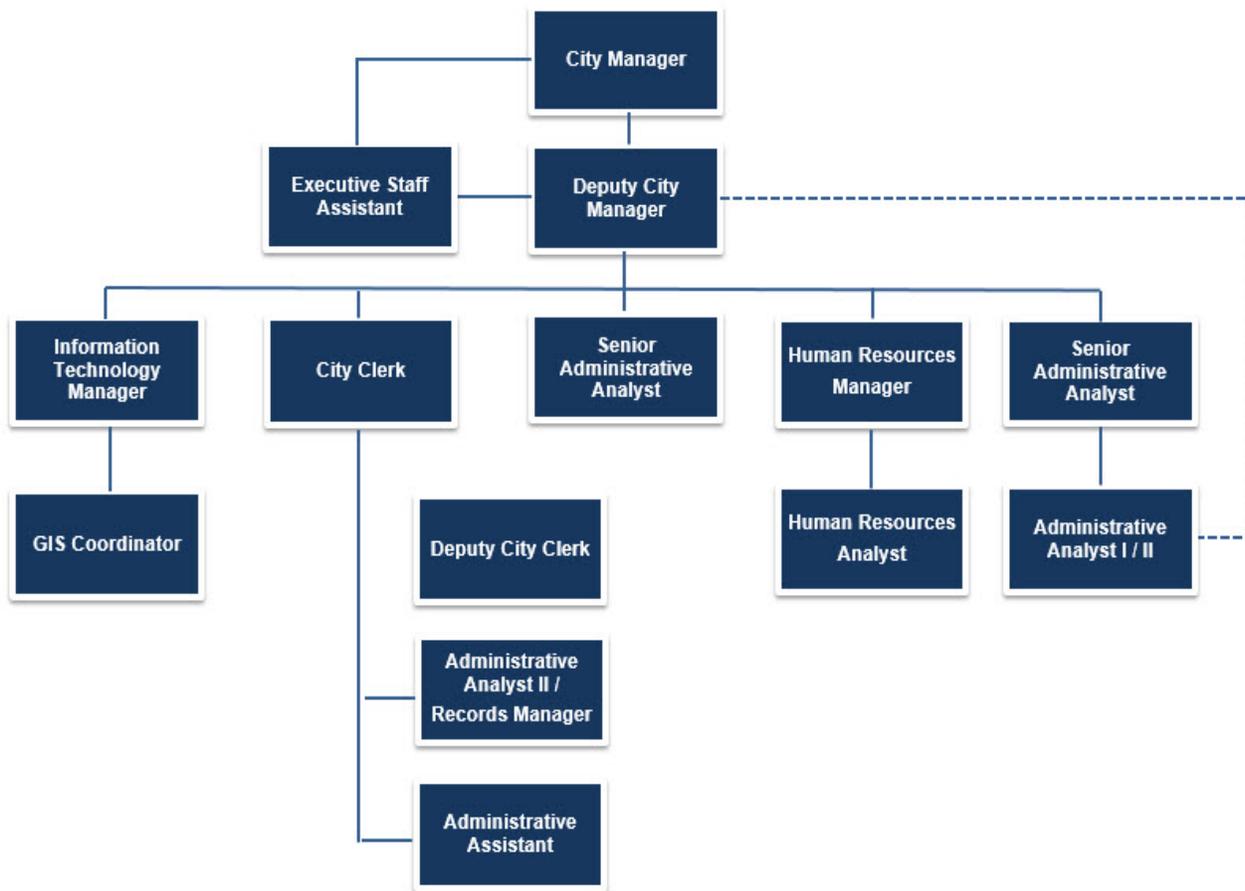
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## CITY ADMINISTRATION

The City Manager, as the administrative head of the City, ensures that the policies of the City Council are carried out. In addition to the City Manager providing day-to-day direction to the City's departments, the staff in the Administration Department are also responsible for the following:

- Public safety contract services and programs
- Emergency preparedness
- Risk management
- Community outreach
- City newsletter & social media
- Human Resources management
- Intergovernmental matters
- Film Permits
- Preparation of City Council meeting agendas and minutes
- Records management
- Elections
- Information Technology systems
- RPVtv cable television studio
- Leases and real property acquisition

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>ADMINISTRATION</b>					
Administrative Analyst I / II	-	-	-	1.0	1.0
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	-	1.0	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
City Council Liaison	-	1.0	-	-	-
City Manager	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Executive Staff Assistant	1.0	1.0	1.0	1.0	1.0
GIS Coordinator	0.5	0.5	0.5	1.0	1.0
Human Resources Analyst	-	-	1.0	1.0	1.0
Human Resources Manager	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	-	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.5	2.0	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	1.0	-	-
<b>SUBTOTAL</b>	<b>11.0</b>	<b>12.5</b>	<b>12.5</b>	<b>14.0</b>	<b>14.0</b>

## **EMPLOYEE POSITIONS**

### City Manager

- Maintain regular communications with City Council members.
- Facilitate the setting of City Council goals & priorities.
- Manage daily operations and sets performance goals with different departments.

- Monitor City activities and budget to insure consistency with City Council policy & direction.
- Coordinate City participation in various governmental organizations.
- Prepare weekly status reports.

#### Deputy City Manager

- Liaison with Los Angeles County Sheriff's Department & Fire Department and oversee other public safety programs.
- Oversee activities and provide direction to the City Clerk's Office, Human Resources, Information Technology, Emergency Preparedness and RPTV cable television studio.
- Coordinate Community Outreach functions, including quarterly City Newsletter.
- Respond to resident concerns that are not resolved at the department level.

#### Executive Assistant

- Manage City Manager and Deputy City Manager's calendars
- Compile City Manager's weekly status report.
- Provide administrative support for City Manager's Office and City Council.

#### Human Resources Manager

- Manage negotiations with the Employee Association.
- Conduct personnel recruitments.
- Monitor performance reviews, promotions and disciplinary actions.
- Implement new personnel laws and programs.
- Prepare and update job descriptions and classification & compensation studies.
- Administer the general liability, workers compensation and property insurance coverage programs.
- Monitor the City's risk prevention and safety programs.

#### Human Resources Analyst

- Assist with personnel recruitments.
- Administer benefits for City employees.
- Coordinate employee training activities.
- Support the employee safety committee.
- Assist with preparing human resources documents, procedures & forms.

#### Information Technology Manager

- Manage operation of the City's information technology and geographic information systems & infrastructure.
- Develop long-term information systems strategies and innovations.
- Evaluate, select and implement City-wide enterprise systems, hardware and software programs.
- Provide administration, security & functionality support for infrastructure and business systems.
- Manage the City's various IT service and system support provider contracts.
- Coordinate IT system user training opportunities for employees.

#### GIS Coordinator

- Manage and maintain City GIS services, equipment and software.
- Coordinate requests for data acquisition, mapping and reporting.
- Assist with support for GIS integrated enterprise systems.
- Develop workflows and processes using various GIS technologies.
- Provide public facing maps and GIS enabled information.

### Senior Administrative Analysts

- Monitor state and federal legislation affecting municipalities.
- Manage grant administration.
- Process film permits.
- Monitor City border issues.
- Update Administrative Instruction Manual and City Council Policy Manual.
- Manage leases agreements and real property acquisitions.
- Provide disaster planning and coordination of a comprehensive emergency action program in the event of a natural or human-made disaster.
- Update the City's emergency operations planning documents and agreements.
- Coordinate City Council and employee training in emergency operations.
- Provide staff support for the City's Emergency Preparedness Committee.

### Administrative Analyst I/II (Public Safety)

- Manage Neighborhood Watch program to keep residents informed.
- Implement Public Safety programs in coordination with the Sheriff's and Fire Departments.
- Perform analysis on crime and public safety trends, as well as potential solutions.
- Develop outreach and awareness materials and incorporate technology to further reach residents.

### City Clerk

- Prepare agendas and ensure compliance with posting requirements for all City Council meetings.
- Prepare all permanent records of the City Council meetings and other proceedings.
- Oversee the City's records management program including archiving, storage, and compliance with records retention requirements.
- Maintain the City Municipal Code.
- Supervise staff in the performance of all assigned duties of the City Clerk's Office.
- Assist City departments in maintaining records retention compliance and responding to Public Records Act requests.
- Conduct recruitments for appointed City advisory board members.
- Serve as the City's Elections Official.
- Serve as Fair Political Practices Commission Filing Officer for campaign statements and other mandatory filings by designated personnel, such as Statement of Economic Interests.
- Receive claims and other legal filings (i.e., subpoenas, summons, etc.).

### Administrative Analyst II/Records Manager

- Manage development of the Citywide Electronic Document Management System.
- Assist with records management/ retention and other administrative office functions.
- Assist with research of City records.

### Deputy City Clerk

- Serve as City Clerk in his/her absence.
- Oversee contract management for selected service areas.
- Process resolutions and ordinances.
- Manage Public Records Act requests.
- Assist with risk management functions.
- Conduct bid openings for the Public Works Department.

### Administrative Assistant

- Assist with agenda preparation, copying, imaging, posting to website, etc.
- Assist with input and proofing of documents in LaserFiche system.
- Proof City Municipal Code updates; prepare contract correspondence; maintain updates for multiple categories of files stored in Clerk's Office and Archives.
- Assist with special projects in the Clerk's Office and citywide.

## **EMERGENCY PREPAREDNESS**

The City's Emergency Preparedness program provides for disaster planning and coordination of a comprehensive emergency action plan in the event of a natural or man-made disaster. The City Manager's Office is responsible for maintaining the City's emergency supplies, training City staff, updating the City's Emergency Operations Plan, coordinating with the County and other local agencies, and providing staff support to the Emergency Preparedness Committee.

## **CITY ADMINISTRATION PERFORMANCE INDICATORS**

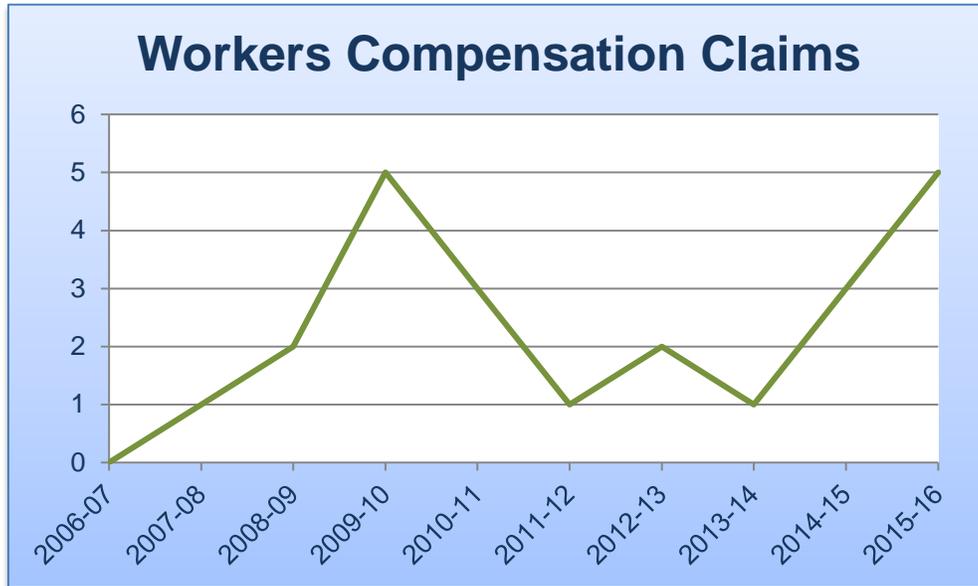
### **Personnel**

Over the last 10 years, employee separations have averaged 5.1 per year, or about 8% of the City's full-time staff.



### **Risk Management**

The number of Workers Compensation claims (including part-time staff and volunteers) has remained low through the years. Rancho Palos Verdes is consistently among the leaders in low workers compensation losses among cities of our size and risk. The increase in claims about five years ago reflected a change in the industry standards of what constitutes a claim.



The majority of liability claims filed against the City tend to be related to City trees, traffic accidents and trip-and-fall incidents at City facilities. The City's liability claims tend to average fewer than fifteen claims annually. However, the number of claims increased substantially in FY15-16 as a result of 31 land use claims and 11 claims related to driving over a spike strip and causing damage to vehicle tires. The number of claims through April of FY16-17 is 18. Our claim experience compared with other cities of our size and risk is about average. Up until FY15-16, claims averaged approximately 12 per year.

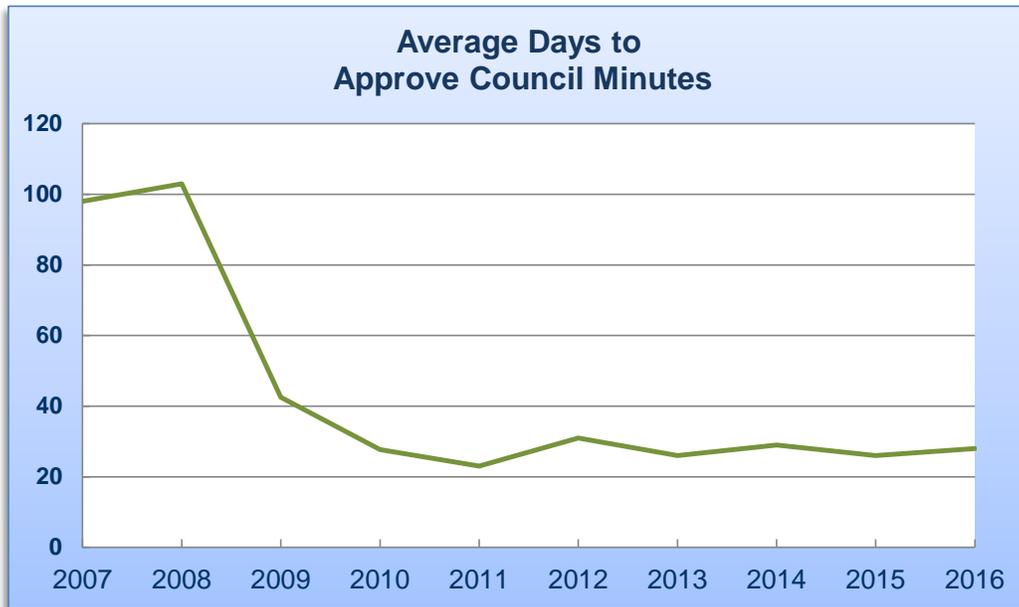


#### City Council Minutes

The turnaround time that City Council meeting minutes are approved has remained at less than 30 days through recent years. The improved performance was the result of the City Council authorizing the City Clerk's Office to convert from preparing summary minutes to action minutes

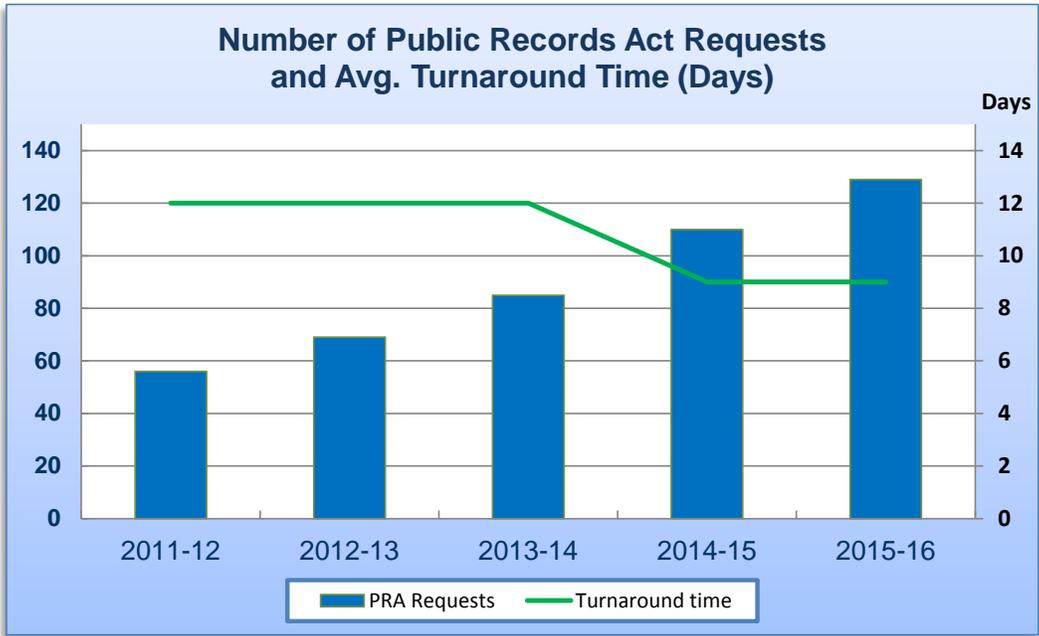
in June 2009 for televised City Council meetings. The City Clerk's Office prepares on average 39 sets of meeting minutes a year in order to ensure the accuracy and completeness of meeting information. For comparison purposes, in 2008, there were 35 Council meetings with an average time between the meeting date and the date of approval of the minutes of approximately 103 days. In 2016, there were 38 Council meetings with an average turnaround time of approximately 28 days.

Since 2010, the average time between the meeting date and the date of approval of the minutes has been maintained at less than 30 days (27.1).



### Public Record Act Requests

The City Clerk's Office received and responded to approximately 110 Public Records Act (PRA) requests in 2016. On average, these PRA requests were completed in 9 days. 36 percent were processed within 24 hours, 44 percent were completed within 10 days, and 20 percent (complex requests) were completed in more than ten days with the average turnaround time for this group at 29 days. Consistent tracking of PRA requests and their response time began in FY11-12.



**Department:** City Administration  
**Budget Program:** City Manager

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1410-4101	SALARY & WAGES - FT	651,604	450,837	551,604	550,908	561,700
	101-400-1410-4102	SALARY & WAGES - PT	0	923	0	0	0
	101-400-1410-4103	SALARY & WAGES - OT	0	1,149	1,717	1,000	0
	101-400-1410-4201	HEALTH INSURANCE	0	0	0	32,911	56,700
	101-400-1410-4202	FICA/MEDICARE	0	0	0	0	8,100
	101-400-1410-4203	PERS	0	0	0	43,207	43,500
	101-400-1410-4204	EMPLOYEE BENEFITS - WORKERS COMP	194,300	133,920	162,970	17,709	12,400
	101-400-1410-4205	OTHER BENEFITS	0	0	0	0	14,200
	101-400-1410-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	12,463	19,800
	101-400-1410-4207	CALPERS UNFUNDED LIABILITY	0	0	0	21,499	16,000
	101-400-1410-4310	OP SUPP/MINOR EQUIP	1,756	4,438	17,706	5,000	10,000
	101-400-1410-4311	POSTAGE	6	0	0	100	100
	101-400-1410-4601	MEMBERSHIPS & DUES	23,975	3,735	2,625	3,600	3,600
	101-400-1410-4701	INSURANCE	0	0	0	15,300	15,300
	101-400-1410-5101	PROF/TECH SERVICE	28,759	45,074	35,793	50,000	48,000
	101-400-1410-5102	LEGAL NOTICES AND ADS	0	0	255	0	0
	101-400-1410-5103	PRINTING & BINDING	156	2,013	232	600	600
	101-400-1410-6001	MEETINGS/CONFERENCES	7,660	7,595	13,978	15,000	15,000
	101-400-1410-6002	MILEAGE REIMBURSEMENT	462	471	268	500	500
	101-400-1410-6101	TRAINING	0	0	1,400	0	0
	101-400-1410-6102	PUBLICATIONS	335	335	337	400	400
	101-400-1410-6201	EQUIP REPLACE CHARGE	41,600	68,900	24,200	8,400	14,200
	101-400-1410-8803	LAND	22,766	12,223	72,126	0	0
<b>Expenditure Subtotals</b>			<b>973,378</b>	<b>731,613</b>	<b>885,212</b>	<b>778,597</b>	<b>840,100</b>
<b>Total Program Expenditures</b>			<b>973,378</b>	<b>731,613</b>	<b>885,212</b>	<b>778,597</b>	<b>840,100</b>

**Department:** City Administration

**Budget Program:** City Manager

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-1410-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	561,700
101-400-1410-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	56,700
101-400-1410-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	8,100
101-400-1410-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	43,500
101-400-1410-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	12,400
101-400-1410-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	14,200
101-400-1410-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	19,800
101-400-1410-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	16,000
101-400-1410-4310	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office supplies.	10,000
101-400-1410-4311	<b>POSTAGE</b> Charges for express mail, messenger and delivery services.	100

**Department:** City Administration

**Budget Program:** City Manager

Account #	Account Description	Budget FY17-18
101-400-1410-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the following organizations:  1. International City Managers Association (ICMA) (\$3,000) 2. American Planning Association (APA) (\$600)	3,600
101-400-1410-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	15,300
101-400-1410-5101	<b>PROF/TECH SERVICE</b> Professional contract services for federal advocacy services by American Capitol Group (\$48,000). The other funds in this budget would be used for as-needed professional services.	48,000
101-400-1410-5103	<b>PRINTING &amp; BINDING</b> Charges for outside printing and/or binding for letterhead, business cards, forms, brochures and other published documents.	600
101-400-1410-6001	<b>MEETINGS/CONFERENCES</b> Expenses related to travel by employees in the City Manager's Office to meetings and conferences sponsored by the League of California Cities, South Bay Cities Council of Governments, International City Managers Association, and California Contract Cities Association. Other travel may be included in this account, such as special lobbying trips to Sacramento and/or Washington D.C. and attendance at miscellaneous local and regional meetings.	15,000
101-400-1410-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement for use of employees' private automobiles for City business.	500
101-400-1410-6102	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	400
101-400-1410-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's	14,200

**Department:** City Administration

**Budget Program:** City Manager

Account #	Account Description	Budget FY17-18
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Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.

**Department:** City Administration  
**Budget Program:** City Clerk

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1310-4101	SALARY & WAGES - FT	293,450	295,699	314,058	260,482	345,000
	101-400-1310-4102	SALARY & WAGES - PT	1,365	0	0	0	0
	101-400-1310-4103	SALARY & WAGES - OT	0	669	785	2,400	0
	101-400-1310-4201	HEALTH INSURANCE	0	0	0	36,616	50,000
	101-400-1310-4202	FICA/MEDICARE	0	0	0	0	5,000
	101-400-1310-4203	PERS	0	0	0	25,316	31,500
	101-400-1310-4204	EMPLOYEE BENEFITS - WORKERS COMP	116,200	123,200	134,134	26,180	7,500
	101-400-1310-4205	OTHER BENEFITS	0	0	0	0	12,500
	101-400-1310-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	17,700
	101-400-1310-4207	CALPERS UNFUNDED LIABILITY	0	0	0	41,428	28,100
	101-400-1310-4310	OP SUPP/MINOR EQUIP	1,115	1,410	2,119	2,500	1,500
	101-400-1310-4601	MEMBERSHIPS & DUES	1,130	1,227	1,225	1,000	1,300
	101-400-1310-4701	INSURANCE	0	0	0	10,600	0
	101-400-1310-5101	PROF/TECH SERVICE	188,661	7,879	143,403	10,000	20,000
	101-400-1310-5102	LEGAL NOTICES AND ADS	1,487	5,769	7,652	4,000	6,000
	101-400-1310-5103	PRINTING & BINDING	0	0	912	1,000	1,000
	101-400-1310-6001	MEETINGS/CONFERENCES	1,263	251	2,855	1,000	3,000
	101-400-1310-6002	MILEAGE REIMBURSEMENT	1,185	416	435	300	600
	101-400-1310-6101	TRAINING	10,291	4,041	6,946	1,000	7,000
	101-400-1310-6102	PUBLICATIONS	0	935	8,396	8,600	5,500
	101-400-1310-6201	EQUIP REPLACE CHARGE	27,000	45,000	14,600	5,600	6,400
	101-400-1311-5101	ELECTION SERVICES	0	0	0	0	130,000
<b>Expenditure Subtotals</b>			<b>643,145</b>	<b>486,496</b>	<b>637,521</b>	<b>438,022</b>	<b>679,600</b>
<b>Total Program Expenditures</b>			<b>643,145</b>	<b>486,496</b>	<b>637,521</b>	<b>438,022</b>	<b>679,600</b>

**Department:** City Administration

**Budget Program:** City Clerk

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-1310-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	345,000
101-400-1310-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	50,000
101-400-1310-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	5,000
101-400-1310-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	31,500
101-400-1310-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	7,500
101-400-1310-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	12,500
101-400-1310-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	17,700
101-400-1310-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	28,100
101-400-1310-4310	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office supplies.	1,500
101-400-1310-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the following organizations:	1,300

**Department:** City Administration

**Budget Program:** City Clerk

Account #	Account Description	Budget FY17-18
	1. International Institute of Municipal Clerks 2. City Clerks Association of California 3. Association of Records Managers & Administrators (ARMA International) 4. National Notary Association	
101-400-1310-5101	<b>PROF/TECH SERVICE</b> Other Professional/Technical Services. (\$20,000)	20,000
101-400-1310-5102	<b>LEGAL NOTICES AND ADS</b> 1. Publication of legal notices and advertisements for advisory board recruitments. (\$2,500)  2. Publication of legal notices for elections in the local newspaper and five (5) foreign language newspapers. (\$3,500)	6,000
101-400-1310-5103	<b>PRINTING &amp; BINDING</b> City Clerk office stationery, business cards, and archival paper.	1,000
101-400-1310-6001	<b>MEETINGS/CONFERENCES</b> Attendance at various City Clerks Association and Records Management Association meetings and conferences.	3,000
101-400-1310-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement to staff for use of personal vehicles for attending training, conferences and seminars.	600
101-400-1310-6101	<b>TRAINING</b> Training and continuing education focusing on City Clerk technical training (Master Municipal Clerk level training), election laws, records management, Laserfiche training, management of claims (CJPIA training), and notary commission.	7,000
101-400-1310-6102	<b>PUBLICATIONS</b> 1. Municipal Code updates and maintenance. (\$5,500)	5,500
101-400-1310-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment	6,400

**Department:** City Administration

**Budget Program:** City Clerk

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
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directly increases the Equipment Replacement charge in the year the equipment is acquired.

<b>101-400-1311-5101</b>	<b>ELECTION SERVICES</b>	<b>130,000</b>
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Election expenses. Cost of the November 7, 2017 General Municipal Election, which is consolidated with Los Angeles County ,election consulting services (Martin & Chapman), election translation services (five foreign languages), and election supplies. (130,000)

**Department:** City Administration  
**Budget Program:** Community Outreach

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1420-4310	OP SUPP/MINOR EQUIP	3,470	3,488	5,766	3,000	4,200
	101-400-1420-4311	POSTAGE	7,457	8,220	8,267	8,400	8,400
	101-400-1420-4601	MEMBERSHIPS & DUES	1,415	40,713	42,329	45,800	45,800
	101-400-1420-4901	CITY GRANTS	44,774	44,774	0	0	0
	101-400-1420-5103	PRINTING & BINDING	12,305	8,766	11,141	10,000	15,000
	101-400-1420-5201	MAINTENANCE SERVICES	1,053	779	1,036	1,000	1,100
	101-400-1420-6001	MEETINGS/CONFERENCES	9,495	14,281	6,805	7,000	13,000
	101-400-1420-6002	MILEAGE REIMBURSEMENT	48	0	0	100	0
<b>Expenditure Subtotals</b>			<b>80,017</b>	<b>121,021</b>	<b>75,344</b>	<b>75,300</b>	<b>87,500</b>
<b>Total Program Expenditures</b>			<b>80,017</b>	<b>121,021</b>	<b>75,344</b>	<b>75,300</b>	<b>87,500</b>

**Department:** City Administration  
**Budget Program:** Community Outreach

Account #	Account Description	Budget FY17-18
101-400-1420-4310	<b>OP SUPP/MINOR EQUIP</b> This item includes City tiles, lapel pins, engraving and proclamations.	4,200
101-400-1420-4311	<b>POSTAGE</b> Postage costs for mailing a quarterly City Newsletter and the cost of postage permits. The Waste Reduction fund pays one-third of this cost to promote recycling activities.	8,400
101-400-1420-4601	<b>MEMBERSHIPS &amp; DUES</b> This item provides for City memberships in the following organizations: <ol style="list-style-type: none"> <li>1. Peninsula Chamber of Commerce (\$700)</li> <li>2. San Pedro Chamber of Commerce (\$1000)</li> <li>3. Palos Verdes Peninsula Coordinating Council (\$100)</li> <li>4. California Coastal Coalition (\$2,000)</li> <li>5. California Contract Cities Association (\$4,300)</li> <li>6. South Bay Cities Council of Governments (\$12,400)</li> <li>7. West Basin Municipal Water District (\$500)</li> <li>8. Southern California Association of Governments (\$4,200)</li> <li>9. League of California Cities (\$19,600)</li> <li>10. Local Agency Formation Commission (LAFCO) participation fee (\$1,000)</li> </ol>	45,800
101-400-1420-5103	<b>PRINTING &amp; BINDING</b> Charges for outside printing and/or binding for letterhead, business cards, forms, brochures and other published documents (\$1,000). This budget also reflects the cost of printing a quarterly City Newsletter. The Waste Reduction fund pays for one-third of this cost to promote recycling activities. (\$14,000)	15,000
101-400-1420-5201	<b>MAINTENANCE SERVICES</b> The cost of the weekly cable television channel guide.	1,100
101-400-1420-6001	<b>MEETINGS/CONFERENCES</b> Expenses are included for the following events: <ol style="list-style-type: none"> <li>1. Annual Holiday Reception. (\$5,000)</li> <li>2. Mayors Luncheons with mayors from the other three Peninsula cities and a member from the Palos Verdes Peninsula Unified School District Board. (\$500)</li> <li>3. Mayor/Committee Chair breakfasts, City Council meetings and workshops, as well as agenda preparation meetings. (\$7,500)</li> </ol>	13,000

**Department:** City Administration  
**Budget Program:** Emergency Preparedness

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1430-4101	SALARY & WAGES - FT	74,469	76,427	76,216	76,695	80,100
	101-400-1430-4103	SALARY & WAGES - OT	0	1,070	302	0	0
	101-400-1430-4201	HEALTH INSURANCE	0	0	0	17,610	18,000
	101-400-1430-4202	FICA/MEDICARE	0	0	0	0	1,200
	101-400-1430-4203	PERS	0	0	0	7,647	8,100
	101-400-1430-4204	EMPLOYEE BENEFITS - WORKERS COMP	28,100	30,500	36,505	2,274	1,700
	101-400-1430-4205	OTHER BENEFITS	0	0	0	0	2,500
	101-400-1430-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	1,615	0
	101-400-1430-4207	CALPERS UNFUNDED LIABILITY	0	0	0	9,885	9,900
	101-400-1430-4310	OP SUPP/MINOR EQUIP	18,284	24,147	24,343	17,800	19,800
	101-400-1430-4601	MEMBERSHIPS & DUES	5,333	10,321	410	11,400	11,400
	101-400-1430-4701	INSURANCE	0	0	0	2,300	2,300
	101-400-1430-5101	PROF/TECH SERVICE	4,317	25,132	29,697	37,000	13,500
	101-400-1430-5103	PRINTING & BINDING	1,097	0	0	500	500
	101-400-1430-5301	TELEPHONE SERVICE	2,643	3,332	3,339	2,700	3,000
	101-400-1430-6001	MEETINGS/CONFERENCES	1,966	3,775	4,723	4,800	4,800
	101-400-1430-6002	MILEAGE REIMBURSEMENT	408	120	102	200	200
	101-400-1430-6101	TRAINING	9	581	0	9,100	10,100
	101-400-1430-6201	EQUIP REPLACE CHARGE	34,900	60,300	20,000	7,500	2,200
<b>Expenditure Subtotals</b>			<b>171,526</b>	<b>235,705</b>	<b>195,636</b>	<b>209,026</b>	<b>189,300</b>
<b>Total Program Expenditures</b>			<b>171,526</b>	<b>235,705</b>	<b>195,636</b>	<b>209,026</b>	<b>189,300</b>

**Department:** City Administration  
**Budget Program:** Emergency Preparedness

Account #	Account Description	Budget FY17-18
101-400-1430-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	80,100
101-400-1430-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	18,000
101-400-1430-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,200
101-400-1430-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	8,100
101-400-1430-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,700
101-400-1430-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	2,500
101-400-1430-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	9,900
101-400-1430-4310	<b>OP SUPP/MINOR EQUIP</b> This item provides for emergency preparedness supplies and equipment.  1. 3-Day personal preparedness kits for monthly City Council drawings, local presentations, and city staff offices = 55 packs. (\$2,750)  2. Takeaways for Emergency Preparedness Committee special events (4th of July & Whale of a Day). (\$5,000)  3. Palos Verdes Amateur Network (PVAN) equipment & supplies. (\$1,500)  4. Personal Protection Equipment for City Staff. (\$1,000)	19,800

**Department:** City Administration  
**Budget Program:** Emergency Preparedness

Account #	Account Description	Budget FY17-18
	5. 2017 Peninsula Emergency Preparedness Expo. (\$2,500)	
	6. Three laptops for the EOC. (\$5,000)	
	7. Emergency cache supplies. (\$2,050)	
<b>101-400-1430-4601</b>	<b>MEMBERSHIPS &amp; DUES</b>	<b>11,400</b>
	1. Membership dues for the Los Angeles County Area G Disaster Council. (\$11,000)	
	2. California Emergency Services Association (CESA). (\$200)	
	3. International Association of Emergency Managers (IAEM). (\$200)	
<b>101-400-1430-4701</b>	<b>INSURANCE</b>	<b>2,300</b>
	Additional General Liability Insurance coverage for program-related activities.	
<b>101-400-1430-5101</b>	<b>PROF/TECH SERVICE</b>	<b>13,500</b>
	This budget provides for professional services to support emergency preparedness.	
	1. Executive Training for City Council (Federal Gov recommendation). (\$1,500)	
	2. Emergency Communications Center (ECC), ECC antenna and San Pedro Hill repeater maintenance. (\$1,000)	
	3. Annual Emergency Operations Center (EOC) City staff training. (\$1,000)	
	4. Filming costs for two EPC PSA's (\$1,500/ea.); one utility company presentation (\$400); and one USGS presentation at Norris Pavilion or Hesse Community Center. (\$600)	
	5. Emergency and/or disaster media training consultant for City Councilmembers. (\$6,000)	
<b>101-400-1430-5103</b>	<b>PRINTING &amp; BINDING</b>	<b>500</b>
	1. Emergency caches binder update printing. (\$250)	
	2. Emergency Operations Plan (EOP) printing. (\$250)	
<b>101-400-1430-5301</b>	<b>TELEPHONE SERVICE</b>	<b>3,000</b>
	1. Emergency cellular (phones in emergency caches). (\$1,500)	
	2. Satellite telephone service. (\$1,500)	

**Department:** City Administration  
**Budget Program:** Emergency Preparedness

Account #	Account Description	Budget FY17-18
101-400-1430-6001	<b>MEETINGS/CONFERENCES</b> 1. Annual California Emergency Services Association (CESA). (\$2,300)  2. Annual International Association of Emergency Managers (IAEM). (\$2,500)	4,800
101-400-1430-6002	<b>MILEAGE REIMBURSEMENT</b> 1. Reimbursement to Emergency Manager for use of personal vehicle for attending regional meetings related to emergency preparedness. (\$200)	200
101-400-1430-6101	<b>TRAINING</b> 1. Provides funding for a California Emergency Manager (CEM) certification course. (\$600)  2. Emergency Management training (CA Specialized Training Institute at San Luis Obispo Campus) for five (5) Emergency Operations Center (EOC) Section Chiefs at \$1,700/each. (\$8,500)  3. Unanticipated training for Emergency Manager and city staff (\$1,000)	10,100
101-400-1430-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	2,200

**Department:** City Administration

**Budget Program:** RPVtv

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1440-4102	SALARY & WAGES - PT	18,617	20,806	0	0	0
	101-400-1440-4204	EMPLOYEE BENEFITS - WORKERS COMP	500	2,000	0	0	0
	101-400-1440-4310	OP SUPP/MINOR EQUIP	12,500	13,418	20,345	20,000	20,000
	101-400-1440-4601	MEMBERSHIPS & DUES	80	80	80	700	700
	101-400-1440-5101	PROF/TECH SERVICE	100,345	115,397	188,712	203,000	203,000
	101-400-1440-6201	EQUIP REPLACE CHARGE	21,400	23,500	12,700	4,700	5,300
<b>Expenditure Subtotals</b>			<b>153,443</b>	<b>175,200</b>	<b>221,837</b>	<b>228,400</b>	<b>229,000</b>
<b>Total Program Expenditures</b>			<b>153,443</b>	<b>175,200</b>	<b>221,837</b>	<b>228,400</b>	<b>229,000</b>

**Department:** City Administration

**Budget Program:** RPVtv

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-1440-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous operating supplies and minor equipment for production purposes, including camcorders, microphones, data cards, cables, monitors and tripods.	<b>20,000</b>
<b>101-400-1440-4601</b>	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in governmental cable access professional organizations and annual entry fee for Telly awards.	<b>700</b>
<b>101-400-1440-5101</b>	<b>PROF/TECH SERVICE</b> Professional services for Station Manager and Producers/Talent, as well as editing content and production labor.	<b>203,000</b>
<b>101-400-1440-6201</b>	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>5,300</b>

**Department:** City Administration  
**Budget Program:** Personnel

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1450-4101	SALARY & WAGES - FT	190,012	189,669	210,333	238,128	258,900
	101-400-1450-4102	SALARY & WAGES - PT	0	16,450	10,650	0	0
	101-400-1450-4103	SALARY & WAGES - OT	0	0	2,478	300	0
	101-400-1450-4201	HEALTH INSURANCE	0	0	0	20,219	21,700
	101-400-1450-4202	FICA/MEDICARE	0	0	0	0	3,800
	101-400-1450-4203	PERS	0	0	0	17,943	18,400
	101-400-1450-4204	EMPLOYEE BENEFITS - WORKERS COMP	38,800	47,300	69,072	9,694	5,600
	101-400-1450-4205	OTHER BENEFITS	0	0	0	0	8,400
	101-400-1450-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	2,423	1,500
	101-400-1450-4207	CALPERS UNFUNDED LIABILITY	0	0	0	5,128	0
	101-400-1450-4310	OP SUPP/MINOR EQUIP	14,512	7,019	11,005	15,000	7,000
	101-400-1450-4601	MEMBERSHIPS & DUES	2,998	175	644	1,000	1,300
	101-400-1450-4701	INSURANCE	0	0	0	9,400	9,400
	101-400-1450-4901	OTHER MISCELLANEOUS	1,988	1,488	16,220	0	0
	101-400-1450-5101	PROF/TECH SERVICE	46,547	99,153	45,714	45,000	30,000
	101-400-1450-5102	LEGAL NOTICES AND ADS	2,288	5,563	8,704	10,000	0
	101-400-1450-5103	PRINTING & BINDING	0	638	201	1,000	1,000
	101-400-1450-5117	RECRUITMENT ACTIVITIES	0	0	0	0	5,900
	101-400-1450-6001	MEETINGS/CONFERENCES	2,639	9,011	3,851	4,500	4,500
	101-400-1450-6002	MILEAGE REIMBURSEMENT	0	85	199	200	500
	101-400-1450-6101	TRAINING	699	7,277	4,224	5,000	5,500
	101-400-1450-6102	PUBLICATIONS	854	851	210	1,000	1,000
	101-400-1450-6104	RISK/SAFETY ACTIVITIES	0	0	0	0	6,500
	101-400-1450-6201	EQUIP REPLACE CHARGE	13,500	15,300	5,400	1,900	1,800
<b>Expenditure Subtotals</b>			<b>314,837</b>	<b>399,980</b>	<b>388,905</b>	<b>387,835</b>	<b>392,700</b>
<b>Total Program Expenditures</b>			<b>314,837</b>	<b>399,980</b>	<b>388,905</b>	<b>387,835</b>	<b>392,700</b>

**Department:** City Administration

**Budget Program:** Personnel

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-1450-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	258,900
101-400-1450-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	21,700
101-400-1450-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	3,800
101-400-1450-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	18,400
101-400-1450-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	5,600
101-400-1450-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	8,400
101-400-1450-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	1,500
101-400-1450-4310	<b>OP SUPP/MINOR EQUIP</b> Funds program's office supplies needs and includes purchase of supplies and minor equipment related to employee recognition activities, e.g. employee service award pins/plaques.	7,000
101-400-1450-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in human resources professional organizations and local government associations. Some memberships include but are not limited to: CalPELRA, NPELRA, SCPLRC, IPMA-HR Online, MMASC, CalPACs, etc.	1,300

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Budget FY17-18
	Increase is due to the addition of CalPELRA (public employment law organization) and CalPACs (California Public Agency Compensation Survey consortium).	
101-400-1450-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	9,400
101-400-1450-5101	<b>PROF/TECH SERVICE</b> This item provides funds for professional services related to special personnel and employee issues and employment services.  1. ADP (Human Resources/Benefits Management System) for six months during transition to MUNIS. (\$8,620)  2. Fingerprint Administration Services (\$19 each, \$760)  3. DOJ Livescan background checks (\$32 each, \$1,280)  4. Pre-employment physical exams (\$30 each, \$1,740)  5. Professional Services for personnel objectives (6,100)  6. Fraud, Waste & Abuse Program (\$7,500)  7. ACA reporting by CXC to the IRS. (\$4,000)	30,000
101-400-1450-5103	<b>PRINTING &amp; BINDING</b> Printing employment applications, handbooks and other personnel related materials.	1,000
101-400-1450-5117	<b>RECRUITMENT ACTIVITIES</b> Funds a variety of activities related to recruitment, testing and selection (e.g. advertising jobs using various media (job boards, newsletters, professional organizations, test development/rental/leasing/scoring services, reference checks/employment verifications, etc.)	5,900
101-400-1450-6001	<b>MEETINGS/CONFERENCES</b> Professional conferences and meetings to stay in compliance with changing laws and working environment. Attendance to conferences/meetings includes the Human Resources Manager and Human Resources Analyst. Some conferences/meetings include:  1. CalPELRA 2. NPELRA/PELRAC 3. SCPLRC	4,500

**Department:** City Administration

**Budget Program:** Personnel

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
	4. LCW Legal Update 5. CalPERS Forum 6. Public Retirement Seminar	
<b>101-400-1450-6002</b>	<b>MILEAGE REIMBURSEMENT</b>  The city reimburses staff for use of personal vehicles when conducting business on behalf of the city.	<b>500</b>
<b>101-400-1450-6101</b>	<b>TRAINING</b>  Training and continuing education focusing on personnel law, team building and benefits administration.  1. Liebert, Cassidy, Whitmore Consortium (4,000)  2. Various webinars and other training session (\$1,500)  Increase due to an increase in cost of webinars, e.g. free webinar to \$50-\$75/webinar.	<b>5,500</b>
<b>101-400-1450-6102</b>	<b>PUBLICATIONS</b>  Provides for subscriptions to periodicals, city directories and technical publications to assist City staff in the performance of their duties, as well as the Human Resources staff to maintain knowledgeable of changing rules/laws. Publications include those related to employment law, performance, leadership, as well as the Top Health newsletter.	<b>1,000</b>
<b>101-400-1450-6104</b>	<b>RISK/SAFETY ACTIVITIES</b>  Provides for safety materials & supplies to carry out city-wide safety program, including but not limited to CPR/AED devices (\$195 for 6, \$1,200) and First Aid supplies (\$3,000). Also includes CJPIA risk management and safety related training to mitigate liability exposure (\$2,300).	<b>6,500</b>
<b>101-400-1450-6201</b>	<b>EQUIP REPLACE CHARGE</b>  Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>1,800</b>

**Department:** City Administration

**Budget Program:** Risk Management

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1460-4701	INSURANCE	467,248	396,292	589,646	0	0
	101-400-1460-6101	TRAINING	0	0	243	0	0
Expenditure Subtotals			467,248	396,292	589,889	0	0
<b>Total Program Expenditures</b>			<b>467,248</b>	<b>396,292</b>	<b>589,889</b>	<b>0</b>	<b>0</b>

**Department:** City Administration  
**Budget Program:** Employee Benefits

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	685-400-0000-4104	BONUS POOL	0	0	18,893	0	0
	685-400-0000-4201	INSURANCE-EMPLOYEE	818,654	1,012,052	962,399	0	0
	685-400-0000-4202	FICA/MEDICARE	81,475	85,664	103,068	0	0
	685-400-0000-4203	RETIREMENT HEALTHCARE	68,767	74,348	83,470	0	0
	685-400-0000-4203	RETIREMENT (PERS)	847,847	725,028	902,087	0	0
	685-400-0000-4205	DEFERRED COMP MATCH	15,000	0	6,656	0	0
	685-400-0000-4701	INSURANCE	122,703	152,374	170,781	0	0
	685-400-0000-6103	TUITION REIMBURSE	1,000	0	0	0	0
<b>Expenditure Subtotals</b>			<b>1,955,447</b>	<b>2,049,468</b>	<b>2,247,354</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,955,447</b>	<b>2,049,468</b>	<b>2,247,354</b>	<b>0</b>	<b>0</b>

**Department:** City Administration  
**Budget Program:** Information Technology - Data

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1470-4101	SALARY & WAGES - FT	16,810	105,252	107,009	191,519	214,000
	101-400-1470-4102	SALARY & WAGES - PT	0	1,058	67,729	20,969	15,800
	101-400-1470-4201	HEALTH INSURANCE	0	0	0	25,779	27,600
	101-400-1470-4202	FICA/MEDICARE	0	0	0	0	3,300
	101-400-1470-4203	PERS	0	0	0	13,858	14,800
	101-400-1470-4204	EMPLOYEE BENEFITS - WORKERS COMP	25,900	33,500	39,192	6,875	5,000
	101-400-1470-4205	OTHER BENEFITS	0	0	0	0	7,700
	101-400-1470-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	8,616	9,000
	101-400-1470-4310	OP SUPP/MINOR EQUIP	10,401	14,967	83,459	50,000	55,000
	101-400-1470-4601	MEMBERSHIPS & DUES	1,054	840	290	2,000	1,000
	101-400-1470-4701	INSURANCE	0	0	0	9,100	9,100
	101-400-1470-5101	PROF/TECH SERVICE	288,600	366,968	263,729	270,000	280,000
	101-400-1470-5201	MAINTENANCE SERVICES	0	2,957	293,099	430,000	433,000
	101-400-1470-6001	MEETINGS/CONFERENCES	214	1,919	5,134	6,000	6,000
	101-400-1470-6002	MILEAGE REIMBURSEMENT	0	88	989	300	600
	101-400-1470-6101	TRAINING	84	8,711	9,585	10,000	10,000
	101-400-1470-6102	PUBLICATIONS	30	212	541	500	500
	101-400-1470-6201	EQUIP REPLACE CHARGE	13,500	15,300	5,400	1,900	42,300
<b>Expenditure Subtotals</b>			<b>356,593</b>	<b>551,772</b>	<b>876,156</b>	<b>1,047,416</b>	<b>1,134,700</b>
<b>Total Program Expenditures</b>			<b>356,593</b>	<b>551,772</b>	<b>876,156</b>	<b>1,047,416</b>	<b>1,134,700</b>

**Department:** City Administration

**Budget Program:** Information Technology - Data

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-1470-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	214,000
101-400-1470-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	15,800
101-400-1470-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	27,600
101-400-1470-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	3,300
101-400-1470-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	14,800
101-400-1470-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	5,000
101-400-1470-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	7,700
101-400-1470-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	9,000
101-400-1470-4310	<b>OP SUPP/MINOR EQUIP</b> This budget item provides for the purchase of new computer equipment and supplies. Examples include workstations, laptops, printers, scanners, monitors, UPS devices, mobile devices, cables, keyboards and mice, etc.	55,000
101-400-1470-4601	<b>MEMBERSHIPS &amp; DUES</b>	1,000

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Budget FY17-18
	This item is for membership dues in various Information Technology and GIS associations.	
<b>101-400-1470-4701</b>	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>9,100</b>
<b>101-400-1470-5101</b>	<b>PROF/TECH SERVICE</b> Consulting services for administration of the City's data network, help desk, audio/visual, GIS systems and governance.  1. Information Technology Services Provider (Prosum) (\$190,000)  2. Hardware services - Network, Cabling and equipment support (\$20,000)  3. Software services - Server, network, GIS, intranet, management contracted support (\$10,000)  4. Citizen engagement system consulting (\$10,000)  5. Business System Database Administration (\$50,000)	<b>280,000</b>
<b>101-400-1470-5201</b>	<b>MAINTENANCE SERVICES</b> Licensing and support costs associated with hardware and software maintenance for the City's Data network, Business Systems (permitting, finance, etc.), Graphic Information System (GIS), Document Management, Copiers and Microsoft and other software licensing and support. Including:  1. Munis - Finance 2. Cityworks - Public Works 3. Trakit - Community Development 4. MS Enterprise software, Citysourced - WO reporting 5. ESRI server licenses & support 6. Geocortex, Granicus Streaming - City Clerk 7. CivicPlus Website, Activenet - Rec & Park 8. Cougar Mountain - PVIC 9. Laserfiche - City Clerk 10. Telview - RPVtv 11. Assureon - City Clerk, 12. CoreLogic - parcel data 13. AutoCAD - Public Works 14. OpenGov - Finance 15. Neogov - Human Resources 16. Firewall and networking annual support 17. Copier support/maintenance, Incidental software and MS licenses 18. Email Archiver solution 19. Device maintenance (e.g. printers, scanners, audio/visual), website and IT management and security systems annual support	<b>433,000</b>

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Budget FY17-18
101-400-1470-6001	<b>MEETINGS/CONFERENCES</b> Expenses related to attendance at meetings and conferences related to the City's Information Technology and GIS functions.	6,000
101-400-1470-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement of staff for use of personal vehicles to attend off-site meetings, conferences, training events, etc.	600
101-400-1470-6101	<b>TRAINING</b> This budget provides for employee training to support the Information Technology and GIS function, as well as user training for various software systems used by the City.	10,000
101-400-1470-6102	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals and technical publications which assist City employees with Information Technology and GIS maintenance and management.	500
101-400-1470-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	42,300

**Department:** City Administration  
**Budget Program:** Information Technology - Voice

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-1480-4310	OP SUPP/MINOR EQUIP	0	641	0	5,000	5,000
	101-400-1480-5101	PROF/TECH SERVICE	870	1,400	0	0	0
	101-400-1480-5201	MAINTENANCE SERVICES	0	0	539	5,000	5,000
	101-400-1480-5301	TELEPHONE SERVICE	71,368	85,631	95,579	100,000	85,000
<b>Expenditure Subtotals</b>			<b>72,238</b>	<b>87,672</b>	<b>96,117</b>	<b>110,000</b>	<b>95,000</b>
<b>Total Program Expenditures</b>			<b>72,238</b>	<b>87,672</b>	<b>96,117</b>	<b>110,000</b>	<b>95,000</b>

**Department:** City Administration

**Budget Program:** Information Technology - Voice

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-1480-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Supplies, equipment, incidental software for the phone and voice messaging systems.	<b>5,000</b>
<b>101-400-1480-5201</b>	<b>MAINTENANCE SERVICES</b> Costs associated with hardware and software maintenance and support of the City's phone and voice messaging system.	<b>5,000</b>
<b>101-400-1480-5301</b>	<b>TELEPHONE SERVICE</b> Local and long distance telephone services, cell phones, television services and data circuits - Frontier circuits, analog circuits, television service, Voice PRI, DID's and long distance, Cox circuits at sites supporting data, voice, television, RPVtv and credit card machines.	<b>85,000</b>

## **FINANCE**

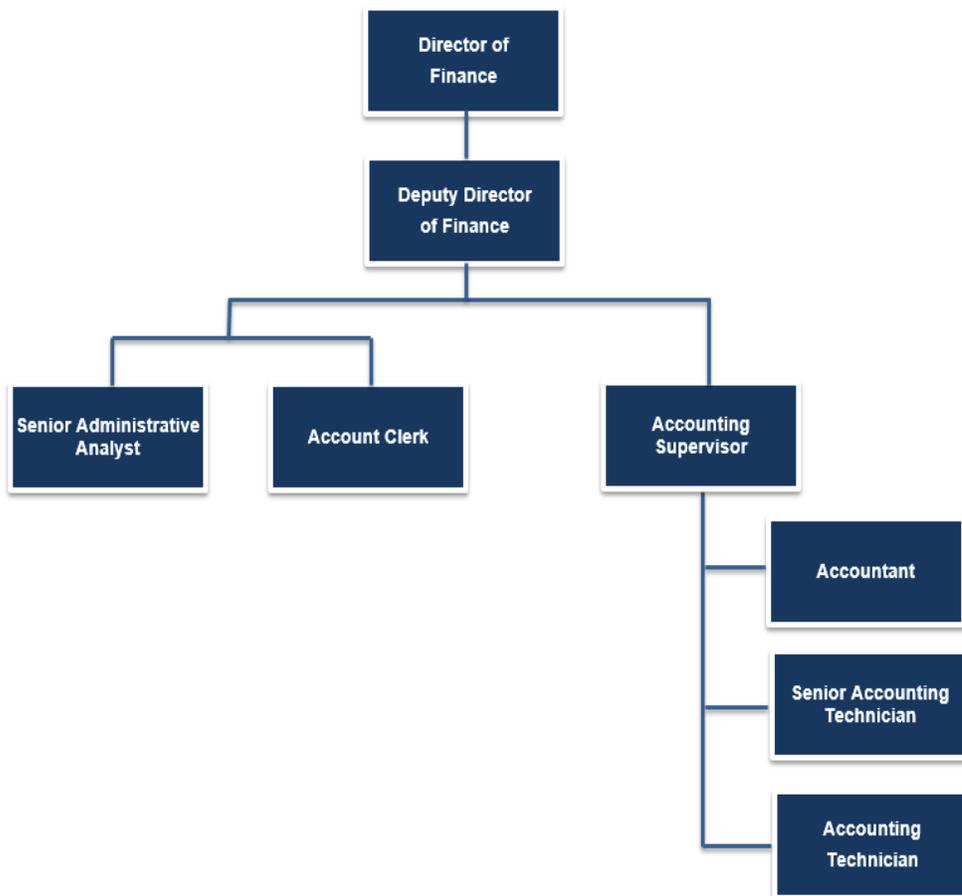
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## FINANCE

The City's Finance Department is responsible for managing all financial affairs of the City. Specific activities accounted for within the department's programs are listed below:

- Developing the City's Budget
- All City financial reporting
- Working with the outside auditors
- Managing the City's cash flow
- Managing the City's business processes
- Accounts Payable/Receivable function
- Managing the City's Investments
- Staffing the Finance Advisory Committee, Storm Drain Oversight Committee & Oversight Board for the Successor Agency
- Managing Payroll

### ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>FINANCE</b>					
Account Clerk	-	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Supervisor	-	-	1.0	1.0	1.0
Accounting Technician	1.0	-	-	1.0	1.0
Deputy Director of Finance	1.0	1.0	1.0	1.0	1.0
Director of Finance	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	1.0	-	-	-	-
Senior Accountant	1.0	1.0	-	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.5	1.0	1.0	1.0	1.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>8.5</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Director of Finance

- Oversees the administration of the department.
- Serves as the City Treasurer.
- Responsible for all City investing activities.
- Staff liaison to Storm Drain Oversight Committee.
- Staff liaison to Finance Advisory Committee.

### Deputy Director of Finance

- Assists Director with departmental policy matters.
- Responsible for financial reporting.
- Provides direction and oversight on key initiatives of Department.
- Project lead on financial system implementation.

### Accounting Supervisor

- Prepares the City's Comprehensive Annual Financial Report and Employee Compensation Report.
- Audits daily accounting activities.
- Maintenance general ledger.
- Provides direction and oversight to accounting staff.

### Senior Administrative Analyst

- Assists with budget preparation.
- Prepares the Five-Year Financial Model.
- Assists with financial analysis.
- Oversees business license audit.

### Accountant

- Reconciles bank accounts and prepares cash balance reports.
- Monitor revenues and accounts receivable.
- Reconcile Community Development Block Grant grants and loans.
- Reconciles the general ledger.
- Keeps inventory of City's fixed assets.

### Senior Accounting Technician

- Administers payroll.
- Processes accounts receivable, cash receipts and journal entries.
- Prepares and review payroll reports to State, Federal and CalPERS.

### Accounting Technician

- Manages purchasing function.
- Administers accounts payable function.
- Assist staff with various accounting tasks.
- Administers City's Cal-Card program.

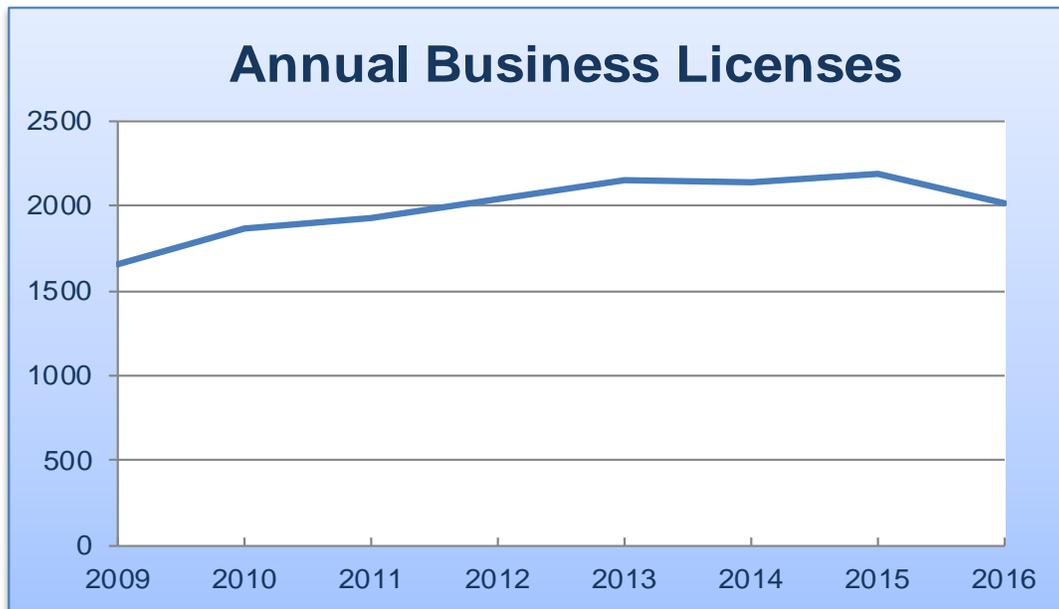
### Account Clerk

- Administers business license function.
- Prepare and distribute false alarm notices.

- Administers cashiering function at City Hall.
- Assist with clerical duties as needed.

### FINANCE PERFORMANCE INDICATORS

- The City's Comprehensive Annual Financial Report has earned the prestigious Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the past 23 years, beginning with the June 30, 1993 report.
- The number of business licenses issued annually has been fairly steady the past four years and is presented below.



**Department:** Finance

**Budget Program:** Finance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-2110-4101	SALARY & WAGES - FT	759,227	611,167	674,323	746,645	836,700
	101-400-2110-4102	SALARY & WAGES - PT	32,301	36,829	40,260	53,282	49,000
	101-400-2110-4103	SALARY & WAGES - OT	0	656	946	0	700
	101-400-2110-4201	HEALTH INSURANCE	0	0	0	54,705	93,900
	101-400-2110-4202	FICA/MEDICARE	0	0	0	0	12,900
	101-400-2110-4203	PERS	0	0	0	62,064	68,300
	101-400-2110-4204	EMPLOYEE BENEFITS - WORKERS COMP	271,400	207,300	228,284	28,680	19,400
	101-400-2110-4205	OTHER BENEFITS	0	0	0	0	26,900
	101-400-2110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	17,885	24,000
	101-400-2110-4207	CALPERS UNFUNDED LIABILITY	0	0	0	25,305	23,900
	101-400-2110-4310	OP SUPP/MINOR EQUIP	3,889	8,814	8,016	10,000	10,000
	101-400-2110-4601	MEMBERSHIPS & DUES	2,850	2,085	1,705	2,500	2,000
	101-400-2110-4701	INSURANCE	0	0	0	28,200	28,200
	101-400-2110-4901	OTHER MISCELLANEOUS	33,947	44,712	42,201	40,000	40,000
	101-400-2110-5101	PROF/TECH SERVICE	199,410	184,231	197,750	112,000	115,000
	101-400-2110-5102	LEGAL NOTICES AND ADS	646	182	490	1,000	1,000
	101-400-2110-5103	PRINTING & BINDING	4,150	3,679	4,752	5,000	5,300
	101-400-2110-5106	BUILDING & LAND RENTAL	2,584	2,584	2,578	2,500	2,500
	101-400-2110-6001	MEETINGS/CONFERENCES	3,963	3,358	7,014	20,000	15,000
	101-400-2110-6002	MILEAGE REIMBURSEMENT	244	2,037	909	1,000	1,000
	101-400-2110-6101	TRAINING	1,237	1,734	688	5,000	5,000
	101-400-2110-6102	PUBLICATIONS	578	714	105	500	500
	101-400-2110-6201	EQUIP REPLACE CHARGE	90,900	98,600	33,400	12,100	29,400
<b>Expenditure Subtotals</b>			<b>1,407,325</b>	<b>1,208,680</b>	<b>1,243,420</b>	<b>1,228,366</b>	<b>1,410,600</b>
<b>Total Program Expenditures</b>			<b>1,407,325</b>	<b>1,208,680</b>	<b>1,243,420</b>	<b>1,228,366</b>	<b>1,410,600</b>

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-2110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	836,700
101-400-2110-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	49,000
101-400-2110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	700
101-400-2110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	93,900
101-400-2110-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	12,900
101-400-2110-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	68,300
101-400-2110-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	19,400
101-400-2110-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	26,900
101-400-2110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	24,000
101-400-2110-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	23,900

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-2110-4310	<b>OP SUPP/MINOR EQUIP</b> This item provides for office supplies, minor equipment and miscellaneous items.	10,000
101-400-2110-4601	<b>MEMBERSHIPS &amp; DUES</b> Certain department employees are members of the Government Finance Officers Association (GFOA), and the California Society of Municipal Finance Officers (CSMFO).	2,000
101-400-2110-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	28,200
101-400-2110-4901	<b>OTHER MISCELLANEOUS</b> This budget item provides for bank fees and merchant credit card processing fees.	40,000
101-400-2110-5101	<b>PROF/TECH SERVICE</b> This budget provides for professional and technical services required to support Finance operations, and includes the following:  1. Independent audit of the City's financial statements, and other audit procedures. (\$40,000)  2. Contracted services for payroll processing. (\$35,000)  3. City Financial Advisor (\$15,000)  4. Actuarial report required for new financial reporting standard for employee pension in the financial statements. (\$3,000)  5. Other professional services including sales tax review, third-party audits of various revenue sources, statistical information for the Comprehensive Annual Financial Report, and state mandated cost reimbursement claims. (\$22,000)	115,000
101-400-2110-5102	<b>LEGAL NOTICES AND ADS</b> Per state law, the City must annually publish a summary of financial transactions in the local newspaper. The City also publishes notices for public hearings for the budget process.	1,000
101-400-2110-5103	<b>PRINTING &amp; BINDING</b> This budget item provides for financial document printing; including annual	5,300

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
	budget, budget-in-brief, Comprehensive Annual Financial Report, and letterhead.	
<b>101-400-2110-5106</b>	<b>BUILDING &amp; LAND RENTAL</b> The department uses a mobile storage unit for non-active record retention.	<b>2,500</b>
<b>101-400-2110-6001</b>	<b>MEETINGS/CONFERENCES</b> This budget enables Finance Staff to attend local meetings and the annual conference of the California Society of Municipal Finance Officers (CSMFO) and Tyler-Munis annual conference. This item also provides for refreshments for Finance Advisory Committee (FAC) meetings.	<b>15,000</b>
<b>101-400-2110-6002</b>	<b>MILEAGE REIMBURSEMENT</b> The city reimburses staff for use of personal vehicles when conducting business on behalf of the city.	<b>1,000</b>
<b>101-400-2110-6101</b>	<b>TRAINING</b> Training is offered to Finance Staff to maintain a current working knowledge of applicable financial laws and practices, and improve use of finance-related software.	<b>5,000</b>
<b>101-400-2110-6102</b>	<b>PUBLICATIONS</b> The department purchases annual financial publications (e.g. guides for Generally Accepted Accounting Principles, and municipal finance guides) for use within the department.	<b>500</b>
<b>101-400-2110-6201</b>	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>29,400</b>

**Department:** General Fund  
**Budget Program:** General Non-Program Expenditures

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-2999-4105	LEAVE BUYOUT	0	0	77,067	50,000	50,000
	101-400-2999-4310	OP SUPP/MINOR EQUIP	0	0	0	125,000	125,000
	101-400-2999-4311	POSTAGE	0	0	0	35,000	35,000
	101-400-2999-4701	INSURANCE	0	0	0	448,700	585,900
	101-400-2999-4901	OTHER MISCELLANEOUS	0	0	0	2,580	5,000
	101-400-2999-4901	OTHER MISCELLANEOUS	35,000	190,467	144,235	1,916,250	145,000
	101-400-2999-5101	PROF/TECH SERVICE	0	0	16,267	13,000	50,000
	101-400-2999-5201	MAINTENANCE SERVICES	0	0	209	50,000	50,000
	101-400-2999-6001	MEETINGS/CONFERENCES	0	0	0	1,500	5,000
	101-400-2999-6201	EQUIP REPLACE CHARGE	0	0	0	0	30,500
	101-400-2999-8803	LAND	0	0	0	25,000	25,000
<b>Expenditure Subtotals</b>			<b>35,000</b>	<b>190,467</b>	<b>237,778</b>	<b>2,667,030</b>	<b>1,106,400</b>
<b>Total Program Expenditures</b>			<b>35,000</b>	<b>190,467</b>	<b>237,778</b>	<b>2,667,030</b>	<b>1,106,400</b>

**Department:** General Fund  
**Budget Program:** General Non-Program Expenditures

Account #	Account Description	Budget FY17-18
101-400-2999-4105	<b>LEAVE BUYOUT</b> Vacation buy back	50,000
101-400-2999-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies such as paper, toner, and ink cartridges are purchased with this account.	125,000
101-400-2999-4311	<b>POSTAGE</b> Citywide postage needs	35,000
101-400-2999-4701	<b>INSURANCE</b> Cost for the City's General Liability insurance, Workers' Compensation insurance, Crime insurance, and Property and Pollution insurance coverage through the California Joint Powers Insurance Authority (CJPIA).	585,900
101-400-2999-4901	<b>OTHER MISCELLANEOUS</b> Various expense items that are Citywide in nature.	145,000
101-400-2999-4901	<b>OTHER MISCELLANEOUS</b> Unemployment claims for City employee separations.	5,000
101-400-2999-5101	<b>PROF/TECH SERVICE</b> 1. Professional contract services for grant writing consultant services by Blais and Associates (\$50,000)  2. HDL services for property audit. (\$13,000)	50,000
101-400-2999-5201	<b>MAINTENANCE SERVICES</b> This item provides for maintenance of office equipment (i.e. copiers, postage machine, etc.).	50,000
101-400-2999-6001	<b>MEETINGS/CONFERENCES</b> Charges for expenses incurred for off-site City meetings, conferences, and training events. Expenses include registration fees, lodging, meals, and transportation.	5,000
101-400-2999-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined	30,500

**Department:** General Fund

**Budget Program:** General Non-Program Expenditures

Account #	Account Description	Budget FY17-18
	as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	
101-400-2999-8803	<b>LAND</b> Funds for the City to purchase tax-defaulted real property that becomes available.	<b>25,000</b>

**Department:** Finance  
**Budget Program:** Equipment Replacement - Computers

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	681-400-0000-4310	OP SUPP/MINOR EQUIP	41,054	111,453	12,835	60,000	0
	681-400-0000-4401	COMP/VOICE EQUIP - CAP	81,831	50,944	236,486	526,000	425,200
	681-400-0000-5201	MAINTENANCE SERVICES	168,524	317,544	-166	72,000	0
<b>Expenditure Subtotals</b>			<b>291,409</b>	<b>479,941</b>	<b>249,154</b>	<b>658,000</b>	<b>425,200</b>
<b>Total Program Expenditures</b>			<b>291,409</b>	<b>479,941</b>	<b>249,154</b>	<b>658,000</b>	<b>425,200</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Computers

Account #	Account Description	Budget FY17-18
<b>681-400-0000-4401</b>	<b>COMP/VOICE EQUIP - CAP</b> Major equipment and system purchases and upgrades: <ol style="list-style-type: none"><li>1. PW document scanning (\$25,000)</li><li>2. CDD permit scanning (\$80,000)</li><li>3. EOC Incident Mgmt. System (\$25,000)</li><li>4. Gift Shop POS (\$25,000)</li><li>5. Disaster Recovery Hot site (\$100,000)</li><li>6. Anti-spam filter (\$10,000)</li><li>7. Mobile System Mgmt. System \$10,000)</li><li>8. PVIC Copier (\$15,000)</li><li>9. Community Room Equipment A/V \$20,000)</li><li>10. CRM/311 System (\$10,000)</li><li>11. Geocorex Public portal software (\$20,000)</li><li>12. Other major equipment and system purchases not yet identified (\$85,200)</li></ol>	<b>425,200</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Furn & Equip

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	681-400-0000-8101	FURNITURE	0	735	0	526,000	388,700
	681-400-0000-8101	EQUIPMENT	0	0	0	0	603,800
Charges for Se	681-400-0000-4310	OP SUPP/MINOR EQUIP	17,900	10,762	22,805	60,000	0
Charges for Se	681-400-0000-4311	POSTAGE	23,690	33,906	29,757	0	0
Charges for Se	681-400-0000-5201	MAINTENANCE SERVICES	41,044	14,402	7,416	0	0
<b>Expenditure Subtotals</b>			<b>82,634</b>	<b>59,805</b>	<b>59,978</b>	<b>586,000</b>	<b>992,500</b>
<b>Total Program Expenditures</b>			<b>82,634</b>	<b>59,805</b>	<b>59,978</b>	<b>586,000</b>	<b>992,500</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Furn & Equip

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
681-400-0000-8101	<b>EQUIPMENT</b> Office equipment replacement for various department.	<b>603,800</b>
681-400-0000-8101	<b>FURNITURE</b> Furniture replacement for various department.	<b>388,700</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Vehicles

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	681-400-0000-5201	MAINTENANCE SERVICES	20,148	28,699	28,958	0	0
	681-400-0000-8201	VEHICLES	0	0	0	0	426,600
Expenditure Subtotals			20,148	28,699	28,958	0	426,600
<b>Total Program Expenditures</b>			<b>20,148</b>	<b>28,699</b>	<b>28,958</b>	<b>0</b>	<b>426,600</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Vehicles

Account #	Account Description	Budget FY17-18
681-400-0000-8201	<b>VEHICLES</b> Vehicle replacement for all City's vehicles.	<b>426,600</b>

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## **COMMUNITY DEVELOPMENT**

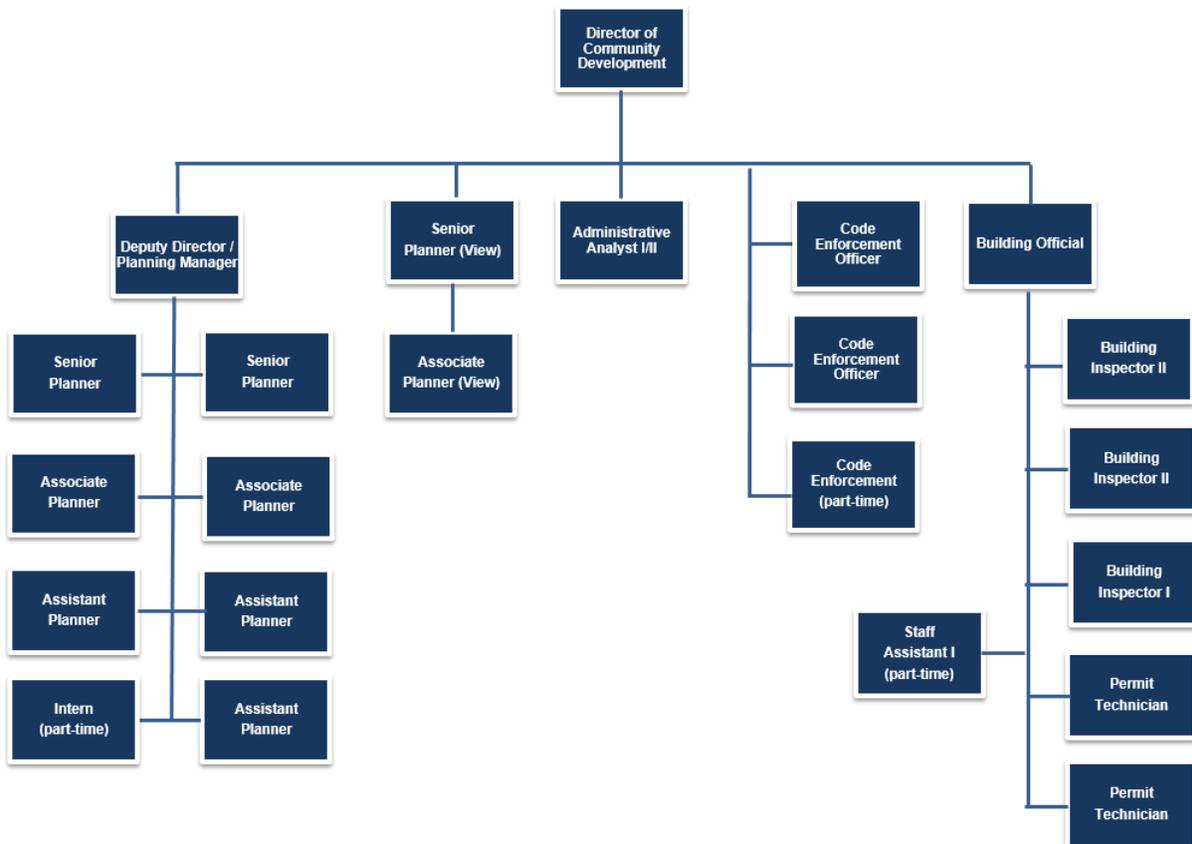
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## COMMUNITY DEVELOPMENT

The Community Development Department is responsible for the orderly physical development of the community by upholding the goals and policies of the City's General Plan through the issuance of land use entitlements and permits for improvements and development of private property while balancing the needs of residents, businesses, property owners and visitors. There are four divisions in the Department that assist in creating and implementing the community vision: Planning, Building & Safety, Code Enforcement and View Restoration. The Community Development Department manages the following capacities:

- Land use entitlements
- Building and Safety permits
- Code Enforcement cases
- View Restoration permits
- Land use studies and master plans
- The City's General Plan
- The City's Housing Element
- Coastal Specific Plan
- Western Avenue Specific Plan
- The Palos Verdes Nature Preserve
- The City's Trails Network Plan
- California Environmental Quality Act
- Equestrian Uses and Animal Control
- Coyote Management Plan
- Peafowl Management Plan

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Analyst I / II	-	-	-	-	1.0
Administrative Staff Assistant	1.0	1.0	1.0	1.0	-
Assistant Planner	1.0	1.0	1.0	3.0	3.0
Associate Planner	3.0	3.0	3.0	3.0	3.0
Building Inspector I	-	2.0	1.0	1.0	1.0
Building Inspector II	1.0	-	1.0	2.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	2.0	1.0	2.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Director / Planning Manager	2.0	1.0	1.0	1.0	1.0
Permit Technician	2.0	2.0	2.0	2.0	2.0
Planning Technician	-	1.0	1.0	-	-
Senior Planner	2.0	3.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	1.0	-	-
<b>SUBTOTAL</b>	<b>17.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Community Development Director

- Responsible for executive oversight and administration of department
- Responsible for meeting goals and objectives of the City's programs

- Department Budget Oversight
- Supervises and administers City codes related to planning, building codes, Municipal Code compliance and view restoration
- Secretary of the Planning Commission

#### Deputy Director/Planning Manager

- Supervises Planning Division Staff (Sr. Planners, Associate Planners, Assistant Planners)
- Directs Department operations in the Director's absence
- Responsible for managing complex projects
- Assists and mentors planners with their projects
- Processes the General Plan Update

#### Administrative Analyst I/II

- Provides general Department administrative support
- Monitors purchase orders and expenditures
- Assists with budget preparation and oversight
- Agenda preparation, distribution and posting for Planning Commission
- Manage Department website
- Oversees various Department contracts

#### Senior Planners

- Handle complex land use development applications
- Process advanced planning projects
- Interpret, apply and explain complex City planning policies, ordinances and codes
- Assist with General Plan update

#### Associate Planners

- Handle land use development applications
- Process current planning projects
- Interpret, apply and explain City planning policies, ordinances and codes
- Handle front counter, phone, and email activities and inquiries for Division
- Assist with General Plan update
- Manage City's Air Space issues

#### Assistant Planners

- Handle basic land use development applications
- Interpret, apply and explain basic City planning policies, ordinances and codes
- Handle front counter, phone, and email activities and inquiries for Division
- Assist with General Plan update

#### Code Enforcement Officers

- Perform office and field work related to enforcement of the City's Municipal Code
- Provide information and assistance to residents for municipal code compliance
- Issue notice of violations and other actions to achieve compliance
- Maintain case files to support enforcement actions
- Conduct public outreach and educational efforts
- Oversee Coyote and Peafowl Management Plans
- Oversee Animal Control services

### Building Official

- Responsible for oversight and administration of the Division
- Ensures that all building permits issued are in accordance with adopted municipal codes and building codes
- Oversees plan review and inspection work of staff
- Resolves complex building code interpretation issues

### Building Inspectors

- Perform plan reviews for submitted building permit plans
- Conduct field inspections
- Participate, as required, in coordination of projects through development review process
- Assist customers in understanding building codes and permit procedures

### Building Permit Technicians

- Handle front counter, phone, and email activities and inquiries for Division
- Responsible for processing of permits and plans
- Assist with routing and processing of plans

## **PERFORMANCE INDICATORS**

Noted below are performance indicators for the department. The indicators chosen give a general representation of the activity level of each division within the department. The purpose of the indicators is to demonstrate the department's activity level over time and draw a correlation with the corresponding budget year

## **PLANNING**

Planning decisions rendered over-the-counter typically involve a ministerial review of plans by counter Staff to ensure that the proposed improvements meet the City's development standards, with the possible necessity of a foliage analysis. Decisions on planning applications that are rendered by the Director, Planning Commission or City Council are discretionary decisions that usually involve a finding of neighborhood compatibility. The City's Neighborhood Compatibility and Height Variation review process can be lengthy and summarized as follows:



Decisions rendered by the Planning Commission involve more time since they necessitate the scheduling of a public hearing before the Commission and often more than one public hearing is needed for the Planning Commission to render a decision. Decisions by the City Council typically occur as a result of an appeal. Processing time between application submittal and application completeness includes the time taken by applicants to respond to incomplete items, which can vary in duration and which City staff has no control over. The Division generally conducts its completeness review of project plans within 10 calendar days.

<b>Planning Decisions Rendered</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>
Decisions rendered over the counter (cases)	308	337	403	416	483	465
Decisions rendered by the Director (cases)	48	52	37	51	50	67
Median processing time (days)	106	85	113	96	135	176
Decisions rendered by Planning Commission and/or City Council (cases)	43	32	25	28	25	30
Median processing time (days)	253	198	286	223	151	284

## **BUILDING & SAFETY**

Building permits issued over-the-counter typically involve minor improvements such as plumbing, electrical or mechanical work, window and door change-outs, re-roofs and any other non-structural projects. Building permits that are taken in for Plan Check typically involve projects that require a structural engineering or geo-technical review such as building construction, pools, retaining walls and tenant improvements. The processing time noted is the median time between building permit submittal into Plan Check and when the permit is ready for issuance. Processing time includes the time taken by applicants to respond to Plan Check corrections, which can vary in duration and which City staff has no control over. The Division typically provides Plan Check corrections within 10 calendar days.

<b>Building Permits Processed</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>
Permits issued over the counter (cases)	1,293	1,247	1,203	1,282	1,353	1,487
Plan checked permits (cases)	154	155	268	248	227	271
Median processing time (days)	52	46	26	26	36	42

## **CODE ENFORCEMENT**

Municipal Code enforcement cases typically involve violations such as property maintenance or trash can issues. These cases are typically resolved through a site visit, written notice and consultation with the offending party. Building Code enforcement cases typically involve violations such as non-permitted construction or grading. These cases are typically resolved after one or more site visits and multiple letters to the offending party. Furthermore, these cases often require parties to go through the planning application and building permit process to resolve the issue while being monitored by Code Enforcement staff. Zoning Code enforcement cases typically involve building permit violations such as expired permits. These cases are typically resolved with a letter to the offending party. Code Enforcement cases where the offending party is non-responsive are forwarded to the City Attorney's office to resolve which adds to the processing time. The processing time noted is the median time between the filing of a case and when the case is closed out or resolved. It should be noted that the processing time includes the time taken by offending parties to resolve the violation, which can vary in duration and which City staff has no control over.

<b>Code Enforcement Complaints</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>
Municipal Code violations closed (cases)	194	172	200	246	218	355
Median processing time (days)	32	20	28	18	19	13
Building Code violations closed (cases)	7	12	6	6	7	9
Median processing time (days)	75	14	23	23	28	0
Zoning Code violations closed (cases)	107	109	104	118	119	127
Median processing time (days)	23	11	16	17	25	9

## **VIEW RESTORATION**

View Restoration Permits are requests for the restoration of a view that has been impaired by foliage and no documentation of the view since November 1989 exists. The processing of these permits typically involves a pre-application meeting and depending on the success of the pre-application meeting, may require a hearing before the Planning Commission. View Preservation Permits are requests for the preservation of a view that has existed sometime since November 1989 (as documented in a photograph) and which now has been impaired by foliage. The processing of these permits typically involves staff site visits, a staff analysis and a determination by the Director. City Tree Review Permits are requests for the restoration of a view that has been impaired by City trees. The processing of these permits typically involves a site visit, the preparation of a staff report, input from the City arborist, notice of the decision and the trimming or removal of the City tree(s) by City work crews. The City Tree review process moved to the Department of Public Works during FY 15-16.

<b>View Permits Processed</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>
View Restoration permits processed (cases)	18	23	18	11	14	19
View Preservation permits processed (cases)	8	12	12	11	20	10
City Tree Review permits processed (cases)	10	8	4	7	3	25
View Maintenance requests processed (cases)	31	32	25	24	28	19

**Department:** Community Development  
**Budget Program:** Community Development Administration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4110-4101	SALARY & WAGES - FT	0	0	0	0	376,700
	101-400-4110-4102	SALARY & WAGES - PT	0	0	0	0	8,100
	101-400-4110-4103	SALARY & WAGES - OT	0	0	0	0	1,100
	101-400-4110-4201	HEALTH INSURANCE	0	0	0	0	42,100
	101-400-4110-4202	FICA/MEDICARE	0	0	0	0	5,600
	101-400-4110-4203	PERS	0	0	0	0	37,900
	101-400-4110-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	0	0	8,500
	101-400-4110-4205	OTHER BENEFITS	0	0	0	0	10,700
	101-400-4110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	15,000
	101-400-4110-4207	CALPERS UNFUNDED LIABILITY	0	0	0	0	46,100
	101-400-4110-6201	EQUIP REPLACE CHARGE	0	0	0	0	52,700
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>604,500</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>604,500</b>

**Department:** Community Development

**Budget Program:** Community Development Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-4110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	376,700
101-400-4110-4102	<b>SALARY &amp; WAGES - PT</b> This account includes the Planning Commissioner stipend of \$135 per month per Commissioner.	8,100
101-400-4110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	1,100
101-400-4110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	42,100
101-400-4110-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	5,600
101-400-4110-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	37,900
101-400-4110-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	8,500
101-400-4110-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	10,700
101-400-4110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	15,000
101-400-4110-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	46,100

**Department:** Community Development

**Budget Program:** Community Development Administration

Account #	Account Description	Budget FY17-18
<b>101-400-4110-6201</b>	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>52,700</b>

**Department:** Community Development  
**Budget Program:** Planning

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4120-4101	SALARY & WAGES - FT	833,739	769,389	791,896	785,857	607,500
	101-400-4120-4102	SALARY & WAGES - PT	14,717	8,653	8,764	19,065	0
	101-400-4120-4103	SALARY & WAGES - OT	0	5,774	2,688	0	13,700
	101-400-4120-4201	HEALTH INSURANCE	0	0	0	81,243	80,700
	101-400-4120-4202	FICA/MEDICARE	0	0	0	0	9,000
	101-400-4120-4203	PERS	0	0	0	70,104	48,400
	101-400-4120-4204	EMPLOYEE BENEFITS - WORKERS COMP	291,500	337,900	297,972	25,407	13,200
	101-400-4120-4205	OTHER BENEFITS	0	0	0	0	21,700
	101-400-4120-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	29,540	18,000
	101-400-4120-4207	CALPERS UNFUNDED LIABILITY	0	0	0	67,652	25,800
	101-400-4120-4310	OP SUPP/MINOR EQUIP	5,855	10,886	8,296	8,000	10,000
	101-400-4120-4601	MEMBERSHIPS & DUES	4,513	4,511	4,165	4,800	5,200
	101-400-4120-4701	INSURANCE	0	0	0	31,100	31,100
	101-400-4120-5101	PROF/TECH SERVICE	37,367	69,670	69,680	185,000	45,000
	101-400-4120-5102	LEGAL NOTICES AND ADS	20,461	17,095	15,443	25,000	25,000
	101-400-4120-5103	PRINTING & BINDING	2,628	5,415	4,797	20,000	25,000
	101-400-4120-5106	BUILDING & LAND RENTAL	2,317	2,503	4,713	3,500	5,300
	101-400-4120-6001	MEETINGS/CONFERENCES	10,883	11,450	9,547	13,000	9,000
	101-400-4120-6002	MILEAGE REIMBURSEMENT	731	1,242	531	800	600
	101-400-4120-6101	TRAINING	0	0	1,473	7,000	10,000
	101-400-4120-6102	PUBLICATIONS	984	1,334	924	1,400	1,200
	101-400-4120-6201	EQUIP REPLACE CHARGE	86,300	129,300	48,500	15,900	0
<b>Expenditure Subtotals</b>			<b>1,311,995</b>	<b>1,375,122</b>	<b>1,269,389</b>	<b>1,394,368</b>	<b>1,005,400</b>
<b>Total Program Expenditures</b>			<b>1,311,995</b>	<b>1,375,122</b>	<b>1,269,389</b>	<b>1,394,368</b>	<b>1,005,400</b>

**Department:** Community Development

**Budget Program:** Planning

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-4120-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	607,500
101-400-4120-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	13,700
101-400-4120-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	80,700
101-400-4120-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	9,000
101-400-4120-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	48,400
101-400-4120-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	13,200
101-400-4120-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	21,700
101-400-4120-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	18,000
101-400-4120-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	25,800
101-400-4120-4310	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office and operating supplies such as photo supplies, stationery, color printer cartridges, office equipment ,	10,000

**Department:** Community Development

**Budget Program:** Planning

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
	and the purchase of a decibel meter (\$9,000), as well as kitchen supplies (\$1,000).	
<b>101-400-4120-4601</b>	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the Planner's Advisory Service (a subscription library data base), American Planning Association, Association of Environmental Planners, American Institute of Certified Planners, and other appropriate professional planning and public administration associations.	<b>5,200</b>
<b>101-400-4120-4701</b>	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>31,100</b>
<b>101-400-4120-5101</b>	<b>PROF/TECH SERVICE</b> 1. Temporary personnel, on an as-needed contractual basis, for coverage of front-line staff due to illness, vacations, or as otherwise required. (\$2,000) 2. Ongoing Graphic Information System (GIS) mapping updates. (\$10,000) 3. Preparation of the City's updated Trails Network Plan and related graphics to be completed in FY17-18. (\$5,000) 4. Consultant work for miscellaneous advanced planning projects, such as an Arterial Fences and Walls Master Plan and/or park and trail projects. (\$10,000) 5. Update to the General Plan (consultant services (to be determined) to complete any miscellaneous studies or plans) to be completed in FY17-18. (\$5,000) 6. Workspace reconfiguration to accommodate additional workspace for Department staff needs in FY17-18. (\$13,000)	<b>45,000</b>
<b>101-400-4120-5102</b>	<b>LEGAL NOTICES AND ADS</b> This budget item covers the cost of publishing required legal notices for private development projects and City projects in the local newspaper and with County Departments.	<b>25,000</b>
<b>101-400-4120-5103</b>	<b>PRINTING &amp; BINDING</b> This budget item covers miscellaneous printing including reproduction of City documents (i.e. Updated General Plan, Updated Trails Network Plan, and NCCP document), informational brochures, reproduction of maps and various documents, business cards, public notice envelopes, etc. In some cases, expenditures may be offset for documents sold to the general public at the actual reproduction cost borne by the City.	<b>25,000</b>

**Department:** Community Development

**Budget Program:** Planning

Account #	Account Description	Budget FY17-18
101-400-4120-5106	<b>BUILDING &amp; LAND RENTAL</b> Rental of a mobile storage container for storing historical records. Due to lack of interior storage space for historical records, this budget item includes renting another mobile storage container to increase storage space.	5,300
101-400-4120-6001	<b>MEETINGS/CONFERENCES</b> Funds for expenses incurred by the department staff and Planning Commission to attend meetings and conferences. The meetings and conferences include:  <ol style="list-style-type: none"><li>1. Annual California American Planning Association Chapter Conference and National APA Conference.</li><li>2. League of California Cities Planners' Institute (typically attended by Staff and 4 members of the Planning Commission).</li><li>3. Annual State Association of Environmental Planners' Conference.</li><li>4. Monthly Southwest Area Planning Council meetings.</li><li>5. Miscellaneous regional and other professional meetings.</li></ol>	9,000
101-400-4120-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement to Staff for use of personal vehicles. This expenditure has been reduced because \$200 has been transferred to the Code Enforcement Division budget program.	600
101-400-4120-6101	<b>TRAINING</b> Professional and continuing education seminars that focus on specific aspects of California planning laws and policies, California Environmental Quality Act (CEQA), Subdivision Map Act, personnel management, customer service, and local planning issues.	10,000
101-400-4120-6102	<b>PUBLICATIONS</b> Publications include California Planning and Redevelopment Report, Land Use Digest, Urban Land Institute, and California Coast and Ocean. Reference materials include California Land Use and Planning Law, the Subdivision Map Act manual, and CEQA compliance guidelines. Many of the reference materials require annual updating.	1,200

**Department:** Community Development  
**Budget Program:** Building & Safety

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4130-4101	SALARY & WAGES - FT	330,173	397,519	400,355	390,560	482,300
	101-400-4130-4102	SALARY & WAGES - PT	3,892	0	19,809	28,732	28,500
	101-400-4130-4103	SALARY & WAGES - OT	0	165	0	0	1,900
	101-400-4130-4201	HEALTH INSURANCE	0	0	0	46,832	74,500
	101-400-4130-4202	FICA/MEDICARE	0	0	0	0	7,400
	101-400-4130-4203	PERS	0	0	0	34,892	43,900
	101-400-4130-4204	EMPLOYEE BENEFITS - WORKERS COMP	135,600	171,400	185,626	17,947	11,200
	101-400-4130-4205	OTHER BENEFITS	0	0	0	0	19,200
	101-400-4130-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	21,116	27,000
	101-400-4130-4207	CALPERS UNFUNDED LIABILITY	0	0	0	34,510	35,000
	101-400-4130-4310	OP SUPP/MINOR EQUIP	4,025	4,300	3,255	2,500	3,500
	101-400-4130-4601	MEMBERSHIPS & DUES	340	888	563	700	900
	101-400-4130-4701	INSURANCE	0	0	0	15,700	15,700
	101-400-4130-5101	PROF/TECH SERVICE	81,122	96,050	118,071	190,000	201,000
	101-400-4130-5103	PRINTING & BINDING	2,512	338	818	1,000	1,000
	101-400-4130-5106	RENTALS - BUILDINGS	2,122	2,596	1,499	1,800	3,600
	101-400-4130-5301	TELEPHONE SERVICE	1,996	3,491	2,889	3,500	5,000
	101-400-4130-6002	MILEAGE REIMBURSEMENT	594	479	381	700	900
	101-400-4130-6101	TRAINING	2,112	6,858	6,518	4,000	4,800
	101-400-4130-6102	PUBLICATIONS	3,698	848	777	2,600	1,800
	101-400-4130-6201	EQUIP REPLACE CHARGE	58,200	59,900	21,800	6,500	0
<b>Expenditure Subtotals</b>			<b>626,386</b>	<b>744,830</b>	<b>762,359</b>	<b>803,589</b>	<b>969,100</b>
<b>Total Program Expenditures</b>			<b>626,386</b>	<b>744,830</b>	<b>762,359</b>	<b>803,589</b>	<b>969,100</b>

**Department:** Community Development

**Budget Program:** Building & Safety

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-4130-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	482,300
101-400-4130-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	28,500
101-400-4130-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	1,900
101-400-4130-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	74,500
101-400-4130-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	7,400
101-400-4130-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	43,900
101-400-4130-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	11,200
101-400-4130-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	19,200
101-400-4130-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	27,000
101-400-4130-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	35,000

**Department:** Community Development

**Budget Program:** Building & Safety

Account #	Account Description	Budget FY17-18
101-400-4130-4310	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous office supplies and operating equipment.	3,500
101-400-4130-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the International Congress of Building Officials (ICBO). Through this membership, documents, bulletins and training sponsored by this organization can be purchased at a substantial discount, including revisions to the Uniform Building Code and its various components.	900
101-400-4130-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	15,700
101-400-4130-5101	<b>PROF/TECH SERVICE</b> This line item provides for the following professional and technical services:  1. Estimated consultant contract cost that provide Building and Safety engineering plan check, inspection services (structural, mechanical, electrical and plumbing), ADA access compliance, fire and life-safety plan review, green building, and CASP services on an as needed basis. The costs are offset by the plan check and inspection fees that are Assessed to the applicants (\$110,000).  2. Geo-technical and other professional building and safety consultants to assist in the review of projects not otherwise funded by development project trust deposits and/or which may be initiated by the City. These may be projects in which the City desires an expert opinion, but may not be possible to recover these funds from a private party (\$15,000).  3. As required by law, the Department must retain certain Building and Safety Division records, such as geology records, plans, and permit documents. This budget item is needed to assess the Division's costs to convert geology records, plans, and permit documents to electronic copies. This cost will likely increase in the coming years as the Division moves forward with digitizing many of its records to enhance public inquiries (\$35,000).  4. Plans Examiner to provide plan check services at the public counter on a part-time basis. (\$35,000)  5. Interim Building Technician to provide support while full-time Building Technician is on leave. (\$6,000)	201,000
101-400-4130-5103	<b>PRINTING &amp; BINDING</b> Utilize outside printing services to produce various forms and publications	1,000

**Department:** Community Development

**Budget Program:** Building & Safety

Account #	Account Description	Budget FY17-18
	related to Building & Safety functions.	
<b>101-400-4130-5106</b>	<b>RENTALS - BUILDINGS</b> As required by law, the Department must retain certain Building and Safety Division records, such as commercial, institutional and multi-family residential structures. This budget item is needed to cover the Division's costs related to storing these records in two on-site storage containers due to limited interior storage space (This budget expenditure includes the cost to increase the number of on-site storage containers from one to two due to the need for added storage space).	<b>3,600</b>
<b>101-400-4130-5301</b>	<b>TELEPHONE SERVICE</b> Funding for the costs of cellular phones with data plans for 5 staff members in order to facilitate and increase mobile communication while out in the field (this budget item has increased due to an additional phone service for the Building Inspector I position).	<b>5,000</b>
<b>101-400-4130-6002</b>	<b>MILEAGE REIMBURSEMENT</b> Monthly reimbursement to the Building Division Staff for use of personal cars on site visits and off-site training classes.	<b>900</b>
<b>101-400-4130-6101</b>	<b>TRAINING</b> Professional and continuing education seminars that focus on specific aspects of the California Building Codes and professional development, together with improving customer service and operations for the Building and Safety Division.	<b>4,800</b>
<b>101-400-4130-6102</b>	<b>PUBLICATIONS</b> Publications are purchased annually to assist the Building Inspectors in their duties and to maintain a library of up-to-date Codes, including California code books, monthly publications and other needed professional journals.	<b>1,800</b>

**Department:** Community Development  
**Budget Program:** Code Enforcement

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4140-4101	SALARY & WAGES - FT	136,153	135,781	90,501	77,320	147,700
	101-400-4140-4102	SALARY & WAGES - PT	0	0	0	0	40,400
	101-400-4140-4103	SALARY & WAGES - OT	0	0	0	0	3,400
	101-400-4140-4201	HEALTH INSURANCE	0	0	0	7,534	19,600
	101-400-4140-4202	FICA/MEDICARE	0	0	0	0	2,800
	101-400-4140-4203	PERS	0	0	0	7,652	15,100
	101-400-4140-4204	EMPLOYEE BENEFITS - WORKERS COMP	52,600	55,800	57,419	3,134	4,100
	101-400-4140-4205	OTHER BENEFITS	0	0	0	0	6,200
	101-400-4140-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	2,077	6,000
	101-400-4140-4207	CALPERS UNFUNDED LIABILITY	0	0	0	9,901	10,200
	101-400-4140-4601	MEMBERSHIPS & DUES	150	150	85	200	400
	101-400-4140-4701	INSURANCE	0	0	0	2,700	2,700
	101-400-4140-5101	PROF/TECH SERVICE	9,552	33	7,452	10,000	55,000
	101-400-4140-5103	PRINTING & BINDING	0	0	0	500	1,000
	101-400-4140-5106	EQUIPMENT RENTAL	0	0	0	6,599	0
	101-400-4140-5301	TELEPHONE SERVICE	0	0	0	0	3,000
	101-400-4140-6001	MEETINGS/CONFERENCES	414	0	0	1,000	2,000
	101-400-4140-6002	MILEAGE REIMBURSEMENT	11	0	0	100	400
	101-400-4140-6101	TRAINING	0	0	0	0	1,000
	101-400-4140-6201	EQUIP REPLACE CHARGE	13,500	15,300	5,400	1,900	0
<b>Expenditure Subtotals</b>			<b>212,381</b>	<b>207,064</b>	<b>160,856</b>	<b>130,617</b>	<b>321,000</b>
<b>Total Program Expenditures</b>			<b>212,381</b>	<b>207,064</b>	<b>160,856</b>	<b>130,617</b>	<b>321,000</b>

**Department:** Community Development

**Budget Program:** Code Enforcement

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-4140-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	147,700
101-400-4140-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	40,400
101-400-4140-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	3,400
101-400-4140-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	19,600
101-400-4140-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	2,800
101-400-4140-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	15,100
101-400-4140-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	4,100
101-400-4140-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	6,200
101-400-4140-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	6,000
101-400-4140-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	10,200

**Department:** Community Development

**Budget Program:** Code Enforcement

Account #	Account Description	Budget FY17-18
101-400-4140-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the Southern California Association of Code Enforcement Officers (CACEO) and any other appropriate professional association. \$200 per officer. This budget expenditure covers costs for two officers.	400
101-400-4140-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	2,700
101-400-4140-5101	<b>PROF/TECH SERVICE</b> 1. Costs of miscellaneous use of technical consultants, including noise consultants, antenna reception technicians, arborists, engineering, surveyors, and geological consultants for code enforcement purposes and for monitoring short-term rental web based platforms (\$5,000).  2. Costs of code enforcement nuisance abatement activities, including those related to view restoration, and building and zoning code violations. This budget item accounts for anticipated abatement activities based on the status of current code enforcement cases. In most cases, these abatement costs will ultimately be recovered through placement of liens on real property subject to the abatement actions (\$50,000).	55,000
101-400-4140-5103	<b>PRINTING &amp; BINDING</b> Outside printing of various forms and publications related to community based Code Enforcement functions, such as handouts for the Peafowl Management Plan, Coyote Management Plan, Animal Control Services, and massage permits.	1,000
101-400-4140-5301	<b>TELEPHONE SERVICE</b> This is a new budget account to purchase mobile phones and to provide cellular service for City-owned phones used by Code Enforcement Officers when conducting field inspections.	3,000
101-400-4140-6001	<b>MEETINGS/CONFERENCES</b> Funds for expenses incurred by department staff attendance at meetings and conferences.	2,000
101-400-4140-6002	<b>MILEAGE REIMBURSEMENT</b> This is a new budget expenditure for the Code Enforcement Division that has been transferred from the Planning Division program for the reimbursement for Staff use of personal vehicles for site visits and off-site training classes.	400

**Department:** Community Development

**Budget Program:** Code Enforcement

Account #	Account Description	Budget FY17-18
101-400-4140-6101	<b>TRAINING</b> This is a new budget expenditure for the Code Enforcement Division for professional and continuing education seminars that focus on specific aspects of code enforcement, including code enforcement certification courses, rights of entry, housing enforcement, property maintenance codes, citations and court process, and customer services.	1,000

**Department:** Community Development  
**Budget Program:** View Restoration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4150-4101	SALARY & WAGES - FT	183,045	222,509	194,188	194,859	206,100
	101-400-4150-4103	SALARY & WAGES - OT	0	0	882	0	600
	101-400-4150-4201	HEALTH INSURANCE	0	0	0	25,492	32,500
	101-400-4150-4202	FICA/MEDICARE	0	0	0	0	3,000
	101-400-4150-4203	PERS	0	0	0	16,531	17,300
	101-400-4150-4204	EMPLOYEE BENEFITS - WORKERS COMP	64,000	68,300	62,571	5,977	4,500
	101-400-4150-4205	OTHER BENEFITS	0	0	0	0	6,200
	101-400-4150-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	6,231	12,000
	101-400-4150-4207	CALPERS UNFUNDED LIABILITY	0	0	0	14,213	13,800
	101-400-4150-4310	OP SUPP/MINOR EQUIP	35	0	0	2,000	2,000
	101-400-4150-4701	INSURANCE	0	0	0	6,000	6,000
	101-400-4150-5101	PROF/TECH SERVICE	23,281	37,018	23,705	40,000	53,000
	101-400-4150-5201	MAINTENANCE SERVICES	45,308	43,384	0	0	0
	101-400-4150-6201	EQUIP REPLACE CHARGE	20,200	23,000	8,100	2,800	0
<b>Expenditure Subtotals</b>			<b>335,870</b>	<b>394,210</b>	<b>289,446</b>	<b>314,103</b>	<b>357,000</b>
<b>Total Program Expenditures</b>			<b>335,870</b>	<b>394,210</b>	<b>289,446</b>	<b>314,103</b>	<b>357,000</b>

**Department:** Community Development

**Budget Program:** View Restoration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-4150-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	206,100
101-400-4150-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	600
101-400-4150-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	32,500
101-400-4150-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	3,000
101-400-4150-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	17,300
101-400-4150-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	4,500
101-400-4150-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	6,200
101-400-4150-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	12,000
101-400-4150-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	13,800
101-400-4150-4310	<b>OP SUPP/MINOR EQUIP</b> This expenditure is to cover costs for equipment and general office supplies that support the services provided by this Division.	2,000

**Department:** Community Development

**Budget Program:** View Restoration

Account #	Account Description	Budget FY17-18
101-400-4150-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	6,000
101-400-4150-5101	<b>PROF/TECH SERVICE</b> 1. Contract professional consultant services to assist in the mediation of View Restoration/Preservation cases (\$45,000), and for an Arborist or other consultants (\$6,000). The view restoration fees associated with this program are collected when a case is not resolved through mediation.  2. Purchase historic oblique aerial photos. Historic oblique aerial photos are used for the purposes of establishing the conditions of a parcel as it existed when it became a legal lot. This is fundamental to the View Restoration Permit findings. The City currently has oblique historical aerial photos purchased from the UCLA Geography Department covering a small area of the City and for a limited period of dates. This budget item will allow the City to purchase additional oblique aerial photos to fill in some of the gaps of certain areas in the City (i.e. PVDE, Calle Aventura, etc.) and years pre-1950s and post 1970s. (\$2,000)	53,000

**Department:** Community Development

**Budget Program:** NCCP

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4160-5101	PROF/TECH SERVICE	15,260	0	0	75,000	0
Expenditure Subtotals			15,260	0	0	75,000	0
<b>Total Program Expenditures</b>			<b>15,260</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>0</b>

**Department:** Community Development

**Budget Program:** Geology

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-4170-5101	PROF/TECH SERVICE	131,672	149,201	137,100	150,000	150,000
Expenditure Subtotals			131,672	149,201	137,100	150,000	150,000
<b>Total Program Expenditures</b>			<b>131,672</b>	<b>149,201</b>	<b>137,100</b>	<b>150,000</b>	<b>150,000</b>

**Department:** Community Development

**Budget Program:** Geology

Account #	Account Description	Budget FY17-18
<b>101-400-4170-5101</b>	<b>PROF/TECH SERVICE</b> Geotechnical consultant services to review and make recommendations regarding the need for, and/or adequacy of, privately initiated project geotechnical reports. The actual cost for geologic services will vary depending upon the level of activity that occurs during the year. The expenditure is offset directly by the geologic review fees collected.	<b>150,000</b>

**Department:** Community Development

**Budget Program:** Animal Control

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-6130-5101	PROF/TECH SERVICE	81,346	81,180	115,235	105,000	136,000
Expenditure Subtotals			81,346	81,180	115,235	105,000	136,000
<b>Total Program Expenditures</b>			<b>81,346</b>	<b>81,180</b>	<b>115,235</b>	<b>105,000</b>	<b>136,000</b>

**Department:** Community Development

**Budget Program:** Animal Control

Account #	Account Description	Budget FY17-18
101-400-6130-5101	<p data-bbox="399 409 651 430"><b>PROF/TECH SERVICE</b></p> <ol style="list-style-type: none"><li data-bbox="399 449 1276 596">1. The City contracts with the Los Angeles County Department of Animal Care &amp; Control for animal control services. Services include animal shelter care, dog license administration and field services. This expenditure is partially offset with fees collected by the County and remitted to the City. (\$80,000)</li><li data-bbox="399 632 1256 747">2. The City contracts with Wildlife Services for the implementation of the City's peafowl trapping program. Based on the Council-adopted Peafowl Management Plan, the City anticipates trapping of up to 150 birds and conducting a census survey for the 17/18 fiscal calendar. (\$37,000)</li><li data-bbox="399 783 1289 1020">3. The City contracts with Los Angeles County Department of Agricultural Weights and Measures to provide public services and information regarding coyotes including consulting with property owners on measures to secure and minimize possible coyote attractants, and if necessary, trapping aggressive coyotes (\$12,000). As part of the implementation of the City's Coyote Management Plan, developing a website and phone application for tracking coyote sightings to enhance public awareness (\$7,000).</li></ol>	136,000

**Department:** Community Development

**Budget Program:** Habitat Restoration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	222-400-0000-5101	PROF/TECH SERVICE	116,280	118,580	121,847	148,000	155,300
	222-400-0000-5201	MAINTENANCE SERVICES	17,340	17,479	17,496	18,500	19,000
Expenditure Subtotals			133,620	136,059	139,344	166,500	174,300
<b>Total Program Expenditures</b>			<b>133,620</b>	<b>136,059</b>	<b>139,344</b>	<b>166,500</b>	<b>174,300</b>

**Department:** Community Development

**Budget Program:** Habitat Restoration

Account #	Account Description	Budget FY17-18
222-400-0000-5101	<p><b>PROF/TECH SERVICE</b></p> <p>1. The City's NCCP includes a City funding commitment to the Palos Verdes Peninsula Land Conservancy (PVPLC) for management of the NCCP Preserve in accordance with the City's approved NCCP Subarea Plan. In December 2005, the City entered into an agreement with the PVPLC to begin managing the Preserve for a cost of \$100,000/year, adjusted annually for inflation based on the CPI for February (2.7% for February 2017). (\$125,300)</p> <p>2. Miscellaneous habitat restoration activities such as for geological investigation for habitat irrigation/planting, habitat restoration due to fires, etc. (\$30,000)</p>	155,300
222-400-0000-5201	<p><b>MAINTENANCE SERVICES</b></p> <p>In June 2007, an agreement was entered into between the City and the Palos Verdes Peninsula Land Conservancy to perform Habitat Maintenance activities at Subregion 1 - Oceanfront Estates for \$15,000/year adjusted annually for inflation based on the Consumer Price Index (CPI) for February (2.7% for February 2017).</p>	19,000

**Department:** Community Development  
**Budget Program:** Affordable Housing Projects

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	337-400-0000-5101	PROF/TECH SERVICE	2,159	0	0	0	0
	337-400-0000-5201	MAINTENANCE SERVICES	3,939	0	0	0	0
<b>Expenditure Subtotals</b>			<b>6,098</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>6,098</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **PUBLIC WORKS**

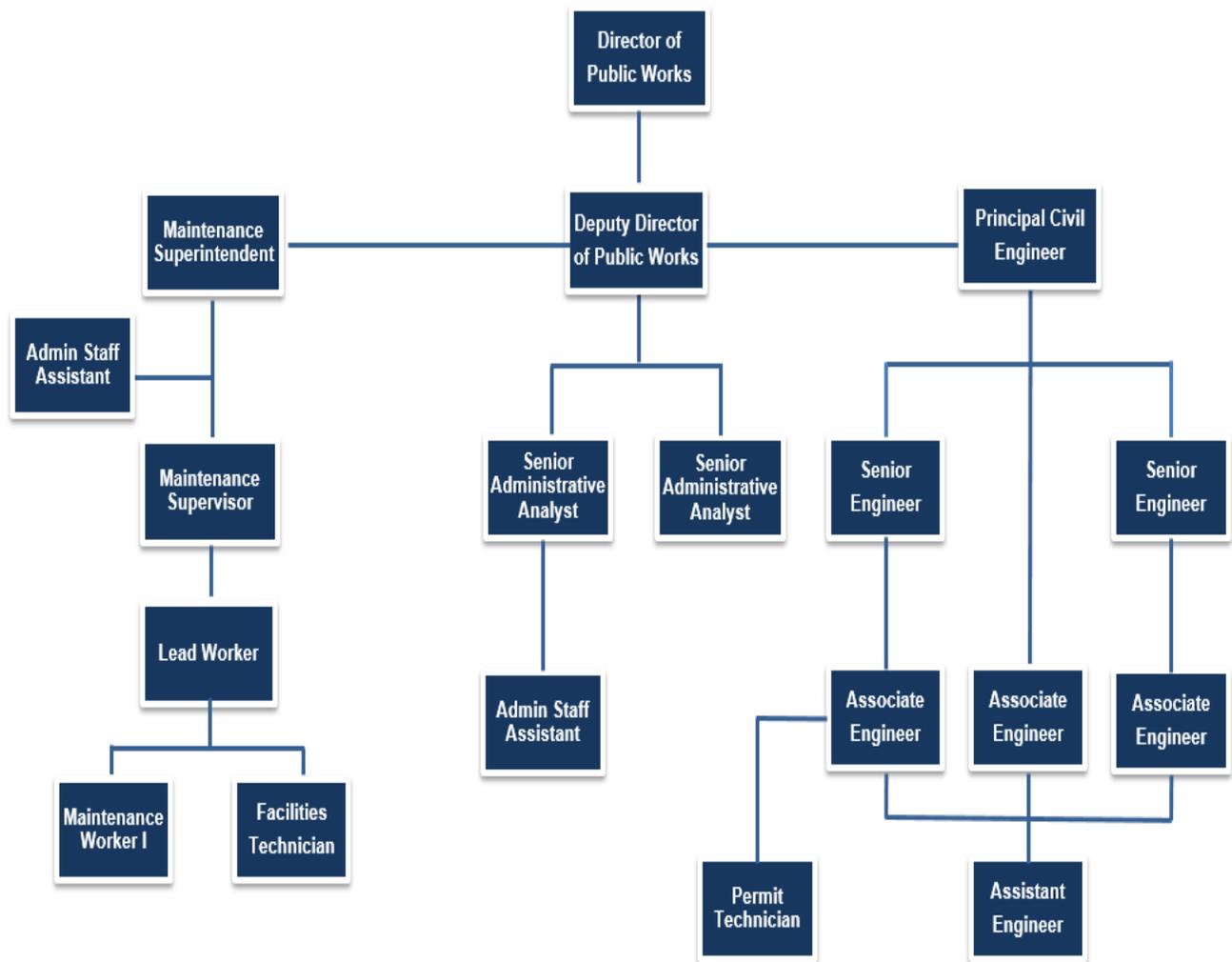
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# PUBLIC WORKS DEPARTMENT

The Public Works Department is responsible for engineering, maintenance, and construction activities throughout the city. Most activities occur on City-owned property and the public right-of-way. Specific activities of the Public Works Department include:

- Traffic Management
- Storm Water Quality Management
- Project and Contract Management
- Facility Maintenance
- Building Improvements, Alterations & Repairs
- Parks, Trails & Open Space Maintenance
- Infrastructure Maintenance (i.e., roadways, storm drains, sewers)
- Street Maintenance
- Street Lighting Maintenance
- Waste Reduction & Recycling Programs
- Management of City's Transportation & Transit Funding
- Improvement Authority Administration
- Fleet Maintenance
- Infrastructure Improvements
- Budget Management & Development
- Grant Management

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
<b>PUBLIC WORKS</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	2.0
Assistant Engineer	1.0	1.0	1.0	1.0	1.0
Associate Engineer	3.0	3.0	3.0	3.0	3.0
Deputy Director of Public Works	1.0	1.0	1.0	1.0	1.0
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Facilities Technician	-	-	-	1.0	1.0
Lead Worker	1.0	1.0	1.0	1.0	1.0
Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Maintenance Supervisor	-	-	-	-	1.0
Maintenance Worker I	-	1.0	1.0	1.0	1.0
Maintenance Worker II	1.0	1.0	1.0	-	-
Permit Clerk	1.0	-	-	-	-
Permit Technician	-	1.0	1.0	1.0	1.0
Principal Engineer	-	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Senior Engineer	3.0	2.0	2.0	2.0	2.0
<b>SUBTOTAL</b>	<b>16.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Public Works Director

- Oversees the administration of all aspects of the department
- Communicates with City Manager and City Council on departmental matters
- Responsible for inter-departmental Coordination
- Oversees staff work performance
- Manages various special projects

### Deputy Director of Public Works

- Responsible for administration of training programs and civic engagement events, management of public counter staff, and supervision of Senior Administrative Analysts
- Assists with implementation of City Council goals and emergency preparedness activities
- Manages various special projects

### Principal Civil Engineer

- Responsible for development and implementation of the capital improvement program, review of drainage and traffic components of private development projects and use of engineering standards and practices
- Supervises and manages all engineering staff, contract inspectors, and engineering consultants
- Manages various Portuguese Bend landslide projects and other projects as assigned

### Senior Engineers

- Responsible for one of the three main engineering functions in the City:
  - Water Quality
  - Right of Way/Traffic Safety
  - City Facilities/Parks & Open Spaces
- Management of various capital improvement projects

### Associate Engineers

- Each Associate Engineer:
  - Supports one Senior Engineer within each particular discipline
  - Develops construction specific standards, including drafting of final specifications
  - Develops plans, specifications, and estimates for Public Works projects
  - Manages various capital improvement projects
  - Manages department's various permitting requirements

### Assistant Engineers

- Process and issue encroachment permits
- Develop plans, specifications and estimates for Public Works projects
- Assist Engineers and Project Managers with various projects and assignments
- Manage capital improvement projects
- Manage department's various permitting requirements

### Senior Administrative Analysts

- Prepare department budget
- Provide grant management

- Monitor purchase orders and adherence to City's purchasing guidelines
- Review and approve invoices
- Administer solid waste and recycling programs
- Provide general department administration

#### Administrative Staff Assistants & Permit Technician

- Assist with processing service requests
- Assist with public inquiries, public counter and permit requests
- Assist with department clerical and administrative needs
- Respond to emergency situations
- Prepare bid packages, processes purchase requisitions and invoices, conduct vendor and product research for procurements
- Conduct infrastructure asset surveys for GIS system, provide public outreach at City-sponsored special events, and provide support for new automated systems (including producing analyzing reports)

#### Maintenance Superintendent

- Oversees contracts for street, fleet, building, parks and open space maintenance activities
- Responsible for responding to service requests throughout the City's buildings, and parks & open spaces
- Manages staff within the Maintenance Division

#### Maintenance Supervisor

- Oversees day-to-day administration of maintenance service contracts
- Supervises Maintenance Division staff (Lead Worker, Facilities Technician, and Maintenance Worker)
- Develops policies and procedures to improve efficiencies and maximize resources in the Maintenance Division

#### Lead Worker

- Assists with maintenance contract services oversight
- Handles minor and routine repairs and maintenance of City's facilities
- Responds to emergency situations

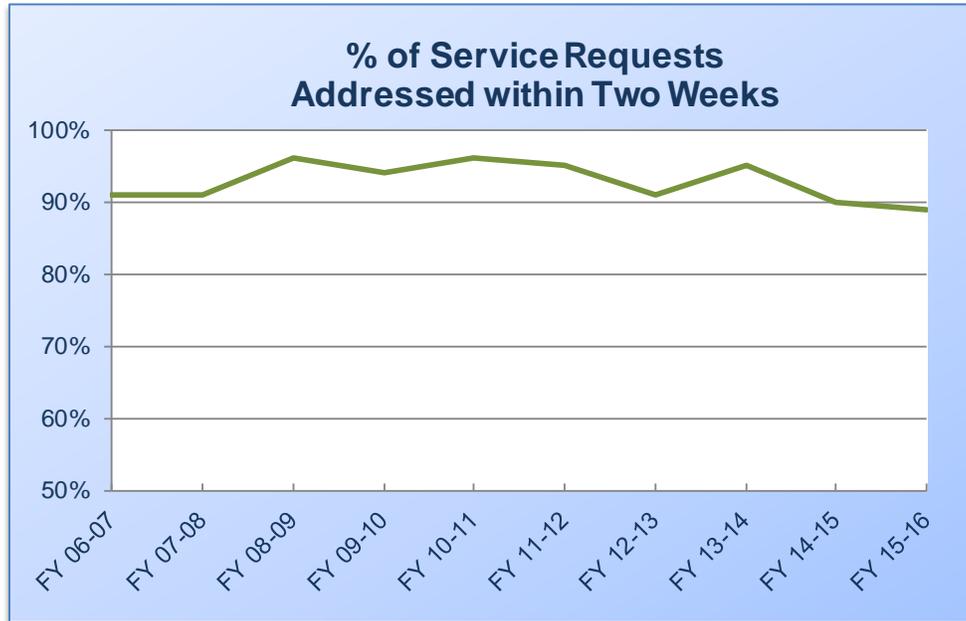
#### Facilities Technician & Maintenance Worker

- Handle minor and routine repairs and maintenance of City's facilities
- Respond to emergency situations

## **PUBLIC WORKS PERFORMANCE INDICATORS**

### Maintenance Program

A large part of the Public Works Department's activities are focused on responding to service requests from residents and internal customers. The department strives to resolve requests promptly and efficiently, with the goal of addressing 85% of all service requests within two weeks. The department completed 1,757 work orders during FY15-16, with an average completion rate of 6.63 days per work order. Based on the data collected over the past 10 years, the percentage of service requests that were addressed within two weeks are as follows:



### Recycling Program

California State law (AB 939) requires all cities in the State to divert from landfills a minimum of 50 percent of waste generated. In 2012, AB 341 was signed into law, which mandates all commercial businesses generating four cubic yards of waste or more, as well as multi-family complexes with five or more units, to implement a recycling program. Additionally, AB 341 established a State-wide diversion goal of 75 percent by the year 2020. In 2016, the new AB 1826 (Mandatory Commercial Organics Recycling) went into effect. Public Works has been working closely with the various haulers to ensure implementation of this new mandate.

The City has implemented an increasing number of programs over the past several years to promote recycling among residents and businesses in order to meet and surpass State requirements. Since 2007, the City has exceeded the 50 percent diversion mandate every year by at least 10 percentage points.

For AB 939 reporting purposes, the City is a member of the Los Angeles Regional Agency (LARA), which includes 18 cities throughout Los Angeles County. LARA's diversion rate includes all member cities' diversions, including Rancho Palos Verdes.

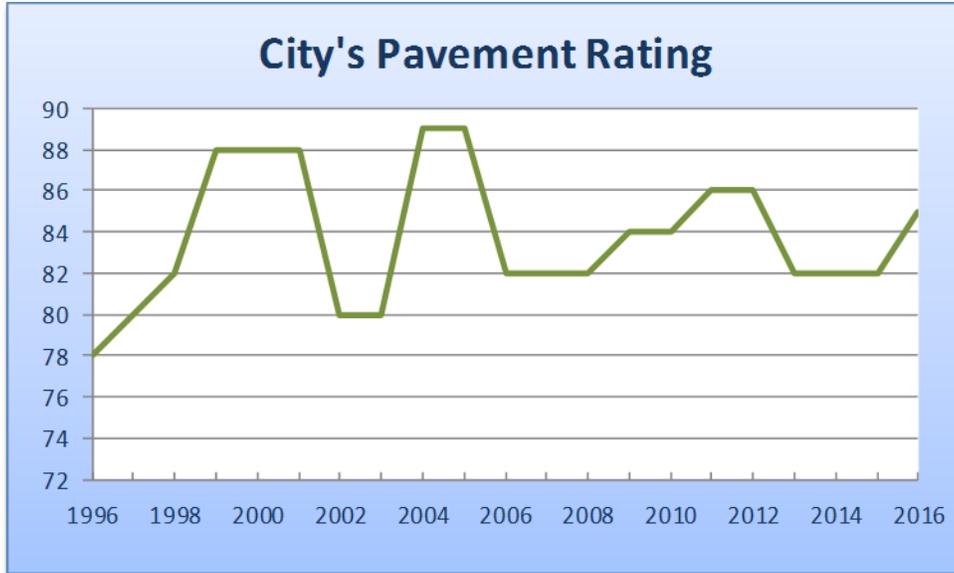
Reporting Year	2011	2012	2013	2014	2015
RPV's % Diversion*	68%	76%	75%	66%	66%
LARA's % Diversion	70%	70%	68%	64%	64%

\* The percentages are based on the City's per capita disposal equivalent target of 4.5 and per capita generation of 9.1, which translates to the State required 50% diversion rate. LARA has a per capita disposal equivalent target of 7.1, and a per capita generation of 14.2.  
 Note - The diversion rates for 2016 will be submitted for approval in August 2017.

### Roadway Maintenance Program

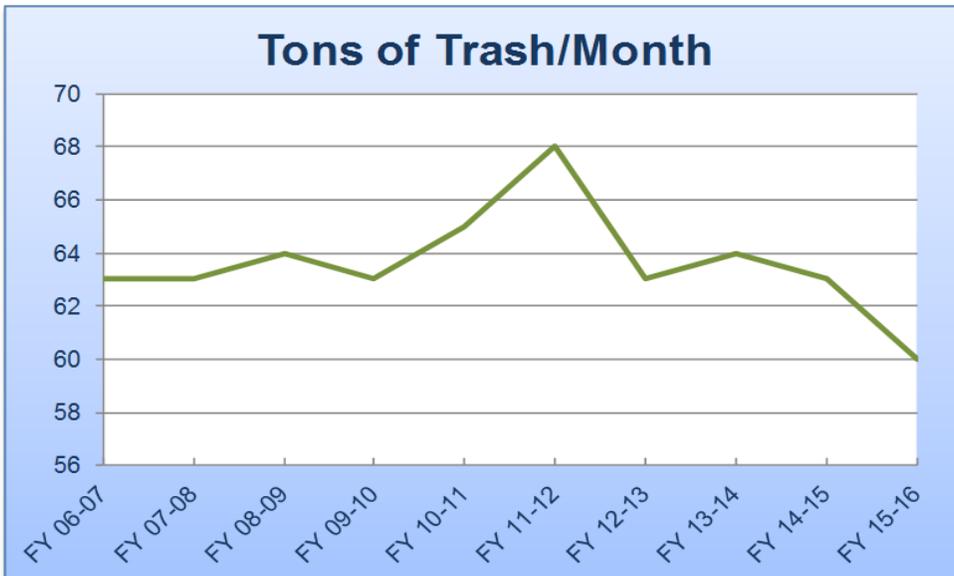
The City invests considerable resources to maintain the high quality of its roadways. The City's Pavement Management Report is updated every three years to determine the condition of the

City's roadways by calculating a pavement rating for the City. The pavement rating is a number between 0 and 100 that measures the quality of the pavement. A new roadway has a pavement rating of 100. The average pavement rating for the City's roadways for the past 20 years is shown in the graph below.



Street Sweeping Program

The City invests considerable resources on programs to reduce the amount of trash that enters the City's canyons, waterways, and the ocean. The City's street sweeping program is a key to this effort. During FY17-18, the City increased the frequency of residential street sweeping from once-a-month to twice-a-month. The following table displays the average amount of trash picked up each month to reduce the amount of trash entering the surface water systems.



## Traffic Enforcement

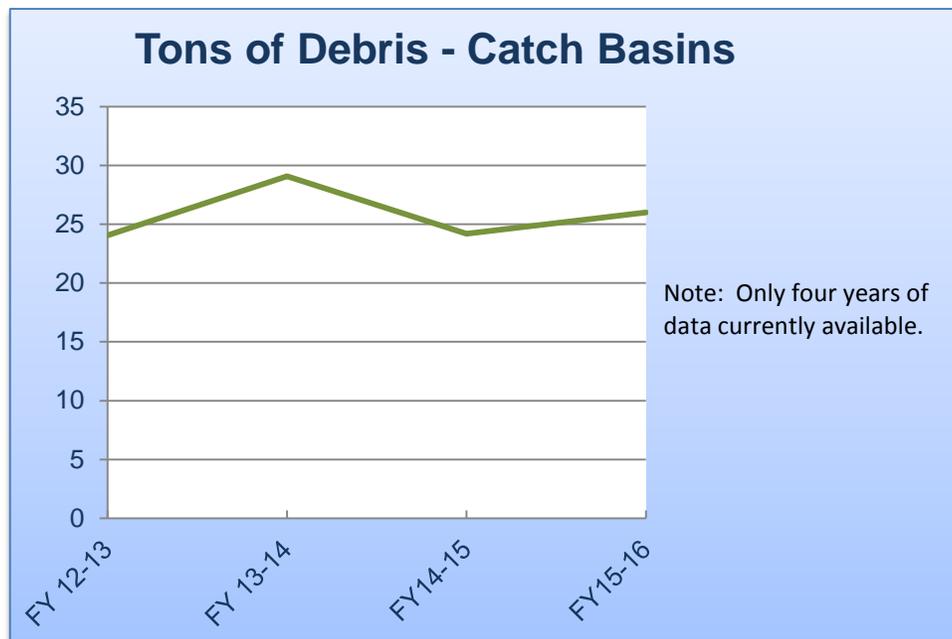
The Public Works Department works closely with the Los Angeles County Sheriff's Department on traffic safety matters. The City monitors and reports the monthly average number of traffic collisions, determines how many of these were injury collisions, and compares the number of injury collisions to the number of hazardous citations issued by the Sheriff's Department. The following table shows traffic collision data for the past eight years.

Monthly Average								
Index	2009	2010	2011	2012	2013	2014	2015	2016
<b>Total Collisions</b>	21	24	23	26	17	15	21	19
<b>Injury Collisions</b>	8	7	8	8	5	6	8	7
<b>Hazardous Citations Issued</b>	448	406	423	229	205	242	163	112
<b>Enforcement Index*</b>	73	87	82	89	54	40	25	21

\* Number of hazardous citations issued + DUI arrests/number of injury collisions and fatal collisions

## Catch Basin Debris Removal

As an owner of a storm drain system and a permittee to the Los Angeles Regional Water Quality Board's Municipal Separate Storm Sewer System (MS4) Permit program, the City is responsible for preventing pollution from entering the waters to which the pipes discharge. One practice that keeps both visible pollutants, such as trash, sediment, and smaller chemicals, from entering the storm drains is to clean the City's catch basins before and during the rainy season. The City keeps track of the tons of material removed throughout the season for reporting purposes.



**Department:** Public Works  
**Budget Program:** Public Works Administration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3110-4101	SALARY & WAGES - FT	1,179,746	1,327,400	1,368,417	1,270,437	1,686,000
	101-400-3110-4102	SALARY & WAGES - PT	78,722	9,841	20,098	24,741	0
	101-400-3110-4103	SALARY & WAGES - OT	0	14,962	6,558	18,900	22,200
	101-400-3110-4201	HEALTH INSURANCE	0	0	0	123,187	178,600
	101-400-3110-4202	FICA/MEDICARE	0	0	0	0	24,800
	101-400-3110-4203	PERS	0	0	0	94,961	129,200
	101-400-3110-4204	EMPLOYEE BENEFITS - WORKERS COMP	431,700	422,150	471,681	47,476	36,900
	101-400-3110-4205	OTHER BENEFITS	0	0	0	0	56,100
	101-400-3110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	27,156	50,600
	101-400-3110-4207	CALPERS UNFUNDED LIABILITY	0	0	0	64,841	54,900
	101-400-3110-4310	OP SUPP/MINOR EQUIP	15,070	21,891	12,245	12,000	13,000
	101-400-3110-4311	POSTAGE	36	0	0	0	0
	101-400-3110-4601	MEMBERSHIPS & DUES	3,911	5,287	4,427	5,000	5,000
	101-400-3110-4701	INSURANCE	0	0	0	51,300	51,300
	101-400-3110-4901	OTHER MISCELLANEOUS	162	0	4,716	0	0
	101-400-3110-5101	PROF/TECH SERVICE	97,976	88,626	191,601	240,000	260,000
	101-400-3110-5102	LEGAL NOTICES AND ADS	13,801	9,800	44,504	60,000	60,000
	101-400-3110-5103	PRINTING & BINDING	11,817	10,285	15,900	22,000	25,000
	101-400-3110-5106	BUILDING & LAND RENTAL	5,225	5,020	2,902	7,300	7,300
	101-400-3110-5301	TELEPHONE SERVICE	0	3,908	5,134	4,000	5,000
	101-400-3110-6001	MEETINGS/CONFERENCES	2,630	15,446	18,798	12,000	15,000
	101-400-3110-6002	MILEAGE REIMBURSEMENT	709	1,011	1,589	1,500	1,500
	101-400-3110-6101	TRAINING	1,006	773	1,247	9,000	8,000
	101-400-3110-6102	PUBLICATIONS	391	2,373	587	1,500	1,800
	101-400-3110-6201	EQUIP REPLACE CHARGE	123,300	158,700	64,000	20,600	30,900
	101-400-3110-8201	VEHICLES	0	0	0	12,000	0
<b>Expenditure Subtotals</b>			<b>1,966,202</b>	<b>2,097,473</b>	<b>2,234,405</b>	<b>2,129,899</b>	<b>2,723,100</b>
<b>Total Program Expenditures</b>			<b>1,966,202</b>	<b>2,097,473</b>	<b>2,234,405</b>	<b>2,129,899</b>	<b>2,723,100</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-3110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	1,686,000
101-400-3110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	22,200
101-400-3110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	178,600
101-400-3110-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	24,800
101-400-3110-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	129,200
101-400-3110-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	36,900
101-400-3110-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	56,100
101-400-3110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	50,600
101-400-3110-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	54,900
101-400-3110-4310	<b>OP SUPP/MINOR EQUIP</b> Office supplies, minor equipment, and miscellaneous items.	13,000

**Department:** Public Works

**Budget Program:** Public Works Administration

Account #	Account Description	Budget FY17-18
101-400-3110-4601	<b>MEMBERSHIPS &amp; DUES</b> Annual dues for professional organizations and the cost of professional licensing for department staff in order for them to maintain their professional status. (\$5,000)	5,000
101-400-3110-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	51,300
101-400-3110-5101	<b>PROF/TECH SERVICE</b> 1. City Engineering Activity: Contracted engineering services to review land maps and development plans that are not reimbursable by developers. (\$25,000) 2. Engineering Studies: Contracted services for engineering investigations and surveys. (\$20,000) 3. Inspection Services: Inspections for encroachment permits, traffic projects, and Right-of-Way (ROW) maintenance projects. Permit fees collected as General Fund revenue partially offset the cost of this program. (\$100,000) 4. Temporary Clerical Assistance: Temporary office assistance for front office staff vacancies, vacations, illnesses, or other absences, and for courier services. (\$5,000) 5. Administration of Community Development Block Grant (CDBG) Program: The City's CDBG funding does not cover the entire cost of the consultant who administers the City's CDBG program; and, therefore, a portion of that cost is charged to this budget program. (\$10,000) 6. Professional Engineering and Project Management Services: Consultant support to assist in addressing the engineering and project management workload during staffing shortages. (\$100,000)	260,000
101-400-3110-5102	<b>LEGAL NOTICES AND ADS</b> Legal notice advertising for Public Works projects that are going out to bid, as well as noticing for public hearings and other public meetings. (\$60,000)	60,000
101-400-3110-5103	<b>PRINTING &amp; BINDING</b> Printing of permits, materials for public meetings, bid documents, and blueprints for Public Works projects.	25,000
101-400-3110-5106	<b>BUILDING &amp; LAND RENTAL</b> Storage Pod Rental - Annual rental fees for three (3) on-site storage pods	7,300

**Department:** Public Works

**Budget Program:** Public Works Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
	to house inactive Public Works plans, documents, files, and surplus furniture. (\$7,300)	
<b>101-400-3110-5301</b>	<b>TELEPHONE SERVICE</b> Cell service for City-owned phones used by Public Works field personnel. (\$5,000)	<b>5,000</b>
<b>101-400-3110-6001</b>	<b>MEETINGS/CONFERENCES</b> Charges for expenses incurred for off-site City meetings, conferences, and training events. Expenses include registration fees, lodging, meals, transportation, and other miscellaneous expenses. (\$15,000)	<b>15,000</b>
<b>101-400-3110-6002</b>	<b>MILEAGE REIMBURSEMENT</b> Reimbursement of staff for use of personal vehicles to attend off-site meetings, conferences, training events, etc. (\$1,500)	<b>1,500</b>
<b>101-400-3110-6101</b>	<b>TRAINING</b> This item provides for specialized and technical training and professional development for Public Works staff. (\$8,000)	<b>8,000</b>
<b>101-400-3110-6102</b>	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals, educational materials, and technical publications, which assist City staff in the performance of their duties by enhancing their technical knowledge and skills. (\$1,800)	<b>1,800</b>
<b>101-400-3110-6201</b>	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation, and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a value of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>30,900</b>

**Department:** Public Works  
**Budget Program:** Traffic Management

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3120-4310	OP SUPP/MINOR EQUIP	0	0	0	0	40,000
	101-400-3120-5101	PROF/TECH SERVICE	73,010	86,571	101,560	205,000	258,000
	101-400-3120-5103	PRINTING & BINDING	500	1,999	1,272	2,000	2,000
	101-400-3120-5201	MAINTENANCE SERVICES	3,101	3,277	10,897	140,648	106,000
<b>Expenditure Subtotals</b>			<b>76,611</b>	<b>91,847</b>	<b>113,729</b>	<b>347,648</b>	<b>406,000</b>
<b>Total Program Expenditures</b>			<b>76,611</b>	<b>91,847</b>	<b>113,729</b>	<b>347,648</b>	<b>406,000</b>

**Department:** Public Works

**Budget Program:** Traffic Management

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-3120-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Changeable Roadside Message Boards: Purchase of two (2) changeable roadside message boards (@ \$20,000 ea.) to notify motorists of work in the Right-of-Way (ROW), landslide updates, and special events (5K/10K/half marathon, bicycle rides, etc.). (\$40,000)	<b>40,000</b>
<b>101-400-3120-5101</b>	<b>PROF/TECH SERVICE</b> 1. Traffic Engineering Services: Consultant support to respond to residents' concerns and requests regarding traffic issues. Services may include improving traffic processes, designing traffic projects, and pursuing traffic-related grants. (\$168,000)  (a) Traffic control plan reviews for various City projects; and smaller scale traffic engineering studies, for various locations throughout the City (\$23,000)  (b) Review of land maps and development plans for traffic-related issues (\$20,000)  (c) Right-of-Way (ROW) project engineering services (\$25,000)  (d) Traffic Control on Palos Verdes Drive East (PVDE) at two locations: Miraleste Intermediate School and Miraleste Drive (\$100,000)  2. Neighborhood Traffic Safety Program: Pursuant to the Neighborhood Traffic Calming Program, adopted by the City Council in August 2014, neighborhoods may request traffic calming improvements from the City. This budget allocation provides for the initial analysis to determine the recommended traffic calming measures for a neighborhood, as well as the installation of small measures, subject to review and approval by the City Council. (\$90,000)  (a) Traffic engineering studies for various locations throughout the City (\$46,000)  (b) Crossing guard services at certain City intersections (\$30,000)  (c) Traffic circulation analyses at various City locations (\$14,000)	<b>258,000</b>
<b>101-400-3120-5103</b>	<b>PRINTING &amp; BINDING</b> The cost of printing parking program permits. (\$2,000)	<b>2,000</b>
<b>101-400-3120-5201</b>	<b>MAINTENANCE SERVICES</b> 1. Radar Speed Trailer Program: In order to maintain an effective traffic enforcement program for the City, radar speed trailers are set up at various locations throughout the City on a contracted basis. (\$6,000)	<b>106,000</b>

**Department:** Public Works

**Budget Program:** Traffic Management

Account #	Account Description	Budget FY17-18
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2. Annual Pavement Striping Program: Contracted services for pavement striping, marking, and roadway signage. This program includes annual enhancements to school zones and refreshing of roadway markers and legends. (\$100,000)

**Department:** Public Works  
**Budget Program:** Storm Water Quality

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3130-4310	OP SUPP/MINOR EQUIP	0	1,414	1,643	2,000	2,000
	101-400-3130-5101	PROF/TECH SERVICE	155,026	236,199	203,845	469,500	463,000
	101-400-3130-5201	MAINTENANCE SERVICES	56,166	40,719	94,252	115,600	121,100
	101-400-3130-6101	TRAINING	861	0	0	0	0
<b>Expenditure Subtotals</b>			<b>212,053</b>	<b>278,332</b>	<b>299,740</b>	<b>587,100</b>	<b>586,100</b>
<b>Total Program Expenditures</b>			<b>212,053</b>	<b>278,332</b>	<b>299,740</b>	<b>587,100</b>	<b>586,100</b>

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Budget FY17-18
101-400-3130-4310	<b>OP SUPP/MINOR EQUIP</b> Citywide Overflow and Flood Clean-Up: Spill kits and other equipment are used by the City's Right-of-Way (ROW) maintenance crews to contain Sanitary Sewer Overflows (SSOs) and flooding that could potentially impact water quality. (\$2,000)	2,000
101-400-3130-5101	<b>PROF/TECH SERVICE</b> 1. National Pollutant Discharge Elimination System (NPDES) Program Administration: Contracted services for technical support for the City's Storm Water Quality Program to comply with the requirements of the Municipal Separate Storm Sewer System (MS4) Permit, as administered by the Los Angeles Regional Water Quality Board. The City has contracted for these services for over 20 years. FY17-18 is the second year of the current four-year contract. (\$70,000)  2. State Water Resources Control Board (SWRCB) Fees: Annual fees for waste discharge and the City's storm water permit. The State Water Code mandates these fees for the State's administration of the Clean Water Act/NPDES program. Fees are anticipated to increase nominally in FY17-18. (\$23,000)  3. Urban Runoff and Storm Water Quality Monitoring: Contractual services and Memorandum of Understanding (MOU) participation costs to implement scheduled (dry weather) and rain event water quality monitoring, analysis, and reporting. In April 2016, the City Council approved the City's participation in these MOU's, including funding of the total program costs. The Los Angeles Harbor MOU is for a total of \$24,000 and the Coordinated Integrated Monitoring Program (CIMP) MOU is for a total of \$365,000. The City will be receiving \$170,000 in reimbursements from the participating agencies at the completion of the project. The City's share of the cost of the program therefore is \$219,000. (\$219,000)  4. Watershed Management Program Implementation: The Regional Water Quality Control Board has approved the Enhanced Watershed Management Program (EWMP), which was developed over the last several years. The total cost to implement the EWMP is \$285,000, The City will be receiving \$134,000 in reimbursements for the cost of the program from the participating agencies. The City's share of the cost of the program therefore is \$151,000. (\$151,000)	463,000
101-400-3130-5201	<b>MAINTENANCE SERVICES</b> 1. Catch Basin Cleaning and Storm Drain Maintenance: Contractual services to clean catch basins and storm drain facilities in the City, including debris removal and disposal and water quality message stenciling on catch basins (\$60,500), and replacement of filtration media packs on certain retrofitted catch basins in the City (\$15,000). (\$75,500 total)  2. Street/Parking Lot Sweeping and Bus Stop Shelter Maintenance: Contracted services, of \$30,000, provides for a sweeping of City-owned	121,100

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Budget FY17-18
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parking lots in order to reduce pollutants, and clean and remove litter at the City's bus shelters. This account also provides for an extra pre-rainy season sweep of the City's streets (\$15,600), as required by the NPDES program permit. (\$45,600 total)

**Department:** Public Works  
**Budget Program:** Building Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3140-4310	OP SUPP/MINOR EQUIP	37,500	75,856	98,081	78,500	95,000
	101-400-3140-5101	PROF/TECH SERVICE	4,500	8,944	0	4,000	2,500
	101-400-3140-5106	VEHICLE & EQUIP RENTAL	0	0	0	10,000	5,000
	101-400-3140-5201	MAINTENANCE SERVICES	223,627	325,970	287,021	432,900	419,400
	101-400-3140-5302	WATER UTILITY SERVICE	36,459	17,276	5,923	10,000	15,000
	101-400-3140-5303	GAS UTILITY SERVICE	1,727	1,730	2,307	1,900	1,900
	101-400-3140-5304	LIGHT AND POWER	72,707	113,862	94,377	113,000	113,000
	101-400-3140-6201	EQUIP REPLACE CHARGE	25,600	32,500	14,000	2,800	0
<b>Expenditure Subtotals</b>			<b>402,120</b>	<b>576,139</b>	<b>501,709</b>	<b>653,100</b>	<b>651,800</b>
<b>Total Program Expenditures</b>			<b>402,120</b>	<b>576,139</b>	<b>501,709</b>	<b>653,100</b>	<b>651,800</b>

**Department:** Public Works

**Budget Program:** Building Maintenance

Account #	Account Description	Budget FY17-18
101-400-3140-4310	<b>OP SUPP/MINOR EQUIP</b> 1. Building Supplies and Equipment: Includes building maintenance supplies, custodial supplies, minor equipment, and kitchen supplies for City Council meetings, City Commission/Committee meetings, and for all City facilities. (\$85,000)  2. Fuel for emergency generators located at the Civic Center complex, the Point Vicente Interpretive Center (PVIC), and Hesse Park. (\$10,000)	95,000
101-400-3140-5101	<b>PROF/TECH SERVICE</b> 1. Costs associated with small scale office reconfiguration projects. Costs are incurred for office reconfigurations when new staff are hired. (\$2,500)	2,500
101-400-3140-5106	<b>VEHICLE &amp; EQUIP RENTAL</b> Rental of specialty vehicles and equipment to support Building Maintenance activities. (\$5,000)	5,000
101-400-3140-5201	<b>MAINTENANCE SERVICES</b> These services provide for the ongoing maintenance of all City and park buildings. The budget allocation varies from year to year, depending on the number of maintenance projects planned each year.  The following are ongoing maintenance efforts:  1. Custodial Services: Contracted custodial services for all City buildings. (\$80,000)  2. Graffiti Abatement: Contracted services to remove graffiti from public areas. (\$75,000)  3. General Building Maintenance: Contracted maintenance services to provide preventive and reactive building maintenance, including: carpentry, plumbing, electrical, masonry, painting, and mechanical repairs for all City facilities. (\$140,900)  4. Building Security: Electronic building security monitoring, access control, and maintenance at all monitored park buildings and the Civic Center complex is provided by a contracted security company. (\$25,000)  5. Pest Control: Monthly pest control in and around all City buildings. (\$4,000)  6. Heating, Ventilation, and Air Conditioning (HVAC) Maintenance: Preventive and reactive maintenance of HVAC systems at Hesse Park, Point Vicente Interpretive Center (PVIC), Ladera Linda Community Center, RPV TV Studio, the Emergency Operations/Communications Center, and the Civic Center complex. (\$20,000)	419,400

**Department:** Public Works

**Budget Program:** Building Maintenance

Account #	Account Description	Budget FY17-18
	7. Elevator Maintenance: The annual maintenance service provides for elevator inspection, maintenance, and license certification required by the State. (\$4,000)	
	8. Fire Extinguisher Service: Federal Occupational Safety & Health Administration (OSHA) standards require the City to annually inspect and certify all fire extinguishers located at City facilities. (\$4,500)	
	9. Building Fire Systems: Annual inspection and maintenance of sprinkler systems at all City facilities. (\$2,000)	
	10. Emergency Generator Maintenance: Annual maintenance of the emergency generators at the Civic Center complex, Point Vicente Interpretive Center (PVIC), and Hesse Park. (\$8,000)	
	11. Unanticipated one-time building maintenance projects. (\$7,500)	
	12. Annual Maintenance Projects:	
	(a) Painting Program: Funds are set aside for painting of City facilities that are requested as a result of deteriorating or damaged paint surfaces. (\$25,000)	
	(b) Flooring Replacement Program: Funds are set aside for replacement of carpeting, tile, and linoleum floor surfaces at City facilities that are requested as a result of deteriorating or damaged flooring. (\$10,000)	
	(c) Water and Backflow Valve Replacement Program: Water and backflow valves are replaced on an as-needed basis due to failure or damage. (\$13,500)	
<b>101-400-3140-5302</b>	<b>WATER UTILITY SERVICE</b> Water utility service for all City buildings. (\$15,000)	<b>15,000</b>
<b>101-400-3140-5303</b>	<b>GAS UTILITY SERVICE</b> Gas utility service for all City buildings. (\$1,900)	<b>1,900</b>
<b>101-400-3140-5304</b>	<b>LIGHT AND POWER</b> Electricity utility service for all City buildings. (\$113,000)	<b>113,000</b>

**Department:** Public Works

**Budget Program:** Parks, Trails & Open Space Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3150-4310	OP SUPP/MINOR EQUIP	44,345	100,998	108,326	82,600	102,000
	101-400-3150-4601	MEMBERSHIPS & DUES	84,929	88,829	0	0	0
	101-400-3150-4901	OTHER MISCELLANEOUS	14,526	17,457	124,032	116,000	116,000
	101-400-3150-5101	PROF/TECH SERVICE	15,040	41,024	25,565	35,000	35,000
	101-400-3150-5201	MAINTENANCE SERVICES	548,574	492,131	486,642	667,900	402,100
	101-400-3150-5302	WATER UTILITY SERVICE	196,345	171,156	72,556	75,000	90,000
	101-400-3150-5303	GAS UTILITY SERVICE	42	0	0	1,500	1,500
	101-400-3150-5304	LIGHT AND POWER	1,116	1,014	1,376	1,500	1,500
	101-400-3150-6201	EQUIP REPLACE CHARGE	0	16,000	0	0	0
	101-400-3150-8802	IMPROVEMENTS	0	59,575	0	0	0
<b>Expenditure Subtotals</b>			<b>904,917</b>	<b>988,184</b>	<b>818,498</b>	<b>979,500</b>	<b>748,100</b>
<b>Total Program Expenditures</b>			<b>904,917</b>	<b>988,184</b>	<b>818,498</b>	<b>979,500</b>	<b>748,100</b>

**Department:** Public Works

**Budget Program:** Parks, Trails & Open Space Maintenance

Account #	Account Description	Budget FY17-18
101-400-3150-4310	<b>OP SUPP/MINOR EQUIP</b> 1. Supplies and Equipment: Materials and equipment to maintain and repair City parks, trails, and open space areas. This includes repair and replacement of parks, trails, and open spaces amenities, fences, signs, and playground equipment. (\$80,000)  2. Trash/Recycling Receptacles: Replacement of trash receptacles as needed. (\$2,000)  3. Park Rules Signs Replacement: Updating and replacement of worn and damaged park rules signs at various City facilities. (\$10,000)  4. Security Cameras: Monitoring and maintenance of security cameras at City facilities to deter crime, vandalism, and illegal dumping. (\$10,000)	102,000
101-400-3150-4901	<b>OTHER MISCELLANEOUS</b> 1. Klondike Canyon Landslide Abatement District assessments for City-owned parcels. (\$53,400)  2. Abalone Cove Landslide Abatement District (ACLAD) assessments for City-owned parcels. (\$62,600)	116,000
101-400-3150-5101	<b>PROF/TECH SERVICE</b> 1. Ongoing Maintenance: Contracted administration and inspection services for parks, trails, and open space areas. (\$10,000)  2. Security services at City Parks and Open Space Locations: Services include security inspections of remote City areas, securing park entrance gates, and opening and closing restroom facilities. (\$25,000)	35,000
101-400-3150-5201	<b>MAINTENANCE SERVICES</b> Landscape maintenance services for parks, trails, and open space facilities. The budget allocation varies from year to year depending on the number of maintenance projects planned for each year.  1. Landscape Maintenance at City parks, trails, and open spaces: Services include turf and ground cover care, pest control, electrical repairs, non-native vegetation maintenance, sports field maintenance, litter patrol, trash collection, maintenance of park amenities, irrigation system maintenance, trails maintenance, weed abatement, fire road maintenance, minor parking lot maintenance, fence repairs, sign repairs, and drainage maintenance. (\$177,100)  2. Fuel Modification:  (a) Open Space Areas: The Los Angeles County Weed Abatement Division of the County Agricultural Commissioner's Office and the County	402,100

**Department:** Public Works

**Budget Program:** Parks, Trails & Open Space Maintenance

Account #	Account Description	Budget FY17-18
	<p>Fire Department require the City to perform annual fuel modification on 36 City-owned parcels, as well as any additional locations identified by the County. The costs for these services will be partially funded by \$80,000 in Measure A grant funds. (\$160,000)</p> <p>(b) Annual County Discing Areas: The County Agricultural Commissioner's Office performs annual discing of Grandview Park, Sunnyside Ridge, and West Indian Peak Road. (\$10,000)</p> <p>(c) Palos Verdes Peninsula Land Conservancy (PVPLC) Trail Maintenance: Service requests from PVPLC for trail maintenance that is not covered by its service agreement with the City. (\$15,000)</p> <p>3. Annual Backflow Testing: The California Water Service Company requires annual testing of backflow valves. (\$6,000)</p> <p>4. Portable Toilets: Rental and servicing of portable toilets located at various park and open space locations and for special events. (\$15,000)</p> <p>5. Annual Maintenance Programs:</p> <p>(a) Ladera Linda Paddle Tennis Courts: Maintenance of two paddle tennis courts to ensure safe playing surfaces. (\$4,000)</p> <p>(b) Annual Play Surface Maintenance Program: Play surfaces at the various park sites will be resurfaced, repaired, or replenished, as needed. (\$15,000)</p>	
101-400-3150-5302	<p><b>WATER UTILITY SERVICE</b></p> <p>Water utility service for all park irrigation systems. The California Water Service Company has lifted Tier II water conservation restrictions; therefore, irrigation is being restored to full evapotranspiration (ET) replacement. (\$90,000)</p>	90,000
101-400-3150-5303	<p><b>GAS UTILITY SERVICE</b></p> <p>Gas utility service at City parks. (\$1,500)</p>	1,500
101-400-3150-5304	<p><b>LIGHT AND POWER</b></p> <p>Electrical utility (light and power) charges for landscape irrigation control boxes at City parks. (\$1,500)</p>	1,500

**Department:** Public Works  
**Budget Program:** Sewer Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-3160-5101	PROF/TECH SERVICE	49,177	21,504	13,640	59,000	59,000
	101-400-3160-5201	MAINTENANCE SERVICES	1,950	10,276	0	10,000	10,000
	101-400-3160-6201	EQUIP REPLACE CHARGE	0	0	3,100	0	0
<b>Expenditure Subtotals</b>			<b>51,126</b>	<b>31,780</b>	<b>16,740</b>	<b>69,000</b>	<b>69,000</b>
<b>Total Program Expenditures</b>			<b>51,126</b>	<b>31,780</b>	<b>16,740</b>	<b>69,000</b>	<b>69,000</b>

**Department:** Public Works

**Budget Program:** Sewer Maintenance

Account #	Account Description	Budget FY17-18
101-400-3160-5101	<b>PROF/TECH SERVICE</b> 1. Industrial Waste Monitoring: Throughout the year, the Los Angeles County Department of Public Works charges the City fees for sewer testing for hazardous materials and emergency response. (\$14,000)  2. Sewer Pipe Filming & Investigation: Annual Closed Circuit Television (CCTV) inspections and monitoring of sewer pipes in the overflow area are part of a cleaning and pipe replacement program that supplements the efforts by Los Angeles County. (\$30,000)  3. Sewer System GIS Theme Layer: Updating sewer data to the GIS system. (\$15,000).	<b>59,000</b>
101-400-3160-5201	<b>MAINTENANCE SERVICES</b> This account provides for the repair of sewer pipelines as deficiencies are identified through Closed Circuit TV (CCTV) inspections. (\$10,000)	<b>10,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Street Pavement Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
City Roadways	202-400-3170-5201	MAINTENANCE SERVICES	0	0	241,305	0	245,000
Expenditure Subtotals			0	0	241,305	0	245,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>241,305</b>	<b>0</b>	<b>245,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Street Pavement Maintenance

Account #	Account Description	Budget FY17-18
<b>City Roadways</b> 202-400-3170-5201	<b>MAINTENANCE SERVICES</b> Contract services for roadway maintenance and repairs, including roadway patching, crack-filling, pothole repairs, sidewalk grinding and patching, and tree root removal. (\$245,000)	<b>245,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Street Landscape Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
Medians	202-400-3180-5101	PROF/TECH SERVICE	0	0	0	10,000	10,000
Medians	202-400-3180-5201	MAINTENANCE SERVICES	125,598	155,235	0	170,000	170,000
Medians	202-400-3180-5302	WATER UTILITY SERVICE	112,234	160,798	83,166	84,000	100,000
Medians	202-400-3180-5304	LIGHT AND POWER	5,609	7,597	5,988	6,000	6,000
Right-of-Way	202-400-3180-5201	MAINTENANCE SERVICES	172,487	194,203	0	411,000	411,000
Roadways	202-400-3180-5201	MAINTENANCE SERVICES	446,167	416,924	0	410,000	0
Sidewalk/Ramp	202-400-3180-5101	PROF/TECH SERVICE	25,960	0	4,400	5,000	5,000
Street Signs	202-400-3180-4310	OP SUPP/MINOR EQUIP	47,073	48,942	83,058	160,000	250,000
Street Sweep	202-400-3180-5201	MAINTENANCE SERVICES	215,417	130,607	0	140,000	220,000
Tree Trim	202-400-3180-5201	MAINTENANCE SERVICES	127,262	214,371	936,061	285,400	112,100
<b>Expenditure Subtotals</b>			<b>1,277,808</b>	<b>1,328,677</b>	<b>1,112,673</b>	<b>1,681,400</b>	<b>1,284,100</b>
<b>Total Program Expenditures</b>			<b>1,277,808</b>	<b>1,328,677</b>	<b>1,112,673</b>	<b>1,681,400</b>	<b>1,284,100</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Street Landscape Maintenance

Account #	Account Description	Budget FY17-18
<b>Street Signs</b>		
202-400-3180-4310	<b>OP SUPP/MINOR EQUIP</b>  1. Street Signs: This is an ongoing program to replace aging street signs that are degraded and difficult to read. In addition to replacing aging street signs, non-compliant signs are also replaced. The \$90,000 increase from FY 16-17 is due to a Citywide sign inventory that was completed in FY16-17, which identified priority signs in need of replacement. (\$125,000)  2. Roadway Supplies/Equipment: Traffic safety devices and materials required to perform roadway maintenance activities including: signs, sign posts, guardrails, guardrail posts, paint, sandbags, concrete, and asphalt. (\$45,000)  3. Guardrail Replacement Program: This program provides for the replacement of guardrails and guardrail posts that are damaged primarily by motor vehicle collisions. (\$80,000)	250,000
<b>Medians</b>		
202-400-3180-5101	<b>PROF/TECH SERVICE</b>  This line item provides for consultant support to assist Public Works in administering maintenance contracts by inspecting maintenance activity in the field on a regular basis. (\$10,000)	10,000
<b>Sidewalk/Ramp</b>		
202-400-3180-5101	<b>PROF/TECH SERVICE</b>  Annual Sidewalk Geographic Information System (GIS) Theme Layer: The GIS sidewalk data is updated each time a sidewalk project is completed. (\$5,000)	5,000
<b>Medians</b>		
202-400-3180-5201	<b>MAINTENANCE SERVICES</b>  1. Median Maintenance: Contracted maintenance of landscaped center medians and street Right-of-Ways (ROW's). This maintenance work includes turf, ground cover, irrigation systems, shrubs, hardscape, litter patrol, and weed abatement. (\$164,000)  2. Backflow Inspections: To meet the requirements of the California Water Service Company and the Los Angeles County Health Department, all backflow prevention devices are certified annually by a private contractor. (\$6,000)	170,000
<b>Street Sweep</b>		
202-400-3180-5201	<b>MAINTENANCE SERVICES</b>  Street Sweeping: Contracted services for the mechanical sweeping of Citywide streets. The frequency of residential street sweeping was increased in FY16-17. Approximately \$10,000 of this cost is reimbursed by Caltrans for sweeping Western Avenue on a weekly basis. The sweeping schedule is as follows:  Western Avenue: Weekly Arterial Roads/Collector Streets/Scenic Turnouts: Twice Monthly	220,000

**Department:** Public Works

**Budget Program:** Gas Tax - Street Landscape Maintenance

Account #	Account Description	Budget FY17-18
	Residential Streets: Twice Monthly NPDES-required Citywide Sweep: In The Fall Various Areas: As-Needed (in response to storms and other unanticipated events)	
<b><i>Tree Trim</i></b>		
<b>202-400-3180-5201</b>	<b>MAINTENANCE SERVICES</b>  1. View Restoration/Preservation: Includes the cost of performing the trimming and/or removal of City trees by contracted work crews. The costs include the trimming and/or removal of City trees that result from City Tree Review Permit decisions, as well as the ongoing annual maintenance of all trimmed trees. (\$72,100)  2. Street Tree Trimming: Includes the cost of removing tree limbs to provide a 16-foot clearance over streets, clearance over sidewalks, removal of fallen and dead trees and tree limbs, and removal of trees that are causing significant infrastructure damage. (\$40,000)	<b>112,100</b>
<b><i>Right-of-Way</i></b>		
<b>202-400-3180-5201</b>	<b>MAINTENANCE SERVICES</b>  1. Right-of-Way (ROW) Landscape and Litter Maintenance: Contracted maintenance for ROW areas including turf and ground cover maintenance, litter and debris pick-up, illegal dumping clean-up, vegetation removal, weed abatement, repairs to ROW amenities, irrigation system maintenance, and removal of view-impairing, non-native vegetation. (\$196,000)  2. Right-of-Way (ROW) Sign and Sidewalk Maintenance: Contracted maintenance for repairs to signs, sidewalk deviation grinding and ramping, general roadside repairs, and curb painting. (\$185,000)  3. Roadway Repairs Due to Accidents: This includes repairs that are not included as part of regular roadway or roadside maintenance. The City attempts to recover repair costs associated with roadway accidents from the parties that caused the damage. (\$30,000)	<b>411,000</b>
<b><i>Medians</i></b>		
<b>202-400-3180-5302</b>	<b>WATER UTILITY SERVICE</b>  Water utility service to all irrigated medians. Water usage has been restored due to the lifting of Tier II water conservation restrictions by the California Water Service Company. (\$100,000)	<b>100,000</b>
<b>202-400-3180-5304</b>	<b>LIGHT AND POWER</b>  Electrical utility service (light and power) for medians which have electronic irrigation controllers and/or landscape lighting. This account includes electrical power to Ocean Terrace, which is a special benefit median. (\$6,000)	<b>6,000</b>

**Department:** Public Works  
**Budget Program:** Gas Tax - Traffic Signal Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	202-400-3120-5201	MAINTENANCE SERVICES	58,915	97,396	45,837	10,000	10,000
	202-400-3120-5304	LIGHT AND POWER	41,357	19,297	29,031	0	0
	202-400-3120-8802	IMPROVEMENTS	0	0	0	90,000	0
<b>Expenditure Subtotals</b>			<b>100,272</b>	<b>116,693</b>	<b>74,868</b>	<b>100,000</b>	<b>10,000</b>
<b>Total Program Expenditures</b>			<b>100,272</b>	<b>116,693</b>	<b>74,868</b>	<b>100,000</b>	<b>10,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Traffic Signal Maintenance

Account #	Account Description	Budget FY17-18
<b>202-400-3120-5201</b>	<b>MAINTENANCE SERVICES</b> Traffic Signal Accident Repairs: The cost to repair damage to traffic signals caused by traffic accidents, which is reimbursable to the City by the parties involved. (\$10,000)	<b>10,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Portuguese Bend Rd. Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	202-400-3120-5101	PROF/TECH SERVICE	10,373	9,405	14,965	8,500	20,000
	202-400-3220-5201	MAINTENANCE SERVICES	514,605	509,344	510,461	40,000	40,000
Expenditure Subtotals			524,977	518,749	525,426	48,500	60,000
<b>Total Program Expenditures</b>			<b>524,977</b>	<b>518,749</b>	<b>525,426</b>	<b>48,500</b>	<b>60,000</b>

**Department:** Public Works

**Budget Program:** Gas Tax - Portuguese Bend Rd. Maintenance

Account #	Account Description	Budget FY17-18
202-400-3120-5101	<b>PROF/TECH SERVICE</b> Annual update of aerial surveys of roadways in the Landslide Area. (\$20,000)	<b>20,000</b>
202-400-3220-5201	<b>MAINTENANCE SERVICES</b> Drainage System Maintenance: The drainage system south of PVDS within the Landslide Area requires frequent realignment in order to remain functional. The system drains the roadway and requires realignment several times throughout the rainy season, which is specifically due to the frequent landslide movement in the area. (\$40,000)	<b>40,000</b>

**Department:** Public Works  
**Budget Program:** Street Lighting - 1972 Act

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	203-400-0000-5101	PROF/TECH SERVICE	13,382	9,237	9,235	11,600	0
	203-400-0000-5102	LEGAL NOTICES AND ADS	0	0	0	500	0
	203-400-0000-5201	MAINTENANCE SERVICES	0	0	0	194,600	0
	203-400-0000-5304	LIGHT AND POWER	0	0	0	1,000	0
	203-400-0000-6203	OVERHEAD CHARGES	64,800	66,100	66,100	66,100	0
<b>Expenditure Subtotals</b>			<b>78,182</b>	<b>75,337</b>	<b>75,335</b>	<b>273,800</b>	<b>0</b>
To Gas Tax	203-400-0000-9202	TRANSFERS OUT	190,000	200,000	200,000	0	0
<b>Transfers Out Subtotals</b>			<b>190,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>268,182</b>	<b>275,337</b>	<b>275,335</b>	<b>273,800</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** El Prado

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	209-400-0000-5101	PROF/TECH SERVICE	30	30	31	0	0
	209-400-0000-5201	MAINTENANCE SERVICES	0	0	0	500	500
	209-400-0000-5304	LIGHT AND POWER	0	659	0	300	300
Expenditure Subtotals			30	689	31	800	800
<b>Total Program Expenditures</b>			<b>30</b>	<b>689</b>	<b>31</b>	<b>800</b>	<b>800</b>

**Department:** Public Works

**Budget Program:** El Prado

Account #	Account Description	Budget FY17-18
209-400-0000-5201	<b>MAINTENANCE SERVICES</b> This account provides for miscellaneous repairs, as needed, in the El Prado Area. (\$500)	500
209-400-0000-5304	<b>LIGHT AND POWER</b> This account provides for electrical utility (light and power) expenses in the El Prado Area. (\$300)	300

**Department:** Public Works  
**Budget Program:** Street Lighting - 1911 Act

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	211-400-0000-5101	PROF/TECH SERVICE	66,561	27,253	17,849	7,900	7,900
	211-400-0000-5201	MAINTENANCE SERVICES	0	232	-22	75,000	75,000
	211-400-0000-5304	LIGHT AND POWER	262,479	339,103	327,139	323,000	323,000
	211-400-0000-6203	OVERHEAD CHARGES	79,500	81,100	81,100	81,100	81,100
<b>Expenditure Subtotals</b>			<b>408,541</b>	<b>447,688</b>	<b>426,065</b>	<b>487,000</b>	<b>487,000</b>
To Gas Tax	211-400-0000-9202	TRANSFERS OUT	99,000	99,000	117,000	0	0
<b>Transfers Out Subtotals</b>			<b>99,000</b>	<b>99,000</b>	<b>117,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>507,541</b>	<b>546,688</b>	<b>543,065</b>	<b>487,000</b>	<b>487,000</b>

**Department:** Public Works

**Budget Program:** Street Lighting - 1911 Act

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>211-400-0000-5101</b>	<b>PROF/TECH SERVICE</b> Administrative fee paid to the Los Angeles County Auditor-Controller's Office to collect the street lighting assessments on the property tax bill. (\$7,900)	<b>7,900</b>
<b>211-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> Traffic Signal Maintenance: Cost of regular maintenance of all traffic signals. Actual expenditures vary from year to year depending on the number of major repairs needed. (\$75,000)	<b>75,000</b>
<b>211-400-0000-5304</b>	<b>LIGHT AND POWER</b> 1. Electrical Service for Citywide Street Lighting: This account provides for the electricity costs for Citywide street lighting. (\$300,000)  2. This is a reimbursement to Caltrans for supplying power to traffic signals along Western Avenue within the Caltrans Right-of-Way (ROW). Additionally, the City reimburses the City of Rolling Hills Estates for maintaining traffic signals at intersections where our jurisdictional boundaries meet. (\$23,000)	<b>323,000</b>
<b>211-400-0000-6203</b>	<b>OVERHEAD CHARGES</b> The 1911 Act allows for the reimbursement of Public Works administrative overhead costs associated with establishing and administering the Street Lighting District.	<b>81,100</b>

**Department:** Public Works  
**Budget Program:** Waste Reduction

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	213-400-0000-4101	SALARY & WAGES - FT	51,190	52,428	40,278	51,659	54,200
	213-400-0000-4103	SALARY & WAGES - OT	0	1,413	391	0	0
	213-400-0000-4201	HEALTH INSURANCE	0	0	0	9,859	8,900
	213-400-0000-4202	FICA/MEDICARE	0	0	0	0	800
	213-400-0000-4203	PERS	0	0	0	5,176	5,500
	213-400-0000-4204	EMPLOYEE BENEFITS - WORKERS COMP	20,500	21,800	17,830	1,476	1,200
	213-400-0000-4205	OTHER BENEFITS	0	0	0	0	1,600
	213-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	6,231	3,000
	213-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	0	6,691	6,600
	213-400-0000-4310	OP SUPP/MINOR EQUIP	4,072	5,487	8,672	5,000	22,000
	213-400-0000-4311	POSTAGE	3,574	4,000	3,960	6,000	6,000
	213-400-0000-4601	MEMBERSHIPS & DUES	100	0	472	700	700
	213-400-0000-4701	INSURANCE	0	0	0	3,000	0
	213-400-0000-4901	CITY GRANTS	11,780	13,810	13,513	14,500	14,300
	213-400-0000-5101	PROF/TECH SERVICE	72,395	-5,898	34,756	48,000	48,000
	213-400-0000-5102	LEGAL NOTICES AND ADS	0	0	5,785	15,500	12,000
	213-400-0000-5103	PRINTING & BINDING	8,791	9,227	12,749	14,000	12,000
	213-400-0000-5107	LEGAL SERVICES	594	2,973	0	0	0
	213-400-0000-5201	MAINTENANCE SERVICES	0	0	591	97,100	84,200
	213-400-0000-6001	MEETINGS/CONFERENCES	18	111	629	800	800
	213-400-0000-6002	MILEAGE REIMBURSEMENT	184	370	257	500	300
	213-400-0000-6203	OVERHEAD CHARGES	8,400	8,600	8,600	8,600	8,600
<b>Expenditure Subtotals</b>			<b>181,598</b>	<b>114,321</b>	<b>148,484</b>	<b>294,792</b>	<b>290,700</b>
To Gas Tax	213-400-0000-9202	TRANSFERS OUT	41,292	37,000	95,000	0	0
To Gen'l Fund	213-400-0000-9101	TRANSFERS OUT	0	3,000	3,000	0	0
<b>Transfers Out Subtotals</b>			<b>41,292</b>	<b>40,000</b>	<b>98,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>222,890</b>	<b>154,321</b>	<b>246,484</b>	<b>294,792</b>	<b>290,700</b>

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Budget FY17-18
213-400-0000-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	54,200
213-400-0000-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	8,900
213-400-0000-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	800
213-400-0000-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	5,500
213-400-0000-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,200
213-400-0000-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	1,600
213-400-0000-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	3,000
213-400-0000-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	6,600
213-400-0000-4310	<b>OP SUPP/MINOR EQUIP</b> 1. Funds are used for the purchase of promotional items for used oil and filter recycling, which are funded by the Used Oil Opportunity Program (UOOP), as well as miscellaneous recycling-related items, such as those using recyclable materials. (\$2,000)  2. Replacement of trash/recycling receptacles in the City's Right-of-Way	22,000

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Budget FY17-18
	(\$17,000) and other areas of the City as needed (\$3,000). (\$20,000 total)	
213-400-0000-4311	<b>POSTAGE</b> Postage contribution for the City Newsletter. (\$6,000)	6,000
213-400-0000-4601	<b>MEMBERSHIPS &amp; DUES</b> Dues for the City's membership in various solid waste organizations.	700
213-400-0000-4901	<b>CITY GRANTS</b> Waste Reduction revenues fund the following grants, rebates, and incentive programs for City residents:  1. Composting Bins: Refunds are provided to eligible City residents for the purchase of composting bins. (\$800)  2. School Recycling Drive: This program pays for promotional recycling events at schools through assemblies or special programs. (\$500)  3. Recycler-of-the-Month: This program encourages residential recycling by providing a monetary reward to eligible City residents. (\$13,000)	14,300
213-400-0000-5101	<b>PROF/TECH SERVICE</b> Consultant services to assist in implementing the following items:  1. Source Reduction and Recycling Element (SRRE) Program, including implementation of State-mandated programs, such as AB 341 (Mandatory Commercial Recycling), AB 1826 (Mandatory Commercial Organics Recycling), and the Used Oil Opportunity Program (UOOP). (\$40,000)  2. Los Angeles Regional Agency (LARA): City's annual contribution for representation on the State Board and CalRecycle, as well as annual reporting on recycling and combined outreach efforts. (\$5,000)  3. Public outreach activities for the City's Used Oil Opportunity Program (UOOP). in conjunction with National Pollutant Discharge Elimination System (NPDES) storm water pollution prevention activities. (\$3,000)	48,000
213-400-0000-5102	<b>LEGAL NOTICES AND ADS</b> 1. Legal notice advertising for projects funded with Waste Reduction funds, such as rate adjustments, as well as various waste reduction and NPDES programs and events. (\$1,500)  2. Cost for publishing advertisements in local newspapers promoting recycling and Used Oil Opportunity Program (UOOP) activities and public events. (\$10,500)	12,000

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Budget FY17-18
	An increase in the advertising budget is requested to increase awareness of used oil recycling and City recycling events.	
<b>213-400-0000-5103</b>	<b>PRINTING &amp; BINDING</b> This account provides for the printing of materials related to the following activities:  1. Contribution for information published in the City Newsletter advertising City Recycling Programs. (\$9,500)  2. Recycler-of-the-Month cards. (\$2,500)	<b>12,000</b>
<b>213-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> 1. Contracted maintenance services for site preparation for City-sponsored events and traffic control plan implementation, including the Household Hazardous Waste Roundup Event and document shredding events. (\$3,000)  2. Mulching costs associated with the replacement or removal of City trees. (\$70,000)  3. The litter abatement program and beverage container recycling in the public Right-of-Way (ROW) are funded by a State (CalRecycle) grant. (\$11,200)	<b>84,200</b>
<b>213-400-0000-6001</b>	<b>MEETINGS/CONFERENCES</b> Expenses for required City meetings and conferences related to the Waste Reduction/Recycling Programs. These expenses include conference registration fees and travel-related expenses. (\$800)	<b>800</b>
<b>213-400-0000-6002</b>	<b>MILEAGE REIMBURSEMENT</b> Reimbursement of staff for use of personal vehicles when conducting Waste Reduction/Recycling business on behalf of the City. (\$300)	<b>300</b>
<b>213-400-0000-6203</b>	<b>OVERHEAD CHARGES</b> The Waste Reduction Program is charged for a share of Public Works Department overhead costs. This overhead charge reflects the Program's use of City facilities and staff costs to manage the program.	<b>8,600</b>

**Department:** Public Works  
**Budget Program:** Air Quality Management District

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	214-400-0000-5201	MAINTENANCE SERVICES	50,000	50,000	50,000	50,000	50,000
<b>Expenditure Subtotals</b>			<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
To Prop A	214-400-0000-9216	TRANSFERS OUT	54,910	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>54,910</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>104,910</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

**Department:** Public Works

**Budget Program:** Air Quality Management District

Account #	Account Description	Budget FY17-18
<b>214-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> The City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs will be \$671,300 for FY17-18. A combination of \$50,000 of South Coast Air Quality Management District (SCAQMD) AB 2766 funds and \$621,300 of Proposition A funds will be used to fund this transit program. (\$50,000)	<b>50,000</b>

**Department:** Public Works  
**Budget Program:** Proposition A

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	216-400-0000-5103	PRINTING & BINDING	1,829	1,744	1,731	2,000	2,000
	216-400-0000-5201	MAINTENANCE SERVICES	548,040	569,823	594,556	616,300	626,300
	216-400-0000-8802	IMPROVEMENTS	35,085	69,000	15,620	20,000	20,000
<b>Expenditure Subtotals</b>			<b>584,953</b>	<b>640,567</b>	<b>611,907</b>	<b>638,300</b>	<b>648,300</b>
To CIP	216-400-0000-9330	TRANSFERS OUT	0	310,886	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>310,886</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>584,953</b>	<b>951,453</b>	<b>611,907</b>	<b>638,300</b>	<b>648,300</b>

**Department:** Public Works

**Budget Program:** Proposition A

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>216-400-0000-5103</b>	<b>PRINTING &amp; BINDING</b> Proposition A funds are used to subsidize a portion of the City Newsletter printing costs for advertising City transit programs. (\$2,000)	<b>2,000</b>
<b>216-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> 1. The City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs will be \$671,300 for FY17-18. A combination of \$621,300 of Proposition A funds and \$50,000 of South Coast Air Quality Management District (SCAQMD) AB 2766 funds will be used to fund this transit program. (\$621,300)  2. Proposition A funds are also used to maintain the City's bus stop shelters. (\$5,000)	<b>626,300</b>
<b>216-400-0000-8802</b>	<b>IMPROVEMENTS</b> Bus stop shelter improvements are funded by Proposition A funds. (\$20,000)	<b>20,000</b>

**Department:** Public Works

**Budget Program:** Measure M

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	221-400-0000-5201	MAINTENANCE SERVICES	0	0	0	0	535,200
	221-400-0000-5304	LIGHT AND POWER	0	0	0	0	1,000
Expenditure Subtotals			0	0	0	0	536,200
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>536,200</b>

**Department:** Public Works

**Budget Program:** Measure M

Account #	Account Description	Budget FY17-18
<b>221-400-0000-5201</b>	<p><b>MAINTENANCE SERVICES</b></p> <p>1. Special Benefit Median Maintenance that includes:</p> <ul style="list-style-type: none"><li>(a) Rue Beaupre (\$500)</li><li>(b) Alta Vista (\$900)</li><li>(c) Ocean Terrace (\$900)</li></ul> <p>2. Street Tree Trimming: Includes costs for removing tree limbs to provide a 16-foot clearance over streets, clearance over sidewalks, removal of fallen and dead trees and tree limbs, and removal of trees that are causing significant infrastructure damage. This budget program also includes replacement of all removed trees. (\$180,200)</p> <p>3. Landscape Maintenance at City parks, trails, and open spaces: Services include turf and ground cover care, pest control, electrical repairs, non-native vegetation maintenance, sports field maintenance, litter patrol, trash collection, maintenance of park amenities, irrigation system maintenance, trails maintenance, weed abatement, fire road maintenance, minor parking lot maintenance, fence repairs, sign repairs, and drainage maintenance. (\$249,800)</p> <p>4. Stay Green contract amendment: per the City's requirement, the vendor will lease land for equipment storage and operations. A portion of the cost will be recovered through rent payments from the vendor in the amount of \$80,300 annually. (\$102,900).</p>	<b>535,200</b>
<b>221-400-0000-5304</b>	<p><b>LIGHT AND POWER</b></p> <p>Electrical utility service (light and power) for medians which have electronic irrigation controllers and/or landscape lighting. This account includes electrical power to Ocean Terrace, which is a special benefit median. (\$1,000)</p>	<b>1,000</b>

**Department:** Public Works

**Budget Program:** Subregion 1

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	223-400-0000-5201	MAINTENANCE SERVICES	16,069	23,236	19,037	22,000	24,000
	223-400-0000-5302	WATER UTILITY SERVICE	15,864	27,311	15,356	20,000	20,000
	223-400-0000-5304	LIGHT AND POWER	494	772	653	800	800
Expenditure Subtotals			32,428	51,319	35,046	42,800	44,800
<b>Total Program Expenditures</b>			<b>32,428</b>	<b>51,319</b>	<b>35,046</b>	<b>42,800</b>	<b>44,800</b>

**Department:** Public Works

**Budget Program:** Subregion 1

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>223-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> In accordance with the terms of the development agreement for the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood), the City maintains certain improvements that were constructed by the developer. The cost of this maintenance service is partially funded by interest earnings from a Special Fund established by the developer. (\$24,000)	<b>24,000</b>
<b>223-400-0000-5302</b>	<b>WATER UTILITY SERVICE</b> Water utility service to the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood). (\$20,000)	<b>20,000</b>
<b>223-400-0000-5304</b>	<b>LIGHT AND POWER</b> Electrical utility service (light and power) to the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood). (\$800)	<b>800</b>

**Department:** Public Works

**Budget Program:** Measure A

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
To Gen'l Fund	224-400-0000-9101	TRANSFERS OUT	67,441	261,049	42,923	90,000	90,000
<b>Transfers Out Subtotals</b>			<b>67,441</b>	<b>261,049</b>	<b>42,923</b>	<b>90,000</b>	<b>90,000</b>
<b>Total Program Expenditures</b>			<b>67,441</b>	<b>261,049</b>	<b>42,923</b>	<b>90,000</b>	<b>90,000</b>

**Department:** Public Works

**Budget Program:** Measure A

Account #	Account Description	Budget FY17-18
<i>To Gen'l Fund</i>		
224-400-0000-9101	<b>TRANSFERS OUT</b> Transfer from the Measure A Maintenance Fund to Parks, Trails & Open Space Maintenance within the General Fund for fuel modification in the Open Space areas.	<b>90,000</b>

**Department:** Public Works  
**Budget Program:** Abalone Cove Sewer Maintenance

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	225-400-0000-4101	SALARY & WAGES - FT	9,983	9,179	8,007	9,112	9,600
	225-400-0000-4201	HEALTH INSURANCE	0	0	0	1,035	1,000
	225-400-0000-4202	FICA/MEDICARE	0	0	0	0	100
	225-400-0000-4203	PERS	0	0	0	918	1,000
	225-400-0000-4204	EMPLOYEE BENEFITS - WORKERS COMP	3,100	3,100	2,052	232	200
	225-400-0000-4205	OTHER BENEFITS	0	0	0	0	300
	225-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	400
	225-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	0	1,186	1,200
	225-400-0000-4701	INSURANCE	0	0	0	200	0
	225-400-0000-5101	PROF/TECH SERVICE	7,122	7,250	6,724	68,000	9,100
	225-400-0000-5102	LEGAL NOTICES AND ADS	0	0	0	500	500
	225-400-0000-5201	MAINTENANCE SERVICES	60,354	88,983	90,618	164,200	223,100
	225-400-0000-5304	LIGHT AND POWER	3,612	3,634	3,312	4,000	4,000
<b>Expenditure Subtotals</b>			<b>84,171</b>	<b>112,145</b>	<b>110,713</b>	<b>249,383</b>	<b>250,500</b>
<b>Total Program Expenditures</b>			<b>84,171</b>	<b>112,145</b>	<b>110,713</b>	<b>249,383</b>	<b>250,500</b>

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Budget FY17-18
225-400-0000-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	9,600
225-400-0000-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	1,000
225-400-0000-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	100
225-400-0000-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	1,000
225-400-0000-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	200
225-400-0000-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	300
225-400-0000-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	400
225-400-0000-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	1,200
225-400-0000-5101	<b>PROF/TECH SERVICE</b> 1. Consultant services to prepare the annual Engineer's Report for the Abalone Cove Sewer Maintenance District fee. (\$5,500) 2. 24-hour answering service for maintenance calls. (\$1,200) 3. Los Angeles County Auditor-Controller's Office administrative fee for	9,100

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Budget FY17-18
	collecting and remitting the property assessments. (\$100)	
	4. Sewer System Management Plan (SSMP) Administrative Costs: Provides for consultant assistance to develop and update the annual SSMP Plan. (\$2,300)	
<b>225-400-0000-5102</b>	<b>LEGAL NOTICES AND ADS</b>	<b>500</b>
	Legal notice costs for publication of the annual public hearing on the Abalone Cove Sewer Maintenance District fee. (\$500)	
<b>225-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b>	<b>223,100</b>
	Ongoing operating and maintenance of the sewer facilities, including maintenance, repair, and replacement costs for lift stations, gravity systems, and grinder pumps within the District. The various operating and maintenance costs are listed below:	
	1. Sewer mainline cleaning (\$39,500)	
	2. Tree root removal (\$2,000)	
	3. Manhole operations (\$10,700)	
	4. Pump station cleaning (\$4,600)	
	5. Pump station emergency repairs (\$3,500)	
	6. Force main system annual maintenance (\$34,800)	
	7. Lift station pump replacement (\$39,000)	
	8. Grinder pump replacements (\$35,000)	
	9. Grinder pump repairs (\$38,000)	
	10. Grinder pump annual routine maintenance (\$16,000)	
<b>225-400-0000-5304</b>	<b>LIGHT AND POWER</b>	<b>4,000</b>
	Electrical utility costs (light and power) to operate the pump station and the communication system. (\$4,000)	

**Department:** Public Works  
**Budget Program:** Ginsburg Cultural Arts Building

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	227-400-0000-4901	OTHER MISCELLANEOUS	20,000	18,000	16,000	0	0
<b>Expenditure Subtotals</b>			<b>20,000</b>	<b>18,000</b>	<b>16,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>20,000</b>	<b>18,000</b>	<b>16,000</b>	<b>0</b>	<b>0</b>

**Department:** Public Works  
**Budget Program:** Donor Restricted Contributions

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	228-400-0000-4310	OP SUPP/MINOR EQUIP	4,457	4,106	816	9,200	5,000
	228-400-0000-4310	OP SUPP/MINOR EQUIP	4,457	4,106	816	9,200	0
	228-400-0000-5101	PROF/TECH SERVICE	585	18,413	6,951	0	0
	228-400-0000-5201	MAINTENANCE SERVICES	0	0	3,975	16,025	0
<b>Expenditure Subtotals</b>			<b>9,499</b>	<b>26,625</b>	<b>12,558</b>	<b>34,425</b>	<b>5,000</b>
<b>Total Program Expenditures</b>			<b>9,499</b>	<b>26,625</b>	<b>12,558</b>	<b>34,425</b>	<b>5,000</b>

**Department:** Public Works

**Budget Program:** Donor Restricted Contributions

Account #	Account Description	Budget FY17-18
228-400-0000-4310	<b>OP SUPP/MINOR EQUIP</b> Fabrication of donor plaques for installation at the Point Vicente Interpretive Center (PVIC). (\$5,000)	<b>5,000</b>

**Department:** Public Works

**Budget Program:** Community Development Block Grant

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
HIP	310-400-8810-5101	PROF/TECH SERVICE	51,000	0	0	0	0
Expenditure Subtotals			51,000	0	0	0	0
<b>Total Program Expenditures</b>			<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** Improv Authority - Portuguese Bend

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	285-400-0000-5101	PROF/TECH SERVICE	35,723	46,630	45,753	48,400	48,400
	285-400-0000-5201	MAINTENANCE SERVICES	33,596	17,300	3,000	59,500	59,500
	285-400-0000-5304	LIGHT AND POWER	4,236	5,422	4,368	7,000	7,000
Expenditure Subtotals			73,556	69,352	53,121	114,900	114,900
<b>Total Program Expenditures</b>			<b>73,556</b>	<b>69,352</b>	<b>53,121</b>	<b>114,900</b>	<b>114,900</b>

**Department:** Public Works

**Budget Program:** Improv Authority - Portuguese Bend

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>285-400-0000-5101</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. (\$2,900) 2. Contract services for GPS monitoring and surveying. (\$45,500)	<b>48,400</b>
<b>285-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> 1. Contracted services to regularly monitor the dewatering wells in the Portuguese Bend Landslide Area. (\$4,500) 2. Contracted services for storm and well water drainage facility maintenance, erosion control, debris/retention basin cleaning, and other maintenance activities. (\$30,000) 3. Burma Road Annual Maintenance: Grading and repairs to damaged sections of the roadway are done to maintain safe access to this area for the Los Angeles County Fire Department and the utility companies. (\$25,000)	<b>59,500</b>
<b>285-400-0000-5304</b>	<b>LIGHT AND POWER</b> Cost of electrical utility (light and power) for the dewatering wells in the Portuguese Bend Landslide Area. (\$7,000).	<b>7,000</b>

**Department:** Public Works  
**Budget Program:** Improv Authority - Abalone Cove

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	795-400-0000-4901	OTHER MISCELLANEOUS	2,987	3,002	0	0	0
	795-400-0000-5101	PROF/TECH SERVICE	30,675	22,444	18,183	23,900	23,900
	795-400-0000-5201	MAINTENANCE SERVICES	2,000	16,441	14,545	33,700	33,700
	795-400-0000-5304	LIGHT AND POWER	11,337	15,420	12,960	17,000	17,000
<b>Expenditure Subtotals</b>			<b>46,999</b>	<b>57,306</b>	<b>45,688</b>	<b>74,600</b>	<b>74,600</b>
<b>Total Program Expenditures</b>			<b>46,999</b>	<b>57,306</b>	<b>45,688</b>	<b>74,600</b>	<b>74,600</b>

**Department:** Public Works

**Budget Program:** Improv Authority - Abalone Cove

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>795-400-0000-5101</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. (\$2,900) 2. Contracted services for GPS monitoring and surveying. (\$21,000)	<b>23,900</b>
<b>795-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> As the dewatering wells age, repairs to the equipment will likely increase. This budget allocation provides for the following services: 1. Contracted services to regularly monitor the dewatering wells in the Abalone Cove Landslide Area. (\$3,700) 2. Repair of existing dewatering well drainage lines. (\$30,000)	<b>33,700</b>
<b>795-400-0000-5304</b>	<b>LIGHT AND POWER</b> Cost of electrical utility (light and power) for dewatering wells. (\$17,000)	<b>17,000</b>

## **RECREATION AND PARKS**

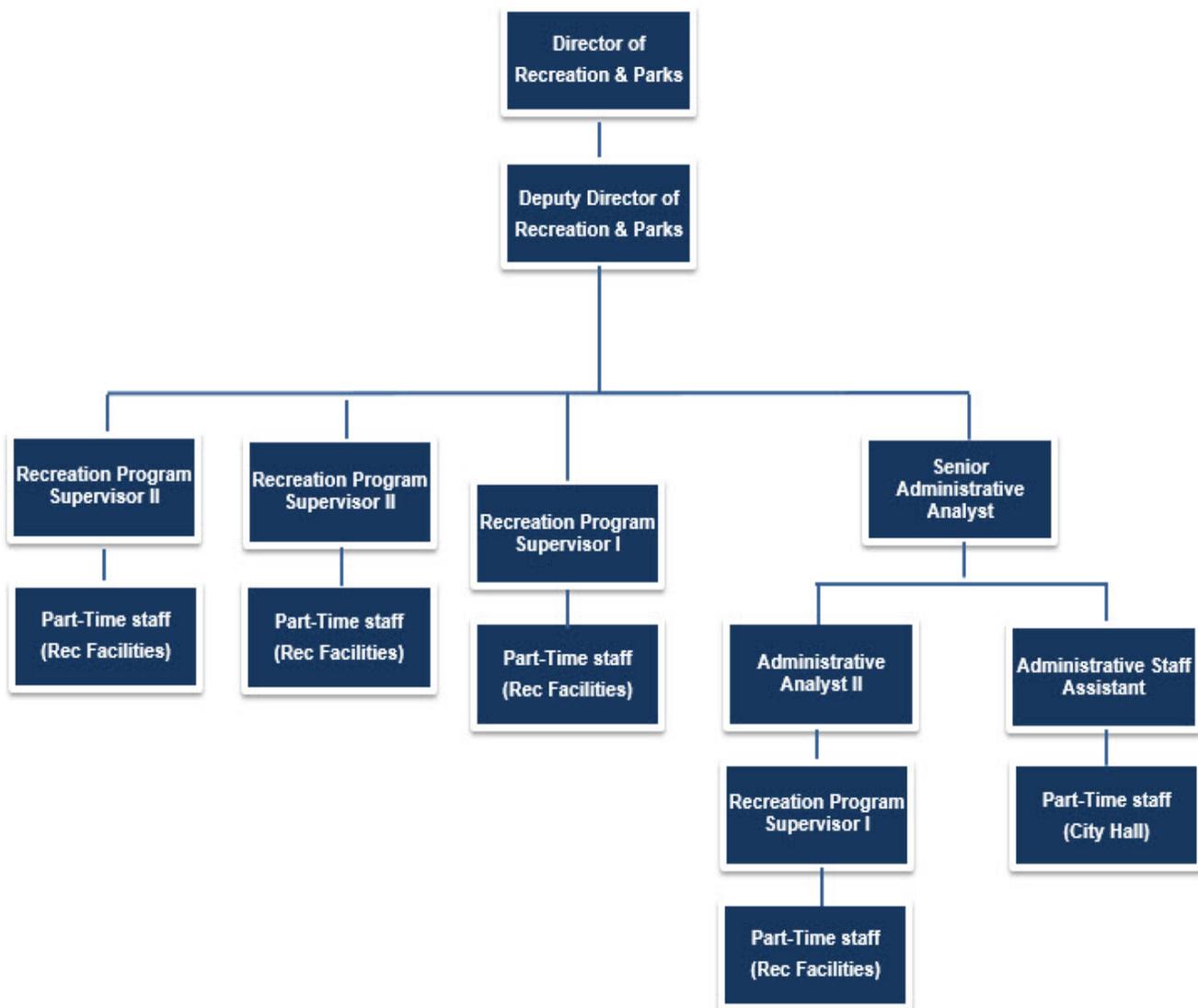
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# RECREATION & PARKS DEPARTMENT

The Recreation and Parks Department is responsible for managing and operating a comprehensive park system, administering services in the Palos Verdes Nature Preserve, and coordinating numerous community activities. The Recreation and Parks Department manages the following programs:

- Departmental Administration (includes Preserve and Open Space Staffing, as well as Volunteer Program)
- Recreational Facilities, Programs, and Classes
- Special Events (i.e. Whale of a Day, 4<sup>th</sup> of July Celebration)
- Point Vicente Interpretive Center (PVIC)
- REACH Program for developmentally disabled community
- Support Services (Reception Desk and Film Shoot Staffing)

## DEPARTMENT ORGANIZATIONAL CHART





FULL-TIME EMPLOYEE POSITIONS	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
<b>RECREATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Staff Assistant	-	1.0	1.0	1.0	1.0
Deputy Director of Recreation & Parks	-	-	-	1.0	1.0
Director of Recreation & Parks	1.0	1.0	1.0	1.0	1.0
Recreation Program Supervisor I				2.0	2.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	1.0	-	-
Senior Administrative Analyst	-	1.0	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>

## EMPLOYEE RESPONSIBILITIES

### Director of Recreation & Parks

- General oversight and administration of the Department.
- Responsible for development of both operating and capital budgets.
- Develops programs and manages departmental resources, such as staffing and funding levels.

### Deputy Director of Recreation & Parks

- Provides direction and oversight to major divisions of Department
- Responsible for operations at Point Vicente Interpretive Center.
- Assists Director with staffing and departmental policy matters.
- Administers various recreation programs.
- Manages full and part-time staff and Docent program.

### Recreation Program Supervisors

- Oversee operations, programs and classes at city parks.
- Responsible for various city programs, special events and facility rentals.
- Manages a large number of part-time employees.

- Coordinates safety inspections and facility maintenance with the Public Works Department.

#### Senior Administrative Analyst

- Manages Special Departmental Projects.
- Assists with City-wide Newsletter.
- Assists with Departmental Budget.
- Oversees Administrative Section.

#### Administrative Analyst II

- Oversees Nature Preserve enforcement services and works closely with PVPLC in managing PV Nature Preserve resources.
- Responsible for nature/Preserve-related programs and various special events.
- Assists with special projects for Department.
- Oversees Open Space Management part-time staff.

#### Administrative Staff Assistant

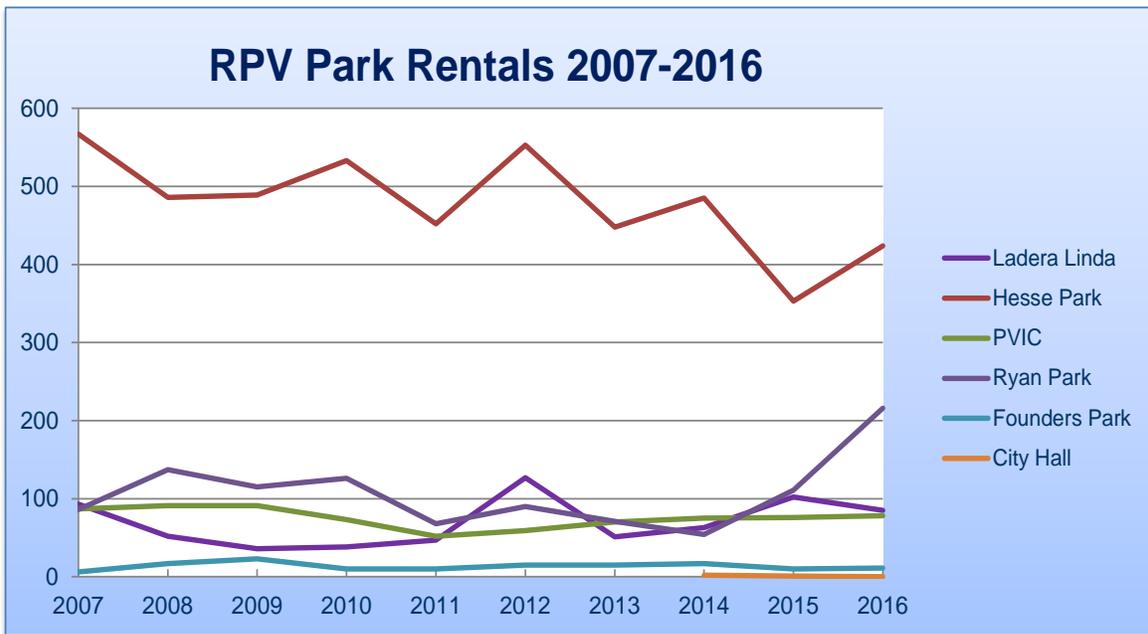
- Provides administrative support to the Department.
- Responds to requests from the public.
- Assists with the Department's public outreach.
- Maintains department website.
- Manages Volunteer Program.
- Manages Reception Desk.

## **RECREATION & PARKS PERFORMANCE INDICATORS**

The Recreation and Parks Department provides quality recreation services for park visitors in a number of ways. While many of these recreation options are difficult to quantify, (e.g. the number of children using City playgrounds), other recreation options such as private rentals, classes, docent-led hikes, and community organization meetings are scheduled through the department and are therefore more readily calculated and tracked. Attendance totals are derived from contract estimates and staff observations. However, the totals below do not reflect long-term leased facilities, and City meetings. The largest numbers of visitors use the parks for informal, non-contracted drop-in use. Due to the inherent difficulty of arriving at an accurate estimate, no numbers are included for drop-in use.

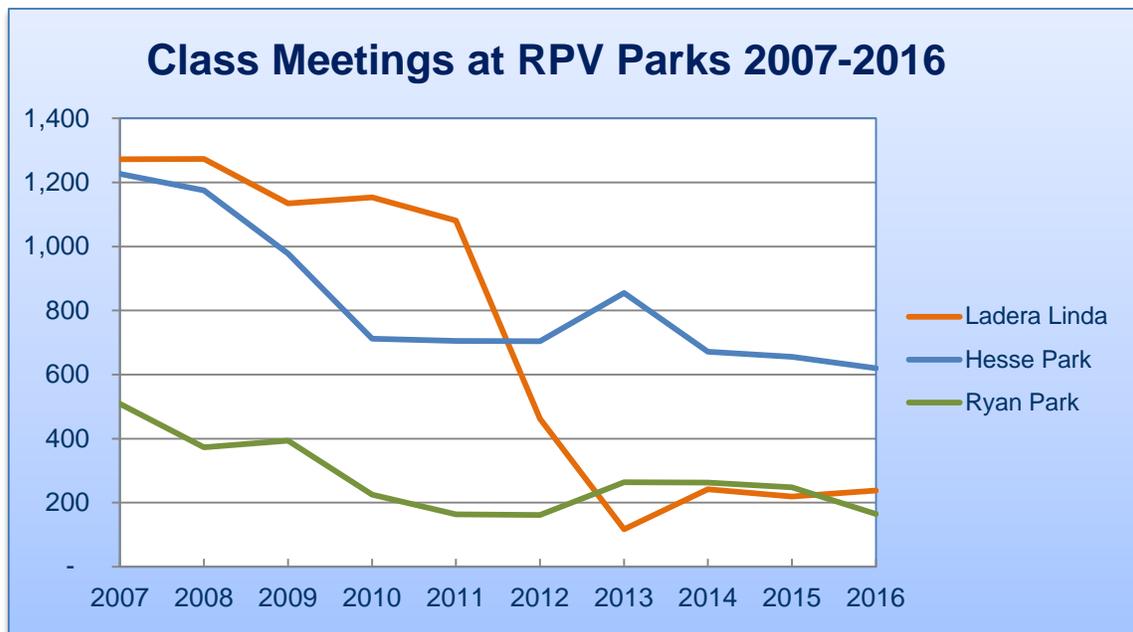
### **Park Rentals**

The following graphs show the number of events that took place at Rancho Palos Verdes parks from 2007-2016. These events include community group meetings, private party rentals, senior lectures and bridge, and youth sports leagues, just to name a few.



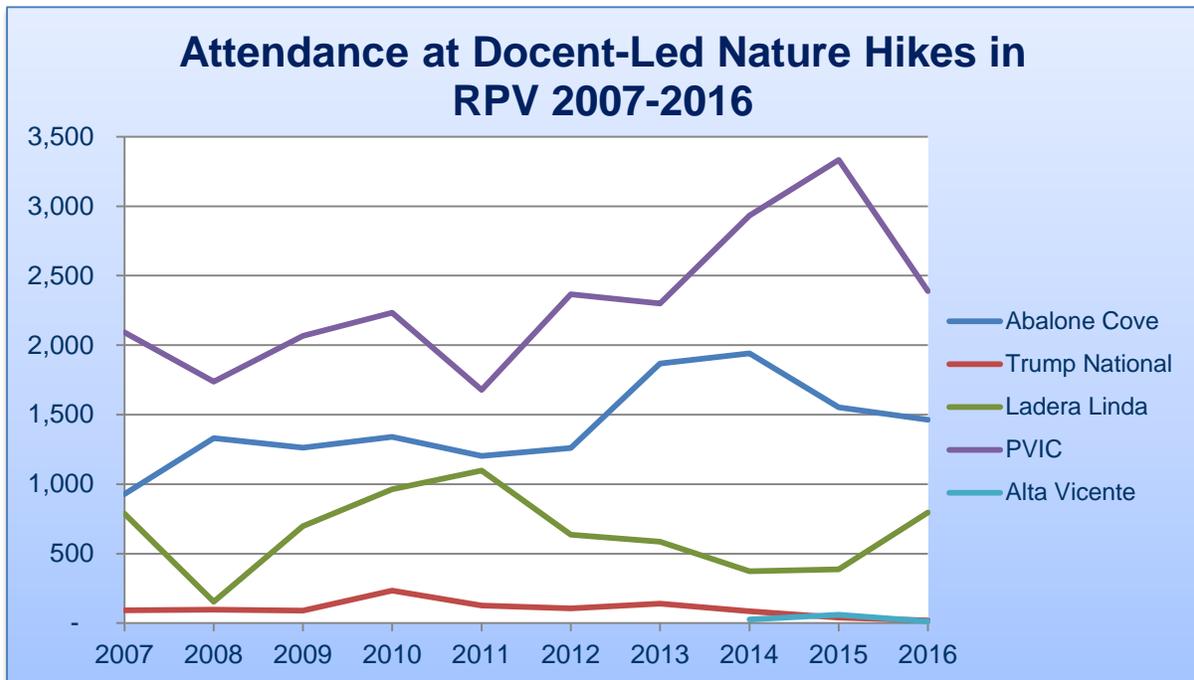
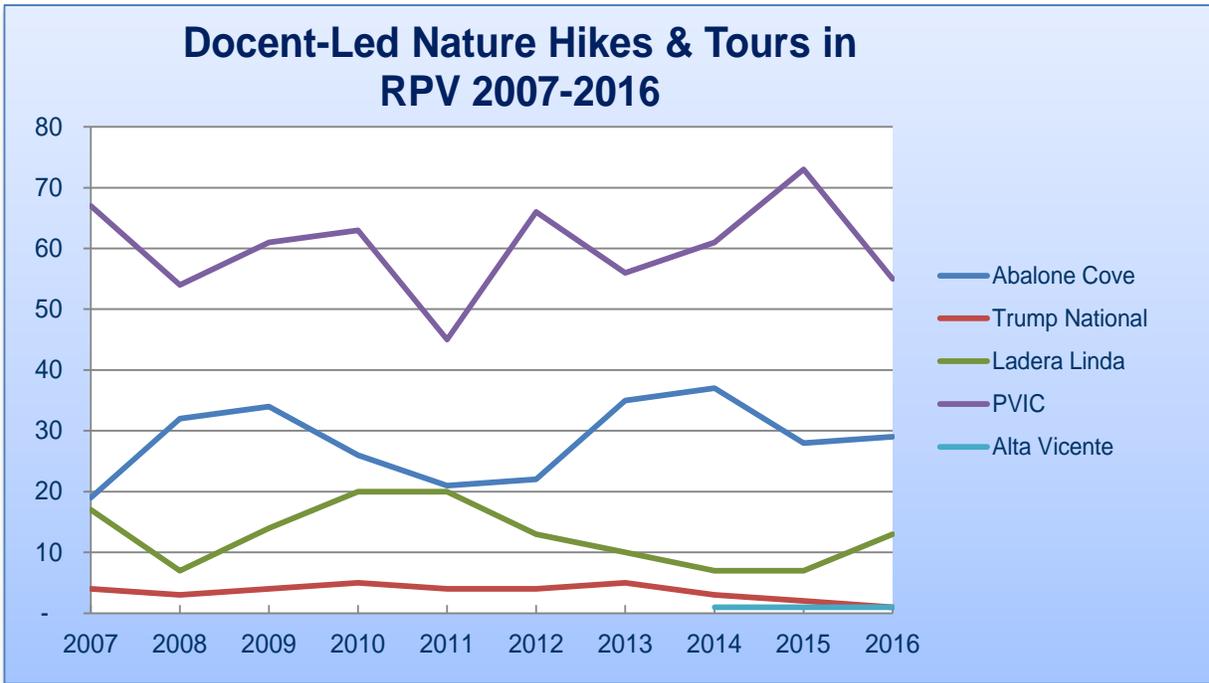
### Privatized Recreation Classes

The following graph shows the number of privatized recreation classes offered by independent instructors at City park sites from 2007-2016. Classes include adult exercise and fitness, preschool and youth classes, duplicate bridge classes, summer sports camps, art and music classes, and amateur radio classes.



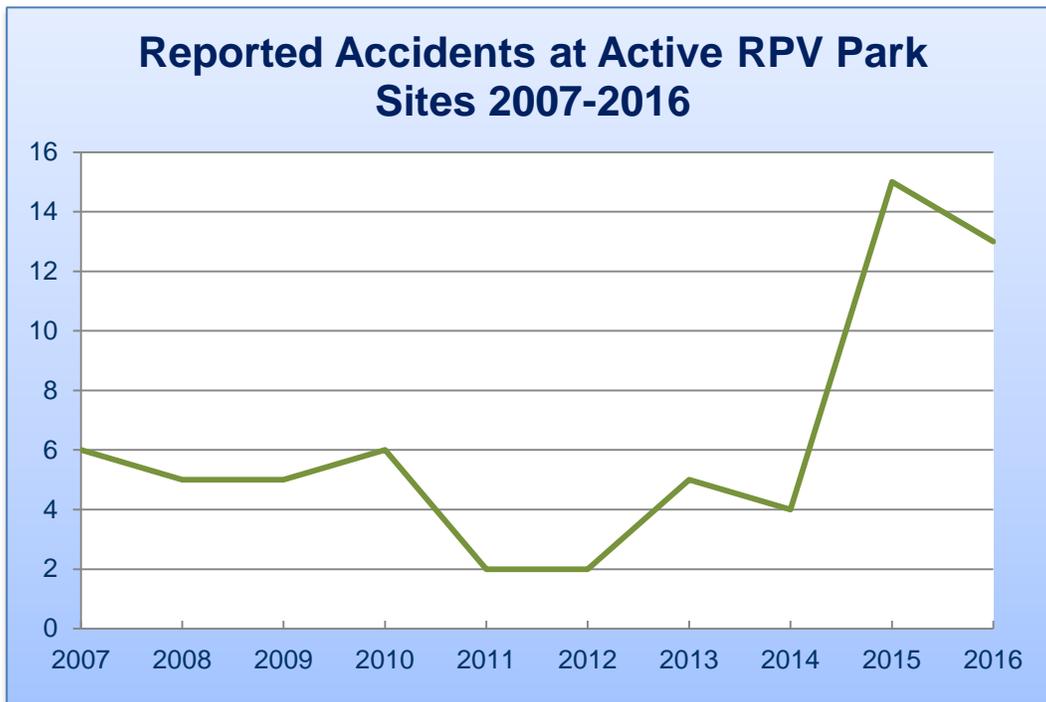
## Docent-Led Educational Hikes and Tours

Another recreation option provided by the department is the docent-led educational hike and tour program offered at several RPV locations. These hikes and tours provide schools, scout groups, individuals, and organizations the opportunity to learn about local flora, fauna, and geology, as well as the chance to experience the natural beauty of Rancho Palos Verdes. Below are graphs illustrating the number of hikes and tours and participant attendance at the tide pools at Abalone Cove, the public trails and beach at Trump National Golf Course, the Forrestral Nature Reserve, and the museum at the Point Vicente Interpretive Center from 2007-2016.



## Reported Accidents at Active RPV Parks

The following chart presents the number of reported accidents that occurred in Rancho Palos Verdes parks: 2007-2016.



## Volunteer Program

While the City has used volunteers for many years, an organized volunteer program was formally instituted by the Recreation and Parks Department in 2014. Volunteers assist staff at a wide range of events and programs including Beach and Park Cleanup Days and special events such as the Fourth of July and Whale of a Day.

The following chart shows the number of volunteer projects, volunteers, total volunteer hours, and estimated financial value of volunteer involvement in Rancho Palos Verdes from 2013-14 to 2015-2016.

Volunteer Program	FY2013-14	FY2014-15	2015-16
Number of Events	30	43	66
Number of Volunteers	531	863	816
Total Hours	1,844	3,042	2,613
Financial Value*	\$47,500	\$83,900	\$72,000

\*Source for financial estimate: Independent Sector

**Department:** Recreation & Parks  
**Budget Program:** Recreation Administration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5110-4101	SALARY & WAGES - FT	245,411	354,725	443,344	516,261	624,300
	101-400-5110-4102	SALARY & WAGES - PT	97,344	60,802	82,066	64,593	102,600
	101-400-5110-4103	SALARY & WAGES - OT	0	0	300	1,300	200
	101-400-5110-4201	HEALTH INSURANCE	0	0	0	38,122	74,300
	101-400-5110-4202	FICA/MEDICARE	0	0	0	0	10,500
	101-400-5110-4203	PERS	0	0	0	50,332	60,100
	101-400-5110-4204	EMPLOYEE BENEFITS - WORKERS COMP	74,800	111,300	133,290	17,807	16,000
	101-400-5110-4205	OTHER BENEFITS	0	0	0	0	24,900
	101-400-5110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	116	14,000
	101-400-5110-4207	CALPERS UNFUNDED LIABILITY	0	0	0	38,975	52,400
	101-400-5110-4310	OP SUPP/MINOR EQUIP	18,292	12,961	18,653	16,000	18,000
	101-400-5110-4601	MEMBERSHIPS & DUES	675	625	890	2,100	2,100
	101-400-5110-4701	INSURANCE	0	0	0	18,100	18,100
	101-400-5110-5101	PROF/TECH SERVICE	159,814	161,274	178,367	35,000	35,000
	101-400-5110-5102	ADVERTISING	0	748	823	12,000	21,000
	101-400-5110-5103	PRINTING & BINDING	156	0	2,052	4,500	2,000
	101-400-5110-5104	TRANSACTION FEES	1,505	14,077	14,706	14,000	14,000
	101-400-5110-5301	TELEPHONE SERVICE	0	0	0	0	4,000
	101-400-5110-6001	MEETINGS/CONFERENCES	3,900	4,512	7,607	11,000	11,000
	101-400-5110-6002	MILEAGE REIMBURSEMENT	1,265	930	1,431	2,000	2,000
	101-400-5110-6101	TRAINING	110	470	748	1,500	1,500
	101-400-5110-6102	PUBLICATIONS	229	335	337	400	500
	101-400-5110-6201	EQUIP REPLACE CHARGE	49,700	57,300	21,800	6,500	84,500
	101-400-5110-8201	VEHICLES	0	0	0	98,900	0
<b>Expenditure Subtotals</b>			<b>653,202</b>	<b>780,059</b>	<b>906,415</b>	<b>949,506</b>	<b>1,193,000</b>
<b>Total Program Expenditures</b>			<b>653,202</b>	<b>780,059</b>	<b>906,415</b>	<b>949,506</b>	<b>1,193,000</b>

**Department:** Recreation & Parks

**Budget Program:** Recreation Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees are allocated to this program.	624,300
101-400-5110-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time employees are allocated to this program.	102,600
101-400-5110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	200
101-400-5110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	74,300
101-400-5110-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	10,500
101-400-5110-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	60,100
101-400-5110-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	16,000
101-400-5110-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	24,900
101-400-5110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	14,000
101-400-5110-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	52,400

**Department:** Recreation & Parks

**Budget Program:** Recreation Administration

Account #	Account Description	Budget FY17-18
101-400-5110-4310	<b>OP SUPP/MINOR EQUIP</b> This increase is due to the rising costs of office supplies and equipment needed to support the expanded hours at park sites and to provide administrative support of additional special events and programs.	18,000
101-400-5110-4601	<b>MEMBERSHIPS &amp; DUES</b> Memberships in professional organizations including the National Recreation & Parks Association and California Parks and Recreation Society.	2,100
101-400-5110-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	18,100
101-400-5110-5101	<b>PROF/TECH SERVICE</b> 1. Temporary assistance due to unforeseen employee absences, and the cost of maintaining a pool of Class B licensed drivers to operate the Department's passenger vehicles. (\$3,000) 2. Music licensing services through ASCAP and BMI. (\$1,000) 3. Professional services required for department projects and programs as needed. (\$5,000) 4. Payment of \$10,000 to Los Serenos de Point Vicente Docents and \$10,000 to Peninsula Seniors for services provided to the City's residents that are not otherwise provided by the City. (\$20,000) 5. Professional services for outside consultants for PVIC cash register and curation program updates (\$5,000) 6. Ongoing training for recreation registration software (Activenet) (\$1,000)	35,000
101-400-5110-5102	<b>ADVERTISING</b> Advertising in local publications to support Recreation programs and facilities. Increase is due to an increase in size of the quarterly recreation program insert which is mailed in conjunction with the City's Quarterly newsletter. Part of this increase is offset by a \$2,000 reduction in the Special Events Advertising budget.	21,000
101-400-5110-5103	<b>PRINTING &amp; BINDING</b> This item reflects general departmental printing costs. The reduction is due to Preserve-related printing costs switching to the Open Space Management program.	2,000

**Department:** Recreation & Parks  
**Budget Program:** Recreation Administration

Account #	Account Description	Budget FY17-18
101-400-5110-5104	<b>TRANSACTION FEES</b> Fees for the City's Recreation registration system for events and facility rentals.	14,000
101-400-5110-5301	<b>TELEPHONE SERVICE</b> For the use of cell phones at all staffed City Parks. Cell phones are used to input service requests, fill out park inspections and complete other park-related documents.	4,000
101-400-5110-6001	<b>MEETINGS/CONFERENCES</b> Conferences attended annually by Recreation and Parks staff include National Recreation and Parks Association conferences, California Parks & Recreation Society conferences, California Joint Powers Insurance Authority conferences and additional conferences pertaining to recreation, parks, open space, and staff development.	11,000
101-400-5110-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement for use of full-time and part-time employees' private automobiles for City business.	2,000
101-400-5110-6101	<b>TRAINING</b> Provides for CPR/First Aid/AED classes, and supplies and equipment for the department training and provides for department volunteer programs.	1,500
101-400-5110-6102	<b>PUBLICATIONS</b> Provides for subscriptions such as the Daily Breeze and Peninsula News newspapers to assist City staff in the performance of their duties. Increase due to rising costs of newspaper subscriptions.	500
101-400-5110-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	84,500

**Department:** Recreation & Parks  
**Budget Program:** Other Recreational Facilities

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5120-4101	SALARY & WAGES - FT	125,888	124,004	12,225	13,031	0
	101-400-5120-4102	SALARY & WAGES - PT	197,795	185,629	49,422	91,861	55,300
	101-400-5120-4103	SALARY & WAGES - OT	0	145	197	0	0
	101-400-5120-4202	FICA/MEDICARE	0	0	0	0	800
	101-400-5120-4203	PERS	0	0	0	4,797	0
	101-400-5120-4204	EMPLOYEE BENEFITS - WORKERS COMP	80,000	82,000	38,469	5,233	1,300
	101-400-5120-4205	OTHER BENEFITS	0	0	0	0	3,400
	101-400-5120-4207	CALPERS UNFUNDED LIABILITY	0	0	0	3,944	0
	101-400-5120-4310	OP SUPP/MINOR EQUIP	18,855	14,687	36,504	18,000	2,500
	101-400-5120-4701	INSURANCE	0	0	0	6,900	6,900
	101-400-5120-5102	LEGAL NOTICES AND ADS	0	1,220	0	0	0
	101-400-5120-5103	PRINTING & BINDING	3,516	4,418	0	0	4,500
	101-400-5120-5106	BUILDING & LAND RENTAL	2,241	2,273	2,295	2,400	2,500
	101-400-5120-6201	EQUIP REPLACE CHARGE	34,900	23,000	0	0	0
<b>Expenditure Subtotals</b>			<b>463,195</b>	<b>437,375</b>	<b>139,112</b>	<b>146,166</b>	<b>77,200</b>
<b>Total Program Expenditures</b>			<b>463,195</b>	<b>437,375</b>	<b>139,112</b>	<b>146,166</b>	<b>77,200</b>

**Department:** Recreation & Parks  
**Budget Program:** Other Recreational Facilities

Account #	Account Description	Budget FY17-18
101-400-5120-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time employees are allocated to this program.	55,300
101-400-5120-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	800
101-400-5120-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,300
101-400-5120-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	3,400
101-400-5120-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment needed for recreation programs.  1. Roving staff operating supplies for staff presence and inspections at unstaffed parks. (\$2,500)	2,500
101-400-5120-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	6,900
101-400-5120-5103	<b>PRINTING &amp; BINDING</b> Promotional materials and flyers for summer and seasonal programs and classes.	4,500
101-400-5120-5106	<b>BUILDING &amp; LAND RENTAL</b> This item is payment for land leased from the Los Angeles County Sanitation Districts for Eastview Park.	2,500

**Department:** Recreation & Parks

**Budget Program:** Eastview Park

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5121-4310	OP SUPP/MINOR EQUIP	0	0	0	0	5,000
Expenditure Subtotals			0	0	0	0	5,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

**Department:** Recreation & Parks

**Budget Program:** Eastview Park

Account #	Account Description	Budget FY17-18
101-400-5121-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment for staffing of Eastview Park.	<b>5,000</b>

**Department:** Recreation & Parks  
**Budget Program:** Open Space Management

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5122-4102	SALARY & WAGES - PT	0	0	0	0	103,600
	101-400-5122-4202	FICA/MEDICARE	0	0	0	0	1,500
	101-400-5122-4203	PERS	0	0	0	0	1,500
	101-400-5122-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	0	0	2,400
	101-400-5122-4205	OTHER BENEFITS	0	0	0	0	4,900
	101-400-5122-4310	OP SUPP/MINOR EQUIP	0	0	0	0	31,000
	101-400-5122-5101	PROF/TECH SERVICE	0	0	0	0	1,200
	101-400-5122-5103	PRINTING & BINDING	0	0	0	0	2,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148,600</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148,600</b>

**Department:** Recreation & Parks  
**Budget Program:** Open Space Management

Account #	Account Description	Budget FY17-18
101-400-5122-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	103,600
101-400-5122-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,500
101-400-5122-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	1,500
101-400-5122-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	2,400
101-400-5122-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	4,900
101-400-5122-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment for staffing for Preserve and Open Space Operations.	31,000
101-400-5122-5101	<b>PROF/TECH SERVICE</b> Preserve and Open Space Hotline.	1,200
101-400-5122-5103	<b>PRINTING &amp; BINDING</b> Printing costs including flyers, trail maps, educational and informational handouts.	2,500

**Department:** Recreation & Parks  
**Budget Program:** Fred Hesse Jr. Park

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5130-4101	SALARY & WAGES - FT	0	0	30,177	30,721	32,400
	101-400-5130-4102	SALARY & WAGES - PT	0	0	89,055	101,616	129,000
	101-400-5130-4103	SALARY & WAGES - OT	0	0	0	0	100
	101-400-5130-4201	HEALTH INSURANCE	0	0	0	2,637	3,400
	101-400-5130-4202	FICA/MEDICARE	0	0	0	0	2,300
	101-400-5130-4203	PERS	0	0	0	6,320	5,400
	101-400-5130-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	26,360	5,991	3,700
	101-400-5130-4205	OTHER BENEFITS	0	0	0	0	7,100
	101-400-5130-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	1,100
	101-400-5130-4207	CALPERS UNFUNDED LIABILITY	0	0	0	5,070	4,700
	101-400-5130-4310	OP SUPP/MINOR EQUIP	0	0	2,770	6,500	6,500
	101-400-5130-4701	INSURANCE	0	0	0	6,400	6,400
	101-400-5130-6201	EQUIP REPLACE CHARGE	0	0	5,400	1,900	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>153,762</b>	<b>167,155</b>	<b>202,100</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>153,762</b>	<b>167,155</b>	<b>202,100</b>

**Department:** Recreation & Parks

**Budget Program:** Fred Hesse Jr. Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5130-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	32,400
101-400-5130-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	129,000
101-400-5130-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees who support the park facility.	100
101-400-5130-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	3,400
101-400-5130-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	2,300
101-400-5130-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	5,400
101-400-5130-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	3,700
101-400-5130-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	7,100
101-400-5130-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	1,100
101-400-5130-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	4,700

**Department:** Recreation & Parks

**Budget Program:** Fred Hesse Jr. Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-5130-4310</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games.	<b>6,500</b>
<b>101-400-5130-4701</b>	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>6,400</b>

**Department:** Recreation & Parks  
**Budget Program:** Robert E. Ryan Park

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5140-4101	SALARY & WAGES - FT	0	0	17,604	18,230	18,500
	101-400-5140-4102	SALARY & WAGES - PT	0	0	50,744	58,868	76,600
	101-400-5140-4103	SALARY & WAGES - OT	0	0	0	0	100
	101-400-5140-4201	HEALTH INSURANCE	0	0	0	1,507	2,000
	101-400-5140-4202	FICA/MEDICARE	0	0	0	0	1,400
	101-400-5140-4203	PERS	0	0	0	5,045	3,500
	101-400-5140-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	15,526	3,059	2,200
	101-400-5140-4205	OTHER BENEFITS	0	0	0	0	4,300
	101-400-5140-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	600
	101-400-5140-4207	CALPERS UNFUNDED LIABILITY	0	0	0	5,297	4,400
	101-400-5140-4310	OP SUPP/MINOR EQUIP	0	0	1,232	2,600	3,000
	101-400-5140-4701	INSURANCE	0	0	0	3,400	3,400
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>85,106</b>	<b>98,006</b>	<b>120,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>85,106</b>	<b>98,006</b>	<b>120,000</b>

**Department:** Recreation & Parks

**Budget Program:** Robert E. Ryan Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5140-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	18,500
101-400-5140-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	76,600
101-400-5140-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	100
101-400-5140-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	2,000
101-400-5140-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,400
101-400-5140-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	3,500
101-400-5140-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	2,200
101-400-5140-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	4,300
101-400-5140-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	600
101-400-5140-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	4,400

**Department:** Recreation & Parks

**Budget Program:** Robert E. Ryan Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5140-4310	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games. Increase is due to expanded facility hours and increased on-site programming.	<b>3,000</b>
101-400-5140-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>3,400</b>

**Department:** Recreation & Parks  
**Budget Program:** Ladera Linda Community Center

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5150-4101	SALARY & WAGES - FT	0	0	21,412	21,754	22,900
	101-400-5150-4102	SALARY & WAGES - PT	0	0	32,558	34,655	51,700
	101-400-5150-4103	SALARY & WAGES - OT	0	0	214	0	100
	101-400-5150-4201	HEALTH INSURANCE	0	0	0	4,349	4,400
	101-400-5150-4202	FICA/MEDICARE	0	0	0	0	1,100
	101-400-5150-4203	PERS	0	0	0	4,498	4,700
	101-400-5150-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	12,312	1,199	1,700
	101-400-5150-4205	OTHER BENEFITS	0	0	0	0	1,500
	101-400-5150-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	1,500
	101-400-5150-4207	CALPERS UNFUNDED LIABILITY	0	0	0	3,828	2,700
	101-400-5150-4310	OP SUPP/MINOR EQUIP	0	0	2,857	4,500	4,500
	101-400-5150-4701	INSURANCE	0	0	0	2,300	2,300
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>69,353</b>	<b>77,083</b>	<b>99,100</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>69,353</b>	<b>77,083</b>	<b>99,100</b>

**Department:** Recreation & Parks

**Budget Program:** Ladera Linda Community Center

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5150-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	22,900
101-400-5150-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	51,700
101-400-5150-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees who support the park facility.	100
101-400-5150-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	4,400
101-400-5150-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,100
101-400-5150-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	4,700
101-400-5150-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,700
101-400-5150-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	1,500
101-400-5150-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	1,500
101-400-5150-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	2,700

**Department:** Recreation & Parks

**Budget Program:** Ladera Linda Community Center

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5150-4310	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games.	<b>4,500</b>
101-400-5150-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>2,300</b>

**Department:** Recreation & Parks  
**Budget Program:** Abalone Cove Shoreline Park

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5160-4102	SALARY & WAGES - PT	0	0	63,968	75,802	81,400
	101-400-5160-4202	FICA/MEDICARE	0	0	0	0	1,200
	101-400-5160-4203	PERS	0	0	0	1,571	2,500
	101-400-5160-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	8,337	4,398	1,900
	101-400-5160-4205	OTHER BENEFITS	0	0	0	0	2,900
	101-400-5160-4207	CALPERS UNFUNDED LIABILITY	0	0	0	507	1,200
	101-400-5160-4310	OP SUPP/MINOR EQUIP	0	0	742	5,000	5,000
	101-400-5160-4701	INSURANCE	0	0	0	2,200	2,200
	101-400-5160-6201	EQUIP REPLACE CHARGE	0	0	2,700	900	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>75,746</b>	<b>90,378</b>	<b>98,300</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>75,746</b>	<b>90,378</b>	<b>98,300</b>

**Department:** Recreation & Parks

**Budget Program:** Abalone Cove Shoreline Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5160-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	81,400
101-400-5160-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,200
101-400-5160-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	2,500
101-400-5160-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,900
101-400-5160-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	2,900
101-400-5160-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	1,200
101-400-5160-4310	<b>OP SUPP/MINOR EQUIP</b> The costs of facility supplies, such as project equipment and supplies and educational materials. Staff continues to expand role in terms of public education and involvement and performing minor site-improvement projects.	5,000
101-400-5160-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	2,200

**Department:** Recreation & Parks  
**Budget Program:** Special Events and Programs

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5170-4101	SALARY & WAGES - FT	25,032	25,207	36,324	38,636	54,200
	101-400-5170-4102	SALARY & WAGES - PT	5,729	5,757	11,310	7,119	36,800
	101-400-5170-4103	SALARY & WAGES - OT	0	0	171	100	100
	101-400-5170-4201	HEALTH INSURANCE	0	0	0	8,658	10,100
	101-400-5170-4202	FICA/MEDICARE	0	0	0	0	1,300
	101-400-5170-4203	PERS	0	0	0	3,531	5,900
	101-400-5170-4204	EMPLOYEE BENEFITS - WORKERS COMP	11,500	10,200	13,206	1,879	2,000
	101-400-5170-4205	OTHER BENEFITS	0	0	0	0	3,500
	101-400-5170-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	2,900
	101-400-5170-4207	CALPERS UNFUNDED LIABILITY	0	0	0	3,019	5,700
	101-400-5170-4310	OP SUPP/MINOR EQUIP	16,570	9,943	18,183	67,000	21,000
	101-400-5170-4701	INSURANCE	0	0	0	2,300	2,300
	101-400-5170-5101	PROF/TECH SERVICE	29,273	35,140	36,115	51,500	56,200
	101-400-5170-5102	LEGAL NOTICES AND ADS	0	0	1,330	3,000	2,500
	101-400-5170-5103	PRINTING & BINDING	0	0	6,982	7,500	7,500
	101-400-5170-5106	VEHICLE & EQUIP RENTAL	3,525	3,476	3,863	4,300	6,000
<b>Expenditure Subtotals</b>			<b>91,629</b>	<b>89,722</b>	<b>127,484</b>	<b>198,542</b>	<b>218,000</b>
<b>Total Program Expenditures</b>			<b>91,629</b>	<b>89,722</b>	<b>127,484</b>	<b>198,542</b>	<b>218,000</b>

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5170-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	54,200
101-400-5170-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	36,800
101-400-5170-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	100
101-400-5170-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	10,100
101-400-5170-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	1,300
101-400-5170-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	5,900
101-400-5170-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	2,000
101-400-5170-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	3,500
101-400-5170-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	2,900
101-400-5170-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	5,700

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

Account #	Account Description	Budget FY17-18
101-400-5170-4310	<b>OP SUPP/MINOR EQUIP</b> This budget item allows for replacement of special event equipment and miscellaneous event expenses. Reduction is due to a special event accessible restroom trailer that was budgeted in FY1617.	21,000
101-400-5170-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	2,300
101-400-5170-5101	<b>PROF/TECH SERVICE</b> Professional/technical services for special events including: <ol style="list-style-type: none"><li>1. City's annual Fourth of July Celebration contract (\$25,000)</li><li>2. July 4th - music performances (\$900)</li><li>3. Whale of a Day - parking services (\$2,500)</li><li>4. Whale of a Day - overnight security services (\$400)</li><li>5. Whale of a Day - Health Dept. Fees (\$350)</li><li>6. Whale of a Day - music performances (\$1,200)</li><li>7. Whale of a Day - sound services (\$800)</li><li>8. Whale of a Day - ATM services (\$100)</li><li>9. Shakespeare by the Sea event - Drama production (\$1,200)</li><li>10. Shakespeare by the Sea event - sound/lighting services (\$600)</li><li>11. Adult Sports Leagues - Umpire Fees (\$1,6000)</li><li>12. Breakfast with Santa - Entertainment (\$350)</li><li>13. Breakfast with Santa - Health Dept. Fees (\$400)</li><li>14. Breakfast with Santa - Catered Hot Food (\$600)</li><li>15. Outdoor Movies (\$4,000)</li><li>16. Sound lighting services for other various events (\$6000)</li><li>17. Misc. Professional Technical Services (\$7,000)</li><li>18. First-Aid station at special events. (\$2,000)</li><li>19. Trunk or Treat Puppet Show (\$400)</li><li>20. Healthy People/Healthy Pets-sound services (\$800)</li></ol> Increase due to anticipated cost of long-standing special event services and the addition of additional events requiring professional/technical services.	56,200
101-400-5170-5102	<b>LEGAL NOTICES AND ADS</b> Advertising in local newspapers for recreation events and activities. Decrease due to \$2,500 being re-allocated to Rec Admin Advertising.	2,500
101-400-5170-5103	<b>PRINTING &amp; BINDING</b> This item reflects printing costs for event banners and brochures.	7,500
101-400-5170-5106	<b>VEHICLE &amp; EQUIP RENTAL</b>	6,000

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

Account #	Account Description	Budget FY17-18
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Rental of equipment for various special events, including:

1. Stages, canopies, tables, and chairs for special events. (\$3,500)
2. Radios for special events. (\$1,000)
3. Additional rentals. (\$1,500)

Increase due to need for additional reliance on rental companies for special event equipment.

**Department:** Recreation & Parks  
**Budget Program:** City Run Sports & Activities

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5171-4102	SALARY & WAGES - PT	0	0	0	0	6,100
	101-400-5171-4202	FICA/MEDICARE	0	0	0	0	100
	101-400-5171-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	0	0	0	100
	101-400-5171-4205	OTHER BENEFITS	0	0	0	0	400
	101-400-5171-4310	OP SUPP/MINOR EQUIP	0	0	0	0	10,000
	101-400-5171-5103	PRINTING & BINDING	0	0	0	0	2,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,700</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,700</b>

**Department:** Recreation & Parks

**Budget Program:** City Run Sports & Activities

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5171-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees who staff school and sports facilities for City programs.	<b>6,100</b>
101-400-5171-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	<b>100</b>
101-400-5171-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	<b>100</b>
101-400-5171-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>400</b>
101-400-5171-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment for school site and City sports programs.	<b>10,000</b>
101-400-5171-5103	<b>PRINTING &amp; BINDING</b> Printing costs including flyers and informational handouts.	<b>2,000</b>

**Department:** Recreation & Parks  
**Budget Program:** Point Vicente Interpretive Center

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5180-4101	SALARY & WAGES - FT	0	90,525	64,273	107,103	77,900
	101-400-5180-4102	SALARY & WAGES - PT	134,125	138,029	167,940	174,443	192,800
	101-400-5180-4201	HEALTH INSURANCE	0	0	0	8,070	11,700
	101-400-5180-4202	FICA/MEDICARE	0	0	0	0	3,900
	101-400-5180-4203	PERS	0	0	0	21,138	16,400
	101-400-5180-4204	EMPLOYEE BENEFITS - WORKERS COMP	37,225	44,100	42,155	7,977	6,200
	101-400-5180-4205	OTHER BENEFITS	0	0	0	0	6,900
	101-400-5180-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	1,731	0
	101-400-5180-4207	CALPERS UNFUNDED LIABILITY	0	0	0	16,032	10,600
	101-400-5180-4310	OP SUPP/MINOR EQUIP	29,620	35,937	30,611	31,500	31,500
	101-400-5180-4310	PURCHASES FOR RESALE	54,309	59,567	56,881	50,000	58,000
	101-400-5180-4701	INSURANCE	0	0	0	8,100	8,100
	101-400-5180-5101	PROF/TECH SERVICE	0	3,142	1,886	0	0
	101-400-5180-5102	ADVERTISING	1,220	0	0	0	0
	101-400-5180-5103	PRINTING & BINDING	295	607	0	0	0
	101-400-5180-5106	EQUIPMENT RENTAL	0	0	0	500	500
	101-400-5180-6001	MEETINGS/CONFERENCES	41	887	640	500	500
	101-400-5180-6002	MILEAGE REIMBURSEMENT	32	71	61	300	300
	101-400-5180-6101	TRAINING	0	0	105	0	0
	101-400-5180-6201	EQUIP REPLACE CHARGE	74,100	61,200	21,500	7,500	0
<b>Expenditure Subtotals</b>			<b>330,967</b>	<b>434,064</b>	<b>386,052</b>	<b>434,894</b>	<b>425,300</b>
<b>Total Program Expenditures</b>			<b>330,967</b>	<b>434,064</b>	<b>386,052</b>	<b>434,894</b>	<b>425,300</b>

**Department:** Recreation & Parks

**Budget Program:** Point Vicente Interpretive Center

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5180-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	77,900
101-400-5180-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	192,800
101-400-5180-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	11,700
101-400-5180-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	3,900
101-400-5180-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	16,400
101-400-5180-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	6,200
101-400-5180-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	6,900
101-400-5180-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	10,600
101-400-5180-4310	<b>OP SUPP/MINOR EQUIP</b> 1. Anticipated operating needs of the facility including tables and chairs used for rentals, recreation programs and docent activities, miscellaneous equipment, office supplies and exhibits. (\$28,300)  2. The annual Docent Appreciation Luncheon. (\$3,200)	31,500

**Department:** Recreation & Parks

**Budget Program:** Point Vicente Interpretive Center

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
<b>101-400-5180-4310</b>	<b>PURCHASES FOR RESALE</b> Purchases of items for resale at the Interpretive Center gift shop, which is expected to generate revenue of about \$120,000. Increase aligns budget with actual expenditures from recent years.	<b>58,000</b>
<b>101-400-5180-4701</b>	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	<b>8,100</b>
<b>101-400-5180-5106</b>	<b>EQUIPMENT RENTAL</b> Miscellaneous equipment rental for various functions at the Point Vicente Interpretive Center (PVIC).	<b>500</b>
<b>101-400-5180-6001</b>	<b>MEETINGS/CONFERENCES</b> Professional growth of staff and to stay current with museum trends.	<b>500</b>
<b>101-400-5180-6002</b>	<b>MILEAGE REIMBURSEMENT</b> Reimbursement for use of employees' private automobiles for City business.	<b>300</b>

**Department:** Recreation & Parks  
**Budget Program:** REACH

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5190-4101	SALARY & WAGES - FT	0	462	63	0	0
	101-400-5190-4102	SALARY & WAGES - PT	20,722	22,365	27,261	26,911	43,900
	101-400-5190-4202	FICA/MEDICARE	0	0	0	0	600
	101-400-5190-4203	PERS	0	0	0	2,175	2,400
	101-400-5190-4204	EMPLOYEE BENEFITS - WORKERS COMP	3,300	3,400	3,890	691	1,000
	101-400-5190-4205	OTHER BENEFITS	0	0	0	0	1,300
	101-400-5190-4207	CALPERS UNFUNDED LIABILITY	0	0	0	2,933	3,000
	101-400-5190-4310	OP SUPP/MINOR EQUIP	7,261	8,458	9,742	10,000	13,500
	101-400-5190-4701	INSURANCE	0	0	290	700	700
	101-400-5190-6002	MILEAGE REIMBURSEMENT	138	269	0	300	300
	101-400-5190-6201	EQUIP REPLACE CHARGE	2,700	3,200	700	0	0
<b>Expenditure Subtotals</b>			<b>34,121</b>	<b>38,154</b>	<b>41,946</b>	<b>43,710</b>	<b>66,700</b>
<b>Total Program Expenditures</b>			<b>34,121</b>	<b>38,154</b>	<b>41,946</b>	<b>43,710</b>	<b>66,700</b>

**Department:** Recreation & Parks

**Budget Program:** REACH

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5190-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	43,900
101-400-5190-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	600
101-400-5190-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	2,400
101-400-5190-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	1,000
101-400-5190-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	1,300
101-400-5190-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	3,000
101-400-5190-4310	<b>OP SUPP/MINOR EQUIP</b> Office supplies, consumable supplies, lodging and transportation associated with the operation of the REACH program. Increase due to development of new youth-centered therapeutic programming.	13,500
101-400-5190-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	700
101-400-5190-6002	<b>MILEAGE REIMBURSEMENT</b> Reimbursement for use of employees' private automobiles for City business.	300

**Department:** Recreation & Parks  
**Budget Program:** Support Services

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	101-400-5210-4101	SALARY & WAGES - FT	0	0	14,448	14,672	15,600
	101-400-5210-4102	SALARY & WAGES - PT	0	33,455	31,629	37,853	0
	101-400-5210-4103	SALARY & WAGES - OT	0	17	42	0	0
	101-400-5210-4201	HEALTH INSURANCE	0	0	0	1,684	3,100
	101-400-5210-4202	FICA/MEDICARE	0	0	0	0	200
	101-400-5210-4203	PERS	0	0	0	3,235	1,300
	101-400-5210-4204	EMPLOYEE BENEFITS - WORKERS COMP	0	6,000	11,322	2,166	300
	101-400-5210-4205	OTHER BENEFITS	0	0	0	0	600
	101-400-5210-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	4,238	1,100
	101-400-5210-4207	CALPERS UNFUNDED LIABILITY	0	0	0	3,909	1,100
	101-400-5210-4701	INSURANCE	0	0	0	2,700	2,700
<b>Expenditure Subtotals</b>			<b>0</b>	<b>39,472</b>	<b>57,441</b>	<b>70,457</b>	<b>26,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>39,472</b>	<b>57,441</b>	<b>70,457</b>	<b>26,000</b>

**Department:** Recreation & Parks

**Budget Program:** Support Services

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY17-18</b>
101-400-5210-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees who supervise Support Services, such as staffing the City Hall reception desk and film shoots on City property (cost is partially recovered through film permit fees).	15,600
101-400-5210-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	3,100
101-400-5210-4202	<b>FICA/MEDICARE</b> The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986.	200
101-400-5210-4203	<b>PERS</b> Budget program's share of City's contribution to cover pension costs through the California Public Employees Retirement System (CalPERS).	1,300
101-400-5210-4204	<b>EMPLOYEE BENEFITS - WORKERS COMP</b> The budget program's portion of the City's share of the annual deposit for Workers Compensation Insurance coverage, which is provided through the California Joint Powers Insurance Authority (CJPIA).	300
101-400-5210-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	600
101-400-5210-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	1,100
101-400-5210-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	1,100
101-400-5210-4701	<b>INSURANCE</b> Additional General Liability Insurance coverage for program-related activities.	2,700

## **CAPITAL IMPROVEMENT PROGRAM**

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## **INFRASTRUCTURE IMPROVEMENTS**

Infrastructure is defined as the City's roadways; sewer systems; storm drain systems; parks, trails & spaces; public buildings; and other City facilities. The Public Works Department manages the maintenance and improvement of the City's infrastructure.

The City uses its restricted funding sources to fund these improvements first before using unrestricted sources, such as the General Fund. The following is a summary of restricted funding sources typically available for the City's infrastructure.

- Grants and contributions – includes Community Development Block Grant (CDBG) funds, highway safety grants, transportation improvement grants, coastal development grants, and restricted donations. The City uses its annual CDBG allocation primarily for projects to improve compliance with the Americans with Disabilities Act (ADA) in the public right-of-way. Other grants are competitive and may not be awarded to the City each year. Grants typically come with very restrictive requirements and are awarded for specific projects. The City has been awarded grants for various types of infrastructure improvement projects and routinely receives grant awards for roadway safety improvements.
- Transportation sales tax – includes Proposition A, Proposition C, Measure R, Measure M, Transportation Development Act (TDA)/Article 3, and State Gas Tax funds. These revenue sources are expected to total about \$3.9 million in FY17-18 and may be used for improvements to the City's arterial streets, to fund local transportation operations, sidewalk repair and replacement, and bus stop improvements and maintenance. Of this amount, over \$575,000 of Proposition C funds are set aside each year for maintenance of Palos Verdes Drive South (PVDS) in the landslide area of the City.
- Developer fees – includes Quimby fee and Environmental Excise Tax (EET) funds. These fees are collected to mitigate the impact of development when various building projects are permitted in the City. This revenue source is unpredictable, ranging from small amounts annually (less than \$100,000) to millions of dollars occasionally collected from a single large development project. Quimby funds must be used for park development, which can include acquisition of parkland or construction of park buildings and facilities. EET funds can be used for any type of City facility and has been historically utilized for ADA improvements in City buildings.

If restricted funding is not available, then infrastructure projects must compete for General Fund dollars. Based upon the City Council's Reserve Policy, each year the General Fund transfers a large portion of Transient Occupancy Tax (TOT) revenue into the Capital Improvement Plan (CIP) Fund. The City's TOT revenue is expected to be about \$6.0 million in FY 17-18.

Public Works and Finance Department staff work together each year to update the City's Five-Year Capital Improvement Plan (CIP), with Public Works taking the lead in presenting and implementing the CIP. Funding and priorities are identified and projects are proposed through this process. The CIP document, which only includes projects with cost estimates of \$100,000 or more, is included after this section of the budget document.

The programs listed within this section of the budget document are FY17-18 infrastructure improvements organized by the type of infrastructure. A summary of total infrastructure project expenditures by Fund follows below:

<b>Projects</b>	<b>FY 17-18</b>
Engineering Review/Labor Compliance	\$ 60,000
Grant Administration	70,000
Infrastructure Management Plan	25,000
ACLAD Sewer System Rate Study and Telemetry	175,000
PVDS Realignment - East End	100,000
Portuguese Bend Landslide Area Strategic Plan	40,000
Coastal Bluff Fence Replacement Program	200,000
Citywide ADA Transition Plan Implementation Program	150,000
PVIC Sunset Room Acoustical Improvements	110,000
Residential Street Rehabilitation Program Area 7	3,300,000
Arterial Walls and Fences Replacement Program	100,000
Western Avenue ALPR Project	560,000
Crest Road Embankment Repair	90,000
Connector Pipe Screens	251,100
<b>Subtotal Capital Projects Fund</b>	<b>\$ 5,231,100</b>
PVDW Median Improvements at Palos Verdes Estates	475,000
<b>Subtotal Beautification Fund</b>	<b>\$ 475,000</b>
ADA Improvements - Removal of sidewalk curb barriers	139,300
<b>Subtotal Community Development Block Grant Fund (CDBG)</b>	<b>\$ 139,300</b>
Portuguese Bend Landslide Area Resurfacing Program	600,000
<b>Subtotal Proposition C Fund</b>	<b>\$ 600,000</b>
Abalone Cove Beach Access Road and Parking Rehabilitation	100,000
Ladera Linda Community Center Master Plan	350,000
Conestoga Trail Improvements	100,000
<b>Subtotal Quimby Fund</b>	<b>\$ 550,000</b>
Arterial Rehabilitation - Crenshaw Blvd	200,000
Western Av Traffic Congestion Improvements	200,000
Sidewalk Repair and Replacement Program	250,000
<b>Measure R Fund</b>	<b>\$ 650,000</b>
Residential Street Rehabilitation Program Area 7	82,500
<b>Bicycle &amp; Pedestrian Access Fund</b>	<b>\$ 82,500</b>
PVIC Parking Lot Lighting Project	200,000
Citywide Street Light Acquisition	800,000
<b>Subtotal 1911 Act Street Lighting Fund</b>	<b>\$ 1,000,000</b>
Connector Pipe Screens	600,000
<b>State Grants Fund</b>	<b>\$ 600,000</b>
<b>Total Capital Expenditures</b>	<b>\$ 9,327,900</b>
<b>Summary of Resources Used for Funding Capital Spending</b>	<b>FY 17-18</b>
Use of CIP & General Fund Resources	\$ 5,231,100
Use of Restricted Funds and Revenue	4,096,800
<b>Total Resources Used to fund Capital Spending</b>	<b>\$ 9,327,900</b>

**Department:** Infrastructure Improvements

**Budget Program:** Gas Tax - Street Landscape Maintenance (Capital)

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
Sidewalk/Ramp	202-400-3180-5201	MAINTENANCE SERVICES	186,478	192,390	0	350,718	0
Expenditure Subtotals			186,478	192,390	0	350,718	0
<b>Total Program Expenditures</b>			<b>186,478</b>	<b>192,390</b>	<b>0</b>	<b>350,718</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Street Lighting - 1911 Act

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	211-400-0000-8802	IMPROVEMENTS	0	0	0	0	1,000,000
Expenditure Subtotals			0	0	0	0	1,000,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Street Lighting - 1911 Act

Account #	Account Description	Budget FY17-18
<b>211-400-0000-8802</b>	<b>IMPROVEMENTS</b>  1. PVIC Parking Lot Project. Improve lighting along driveway and sidewalks; appropriate lighting for parking areas; pave existing gravel lot; remove existing southerly parking area. (\$200,000)  2. Citywide Street Light Acquisition Project. This project will acquire Southern California Edison ("SCE") owned municipal street lights by retrofitting and maintaining the existing High Pressure Sodium Vapor ("HPSV") light fixtures to Light-Emitting Diode ("LED") light fixtures throughout the entire City.(\$800,000)	<b>1,000,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	215-400-0000-5101	PROF/TECH SERVICE	0	0	0	18,000	18,000
	215-400-0000-5201	MAINTENANCE SERVICES	0	0	0	688,000	582,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>706,000</b>	<b>600,000</b>
To CIP	215-400-0000-9330	TRANSFERS OUT	350,184	1,228,719	0	0	0
To Gas Tax	215-400-0000-9202	TRANSFERS OUT	522,000	518,749	526,000	0	0
<b>Transfers Out Subtotals</b>			<b>872,184</b>	<b>1,747,468</b>	<b>526,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>872,184</b>	<b>1,747,468</b>	<b>526,000</b>	<b>706,000</b>	<b>600,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

Account #	Account Description	Budget FY17-18
215-400-0000-5101	<b>PROF/TECH SERVICE</b> Portuguese Bend Road Maintenance: Inspection services for the ongoing Palos Verdes Drive South (PVDS) road repairs through the landslide area. These services are funded by Proposition C funds. (\$18,000)	<b>18,000</b>
215-400-0000-5201	<b>MAINTENANCE SERVICES</b> Portuguese Bend Road Maintenance: Street maintenance costs for ongoing repairs to Palos Verdes Drive South (PVDS) through the landslide area. Rain storms in 2017 necessitated additional repairs, requiring more funding for this work. These road maintenance costs are funded by Proposition C funds. (\$582,000)	<b>582,000</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Community Development Block Grant

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
ADA 1	310-400-8810-8802	IMPROVEMENTS	54,243	22,730	206,238	0	0
ADA 2	310-400-8810-8802	IMPROVEMENTS	23,728	3,440	74,851	0	0
ADA 3	310-400-8810-8802	IMPROVEMENTS	0	0	17,560	150,600	0
ADA 4	310-400-8810-8802	IMPROVEMENTS	0	0	0	192,400	0
ADA 5	310-400-8810-8802	IMPROVEMENTS	0	0	0	0	139,300
<b>Expenditure Subtotals</b>			<b>77,971</b>	<b>26,170</b>	<b>298,649</b>	<b>343,000</b>	<b>139,300</b>
<b>Total Program Expenditures</b>			<b>77,971</b>	<b>26,170</b>	<b>298,649</b>	<b>343,000</b>	<b>139,300</b>

**Department:** Infrastructure Improvements

**Budget Program:** Community Development Block Grant

Account #	Account Description	Budget FY17-18
<b>ADA 5</b> 310-400-8810-8802	<b>IMPROVEMENTS</b> CDBG-funded project for FY17-18: Removal of 12 sidewalk curb barriers at 12 crosswalk locations throughout the City and replacement of them with Americans with Disabilities Act (ADA) accessible curb ramps. (\$139,300)  20% of the Community Development Block Grant (CDBG) appropriation (\$27,860) will be used for consultant services to administer this project, as well as the overall CDBG program. Any administrative costs that are not covered by CDBG funding will be charged to the Public Works Administration budget program funded by the General Fund (up to a maximum of \$10,000).	<b>139,300</b>

**Department:** Infrastructure Improvements

**Budget Program:** Beautification - Recycling

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	212-400-0000-8802	IMPROVEMENTS	0	0	0	0	475,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>475,000</b>
To Gas Tax	212-400-0000-9202	TRANSFERS OUT	211,404	224,000	97,791	0	0
<b>Transfers Out Subtotals</b>			<b>211,404</b>	<b>224,000</b>	<b>97,791</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>211,404</b>	<b>224,000</b>	<b>97,791</b>	<b>0</b>	<b>475,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Beautification - Recycling

Account #	Account Description	Budget FY17-18
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212-400-0000-8802	<b>IMPROVEMENTS</b> Construction of Palos Verdes Drive West (PVDW) Median Improvements at Palos Verdes Estates. The development of this median will include turning the existing median landscaping and vegetation into sustainable landscaping requiring minimal maintenance. Development may also include the installation of irrigation systems, controllers, and hardscaping and installation of decorative stone. (\$475,000)	<b>475,000</b>
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**Department:** Infrastructure Improvements

**Budget Program:** Measure R

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	220-400-0000-8802	IMPROVEMENTS	0	0	0	0	650,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>650,000</b>
To CIP	220-400-0000-9330	TRANSFERS OUT	0	564,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>564,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>564,000</b>	<b>0</b>	<b>0</b>	<b>650,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Measure R

Account #	Account Description	Budget FY17-18
220-400-0000-8802	<p data-bbox="399 409 594 430"><b>IMPROVEMENTS</b></p> <ol style="list-style-type: none"><li data-bbox="399 449 1256 625">1. Western Ave Traffic Congestion Improvements. Implement improvements as identified in the Western Avenue Corridor Study commissioned by Caltrans, City of Los Angeles, and the City of Rancho Palos Verdes as a means to address traffic deficiencies by implementing consensus based recommendations to address traffic congestion. (\$200,000)</li><li data-bbox="399 659 1284 808">2. Arterial Rehabilitation - Crenshaw Blvd. Resurface Crenshaw Blvd with a rubber asphalt surface and will include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps will also be included. The infrastructure improvement project will also include updating traffic signs, striping and curb painting. (\$200,000)</li><li data-bbox="399 842 1271 930">3. Sidewalk Repair and Replacement Program: Approximately 12,000 square feet of sidewalks is repaired and replaced on an annual basis. Repair methods include grinding, removing, and replacement. (\$250,000)</li></ol>	<b>650,000</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Donor Restricted Contributions

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	228-400-0000-8802	IMPROVEMENTS	0	0	0	455,000	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>455,000</b>	<b>0</b>
To Pks Improv	228-400-0000-9330	TRANSFERS OUT	0	0	0	455,000	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>455,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>910,000</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Infrastructure Improvements Administration

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8110-4310	OP SUPP/MINOR EQUIP	38	0	0	0	0
	330-400-8110-4311	POSTAGE	0	0	4,789	0	0
	330-400-8110-5101	PROF/TECH SERVICE	77,240	25,277	70,765	288,300	155,000
Art Overlay	330-400-8110-8802	IMPROVEMENTS	30	0	0	0	0
<b>Expenditure Subtotals</b>			<b>77,307</b>	<b>25,277</b>	<b>75,554</b>	<b>288,300</b>	<b>155,000</b>
<b>Total Program Expenditures</b>			<b>77,307</b>	<b>25,277</b>	<b>75,554</b>	<b>288,300</b>	<b>155,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Infrastructure Improvements Administration

Account #	Account Description	Budget FY17-18
<b>330-400-8110-5101</b>	<p data-bbox="373 399 1380 430"><b>PROF/TECH SERVICE</b></p> <p data-bbox="373 441 1380 504">The following administrative expenditures are funded from the Capital Improvement Projects (CIP) Reserve and interest earnings.</p> <ol data-bbox="373 525 1380 898" style="list-style-type: none"><li data-bbox="373 525 1380 598">1. Plan engineering, labor compliance reviews, and engineering services for small-scale projects. (\$60,000)</li><li data-bbox="373 619 1380 745">2. Grant Administration for Improvement Projects: Consulting services to administer federally-funded capital projects. These services include all federal grant reporting (including quarterly reporting, audit compliance review, and preparation of reimbursement requests). \$70,000</li><li data-bbox="373 766 1380 898">3. Infrastructure Management Plan: Development of a web-based, long-range infrastructure planning tool for use by the City Council, the Infrastructure Management Advisory Committee (IMAC), and the public. (\$25,000)</li></ol>	<b>155,000</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Street Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
Arterial Rehabil	330-400-8031-5101	PROF/TECH SERVICE	6,320	0	0	0	90,000
Arterial Rehabil	330-400-8031-8802	IMPROVEMENTS	1,669,337	3,204,861	811,285	5,886,500	660,000
Other Projects	330-400-8031-5101	PROF/TECH SERVICE	0	8,063	11,760	130,487	0
Other Projects	330-400-8031-8802	IMPROVEMENTS	350,184	96,410	0	0	0
Pavement Mgt	330-400-8031-5101	PROF/TECH SERVICE	27,388	0	0	0	0
Residential Re	330-400-8031-8802	IMPROVEMENTS	74,011	3,110,540	0	0	3,300,000
<b>Expenditure Subtotals</b>			<b>2,127,240</b>	<b>6,419,874</b>	<b>823,045</b>	<b>6,016,987</b>	<b>4,050,000</b>
<b>Total Program Expenditures</b>			<b>2,127,240</b>	<b>6,419,874</b>	<b>823,045</b>	<b>6,016,987</b>	<b>4,050,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

Account #	Account Description	Budget FY17-18
<b>Arterial Rehabilitation</b>		
330-400-8031-5101	<b>PROF/TECH SERVICE</b> Design of Crest Road Embankment Repair Project. Project is to repair roadway embankment slope damaged by winter storm event of January 19-23, 2017 and improve drainage from St John Fisher church onto Crest Road. (\$90,000)	90,000
330-400-8031-8802	<b>IMPROVEMENTS</b> 1. Construction of Arterial Walls and Fences Replacement Project. This is to replace deteriorated, failing and unattractive masonry walls and chain link fences. This is year two of a multi-year program. (\$100,000)  2. Purchase and Installation of 22 Automatic License Plate Recognition (ALPR) Cameras on Western Avenue near the entrances to the Eastview neighborhoods. (\$560,000)	660,000
<b>Residential Rehabilitation</b>		
330-400-8031-8802	<b>IMPROVEMENTS</b> 1. Residential Roadways Rehabilitation Program Cycle 1 (Area 7). Resurface residential roadways with micro-surfacing, slurry seal and/or overlay and include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps. The infrastructure improvement project will also include updating traffic signs, striping and curb painting. A portion of the project cost will be paid with TDA Article 3 Funds in the amount of \$82,500 with the rest funded by CIP. (\$3,300,000).	3,300,000

**Department:** Infrastructure Improvements

**Budget Program:** Storm Drain Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
To WQFP	330-400-0000-9501	TRANSFERS OUT	0	820,000	0	0	0
Transfers Out Subtotals			0	820,000	0	0	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>820,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Parks, Trails & Open Space Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8033-5101	PROF/TECH SERVICE	62,733	40,350	0	45,000	0
	330-400-8033-8802	IMPROVEMENTS	696,842	1,912,033	270,976	436,900	200,000
	330-400-8033-8803	LAND ACQUISITION	1,115,880	0	0	0	0
<b>Expenditure Subtotals</b>			<b>1,875,455</b>	<b>1,952,382</b>	<b>270,976</b>	<b>481,900</b>	<b>200,000</b>
To ERF	330-400-0000-9681	TRANSFERS OUT	0	149,422	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>149,422</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,875,455</b>	<b>2,101,804</b>	<b>270,976</b>	<b>481,900</b>	<b>200,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Parks, Trails & Open Space Improvements

Account #	Account Description	Budget FY17-18
<b>330-400-8033-8802</b>	<b>IMPROVEMENTS</b> 1. Coastal Bluff Fence Replacement: Replacement of all deteriorating cliff and bluff edge fencing. The program will commence with the replacement of fencing along the Oceanfront Estates development. (\$200,000)	<b>200,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8035-5101	PROF/TECH SERVICE	7,332	25,738	0	0	175,000
	330-400-8035-8802	IMPROVEMENTS	0	0	0	200,000	0
Expenditure Subtotals			7,332	25,738	0	200,000	175,000
<b>Total Program Expenditures</b>			<b>7,332</b>	<b>25,738</b>	<b>0</b>	<b>200,000</b>	<b>175,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

Account #	Account Description	Budget FY17-18
<b>330-400-8035-5101</b>	<b>PROF/TECH SERVICE</b> Abalone Cove Landslide Abatement District (ACLAD) Sewer System Rate Study and Telemetry. Due to the active Abalone Cove landslide, the sewer system is in need of substantial rehabilitation and upgrades to comply with current best management practices related to engineering, operation, and maintenance. (\$175,000)	<b>175,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8036-8802	IMPROVEMENTS	25,692	273,338	112,341	305,000	260,000
Expenditure Subtotals			25,692	273,338	112,341	305,000	260,000
<b>Total Program Expenditures</b>			<b>25,692</b>	<b>273,338</b>	<b>112,341</b>	<b>305,000</b>	<b>260,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Account #	Account Description	Budget FY17-18
<b>330-400-8036-8802</b>	<b>IMPROVEMENTS</b> 1. Citywide Americans with Disabilities Act (ADA) Transition Plan Implementation Program. The project will construct ADA improvements to comply with the City's ADA compliance report prepared in 2013. (\$150,000)  2. PVIC Sunset Room Acoustical Improvements. Install acoustical improvements to reduce echoing in the Sunset Room. (\$110,000)	<b>260,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Water Quality Improvements

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8032-8802	IMPROVEMENTS	0	0	0	460,000	251,100
Expenditure Subtotals			0	0	0	460,000	251,100
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>460,000</b>	<b>251,100</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Water Quality Improvements

Account #	Account Description	Budget FY17-18
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<b>330-400-8032-8802</b>	<b>IMPROVEMENTS</b>	<b>251,100</b>
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In order to comply with the federal Clean Water Act/Total Maximum Daily Load (TMDL) requirements, the City of Rancho Palos Verdes, in partnership with the Cities of Palos Verdes Estates and Rolling Hills Estates, will be installing 1,368 Connector Pipe Screen (CPS) units in existing catch basins draining to the Santa Monica Bay. The CPS units are designed to reduce storm water pollution by stopping trash from flowing into the Bay. The project will help mitigate trash and marine debris, which are Category 1 pollutants, and assist the three cities in implementing the requirements of the 2012 MS4 Permit. The City is required to comply with a final limit of zero trash discharged to the Santa Monica Bay by 2020.

The total cost of this project is \$1,012,200. The City was awarded a Proposition 84 grant of \$600,000 to assist in paying for the project; therefore, the remaining balance to be funded by local match dollars is \$412,200. The City will be receiving \$161,100 in reimbursements for the cost of the program from the other two participating cities. Therefore, the City's share of the cost is \$251,100. (\$251,100)

**Department:** Infrastructure Improvements

**Budget Program:** Landslide Management

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	330-400-8043-5101	PROF/TECH SERVICE	0	0	0	75,000	40,000
	330-400-8043-8802	IMPROVEMENTS	0	0	62,436	1,181,800	100,000
Expenditure Subtotals			0	0	62,436	1,256,800	140,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>62,436</b>	<b>1,256,800</b>	<b>140,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Landslide Management

Account #	Account Description	Budget FY17-18
330-400-8043-5101	<b>PROF/TECH SERVICE</b> Strategic Plan for the Portuguese Bend Landslide. A strategic planning process will enable the City to establish an appropriate budget to address the management of the landslide over the short and long terms. (\$40,000)	<b>40,000</b>
330-400-8043-8802	<b>IMPROVEMENTS</b> 1. Palos Verdes Drive South (PVDS) East End Road Realignment. The project consists of reconstructing approximately 1,325 feet of roadway located along Palos Verdes Drive South (PVDS), at the east end of the landslide area. (\$100,000)	<b>100,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** State Grants

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	332-400-0000-8802	IMPROVEMENTS	0	0	0	0	600,000
Expenditure Subtotals			0	0	0	0	600,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** State Grants

Account #	Account Description	Budget FY17-18
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<b>332-400-0000-8802</b>	<b>IMPROVEMENTS</b>	<b>600,000</b>
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In order to comply with the federal Clean Water Act/Total Maximum Daily Load (TMDL) requirements, the City of Rancho Palos Verdes, in partnership with the Cities of Palos Verdes Estates and Rolling Hills Estates, will be installing 1,368 Connector Pipe Screen (CPS) units in existing catch basins draining to the Santa Monica Bay. The CPS units are designed to reduce storm water pollution by stopping trash from flowing into the Bay. The project will help mitigate trash and marine debris, which are Category 1 pollutants, and assist the three cities in implementing the requirements of the 2012 MS4 Permit. The City is required to comply with a final limit of zero trash discharged to the Santa Monica Bay by 2020.

The total cost of this project is \$1,012,200. The City was awarded a Proposition 84 grant of \$600,000 to assist in paying for the project; therefore, the remaining balance is to be funded by local match dollars and the CIP Fund. (\$600,000)

**Department:** Infrastructure Improvements

**Budget Program:** Quimby

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	334-400-0000-8802	IMPROVEMENTS	29,000	0	0	1,002,600	550,000
<b>Expenditure Subtotals</b>			<b>29,000</b>	<b>0</b>	<b>0</b>	<b>1,002,600</b>	<b>550,000</b>
To Pks Improv	334-400-0000-9330	TRANSFERS OUT	0	0	50,000	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>29,000</b>	<b>0</b>	<b>50,000</b>	<b>1,002,600</b>	<b>550,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Quimby

Account #	Account Description	Budget FY17-18
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<b>334-400-0000-8802</b>	<b>IMPROVEMENTS</b>	<b>550,000</b>
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1. Abalone Cove Beach Access Road Improvements and Parking Lot Rehabilitation. This project consists of road and parking lot repaving to improve accessibility for emergency response and maintenance vehicles. (\$100,000)

2. Ladera Linda Community Center Master Plan. Replace existing gravel parking area near the paddleball courts with an all-weather paved surface that complies with ADA requirements and National Pollutant Discharge Elimination System (NPDES) regulations. (\$350,000)

3. Construction of Conestoga Trail Connection. This project will provide a multi-use trail connection between Sunnyside Ridge Trail and the City's border with Rolling Hills Estates. (\$100,000)

**Department:** Infrastructure Improvements

**Budget Program:** Environmental Excise Tax (EET)

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	338-400-0000-8802	IMPROVEMENTS	51,000	0	0	0	0
<b>Expenditure Subtotals</b>			<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
EET	338-400-0000-9338	TRANSFERS OUT	0	97,199	200,000	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>97,199</b>	<b>200,000</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>51,000</b>	<b>97,199</b>	<b>200,000</b>	<b>0</b>	<b>0</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Bicycle & Pedestrian Access

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	340-400-0000-4901	OTHER MISCELLANEOUS	0	0	97	0	0
	340-400-0000-8802	IMPROVEMENTS	0	0	0	82,500	82,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>97</b>	<b>82,500</b>	<b>82,500</b>
Bikeways	340-400-0000-9340	TRANSFERS OUT	95,257	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>95,257</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>95,257</b>	<b>0</b>	<b>97</b>	<b>82,500</b>	<b>82,500</b>

**Department:** Infrastructure Improvements

**Budget Program:** Bicycle & Pedestrian Access

Account #	Account Description	Budget FY17-18
340-400-0000-8802	<b>IMPROVEMENTS</b> 1.Residential Roadways Rehabilitation Program Cycle 1 (Area 7). Resurface residential roadways with micro-surfacing, slurry seal and/or overlay and include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps. The project will cost \$3,082,500 with a portion of the cost paid with TDA Article 3 Funds. (\$82,500)	<b>82,500</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Water Quality/Flood Protection

Sub-Program	Account #	Account Description	Actual FY13-14	Actual FY14-15	Actual FY15-16	YE Estimates FY16-17	Budget FY17-18
	501-400-0000-4101	SALARY & WAGES - FT	104,067	98,335	57,573	90,517	0
	501-400-0000-4201	HEALTH INSURANCE	0	0	0	5,552	0
	501-400-0000-4203	PERS	0	0	0	7,453	0
	501-400-0000-4204	EMPLOYEE BENEFITS - WORKERS COMP	32,800	33,500	14,659	2,309	0
	501-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	9,115	0
	501-400-0000-4310	OP SUPP/MINOR EQUIP	12	0	0	0	0
	501-400-0000-4701	INSURANCE	0	0	0	3,300	0
	501-400-0000-5101	PROF/TECH SERVICE	244,686	288,547	203,379	304,000	0
	501-400-0000-5102	LEGAL NOTICES AND ADS	1,143	552	861	0	0
	501-400-0000-5201	MAINTENANCE SERVICES	0	18,157	91,394	0	0
	501-400-0000-8802	IMPROVEMENTS	23,603	342,926	277,648	6,072,294	0
	504-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	0	13,128	0
<b>Expenditure Subtotals</b>			<b>406,310</b>	<b>782,017</b>	<b>645,514</b>	<b>6,507,668</b>	<b>0</b>
To CIP	501-400-0000-9330	TRANSFERS OUT	0	362,360	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>362,360</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>406,310</b>	<b>1,144,377</b>	<b>645,514</b>	<b>6,507,668</b>	<b>0</b>

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**2018 FIVE YEAR  
CAPITAL IMPROVEMENT PROGRAM**

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## 2018 Five-Year Capital Improvement Program

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## INTRODUCTION

A Capital Improvement Program (CIP) is a guide toward the efficient and effective provision of public infrastructure and facilities. Programming capital facilities and improvements over time can promote better use of the City's limited financial resources, reduce costs, and assist in the coordination of public and private development. In addition, the planning process is valuable as a means of coordinating and taking advantage of joint planning and development of facilities and infrastructure where possible. Careful management of these assets keeps the City poised for flexible and responsive strategic planning that allows the City to proactively prepare the groundwork for capital projects so that when funding opportunities arise, a plan is ready to be implemented. By looking beyond year-to-year budgeting and projecting what, where, when and how capital investments should be made, capital planning enables public organizations to maintain an effective level of service for the present and future population.

### The Capital Improvement Program (CIP)

The CIP is the City's plan for infrastructure projects that identifies the City's needs relating to the acquisition, expansion, and rehabilitation of facilities and infrastructure. The CIP serves as a planning instrument, in conjunction with the City's General Plan and the City Council's Goals, to identify needed capital projects and coordinate the financing and timing of improvements in a way that maximizes the return to the public. It provides a planned systematic approach to utilizing the City's limited financial resources in the most responsive and efficient manner to meet its service and infrastructure needs. It serves as the "blueprint" for the future of the community and is a management and planning tool, rather than a binding document.

The underlying strategy of the CIP is to plan for necessary land acquisition, construction and maintenance of public facilities necessary for the safe and efficient provision of public services in accordance with City policies and objectives adopted in the City's General Plan. A critical element of a balanced CIP is the provision of funds to both preserve or enhance existing facilities and provide new assets to respond to changing needs and community growth. The CIP is reviewed and revised annually in conjunction with the budget. Priorities may be changed due to funding opportunities or circumstances that propel a project to a higher level of importance. Along the way, projects may be revised for significant cost variances.

The CIP is primarily a document that assists in identifying the City's needs over a 5 to 20 year planning horizon. As such, the projects and their scopes are subject to change from year-to-year as the needs of the community become more defined and projects move closer to final implementation. The adoption of the CIP is neither a commitment to a particular project nor a limitation to a particular cost. As a basic tool for scheduling anticipated capital projects, it is also a key element in controlling future capital financing. For this reason, the CIP includes some "unfunded" projects in which needs have been identified and quantified, but specific solutions and funding sources have not been determined.

The CIP provides the framework for the City's management team and the City Council with respect to investment planning, project planning, and the managing of any City debt.

A City Council-appointed Infrastructure Management Advisory Committee (IMAC) was formed in FY14-15 to assist in the development and implementation of an integrated infrastructure management plan (IMP) and the use of an infrastructure planning tool.

The CIP Process

The capital improvement plan and budget is the result of an ongoing infrastructure planning process. Infrastructure planning decisions must be made with regard to both existing and new facilities and equipment. For existing facilities, the planning process addresses appropriate capital renewal strategies and repair-versus-replacement of facilities. New service demands are also considered, since they often affect capital facility requirements. Planning for the five-year CIP period and subsequent years, includes linking the General Plan to the capital plan requirements, conducting needs assessments and allowing for flexibility to take advantage of opportunities for capital investment. The FY16/17 through FY20/21 CIP is developed through input from professional staff, citizens of Rancho Palos Verdes, and elected or appointed City officials.

The process is undergoing review by the IMAC

CIP Criteria

*This section is currently being developed with the IMAC.*

The CIP Calendar

The CIP Calendar starts in the fall season when departments begin discussion about upcoming and future projects. In January the Public Works department and the IMAC begin to review requests for projects and develop a priority list for recommendation to the City Council. In April, the proposed project list is included with the Five Year Model and Draft Budget. The CIP is then presented to the Planning Commission for compliance with the General Plan and ultimately presented to the City Council for consideration and adoption.



## **CIP Timeline**

October-December	Departments prepare CIP requests
January	Public Works and IMAC reviews requests and develop list of projects based on the project priority ranking tool
April	Recommended project to be included in the Five-Year Model and Draft Budget
May	Planning Commission Review
May-June	Draft CIP presented to the City Council for consideration and approval

### Project List

The CIP includes a comprehensive listing of all projects contained in the Five-Year Program and also potential projects envisioned but not funded beyond the five-year period. Detailed project sheets are contained in this program document for all projects included in the CIP. A list of unfunded projects is also contained in the Program to highlight potential projects that are envisioned by not funded beyond the five-year period. Preliminary cost estimates have been included for each project based on preliminary project descriptions.

Public Works and IMAC are jointly developing a project profile datasheet (PPD) to replace the attached project data sheets.

## NEWLY FUNDED PROJECTS

The following projects are those which have been identified as capital needs through various planning processes along with a proposed funding source. Because the City Council approves CIP projects for the upcoming year, proposed funding sources could change in subsequent years.

### FY 2017-18 Capital Budget and 5-year Capital Improvement Program

Project ID#	Project	PROPOSED 5-YR CAPITAL IMPROVEMENT PROGRAM				
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
<b>Infrastructure Improvements Admin</b>						
--	Engineering Review/Labor Compliance	60,000	60,000	60,000	60,000	60,000
--	Grant Administration	70,000	70,000	70,000	70,000	70,000
--	Infrastructure Management Plan	25,000	50,000			
--	<b>Total Infrastructure Improvements Administration</b>	<b>155,000</b>	<b>180,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>
<b>Abalone Cove Landslide Abatement District (ACLAD) Sewer System</b>						
AC2017-01	ACLAD Sewer System Rehabilitation Program		250,000	450,000	450,000	450,000
AC2017-02	ACLAD Sewer System Rate Study and Telemetry	175,000				
	<b>Total ACLAD</b>	<b>175,000</b>	<b>250,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
<b>Palos Verdes Drive South (PVDS) Landslide</b>						
LS2014-02	PVDS Realignment - East End	100,000		1,000,000		
LS2016-01	Portuguese Bend Landslide Area Resurfacing Program	600,000	600,000	600,000	650,000	650,000
LS2017-01	Portuguese Bend Landslide Area Strategic Plan	40,000				
	<b>Total PVDS Landslide</b>	<b>740,000</b>	<b>600,000</b>	<b>1,600,000</b>	<b>650,000</b>	<b>650,000</b>
<b>Park Sites</b>						
PS2015-01	Recognition Wall	-	40,000			
PS2016-01	Abalone Cove Beach Access Rd and Parking Rehabilitation	100,000				
PS2016-02	Coastal Bluff Fence Replacement Program	200,000	200,000	200,000	200,000	200,000
PS2017-01	PVIC Parking Lot Lighting Project	200,000				
	<b>Total Park Sites</b>	<b>500,000</b>	<b>240,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Public Buildings</b>						
PB2017-01	Ladera Linda Community Center Master Plan	350,000				
PB2017-02	PVIC Sunset Room Acoustical Improvements	110,000				
PB2017-03	Citywide ADA Transition Plan Implementation Program	150,000	150,000	150,000	150,000	150,000
	<b>Total Public Buildings</b>	<b>610,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Right of Way and Traffic Control Devices</b>						
RW2014-03	PVDW Median Improvements at Palos Verdes Estates	475,000				
RW2016-02	Residential Street Rehabilitation Program Cycle 1	3,382,500				
RW2016-03	Sidewalk Repair and Replacement Program	250,000	250,000	250,000	250,000	250,000
RW2017-01	Arterial Rehabilitation - Crenshaw Blvd	200,000	2,000,000			
RW2017-02	Western Av Traffic Congestion Improvements	200,000	3,000,000			
RW2017-03	Arterial Walls and Fences Replacement Program	100,000	100,000	100,000	100,000	
RW2017-04	Western Avenue ALPR Project	560,000				
RW2017-05	ADA Improvements Various Locations	139,300				
RW2017-06	Crest Road Embankment Repair	90,000				
RW2017-07	Citywide Street Light Acquisition	800,000				
RW2018-01	Pavement Management Program Biennial Update	-	120,000			120,000
RW2019-01	Arterial Rehabilitation - Indian Peak Rd	-		200,000	1,600,000	
	<b>Total R/W and TCD</b>	<b>6,196,800</b>	<b>5,470,000</b>	<b>550,000</b>	<b>1,950,000</b>	<b>370,000</b>
<b>Sanitary Sewer System</b>						
--	None					
<b>Storm Water System - Stormwater Quality</b>						
SW2017-01	Connector Pipe Screens (NEW)	1,012,200				
	<b>Total Storm Water System - Stormwater Quality</b>	<b>1,012,200</b>				
<b>Trails</b>						
TR2017-01	Conestoga Trail Connection	100,000				
	<b>Total Trails</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>		<b>9,489,000</b>	<b>6,890,000</b>	<b>3,080,000</b>	<b>3,530,000</b>	<b>1,950,000</b>

## CONTINUING PROJECTS

The following projects are those which have been budgeted in prior fiscal years and are currently underway. The funds are being continued so that the project can be completed during this current fiscal year.

Project ID#	Project	Continuing Approp (Funds to be Carried-over into FY 17-18)
<b>Infrastructure Improvements Admin</b>		
	<b>Total Infrastructure Improvements Administration</b>	
<b>Abalone Cove Landslide Abatement District (ACLAD) Sewer System</b>		
	<b>Total ACLAD</b>	
<b>Palos Verdes Drive South (PVDS) Landslide</b>		
	<b>Total PVDS Landslide</b>	
<b>Park Sites</b>		
PS2016-01	Abalone Cove Beach Access Rd and Parking Rehabilitation	50,000
	<b>Total Park Sites</b>	<b>50,000</b>
<b>Public Buildings</b>		
PB2014-03	PVIC Exhibit Replacement/Renovation	300,000
PB2016-01	Civic Center Master Plan	237,300
	<b>Total Public Buildings</b>	<b>537,300</b>
<b>Right of Way and Traffic Control Devices</b>		
RW2014-05	PVDS Bike Lane Improvements	754,975
RW2014-06	PVDE at Bronco Intersection Improvements	502,095
RW2016-04	ADA Improvements at City Hall Bus Stop	167,830
	<b>Total R/W and TCD</b>	<b>1,424,900</b>
<b>Sanitary Sewer System</b>		
	<b>Total Sanitary Sewer System</b>	
<b>Storm Water System - Stormwater Quality</b>		
	<b>Total Storm Water System - Stormwater Quality</b>	
<b>Trails</b>		
TR2017-01	Conestoga Trail Connection	50,000
	<b>Total Trails</b>	<b>50,000</b>
<b>TOTAL</b>		<b>2,062,200</b>

## INFRASTRUCTURE IMPROVEMENTS ADMINISTRATION

Professional/Technical services are needed to assist with the administration of capital projects. Services including engineering review of plans, maps and documents related to development activities are included. Other administrative services needed to support the CIP include: Labor compliance, Federal Compliance and Grant Administration for federally funded projects

<b>PROJECT:</b>	<b>INFRASTRUCTURE IMPROVEMENTS ADMINISTRATION</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Administration				
<b>LOCATION:</b>	Citywide				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Professional/Technical services to support the CIP including Engineering review, Labor Compliance, Grant Administration and Contract compliance with federally funded projects				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT	155,000	180,000	130,000	130,000	130,000
LEGAL					
<b>TOTAL</b>	<b>155,000</b>	<b>180,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserves					

## **ABALONE COVE LANDSLIDE ABATEMENT DISTRICT (ACLAD) SEWER SYSTEM**

The ACLAD Sewer Maintenance District is a unique system serving 110 developed parcels in an active landslide area, and is maintained by the City. Sewer user fees are collected from property owners that provide for maintenance and rehabilitation of the system. The Abalone Cove Sewer System is subsidized by the City in accordance with Municipal Code Section 13.06.010.

<b>PROJECT:</b> AC2017-01	<b>ACLAD Sewer System Rate Study and Telemetry</b>
<p><b>DESCRIPTION:</b> Due to the active Abalone Cove landslide, the sewer system is in need of substantive rehabilitation and upgrades to comply with current best management practices related to engineering, operation and maintenance. The 2017 capital needs study identifies replacement, rehabilitation and system upgrade. An overall order-of-magnitude cost of \$2,000,000 was estimated as part of the 2014 infrastructure report card. A rate study is proposed to be conducted FY 17-18 to establish appropriate funding amounts for district participants to complete the program as proposed.</p>	
<b>INFRASTRUCTURE CATEGORY:</b>	Abalone Cove LAD Sewer System
<b>LOCATION:</b>	Abalone Cove

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$100,000	100,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$65,000	65,000	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$10,000	10,000	0	0	0	0
<b>TOTAL:</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves	\$175,000					

<b>JUSTIFICATION:</b>	Failure to provide sanitary sewer system compliant with health and safety regulations and in compliance with state water quality laws may result in impact to public health and safety and the environment.
<b>KEY RISKS AND MITIGATION:</b>	Inadequate telemetry, pump controls and force main system configuration creates potential for sanitary sewer overflows to occur without City personnel knowledge. Providing proper controls and piping along with telemetry to indicate system operation ensures prompt and orderly response to overflow cleanup and containment.
<b>PROJECT BACKGROUND:</b>	This project originated from the results of the 2017 capital needs study which identified recommended system improvement to satisfy long-term system needs.
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	50 yrs.
<b>EST ANNUAL OPERATING COST:</b>	\$100,000

## **PALOS VERDES DRIVE SOUTH (PVDS) LANDSLIDE**

The Palos Verdes Drive South Landslide Projects refers to projects that lessen the effect of ground movement in the Portuguese Bend Landslide, which is the only continuously active landslide in the United States. These projects are intended to address landslide movement and public safety risks by using proven methods, such as runoff diversion, dewatering, and geospatial monitoring.

<b>PROJECT: LS2014-02</b>	<b>PVDS - Realignment - East End</b>
<p><b>DESCRIPTION:</b> The project consists of reconstructing approx. 1,325 feet of roadway located along Palos Verdes Drive South, at the east end of the landslide area. Due to the land movement associated with the landslide, the road has encroached onto private property and has developed an unsafe "S" configuration that needs to be eliminated.</p>	
<b>INFRASTRUCTURE CATEGORY:</b>	PB Landslide
<b>LOCATION:</b>	Palos Verdes Drive South

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$100,000	100,000	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$1,000,000	0	0	1,000,000	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves	\$100,000					

<b>JUSTIFICATION:</b>	Failure to correct current roadway alignment could result in health and safety issues associated with increased traffic collisions which may expose the City to claims.
<b>KEY RISKS AND MITIGATION:</b>	Inadequate roadway alignment creates a potential for collisions. This condition could be mitigated by successful completion of this project. Further, it's in the City's best interest to relocate the roadway back into the right of way, therefore removing the encroachment.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2019
<b>USEFUL LIFE:</b>	20 yrs.
<b>EST ANNUAL OPERATING COST:</b>	\$200,000

<b>PROJECT: LS2016-01</b>	<b>Portuguese Bend Landslide Area Resurfacing Program</b>
<b>DESCRIPTION:</b> Annual Paving of Palos Verdes Drive South to preserve use of the roadway through landslide areas.	
<b>INFRASTRUCTURE CATEGORY:</b>	PB Landslide
<b>LOCATION:</b>	Palos Verdes Drive South

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$3,100,000	600,000	600,000	600,000	650,000	650,000
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,100,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$650,000</b>	<b>\$650,000</b>
REVENUE SOURCES						
Proposition C	\$600,000					

<b>JUSTIFICATION:</b>	The City repaves Palos Verdes Drive South on a quarterly basis to patch cracks and degraded pavement due to landslide movement. Failure to properly and timely repave the roadway could result in unsafe roadway conditions.
<b>KEY RISKS AND MITIGATION:</b>	Inadequate roadway surface and roadway conditions may result in impact to public health and safety in the landslide zone and could expose the City to claims due to failure to maintain the roadway.
<b>PROJECT BACKGROUND:</b>	The City schedules roadway paving funds annually. This repaving program is scheduled to continue until other methods are explored to address the landslide.
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	3-4 months
<b>EST ANNUAL OPERATING COST:</b>	\$600,000

<b>PROJECT: LS2017-01</b>	<b>Portuguese Bend Landslide Area Strategic Plan</b>
<b>DESCRIPTION:</b> The Portuguese Bend Landslide Area Strategic Plan will serve as a roadmap to implementing community-inspired ideas that preserves the use of Palos Verdes Drive South and other critical public utilities that serve the Palos Verdes Peninsula.	This project doesn't have a photo.
<b>INFRASTRUCTURE CATEGORY:</b>	PB Landslide
<b>LOCATION:</b>	Portuguese Bend and Abalone Cove

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$40,000	40,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves	\$40,000					

<b>JUSTIFICATION:</b>	This project sets funds aside to conduct civic engagement activities that will seek community inspired ideas.
<b>KEY RISKS AND MITIGATION:</b>	none
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	N/A
<b>EST ANNUAL OPERATING COST:</b>	\$0

## PARK SITES

The development and maintenance of community parks, recreational areas, and open space has been established as a top priority for the City, as stated in the General Plan and various other planning documents. The General Plan states,

*“It is the goal of the City of Rancho Palos Verdes to conserve, protect, and enhance its natural resources, beauty, and open space for the benefit and enjoyment of its residents and the residents of the entire region. Future development shall recognize the sensitivity of the natural environment and be accomplished in such a manner as to maximize the protection of it.”*

Many park sites and open space areas have been acquired throughout the City, and some have been developed for use by the general public. Some sites remain vacant or underutilized. The City Council approved the Vision Plan in September 2008 which outlines various trail and park projects, which have been included in this plan. The Public Use Master Plan has also outlined a strategy for the development of trails. These recreational projects add to the vibrancy of the community and are designed to contribute to all residents' quality of life. Parks and other open spaces have been carefully planned to take advantage of the beautiful coastline and natural landscape of the peninsula.

At its July 29, 2014 meeting, the City Council directed staff to complete an update of the City's 1989 Parks Master Plan. This update is intended to provide a comprehensive strategy for addressing the future use of the City's parks, recreation and open space resources. The updated Master Plan will serve as a long-range vision for the City's recreation opportunities within a flexible framework that can be adapted to changes in technology, demographics, economics, and shifting recreational trends. The draft Parks Master Plan is scheduled to be presented to the City Council on June 30, 2015.

The update will consolidate plans that currently exist for a number of major park sites, while being consistent and in compliance with the City's General Plan and other guiding documents, including the Parks Master Plan and Conceptual Trails Network Plan.

The Parks Master Plan's precise impact to the CIP is not known at this time. A number of projects that will likely be part of the final Master Plan document are probably already part of the current CIP's funded or unfunded categories, while other recommended projects may not reach the CIP threshold.

<b>PROJECT: PS2016-01</b>	<b>Abalone Cove Beach Access Road and parking rehabilitation</b>
<b>DESCRIPTION:</b> The beach access road from PVDS to the beachfront requires repaving and repairing to improve accessibility for emergency response and maintenance vehicles. The expected life expectancy will be 20 years.	
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites
<b>LOCATION:</b>	Abalone Cove Beach

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$30,000	30,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$70,000	70,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
Quimby Fees	\$100,000					

<b>JUSTIFICATION:</b>	Failure to keep the access road accessible may result in delays in emergency response time from the LA County Fire Department and Lifeguard services.
<b>KEY RISKS AND MITIGATION:</b>	Inadequate roadway conditions may result in delays to response times and potential claims to the city.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	20 years+
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: PS2016-02</b>	<b>Coastal Bluff Fence Replacement Program</b>	
<b>DESCRIPTION:</b> Programmatically and systematically remove and replace all deteriorated fencing with new fencing of more durable materials and that match existing fence design and aesthetics.	This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites	
<b>LOCATION:</b>	Along City coastal bluff	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$900,000	180,000	180,000	180,000	180,000	180,000
CONST MGMT & INSP:	\$50,000	10,000	10,000	10,000	10,000	10,000
CONTINGENCY:	\$50,000	10,000	10,000	10,000	10,000	10,000
<b>TOTAL:</b>	<b>\$1,000,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>REVENUE SOURCES</b>						
CIP Reserves	\$200,000					

<b>JUSTIFICATION:</b>	The City's coastal bluff fence has deteriorated beyond repair. Due to the proximity to the ocean and exposure to natural elements, replacing the fence with an appropriate material that will last for years to come is highly desired.
<b>KEY RISKS AND MITIGATION:</b>	Inadequate coastal fencing exposes the city to claims due to unsafe conditions. The fence replacement program allocates funding every year for the next 10 years.
<b>PROJECT BACKGROUND:</b>	In response to requests to repair the coastal fencing, it was determined that the material in which the fence is made of is limited in its availability and not aesthetically desirable. As directed by the City Council, new fencing will be installed to replace the existing deteriorated fence material.
<b>CONSTRUCTION START/FINISH:</b>	2017/2026
<b>USEFUL LIFE:</b>	50 years
<b>EST ANNUAL OPERATING COST:</b>	\$10,000

<b>PROJECT: PS2017-01</b>		<b>PVIC Parking Lot Lighting Project</b>	
<b>DESCRIPTION:</b> Improve lighting along drive and parking sidewalks; appropriate lighting for parking areas; pave existing gravel lot; remove existing southerly parking area.			
<b>INFRASTRUCTURE CATEGORY:</b>		Park Sites	
<b>LOCATION:</b>		PVIC	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$10,000	10,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$170,000	170,000	0	0	0	0
CONST MGMT & INSP:	\$10,000	\$10,000	0	0	0	0
CONTINGENCY:	\$10,000	10,000	0	0	0	0
<b>TOTAL:</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
1911 Act		\$200,000				

<b>JUSTIFICATION:</b>	Original and retrofitted walkway lighting does not provide adequate lighting levels to illuminate walkways adjacent to parking areas nor adequately illuminates parking areas resulting in potential trip and fall conditions during nighttime operations at facility.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	As requested by a patron at PVIC, it was brought to staff's attention that the lighting in the parking lot and walkways are inadequate, resulting in unsafe conditions. As requested by a patron at PVIC, it was brought to staff's attention that the lighting in the parking lot and walkways are inadequate, resulting in unsafe conditions.
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	50+ years
<b>EST ANNUAL OPERATING COST:</b>	\$500

## **PUBLIC BUILDINGS**

Buildings and other facility improvements may include any proposed new City facility or renovation or improvement of any existing City facilities. The City owns and maintains the following public buildings:

- City Hall Administration Building at Point Vicente Park
- City Hall Community Development Building at Point Vicente Park
- RPV TV Studio Building at Point Vicente Park
- City Hall trailer leased by Palos Verdes on the Net at Point Vicente Park
- City Hall Emergency Communications Center trailer at Point Vicente Park
- Fred Hesse Jr. Community Center Building (John C. McTaggart Hall)
- Pointe Vicente Interpretive Center (PVIC) at Lower Point Vicente Park
- Robert Ryan Park Building
- Ladera Linda Community Center Buildings (5)
- Buildings at Abalone Cove Shoreline Park, currently used for staffing, public restrooms, and a nursery school on the beach.
- Pelican Cove Restroom Building
- Eastview Park Restroom Buildings

Except for PVIC, these buildings are 25 years old or more and showing signs of daily use. Many of the facilities were purchased from the school district or transferred to the City from the federal government. In some cases, little to no improvements have been made since their acquisition. It is important to perform adequate maintenance to extend the life of these facilities. It will be necessary to renovate these buildings as they age to meet the needs of the community and ensure that all building and safety guidelines are satisfied. PVIC, the most recently remodeled City facility, was built in 1984 and expanded in 2005. The City Hall buildings and Ladera Linda Community Center buildings are the best examples of buildings that are in need of renovation to meet organizational needs, comply with safety and code requirements, and comply with all Americans with Disabilities Act (ADA) guidelines. The projects listed on the following pages have been developed based on individual staff assessments, input from the community, and professional consultants' assessments and studies.

<b>PROJECT: PB2017-01</b>	<b>Ladera Linda Community Center Master Plan</b>
<b>DESCRIPTION:</b> This project will initiate the development of construction documents for the Ladera Linda Community Center as a result of the Ladera Linda Masterplan process.	
<b>INFRASTRUCTURE CATEGORY:</b>	Public Buildings
<b>LOCATION:</b>	Ladera Linda Community Center

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$350,000	350,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
Quimby Fees	\$350,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2019/2021
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: PB2017-02</b>	<b>PVIC Sunset Room Acoustical Improvements</b>	
<b>DESCRIPTION:</b> Construction services are needed to install acoustical improvements to reduce echoing. An acoustical treatment analysis, design and budget have been created to prepare this project for construction.	This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>	Public Buildings	
<b>LOCATION:</b>	Point Vicente Interpretive Center	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$90,000	90,000	0	0	0	0
CONST MGMT & INSP:	\$20,000	20,000	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$110,000</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves	\$110,000					

<b>JUSTIFICATION:</b>	Construction times have been blocked off by the Recreation and Parks Department for the month of September 2017.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: PB2017-03</b>	<b>Citywide ADA Transition Plan Implementation Program</b>	
<b>DESCRIPTION:</b> The project will construct ADA improvements to comply with the City's ADA compliance report prepared in 2013.	This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>	Public Buildings	
<b>LOCATION:</b>	Various Locations	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$10,000	10,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$740,000	140,000	150,000	150,000	150,000	150,000
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$750,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>REVENUE SOURCES</b>						
CIP Reserves	\$150,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

## **RIGHT OF WAY AND TRAFFIC CONTROL DEVICES**

Roadway infrastructure is one of the most widely used major capital investments of a municipality. Without a well-maintained street system, the transportation needs of the public, business, industry, and government cannot be met. The roads are also part of a critical public safety need, as they contribute to the general health and welfare of the community. Maintaining quality roadway infrastructure is also important for maintaining property values. It has been shown that property values tend to suffer from adjacent poorly maintained streets. Roadway infrastructure includes residential streets, arterial streets, and traffic safety improvements. In the City of Rancho Palos Verdes, there are 44.3 miles of arterial streets and 104.2 miles of residential streets. The total of all streets and alleys mileage is 148.5 centerline miles.

To manage the City's residential and arterial streets, the City hires a consultant who conducts a full-detailed assessment of all streets once every three years. This report, known as the Pavement Management Program (PMP), helps to identify any serious issues and provides the City with a rating for each street. The report includes the overall Pavement Condition Index (PCI). The City of Rancho Palos Verdes maintains a minimum standard for PCI for a municipal street system at 80. The City's current PCI is 81.8 based upon the PMP report prepared by Bucknam Infrastructure Group, Inc. in 2013. Since 1997, the City has maintained a pavement rating between 80 and 90. The report also helps in defining a schedule to complete the work. The City has been divided into nine zones for residential streets, but in the case of some areas, zones may be completed together in one year for added efficiency.

<b>PROJECT:</b> RW2014-03	<b>PVDW Median Beautification Project</b>
<b>DESCRIPTION:</b> The development of this median would include turning the existing median landscaping and vegetation to sustainable landscaping which would require minimal maintenance. Development could also include the installation of irrigation systems and controllers, and hardscaping and installation of decorative stone. This will be the first segment of median improvements for the Palos Verdes Drive West entrance to the City of Rancho Palos Verdes.	
<b>INFRASTRUCTURE CATEGORY:</b>	R/W & Traffic Control Devices
<b>LOCATION:</b>	Palos Verdes Drive West (from PVE City Limit to Via Lorado)

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$420,000	420,000	0	0	0	0
CONST MGMT & INSP:	\$50,000	50,000	0	0	0	0
CONTINGENCY:	\$5,000	5,000	0	0	0	0
<b>TOTAL:</b>	<b>\$475,000</b>	<b>\$475,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
Beautification	\$475,000					

<b>JUSTIFICATION:</b>	A major component of the project is the creation of a trail connection that provides a pedestrian passage-way from the inland side of PVDS to the ocean- side. Due to safety concerns expressed from residents who attempt to make this crossing frequently, a trail will be constructed and the median will be landscaped to improve its appearance.
<b>KEY RISKS AND MITIGATION:</b>	Creating a median trail to assist with the safe passage of pedestrians across Palos Verdes Drive West will mitigate unsafe conditions that exist today.
<b>PROJECT BACKGROUND:</b>	This project originated from several phone calls and emails received.
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,700

<b>PROJECT: RW2016-02</b>	<b>Residential Roadways Rehabilitation Program Cycle 1 (Area 7)</b>
<b>DESCRIPTION:</b> The project will resurface residential roadways with micro-surfacing, slurry seal and/or overlay and include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps. The infrastructure improvement project will also include updating traffic signs, striping and curb painting.	This project doesn't have a photo.
<b>INFRASTRUCTURE CATEGORY:</b>	R/W & Traffic Control Devices
<b>LOCATION:</b>	Zone 7 (Residential neighborhoods near Palos Verdes Drive South)

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$3,382,500	3,382,500	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,382,500</b>	<b>\$3,382,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
TDA Article 3	\$82,500					
CIP Reserves	\$3,300,000					

<b>JUSTIFICATION:</b>	Failure to properly maintain residential roadway could result in rapid degradation and failure. The city's roadways are on a 7 year maintenance cycle which keeps the roads at a very good pavement condition index.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	As part of the City's Pavement Management Program, Zone 7 of the residential rehabilitation program is scheduled for implementation during the FY 17-18 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb and gutter repairs, sidewalk repairs and ADA compliance.
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	7 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2016-03</b>	<b>Sidewalk Repair and Replacement Program</b>	
<b>DESCRIPTION:</b> This project will repair damaged and uplifted sidewalk at various locations throughout the city.	This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>		
<b>LOCATION:</b>	Citywide	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$1,250,000	250,000	250,000	250,000	250,000	250,000
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>REVENUE SOURCES</b>						
Measure R	\$250,000					

<b>JUSTIFICATION:</b>	Repair and replacement will reduce potential of injury to sidewalk users and reduce overall city liability related to slip and fall claims
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-01</b>	<b>Arterial Roads Rehab Project - Crenshaw Blvd</b>
<p><b>DESCRIPTION:</b> The project will resurface Crenshaw Blvd with a rubber asphalt surface and will include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps will also be included. The infrastructure improvement project will also include updating traffic signs, striping and curb painting.</p>	
<b>INFRASTRUCTURE CATEGORY:</b>	R/W & Traffic Control Devices
<b>LOCATION:</b>	Crenshaw Blvd

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$200,000	200,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$2,000,000	0	2,000,000	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$2,200,000</b>	<b>\$200,000</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Measure R	\$200,000					

<b>JUSTIFICATION:</b>	Maintaining the City's arterial roads.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-02</b>	<b>Western Avenue Traffic Congestion Improvements</b>	
<b>DESCRIPTION:</b> The project is designed to implement the improvements as identified in the Western Avenue Corridor Study which was commissioned by Caltrans, COLA and RPV as a means to address traffic deficiencies by implementing consensus based recommendations to address traffic congestion.	This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>		
<b>LOCATION:</b>	Western Avenue from northern limits near Peninsula Verde to southern limits near Summerland	

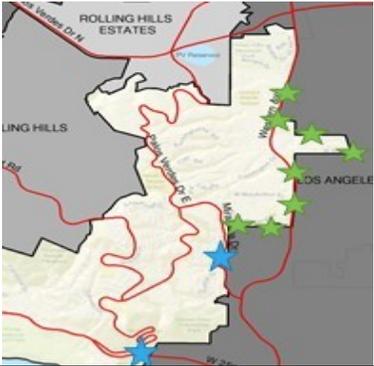
<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$200,000	200,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$3,000,000	0	3,000,000	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,200,000</b>	<b>\$200,000</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Measure R	\$200,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-03</b>		<b>Arterial Wall and Fences Replacement Program</b>	
<b>DESCRIPTION:</b> Continue to replace deteriorated, failing and unattractive masonry walls and chain link fences. This is year two of a multi-year program.		This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>		R/W & Traffic Control Devices	
<b>LOCATION:</b>		Hawthorne Blvd, Palos Verdes Drive West	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$40,000	10,000	10,000	10,000	10,000	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$360,000	90,000	90,000	90,000	90,000	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$400,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves	\$100,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-04</b>		<b>Western Avenue ALPR Project</b>	
<b>DESCRIPTION:</b> 22 Automated License Plate Recognition (ALPR) cameras will be placed along Western Avenue near the entrances to the Eastview neighborhoods.			
<b>INFRASTRUCTURE CATEGORY:</b>		RW & Traffic Control Devices	
<b>LOCATION:</b>		Western Avenue	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$560,000	560,000	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves	\$560,000					

<b>JUSTIFICATION:</b>	ALPR cameras were installed at the southern and western entrances to the City and have proven to be an effective tool to the County Sheriff's Department with their criminal investigations.
<b>KEY RISKS AND MITIGATION:</b>	Adding the cameras along the Western Avenue corridor will bolster the City's Public Safety measures. The cameras require power and wireless telecommunications capabilities, prior to installation. They will be installed either as pedestals or as attachments to existing poles, depending on each specific site.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	10 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-05</b>		<b>ADA Improvements – Various Locations (Area 1)</b>	
<b>DESCRIPTION:</b> This new project provides for the removal or relocation of approximately twelve (12) sidewalk curb barriers at approximately six (6) crosswalk intersections throughout the City and replacement with access curb ramps conforming to Americans with Disabilities Act (ADA) standards. The activity locations are: Grayslake Road at Groveoak Place, Clint Place, Waukesha Place, and Finecrest Drive; Basswood Avenue at Ironwood Street; and Barkstone Drive at Ironwood Street.		This project doesn't have a photo.	
<b>INFRASTRUCTURE CATEGORY:</b>		R/W & Traffic Control Devices	
<b>LOCATION:</b>		Area 1 (Northern most area of the City)	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$12,000	12,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$109,300	\$109,300	0	0	0	0
CONST MGMT & INSP:	\$18,000	18,000	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$139,300</b>	<b>\$139,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Community Development Block Grant (CDBG)		\$139,300				

<b>JUSTIFICATION:</b>	This is a safety-related project
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	10 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-06</b>	<b>Crest Road Embankment Repair</b>
<b>DESCRIPTION:</b> Repair roadway embankment slope damaged by winter storm event of January 19-23, 2017 and improve drainage from St John Fisher church onto Crest Road.	This project doesn't have a photo.
<b>INFRASTRUCTURE CATEGORY:</b>	R/W & Traffic Control Devices
<b>LOCATION:</b>	Crest Rd east of Crenshaw Blvd

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$90,000	90,000	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves	\$90,000					

<b>JUSTIFICATION:</b>	Roadway embankment will continue to erode due to rain, ultimately weakening the roadway structural section, leading to roadway failure.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	10 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: RW2017-07</b>	<b>Citywide Street Light acquisition and Smart street Lighting System</b>	
<b>DESCRIPTION:</b> This project will acquire Southern California Edison ("SCE") owned municipal street lights by retrofitting and maintaining the existing High Pressure Sodium Vapor ("HPSV") light fixtures to Light-Emitting Diode ("LED") light fixtures throughout the entire City.		
<b>INFRASTRUCTURE CATEGORY:</b>	R/W & Traffic Control Devices	
<b>LOCATION:</b>	Citywide	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$800,000	\$800,000	0	0	0	0
CONSTRUCTION:	\$0	0	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
1911 Act	\$800,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	50 years
<b>EST ANNUAL OPERATING COST:</b>	\$2,000

## **SANITARY SEWER SYSTEM**

The City's sanitary sewer system is essential to City operations, yet it has not required significant expenditures in past years due to an inter-local agreement with Los Angeles County for maintenance of the system. The City owns the system, and the County has the primary responsibility for ongoing maintenance of the system, which does not include the Abalone Cove Sewer system. The County collects a sewer fee from the City's property owners, which is used to maintain the system. Although the County maintains the sewer system, the City retains responsibility for its operation, public safety, and welfare, and any increases in pipe capacity required by the approval of private development. The City maintains legal and regulatory responsibility (i.e., any state or federal fines resulting from spillage). The County maintenance and repair program does not provide for replacement of pipeline due to capacity issues.

The City conducted a survey of the system, and in 2004 and updated that survey in 2009 through the Sanitary Sewer Master Plan Update, which was created to help in the management of this asset. The County has completed a full inspection and cleaning of all RPV sewer mains. Problem areas are being properly maintained and/or are scheduled for repair through larger projects.

Although projects were identified in the 2009 City's Wastewater Master Plan Update, none of the project proved to require replacement to provide for additional capacity. Consequently no projects are proposed in this 5-year CIP.

## STORM WATER SYSTEM

The 2004 Update to the 1998 Master Plan of Drainage identified 38 potential projects, excluding storm drain lining, that staff would need to address in the City's storm drain system. Staff has addressed all or portions of these projects and has added other projects to the lists. A new Master Plan of Drainage was commissioned to provide a comprehensive and current analysis of the drainage needs in the City in consideration of the work already done and new engineering standards promulgated by the LA County Flood Control District. The new Master Plan was finalized in 2015, which identified additional projects to correct pipes with deficient capacity, poor physical condition, or both.

Staff has also conducted a thorough video inspection of the entire City-owned pipe inventory and has compiled the results for analysis. This will lead to identifying lining needs for the coming years. While it is not clear yet which pipes will be programmed for lining first, the need is clear. The following table depicts the overall observations made of the City-owned pipes. About 23% of the City's pipes (about 26,800 linear feet) have a condition rating of 3 or worse. Of this amount, about 18,300 linear feet are corrugated metal pipes (CMP) and would rank at highest priority for lining. In time, all CMP should be lined and reinforced concrete pipe (RCP) with condition defects will need to be addressed on an individual basis to determine if lining will resolve the issues.

<b>Storm Drain Video Inspection Summary</b>				
<b>Level Number</b>	<b>Condition</b>	<b>Linear Feet Inspected</b>	<b>% of Total</b>	<b>% CMP % RCP</b>
Level 0	Good	77,997	67%	15% CMP
				85% RCP
Level 1	Light/minor defect	7,631	7%	30% CMP
				70% RCP
Level 2	Moderate defect	4,059	3%	35% CMP
				65% RCP
Level 3	Average defect	7,360	6%	40% CMP
				60% RCP
Level 4	Heavy defect	6,966	6%	60% CMP
				40% RCP
Level 5	Severe defect	12,475	11%	90% CMP
				10% RCP
<b>Total Linear Footage</b>		<b>116,488</b>	<b>100%</b>	

<b>PROJECT: SW2017-01</b>	<b>Connector Pipe Screens (SM Bay Prop 84 Program)</b>	
<b>DESCRIPTION:</b> Project retrofits 1,368 Catch Basins in the Peninsula (as required by the 2012 MS4 Permit Order R4-2012-0175). The City is partnering with the Cities of Rolling Hills Estates and Palos Verdes Estates to install Connector Pipe Screen Units into these catch basins. This will help mitigate trash and marine debris (Category 1 pollutants) from entering Santa Monica Bay.		
<b>INFRASTRUCTURE CATEGORY:</b>	Storm Water System	
<b>LOCATION:</b>	Various locations along the west and south side of the City	

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$1,012,200	1,012,200	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,012,200</b>	<b>1,012,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves	\$251,100					
Local Match	\$161,100					
State Grant	\$600,000					

<b>JUSTIFICATION:</b>	Santa Monica Bay Marine Debris TMDL requires CBs in this watershed to be retrofitted with CPS units by 2020. 2016 is year one of five year schedule. City can meet this requirement well before the deadline, with the help of this Grant.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

## **TRAILS**

The City of Rancho Palos Verdes began planning for a non-motor vehicle transportation circulation system for pedestrians, equestrians, and bicyclists, as early as the adoption of the City's General Plan in 1975. In the early years after the city's formation, it was recognized that trails are an integral part of the city's circulation system and play an important role in contributing to the successful interaction of residential, institutional, commercial and recreational zoning districts within the city, while encouraging recreational and fitness opportunities.

As such, on November 27, 1984, the City Council adopted the Trails Network Plan, which was intended to serve as an advisory tool for City decision-makers for the implementation and funding of City trails. As a means of implementing the Trails Network Plan, on January 22, 1990, the City Council adopted the Conceptual Trails Plan (CTP) and Conceptual Bikeways Plan (CBP) as two separate documents. Collectively, the CTP and CBP serve as the City's Trails Network Plan (TNP). The CTP was revised on May 21, 1991, September 16, 1991, and October 26, 1991. The CBP was revised on October 15, 1996.

The TNP has not been updated since the mid-1990s. In the past few years, the City has actively sought to acquire and preserve permanent open space as a part of the stewardship of these City-owned lands. In 2008, the City adopted the Preserve Trails Plan (PTP) for the properties that make up the Palos Verdes Nature Preserve.

The City is updating and consolidating all of its existing trails plans and documents into a single, comprehensive plan. As a part of the preparation of the update to the TNP, the City is conducting a series of public workshops to reach out to community stakeholders and interested persons to identify any unique trail issues that should be addressed in the TNP update (with the exception of the PTP approved by the City Council in 2008).

<b>PROJECT: RW2017-01</b>	<b>Conestoga Trail Connection</b>	
<b>DESCRIPTION:</b> Provide a multi-use trail connection between Sunnyside Ridge Trail and the City's border with Rolling Hills Estates.	This project doesn't have a photo	
<b>INFRASTRUCTURE CATEGORY:</b>	Trails	
<b>LOCATION:</b>	Palos Verdes Drive East	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$100,000	100,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Quimby Fees	\$100,000					

<b>JUSTIFICATION:</b>	
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2017/2018
<b>USEFUL LIFE:</b>	
<b>EST ANNUAL OPERATING COST:</b>	\$0

## **APPENDIX**

### Capital Improvement Policies

The Public Works Department, in cooperation with all other City Departments and the City Attorney's office, produces a working document designed to identify capital needs annually in conjunction with the budget process. This Five-Year Capital Improvement Program (CIP) is submitted to the City Council to utilize in reviewing and prioritizing capital projects. After adoption by the City Council during the budget process, the CIP becomes the City's plan for capital improvements for the next five years, with annual adjustments as needed.

### **Type of Project**

#### Definitions

Capital asset: An asset with a cost in excess of \$5,000 and an expected useful life of more than one year, such as automobiles, equipment, and furniture. These items will continue to be included in the operating budget. Items such as automobiles, minor equipment, and furniture will continue to be accounted for and funded using the Equipment Replacement Fund and are not included in the capital improvement program.

Capital project: A project expected to have a useful life greater than ten years and an estimated cost of \$100,000 or more. Capital projects include the construction, acquisition, or major renovation of buildings, roadways, utility systems, or other structures, purchase of land, and major landscaping projects.

Projects meeting the above definition will be included in the CIP document in addition to the City's budget document. The information will be tied to the capital budget and totals for each project in the CIP will be included in the capital budget.

### **Selecting the Projects for the CIP**

The comprehensive capital project planning process has the following essential components:

- The General Plan (Long-term Plan - 10 Years)
- The Capital Improvement Plan (Mid-term Plan - 5 Years)
- The Capital Budget (Short-term Plan - 1 Year)
- City Council Goals (Long-term and Short-term evaluated each year)

All projects selected for the CIP should be consistent with the goals identified by the City Council or as outlined in the City's General Plan. The project selection process strives to achieve a balanced plan for the community to include all necessary and high priority projects, while also enhancing City services and facilities.

### **Operating Budget Impact Identified in the CIP**

The operating impact of proposed capital projects, including personnel, operating expenditures, capital outlay, and debt service, as applicable, will be identified in the CIP document and considered in preparing the annual operating budget and Five-Year Financial Model.

### **Moving Projects from the CIP to the Capital Budget**

All projects approved in the annual capital budget are appropriated at the estimated cost to complete the project. At the end of each fiscal year, the remaining appropriation for uncompleted portions of the project will be carried forward to subsequent fiscal years.

Staff will identify the estimated costs, potential funding sources, operating impact, and project schedule for each capital project proposal before it is submitted to the City Council.

Staff will coordinate development of the capital improvement budget with the development of the operating budget. All costs for internal professional services needed to implement the CIP will be included in the capital budget as part of the budget document for the years the CIP is to be implemented.

Cost tracking for components of the capital improvement program will be updated semi-annually to ensure project completion against budget and established time lines.

### **Funding of the CIP Reserve Fund**

City Council Policy No. 41 regarding the City's Reserves provides for a minimum CIP Reserve level of \$3,000,000 for emergency projects, the transfer of the total annual Transient Occupancy Tax (TOT) revenue into the CIP Reserve, and the transfer of any prior year General Fund favorable expenditure variance to the CIP Reserve. The TOT revenue for FY15-16 is estimated to be about \$5.0 million.

### **Definition of Capital Budget Year**

A capital budget year runs concurrent to the operating budget fiscal year beginning July 1<sup>st</sup> and ending June 30<sup>th</sup>.

### **Types of Financing**

The nature and cost of the project generally determines the financing options as do projected revenue. The following financing instruments could be used in the following preferred order:

- Outside funding that does not require repayment, including grants, federal, state and county restricted funding (i.e. transportation funding), and donations;
- Developer Fees;
- City restricted revenue imposed by voters (i.e. environmental excise tax, storm drain user fee);
- Accumulated Fund Balances in Restricted Funds;
- General Fund;
- Debt Secured by a Restricted Revenue Source; and
- General Obligation Debt.

### **Application of Restricted Funding Sources**

It is the City's policy to apply restricted funding sources after a project is completed and final cost is identified, or at the close of each fiscal year, whichever occurs first.

### **Evaluation of Capital Projects**

Capital project and program reviews are to monitor existing project performance and to update the Five-Year CIP. Each project must be actively managed and semi-annual reports on the physical and fiscal status of each project should be made available to the City Council in conjunction with the budget adoption and Mid-Year Financial Review.

### **Green Building Standards**

The City of Rancho Palos Verdes requires the incorporation of green building principles and practices into the design, construction, and operation of all City facilities, and to evaluate all land purchases for future development on the basis of reducing environmental impacts whenever feasible.

### **Standards for Maintenance**

It is important to have standards in place for the various infrastructure systems throughout the City to maintain this investment and be positioned to provide adequate services for the residents of Rancho Palos Verdes. Staff will develop maintenance standards and schedules as appropriate.

### **Contingency Policy**

The need for contingencies will be evaluated with each project and be included in the CIP on a case-by-case basis.

### **Project Change Orders**

Project change orders will be made in accordance with the policy stated in Section 02.44 of the Municipal Code.

## General Plan Goals

The goals stated below are included in the City's General Plan which serves as the City's long-term strategic planning tool. All CIP projects should contribute to fulfilling one or more of the goals listed below.

### Natural Environment Element

- It is the goal of the City of Rancho Palos Verdes to conserve, protect, and enhance its natural resources, beauty, and open space for the benefit and enjoyment of its residents and the residents of the entire region. Future development shall recognize the sensitivity of the natural environmental and be accomplished in such a manner as to maximize the protection of it.

### Socio/Cultural Element

- It is the goal of the City to preserve and protect its cultural resources and to promote programs to meet the social needs of its citizens.

### Cultural Resources

- The City shall strive to protect and preserve all significant archaeological, paleontological and historical resources within the City.

#### Current Social, Service, and Cultural Organizations

- Work toward a coordinated program to aid in matching the facility needs of the many and diverse groups in the community with existing and future facility resources throughout the City.

#### Social Services

- Encourage programs for community involvement, participation, and action to minimize the sense of isolation and powerlessness felt by many individuals in the community.
- Encourage programs for recreation, social services, and cultural and educational achievement.
- Encourage a framework for interaction among the four cities on the peninsula and between the peninsula and its surrounding communities to solve common problems.

#### Urban Environment Element

- It is the goal of the City to carefully control and direct future growth towards making a positive contribution to all elements of the community. Growth in Rancho Palos Verdes should be a cautious, evolutionary process that follows a well-conceived set of general guidelines, which respond to both holding capacity limitations for the region and environmental factors on the peninsula.

#### Activity Areas

- It is the goal of the City of Rancho Palos Verdes to preserve and enhance the community's quality living environment; to enhance the visual character and physical quality of existing neighborhoods; and to encourage the development of housing in a manner which adequately serves the needs of all present and future residents of the community.
- The City shall discourage industrial and major commercial activities due to the terrain and environmental characteristics of the City. Commercial development shall be carefully and strictly controlled and limited to consideration of convenience or neighborhood service facilities.
- The City shall encourage the development of institutional facilities to serve the political, social, and cultural needs of its citizens.
- The City shall endeavor to provide, develop, and maintain recreational facilities and programs of various types to provide a variety of activities for persons of all age groups and in all areas of the community.
- Agricultural uses within the City shall be encouraged, since they are desirable for resource management and open space.

## Infrastructure

- It shall be a goal of the City to ensure adequate public utilities and communications services to all residents, while maintaining the quality of the environment.
- It shall be a goal of the City to provide residents with a safe and efficient system of roads, trails, and paths.
- It shall be a goal of the City to encourage the increased mobility of residents through the development of an adequate public transportation system.

## Safety

- It shall be a goal of the City to provide for the protection of life and property from both natural and man-made hazards within the community.
- It shall be a goal of the City to provide for the protection of the public through effective law enforcement and fire protection programs.
- It shall be a goal of the City to develop and enforce health and sanitation, emergency communications, and disaster preparedness programs to ensure the overall health and safety of all residents.
- It shall be a goal of the City to protect life and property and reduce adverse economic, environmental, and social impacts resulting from any geologic activity.

## Sensory Environment

- It shall be the goal of the City of Rancho Palos Verdes, through proper land use planning and regulations, to provide for a quiet and serene residential community with a minimum amount of restriction on citizen activity.
- Palos Verdes peninsula is graced with views and vistas of the surrounding Los Angeles basin and coastal region. Because of its unique geographic form and coastal resources, these views and vistas are a significant resource to residents and visitors, as they provide a rare means of experiencing the beauty of the peninsula and the Los Angeles region. It is the responsibility of the City to preserve these views and vistas for the public benefit and, where appropriate, the City should strive to enhance and restore these resources, the visual character of the City, and provide and maintain access for the benefit and enjoyment of the public.

## Land Use Plan

- It is the goal of the City of Rancho Palos Verdes to provide for land uses which will be sensitive to and enhance the natural environment and character of the community, supply appropriate facilities to serve residents and visitors, promote a range of housing types, promote fiscal balance, and protect the general health, safety, and welfare of the community.

## Fiscal Element

- It shall be a goal of the City to hold the property tax to a minimum and to continually explore and analyze the advantages and disadvantages of alternate or new sources of revenue.
- It shall be a goal of the City to explore cooperative financing strategies that might be undertaken in association with other jurisdictions.
- It shall be a goal of the City to take maximum advantage of regulatory legislation to obtain contributions, dedications, and reservations (i.e., easements).
- It shall be a goal of the City to ascertain that all revenues generated by growth are sufficient to cover costs related to growth.

It shall be a goal of the City to thoroughly evaluate capital acquisition and operating expenditures and their impacts before implementation of programs.

**SUMMARY OF ALL PROJECTS**

The following table is a comprehensive list of all continuing and newly-funded projects, complete with project status and identified funding sources.

FY 2017-18 Capital Budget and 5-year Capital Improvement Program

Project	Status (as of April 19, 2017)	Continuing Approp. (Funds to be Carried-over into FY 17-18)	FY17-18 Project Amount	FY 17-18 Capital Budget Revenue Sources												PROPOSED 5-YR CAPITAL IMPROVEMENT PROGRAM						
				CIP Reserves (Fund 330)	Beautification (Fund 212)	Proposition C (Fund 215)	Measure R (Fund 220)	TDA (Fund 340)	Community Dev Block Grant (CDBG) (Fund 310)	Restricted Donations (Fund 228)	1911 Act Street Lighting (Fund 211)	NEW Federal Grant (Fund 331)	NEW State Grant (Fund 332)	Quimby (Fund 334)	Local Match	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22		
<b>Infrastructure Improvements Admin</b>																						
Engineering Review/Labor Compliance	Ongoing activity		60,000	60,000														60,000	60,000	60,000	60,000	60,000
Grant Administration	Ongoing activity		70,000	70,000														70,000	70,000	70,000	70,000	70,000
Infrastructure Management Plan	In process with IMAC		25,000	25,000														25,000	50,000			
<b>Total Infrastructure Improvements Administration</b>			<b>155,000</b>	<b>155,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>155,000</b>	<b>180,000</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>
<b>Abalone Cove Landslide Abatement District (ACLAD) Sewer System</b>																						
ACLAD Sewer System Rehabilitation Program	Sewer Manhole Lining Project - In Construction																	-	250,000	450,000	450,000	450,000
ACLAD Sewer System Rate Study and Telemetry	NEW		175,000	175,000														175,000				
<b>Total ACLAD</b>			<b>175,000</b>	<b>175,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>175,000</b>	<b>250,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
<b>Palos Verdes Drive South (PVDS) Landslide</b>																						
PVDS Realignment - East End	In environmental review		100,000	100,000														100,000		1,000,000		
Portuguese Bend Landslide Area Resurfacing Program	Ongoing activity (2017 rain storms have necessitated additional repairs, requiring more funding for this project).		600,000		600,000													600,000	600,000	600,000	650,000	650,000
Portuguese Bend Landslide Area Strategic Plan	In process with community involvement		40,000	40,000														40,000				
<b>Total PVDS Landslide</b>			<b>740,000</b>	<b>140,000</b>	<b>600,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	<b>740,000</b>	<b>600,000</b>	<b>1,600,000</b>	<b>650,000</b>	<b>650,000</b>
<b>Park Sites</b>																						
Recognition Wall	Project possibly to be incorporated with Civic Center MP		-															-	40,000			
Abalone Cove Beach Access Rd and Parking Rehabilitation	Planned - additional work required due to rain	50,000	100,000															100,000				
Coastal Bluff Fence Replacement Program	FY 16-17 In construction. NEW area for FY 17-18		200,000	200,000														200,000	200,000	200,000	200,000	200,000
PVIC Parking Lot Lighting Project	NEW		200,000								200,000							200,000				
<b>Total Park Sites</b>		<b>50,000</b>	<b>500,000</b>	<b>200,000</b>	-	-	-	-	-	-	<b>200,000</b>	-	-	-	-	-	-	<b>500,000</b>	<b>240,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Public Buildings</b>																						
Ladera Linda Community Center Master Plan	Public workshops were conducted to establish project scope		350,000															350,000				
PVIC Sunset Room Acoustical Improvements	Design and Construction		110,000	110,000														110,000				
Citywide ADA Transition Plan Implementation Program	Design Complete. Award by 6/6 CC Mtg. New Project in FY17-18		150,000	150,000														150,000	150,000	150,000	150,000	150,000
PVIC Exhibit Replacement/Renovation	RFP prepared for exhibit design.	300,000									300,000							-				
Civic Center Master Plan	Project underway, Master Plan should be completed by December 2017	237,300		237,300														-				
<b>Total Public Buildings</b>		<b>537,300</b>	<b>610,000</b>	<b>497,300</b>	-	-	-	-	-	-	<b>300,000</b>	-	-	-	-	-	-	<b>610,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Right of Way and Traffic Control Devices</b>																						
PVDW Median Improvements at Palos Verdes Estates	NEW		475,000		475,000													475,000				
Residential Street Rehabilitation Program Area 7	Construction scheduled for FY 17-18		3,382,500	3,300,000				82,500										3,382,500				
Sidewalk Repair and Replacement Program	Being Advertised - Will start construction June 2017. New area for FY17-18		250,000			250,000												250,000	250,000	250,000	250,000	250,000
Arterial Rehabilitation - Crenshaw Blvd	NEW - Design only		200,000			200,000												200,000	2,000,000			
Western Av Traffic Congestion Improvements	NEW SBCCOG Highway Program design planned for FY 17-18 - Design only		200,000			200,000												200,000	3,000,000			
Arterial Walls and Fences Replacement Program	In public outreach phase. Construction to start June 2016.		100,000	100,000														100,000	100,000	100,000	100,000	
Western Avenue ALPR Project	NEW		560,000	560,000														560,000				
ADA Improvements - removal of sidewalk curb barriers			139,300								139,300							139,300				
Crest Road Embankment Repair	NEW - Design only		90,000	90,000														90,000				
Citywide Street Light Acquisition	Pending Approval		800,000								800,000							800,000				
Pavement Management Program Biennial Update	Planned for FY 18-19																	-	120,000			120,000
Arterial Rehabilitation - Indian Peak Rd	Planned for FY 19-20																	-		200,000	1,600,000	
PVDS Bike Lane Improvements	Design completed, ready to advertise E-76 for construction	754,975		75,497									679,478					-				
PVDE at Bronco Intersection Improvements	In design, plans are 90% complete. Award Construction 6/6 CC mtg	502,095		50,210									451,886					-				
ADA Improvements at City Hall Bus Stop	Contract being reviewed by City Attorney		167,830															-				
<b>Total RW and TCD</b>		<b>1,424,900</b>	<b>6,196,800</b>	<b>4,343,537</b>	<b>475,000</b>	-	<b>650,000</b>	<b>82,500</b>	<b>139,300</b>	-	<b>800,000</b>	<b>1,131,364</b>	-	-	-	-	-	<b>6,196,800</b>	<b>5,470,000</b>	<b>550,000</b>	<b>1,950,000</b>	<b>370,000</b>
<b>Storm Water System - Stormwater Quality</b>																						
Connector Pipe Screens (NEW)	Required to comply with NPDES permit		1,012,200	251,100														1,012,200				
<b>Total Storm Water Quality</b>			<b>1,012,200</b>	<b>251,100</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>1,012,200</b>	-	-	-	-

**FY 2017-18 Capital Budget and 5-year Capital Improvement Program**

Project	Status (as of April 19, 2017)	FY 17-18 Project		FY 17-18 Capital Budget Revenue Sources												PROPOSED 5-YR CAPITAL IMPROVEMENT PROGRAM				
		Continuing Approp. (Funds to be Carried-over into FY 17-18)	Amount	CIP Reserves (Fund 330)	Beautification (Fund 212)	Proposition C (Fund 215)	Measure R (Fund 220)	TDA (Fund 340)	Community Dev Block Grant (CDBG) (Fund 310)	Restricted Donations (Fund 228)	1911 Act Street Lighting (Fund 211)	NEW Federal Grant (Fund 331)	NEW State Grant (Fund 332)	Quimby (Fund 334)	Local Match	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
<b>Trails</b>																				
Conestoga Trail Connection	Design commences with completion of SSR trail	50,000	100,000	-	-	-	-	-	-	-	-	-	150,000	-	100,000	-	-	-	-	
<b>Total Trails</b>		<b>50,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL</b>		<b>2,062,200</b>	<b>9,489,000</b>	<b>5,761,937</b>	<b>475,000</b>	<b>600,000</b>	<b>650,000</b>	<b>82,500</b>	<b>139,300</b>	<b>300,000</b>	<b>1,000,000</b>	<b>1,131,364</b>	<b>600,000</b>	<b>650,000</b>	<b>161,100</b>	<b>9,489,000</b>	<b>6,890,000</b>	<b>3,080,000</b>	<b>3,530,000</b>	<b>1,950,000</b>

## **APPENDIX**

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## GLOSSARY OF TERMS

The following is a glossary of terms used in the budget document, as well as other public documents regarding the City's finances.

**Appropriation** – City Council authorization to expend monies and/or to incur legal obligations for specific operational and capital outlay purposes. Example: The City Council adopts a resolution to budget for expenditures. Those budgeted expenditures in a given fiscal year are referred to as Appropriations.

**Continuing Appropriation** – funds budgeted for active long-term services or capital projects, and which remain available until exhausted or until the completion of the services or capital projects.

**Budget** – the City Council adopted policy implementation plan for the fiscal year that includes revenues, expenditures and operating transfers.

**Encumbrance** – a commitment for a specific expenditure with a specific vendor. An Encumbrance is executed with an approved Purchase Order and/or an approved contract. Example: A City employee Encumbers an appropriation by opening a Purchase Order in the maintenance expenditure account to pay for an elevator inspection provided by XYZ Company. The appropriation is reserved until the invoice is paid, thereby controlling the expenditure of money.

**Expenditure** – City resources spent for goods or services within a governmental activity fund.

**Fiscal Year** – the twelve-month period of time to which the budget applies. The City's Fiscal Year runs from July 1<sup>st</sup> to June 30<sup>th</sup>.

**Governmental Activity** – function of the City that is principally supported by taxes and intergovernmental revenues.

**Period** – a period of time, generally a month within a fiscal year, where certain financial activities took place. Example: Period 1 represents the month of July.

**Inter-fund Transfers** – monies transferred from one fund to another to finance the activities. Operating transfers are contributions, not loans. Example: The General Fund subsidizes the Capital Improvement Projects (CIP) Fund with the necessary financial resources to carry out infrastructure improvements throughout the City.

**Restricted** – a funding source that is restricted by outside agencies or legal obligation places restrictions on the use of the money. Example: Highway Users Tax is a restricted funding source administered by the state, and must only be used for street maintenance activities.

**Fund** – identifies the funding source for the activities and/or expenditures paid by the City. Example: The Capital Improvement Projects Fund provides resources to pay for infrastructure improvements.

**Department** – organizational unit of City government. Example: Community Development is a Department of the City with responsibilities that include land use issues and permitting new construction.

**Division** – organization unit within a City Department. Example: Code Enforcement is a Division that enforces provisions of the City's Municipal Code within the Community Development Department.

**Object** – identifies the type of expenditures paid such as professional services, advertising, and operating supplies.

**RANCHO PALOS VERDES FUND DESCRIPTIONS**

<b>Unrestricted</b>	
GENERAL FUND	All City revenue and expenditures that are not required to be accounted for in another fund. Revenue includes property tax, transient occupancy tax, and other general taxes. Expenditures include police services, public facility maintenance, recreation, and administrative costs such as legal and risk management. The General Fund also accounts for both revenue and expenditures related to City permitting, as well as 97% of the City's employee salaries and benefits.
<b>Restricted by City Council Action</b>	
BEAUTIFICATION	The remaining fund balance of waste hauler fees previously received by the City will be used for median maintenance.
CAPITAL IMPROVEMENT PROJECTS	Improvements to City-owned infrastructure, including streets, parks, sewers, and buildings. Funding comes from various sources; including transfers from the General Fund and restricted funds, and grants from other governmental agencies.
EQUIPMENT REPLACEMENT	Charges to the City's General Fund are used for the centralized accounting of maintenance and replacement of City-owned equipment.
EMPLOYEE BENEFITS	Charges to the City's General Fund are used for the centralized accounting of employee benefits, including pension and health insurance.
<b>Restricted by Law or External Agencies</b>	
GAS TAX	The allocation of state tax on fuel is used to maintain the City's roadways. Right-of way maintenance is centralized in this fund, and restricted monies are transferred from other funds to supplement maintenance activities.
EL PRADO LIGHTING DISTRICT	El Prado property assessments are used to maintain and improve the common area of the El Prado neighborhood.
COMMUNITY DEVELOPMENT BLOCK GRANT	Federal funding is used for programs to assist low & moderate income households with home improvements, as well as projects to improve the City's compliance with the American's with Disabilities Act.
1911 ACT STREET LIGHTING DISTRICT	Property assessments are used to maintain street lights and traffic signals.
WASTE REDUCTION	Waste hauler fees and various grants are used for state-mandated waste reduction and recycling plans and programs.
AIR QUALITY MANAGEMENT	State shared revenue is used for programs that reduce air pollution from motor vehicles, including transit contributions and purchase of clean-air vehicles for the City's fleet.
PROPOSITION C TRANSPORTATION	The county-wide sales tax allocation is used to fund transportation improvements, including rehabilitation of arterial streets.
PROPOSITION A TRANSIT	The county-wide sales tax allocation is used to fund the City's contribution to local public transit.
PUBLIC SAFETY GRANTS	Grant income supplements local law enforcement services.
MEASURE R TRANSPORTATION	The county-wide sales tax allocation is used to fund transportation improvements, including rehabilitation of arterial streets.
HABITAT RESTORATION	Developer and other mitigation fees are used for habitat restoration on City-owned property.
MEASURE M	The county-wide sales tax allocation is used to fund transportation improvements, including repaving local streets and repairing potholes and sidewalks.
FEDERAL GRANTS	Federal grant monies that assist in subsidizing the City's capital improvement projects.
STATE GRANTS	State grant monies that assist in subsidizing the City's capital improvement projects.

**RANCHO PALOS VERDES FUND DESCRIPTIONS**

SUBREGION 1 OPEN SPACE MAINT	Interest earned from a developer endowment is used to maintain open space and trails dedicated to the City upon development of the Subregion 1 tract, known as Oceanfront Estates.
MEASURE A PARKS MAINT/IMPROV	The allocation of county bond money is used for acquisition and maintenance of open space and park improvements. Staff expects that allocations for maintenance will continue to be available through FY18-19, with the fund being closed by FY19-20.
ABALONE COVE SEWER DISTRICT	Property assessments are used to maintain the Abalone Cove sewer system in the City's landslide area.
GINSBURG CULTURAL ARTS BUILDING	The private donation will be used for either a building to be constructed at Upper Point Vicente to be used for dancing and other cultural activities, or for the purchase of open space within the City for habitat conservation and passive recreation.
DONOR RESTRICTED CONTRIBUTIONS	Donations are use to construct or acquire recreational facilities, as directed by the donor.
QUIMBY DEVELOPMENT IMPACT	Developer fees are used for construction or acquisition of park and recreation facilities.
LOW-MOD INCOME HOUSING	As part of redevelopment agency dissolution, the City elected to accept the housing function and assets of the former redevelopment agency. The City is required to account for the long-term housing receivables held by the former redevelopment agency in a separate fund to help facilitate compliance with redevelopment housing law that is still effective after the dissolution of redevelopment agencies. In addition, per redevelopment dissolution law, 20% of any repayment of the City's loan to the former redevelopment agency must be deposited into this fund. The assets of this fund must be used to provide affordable housing for low and moderate income households within the City.
AFFORDABLE HOUSING IN-LIEU	Developer fees are used to provide for affordable housing within the City.
ENVIRONMENTAL EXCISE TAX	Taxes received in connection with new construction are used to pay for City facilities.
BIKEWAY/PEDESTRIAN IMPROVEMENTS	The state apportionment of Transportation Development Act Article 3 revenue is used for construction of facilities to improve pedestrian and bicycle access.
WATER QUALITY/FLOOD PROTECTION	Storm drain user fees are used to maintain and improve City-owned storm drain facilities. The user fee sunset in FY15-16.
IMPR AUTHORITY PORTUGUESE BEND	The General Fund transfers money to provide for maintenance of improvements in the Portuguese Bend section of the landslide area constructed with redevelopment tax increment prior to statewide redevelopment dissolution in 2012.
IMPR AUTHORITY ABALONE COVE	As part of a 1987 Reimbursement and Settlement Agreement resulting from a lawsuit related to the active landslide, the interest earned on a non-spendable \$1 million deposit is used to maintain Abalone Cove landslide abatement improvements. The maintenance activities in this fund are also subsidized with operating transfers from the General Fund.

Account  
 Structure FFF-TTTT-PPPP-O000  
 FFF FUND  
 TTT ACCOUNT TYPE  
 PPPP PROGRAM  
 O000 OBJECT



## CHART OF ACCOUNTS

FUND #	FUND NAME
101	GENERAL FUND
202	GAS TAX
203	1972 ACT LANDSCAPE/LIGHT
209	EL PRADO LIGHTING DISTRICT
211	1911 ACT STREET LIGHTING
212	BEAUTIFICATION
213	WASTE REDUCTION
214	AIR QUALITY MANAGEMENT
215	PROPOSITION C
216	PROPOSITION A
217	PUBLIC SAFETY GRANTS
220	MEASURE R
222	HABITAT RESTORATION
223	SUBREGION ONE MAINTENANCE
224	MEASURE A MAINTENANCE
225	ABALONE COVE SEWER DISTRICT
228	DONOR RESTRICTED CONTRIBUTION
285	IA PORTUGUESE BEND MAINTENANCE
310	CDBG
330	INFRASTRUCTURE IMPROVEMENTS
334	QUIMBY PARK DEVELOPMENT
336	LOW-MODERATE INCOME HOUSING
337	AFFORDABLE HOUSING PROJECTS
338	DEV IMPACT MITIGATION (EET)
340	BICYCLE/PEDESTRIAN ACCESS
501	WATER QUALITY/FLOOD PROTECTION
681	EQUIPMENT REPLACEMENT
685	EMPLOYEE BENEFITS
686	BUILDING REPLACEMENT
780	SPECIAL TRUST DEPOSITS
795	IA ABALONE COVE MAINTENANCE
850	GENERAL FIXED ASSETS
950	GENERAL LONG TERM DEBT

ACTIVITY #	ACTIVITY NAME
300	REVENUE
400	EXPENDITURE

PROGRAM #	PROGRAM NAME
0000	UNASSIGNED
1000	CITY ADMINISTRATION
1110	CITY COUNCIL
1200	LEGAL SERVICES
1210	LEGAL SERVICES - CITY ADMIN
1220	LEGAL SERVICES - LABOR NEG
1230	LEGAL SERVICES - LITIGATION
1240	LEGAL SERVICES - CODE ENFORCE
1300	CITY CLERK
1310	CITY CLERK ADMINISTRATION
1311	CITY CLERK ELECTION
1400	CITY MANAGER
1410	CITY MANAGER
1420	COMMUNITY OUTREACH
1430	EMERGENCY PREPAREDNESS
1440	RPV TV
1450	PERSONNEL
1460	RISK MANAGEMENT
1470	INFORMATION TECHNOLOGY - DATA
1480	INFORMATION TECHNOLOGY - VOICE
2000	FINANCE
2110	FINANCE ADMINISTRATION
2999	NON-DEPARTMENTAL
3000	PUBLIC WORKS
3110	PUBLIC WORKS ADMINISTRATION
3120	TRAFFIC SAFETY
3130	STORM WATER QUALITY
3140	BUILDING MAINTENANCE
3150	PARKS, TRAILS & OPEN SPACE MAINT
3160	SEWER MAINTENANCE
3170	STREET PAVEMENT MAINTENANCE
3180	STREET LANDSCAPE MAINTENANCE
3190	ENGINEERING
3220	LANDSLIDE
3240	VEHICLES MAINTENANCE
4000	COMMUNITY DEVELOPMENT
4110	COMMUNITY DEVELOPMENT ADMIN
4120	PLANNING
4130	BUILDING & SAFETY
4140	CODE ENFORCEMENT
4150	VIEW RESTORATION
4160	NCCP
4170	GEOLOGY
5000	RECREATION & PARKS
5110	RECREATION ADMINISTRATION
5120	OTHER RECREATIONAL FACILITIES
5130	FRED HESSE JR. PARK
5140	ROBERT E. RYAN PARK
5150	LADERA LINDA COMMUNITY CENTER
5160	ABALONE COVE SHORELINE PARK
5170	SPECIAL EVENTS & PROGRAMS
5180	POINT VICENTE INTER. CENTER
5190	REACH
5210	SUPPORT SERVICES
6000	PUBLIC SAFETY
6110	SHERIFF CONTRACT
6120	SPECIAL PROGRAMS
6130	ANIMAL CONTROL
6140	NEIGHBORHOOD WATCH
7000	DEBT SERVICES
8000	CAPITAL IMPROVEMENT PROJECTS
8031	STREET IMPROVEMENTS
8032	STORM DRAIN IMPROVEMENTS
8033	PARKS, TRAIL & OPEN SPACE IMPRO
8035	SEWER IMPROVEMENTS
8036	BUILDING IMPROVEMENTS
8043	LANDSLIDE IMPROVEMENTS
8110	CIP ADMINISTRATIVE
8810	ADA IMPROVEMENTS
8820	REACH PROGRAM IMPROVEMENTS
9000	EMERGENCY OPERATION
9101	EMERGENCY OPERATION CENTER

OBJECT #	REVENUE OBJECT NAME		
3100	TAXES	3302	STATE GRANTS
3101	GOLF TAXES	3303	LOCAL GRANTS
3102	PROPERTY TAXES - SECURED	3304	STATE GRANTS - SECTION 2103
3103	PROPERTY TAXES - UNSECURED	3305	STATE GRANTS - SECTION 2105
3107	PROPERTY TAXES - IN LIEU OF	3306	STATE GRANTS - SECTION 2106
3108	PROPERTY TAXES - RPTTF RDA	3307	STATE GRANTS - SECTION 2107
3109	PROPERTY TAXES - OTHERS	3308	STATE GRANTS - SECTION 2107.5
3110	PROPERTY TRANSFER TAXES	3400	CHARGES FOR SERVICES
3111	FRANCHISE TAXES	3401	ENGINEERING FEES
3112	SALES TAXES	3402	STORM DRAIN USER FEES
3113	SALES TAXES - PW (PSAF)	3403	SEWER USER FEES
3114	UTILITY USERS TAXES - ELEC.	3404	SIDEWALK REPAIRS
3115	UTILITY USERS TAXES - WATER	3405	RECYCLING FEES
3116	UTILITY USERS TAXES - GAS	3406	WASTE REDUCTION FEES
3117	UTILITY USERS TAXES - PHONE	3410	HIKING FEES
3118	UTILITY USERS TAXES - MISC	3411	PARKING LOT FEES
3119	MISC. TAXES	3412	PROGRAM/EVENT FEES
3120	TRANSIENT OCC. TAXES - MISC	3413	PVIC ADMISSION FEES
3121	TRANSIENT OCC. TAXES-TERRANEA	3500	FINES & FORFEITURES
3200	LICENSES & PERMITS	3501	TOW FEES
3201	BUSINESS PERMITS	3502	FALSE ALARM
3202	BUILDING & SAFETY PERMITS	3503	TRAFFIC TICKETS
3203	PLAN CHECK PERMITS	3600	USES OF MONEY & PROPERTIES
3204	BUILDING&SAFETY INVESTIGATIONS	3601	INTEREST EARNINGS
3205	FILM PERMITS	3602	RENTAL/LEASES
3206	ANIMAL LICENSES	3603	EXTRAORDINARY GAINS
3207	BUILDING & SAFETY SMIP	3604	PROCEEDS FROM ASSET DISPOSAL
3208	BUILDING & SAFETY ADMIN FEES	3605	PROCEEDS FROM DEBT SERVICES
3209	GEOLOGY PERMITS	3800	INTER-FUND CHARGES
3210	BUSINESS LICENSE TAXES	3801	ADMINISTRATIVE OVERHEAD
3211	BUSINESS LICENSE APP. FEES	3802	EMPLOYEE BENEFIT CHARGES
3212	BUSINESS LICENSE PENALTY	3803	EQUIPMENT REPLACEMENT CHARGES
3213	PARKING PERMITS-OVERSIZED VEH.	3900	MISC. REVENUES
3214	PARKING PERMIT DECALS	3901	DONATIONS
3215	PLANNING & ZONING PERMITS	3902	CASP FEES
3216	PLANNING INVESTIGATION FEES	3903	DISCOUNT TAKEN
3217	VIEW RESTORATION PERMITS	3904	RDA LOAN REPAYMENT
3218	PLANNING MISC. PERMITS	3905	REIMBURSE FOR PROPERTY DAMAGES
3219	ROW - MISC PERMITS	3906	SALES OF SIGNS/SERVICES
3220	ROW - DUMPSTER PERMITS	3907	DEVELOPER FEES
3300	INTER-GOVERNMENTAL REVENUES	3908	RDA ADMINISTRATIVE FEES
3301	FEDERAL GRANTS	3999	MISCELLANEOUS REVENUE

OBJECT #	EXPENDITURE OBJECT NAME		
4100	SALARIES & WAGES	5110	LEGAL SERVICES - CODE ENFORCE
4101	FULL-TIME SALARIES	5111	PUBLIC SAFETY - TRAFFIC
4102	PART-TIME SALARIES	5112	PUBLIC SAFETY - COASTAL
4103	OVER-TIME SALARIES	5113	PUBLIC SAFETY - WESTERN
4104	EMPLOYEE BONUSES	5114	PUBLIC SAFETY - SUMMER
4105	LEAVE BUYOUT	5115	PUBLIC SAFETY - SUPPLEMENTAL
4200	EMPLOYEE BENEFITS	5116	PUBLIC SAFETY - PRESERVE
4201	HEALTH/DENTAL/VISION INSURANCE	5200	REPAIR & MAINTENANCE SERVICES
4202	FICA/MEDICARE	5201	REPAIR & MAINTENANCE SERVICES
4203	CALPERS RETIREMENT	5300	UTILITY SERVICES
4204	WORKERS' COMPENSATION	5301	TELEPHONE
4205	OTHER BENEFITS	5302	WATER
4206	H.S.A. CONTRIBUTION	5303	GAS
4207	CALPERS UNFUNDED LIABILITIES	5304	ELECTRIC
4300	MATERIALS & SUPPLIES	5305	WIRELESS
4310	OPERATING MATERIALS & SUPPLIES	6000	TRAVEL & CONFERENCES
4311	POSTAGE	6001	MEETINGS & CONFERENCES
4400	NON-CAPITAL EQUIPMENT	6002	TRAVEL/MILEAGE REIMBURSEMENT
4401	COMPUTERS	6100	TRAINING & EDUCATION
4402	AUDIO VISUALS	6101	TRAINING
4600	DUES & MEMBERSHIPS	6102	PUBLICATIONS/JOURNALS
4601	DUES & MEMBERSHIPS	6103	TUITION REIMBURSEMENT
4700	LIABILITIES INSURANCE	6200	INTER-FUND CHARGES
4701	INSURANCE PREMIUM	6201	EQUIPMENT REPLACEMENT CHARGES
4800	DEPRECIATION EXPENSES	6202	EMPLOYEE BENEFIT CHARGES
4801	FURNITURE & EQUIPMENT DEP	6203	ADMINISTRATIVE OVERHEAD
4802	VEHICLES DEPRECIATION	7000	DEBT SERVICES
4803	INFRASTRUCTURE DEPRECIATION	7101	PRINCIPAL
4900	OTHER MISC. EXPENSES	7102	INTEREST EXPENSES
4901	MISC. EXPENSES	8000	CIP/FIXED ASSETS
5000	SERVICES	8100	EQUIPMENT & FURNITURE
5100	PROFESSIONAL/TECHNICAL SERVICE	8101	EQUIPMENT & FURNITURE
5101	PROFESSIONAL/TECHNICAL SERVICE	8200	VEHICLES
5102	ADVERTISING	8201	VEHICLES
5103	PRINTING/BINDING	8400	BUILDINGS & IMPROVEMENTS
5104	MERCHANT FEES	8401	BUILDINGS
5105	INTEREST EXPENSES	8402	BUILDING IMPROVEMENTS
5106	RENTS & LEASES	8800	INFRASTRUCTURES
5107	LEGAL SERVICES - GENERAL	8801	INFRASTRUCTURES
5108	LEGAL SERVICES - LABOR NEG.	8802	OTHER IMPROVEMENTS
5109	LEGAL SERVICES - LITIGATION	8803	LAND

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