



CITY OF RANCHO PALOS VERDES



ADOPTED BUDGET  
FISCAL YEAR 2018-2019

Photo Credit:  
Lalith Kumar Ramamoorthi



RANCHO PALOS VERDES

## **CITY BUDGET FY 2018-2019**

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### **CITY OFFICIALS**

Susan M. Brooks  
Mayor

Jerry V. Duhovic  
Mayor Pro Tem

Ken Dyda  
Councilman

Eric Alegria  
Councilman

John Cruikshank  
Councilman

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### **CITY STAFF**

Doug Willmore  
City Manager

Gabriella Yap  
Deputy City Manager

Elias Sassoon  
Director of Public Works

Ara Mhuranian  
Director of Community Development

Deborah Cullen  
Director of Finance

Cory Linder  
Director of Recreation & Parks

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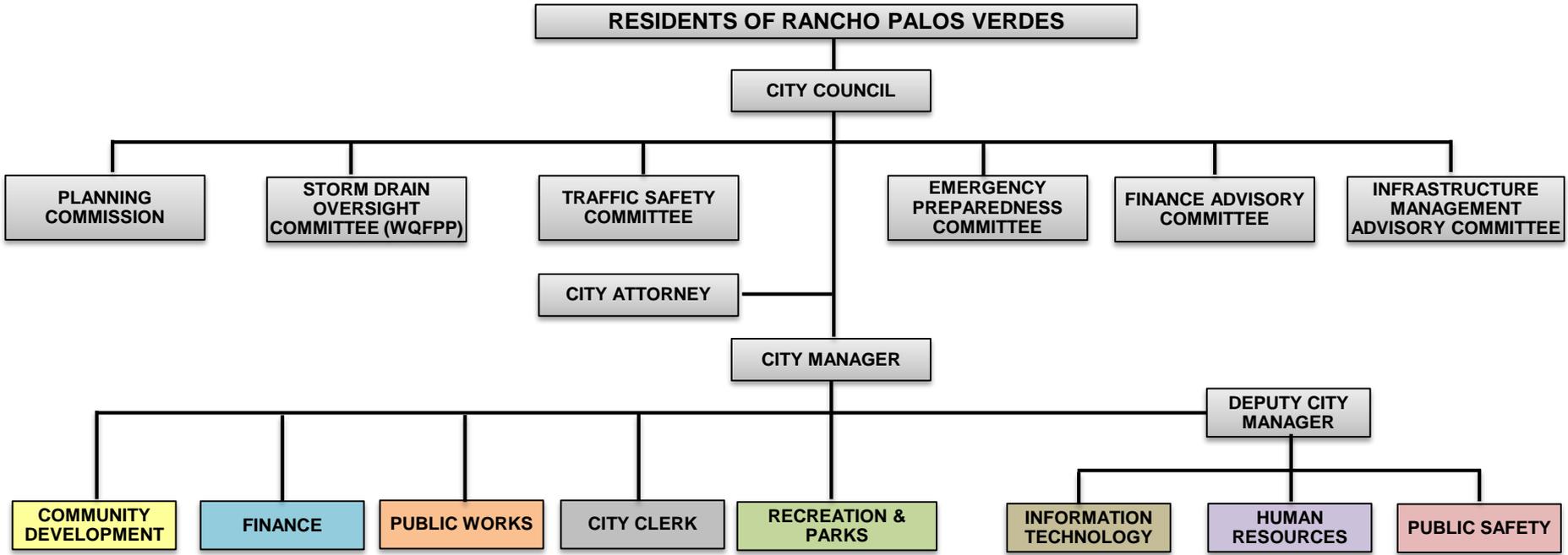
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# **BUDGET OVERVIEW**

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## **FISCAL YEAR 2018-19 BUDGET TRANSMITTAL**

June 19, 2018

Honorable Mayor and Members of the City Council

Re: Submittal of FY 2018-19 Budget

It is a pleasure to present to the City Council and community the Fiscal Year 2018-19 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.

As stated in last year's budget message, it is 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 \$47,874,800 in Expenditures and \$43,763,600 in Revenues. The General Fund Expenditures of \$31,989,600 is offset by General Fund Revenues of \$31,143,100. The gap between expenditures and revenues are offset by existing fund balances.

The City started the budget process with the first Budget Workshop held on April 12, 2018. During this session, staff presented year-end estimates for FY17-18 along with assumptions and estimates that would be used to develop the FY18-19 Operating Budget.

Staff recommended reclassification of two positions in Public Works as follows:

- Maintenance Supervisor to Permit Technician savings of \$10,000

- Administrative Assistant to Staff Assistant savings of \$7,000.

Council approved including the reclassifications in the FY 18-19 budget.

On April 28, 2018 a special budget workshop was held to present the FY 18-19 Proposed Capital Improvement Program including the 5-year Capital Program Plan. Staff presented the Capital Projects that had been completed or no longer needed, projects in process, and projects that were carried forward from previous budgets. Additionally, Staff presented proposed new projects for Council consideration. These proposed new projects had been presented and ranked by the Infrastructure Management Committee (IMAC). They had also been presented to the Finance Advisory Committee (FAC) and the Planning Commission (PC).

The City Council discussed the proposed new projects and gave direction to Staff as follows:

1. From the Projects in Process list, the City Council directed Staff to remove the PVDS Bike Lane Improvements Project.
2. From the Proposed New Project list, the City Council directed staff to remove the Lower Hesse Improvement Phase 2 Project, and change the project name for “Arterial Fences and Walls-Hawthorne Blvd.” to “Arterial Fences and Walls Standards-Citywide”.

For FY 18-19, there are 21 projects that were approved and Started in FY 17-18 that will be continued, and 13 projects that were approved and not started. There are 8 new projects approved to start in FY 18-19 for a total Capital Improvement Budget of \$8,856,100.

At the May 15<sup>th</sup> regularly scheduled City Council meeting Staff presented the City-wide Preliminary Budget with estimated revenues of \$43,473,600 and total expenditures of \$47,625,800, excluding the Improvement Authority of which \$30,923,000 are General Fund revenues and \$27,424,900 are General Fund expenditures, excluding transfers.

As Council had directed in the FY 17-18 budget process, the annual supplemental property tax levy and assessment for FY 18-19 of the Citywide Landscaping and lighting Maintenance District is again suspended in FY 18-19.

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 the TOT received from Terranea, netting out the Public Safety contract increases as started in FY 17-18 and continuing into this fiscal year, for a cumulative total of \$1,093,200, the General Fund recurring revenues to recurring expenditures would show a deficit of approximately \$846,500. 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.

### **Economic Outlook**

Based on the 2018-19 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:

Los Angeles County has recovered the jobs lost during the Great Recession and is expected to continue to grow at a moderate rate over the next few years.

In September 2017, California's unemployment rate averaged 5.4 percent (not seasonally adjusted), almost 8.0 percentage points below its July 2010 peak of 13.2 percent but still higher than the pre-recession low of 4.3 percent. A large majority of industry sectors experienced growth over the period.

Based on the LAEDC report, over the longer term Los Angeles County employment is forecasted to grow at its population growth rate of approximately 0.6 percent. Furthermore, it is expected that most industries will add jobs over the next five years. The strongest job growth will be in the population-serving service oriented industries that will continue to serve the growing population in Los Angeles County.

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 continued growth of TOT receipts supports a healthy capital program and the current long-term forecast for TOT is moderate growth over the next five years. 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.

### **FY17-18 General Fund**

At the end of FY17-18, the General Fund revenues are expected to end about \$230,000 or less than 1.0% higher at year-end than the adopted budget. During FY 2017-18, the General Fund transferred over 4.8 million to Capital Improvement Program Fund.

At the close of FY17-18, General Fund expenditures are expected to total \$27.1 million, a reduction of approximately 0.5% or \$136,000 from mid-year, not including transfers out.. This reduction in the year end estimate was due to a \$296,000 decrease in legal expenses based on the recent changes in the City Attorney resources and the markdown/credit that the City received on certain billed services. Other minor increases in the expenditure estimates resulted in a net total reduction of approximately \$136,000. The estimated ending fund balance after accounting for the required 50% reserve is \$1.8 million.

Table 1

<b>FY17-18 General Fund Year-End Estimates (in millions)</b>	
<b>Beginning Fund Balance</b>	<b>\$16.8</b>
Add: Revenues	30.3
Add: Transfers In	0.2
<b>Subtotal</b>	<b>47.3</b>
Less: Expenditures	(27.1)
Less: Transfers Out to CIP	(4.5)
Less: Transfers Out	(0.3)
<b>Subtotal</b>	<b>(32.0)</b>
<b>Ending Fund Balance</b>	<b>15.3</b>
Less: 50% Policy Reserve	(13.5)
<b>Estimated Unrestricted Surplus/(Deficit)</b>	<b>\$1.8</b>

As we look back at Fiscal Year 2017-18, the City had many accomplishments, notably:

Public Safety:

- Theft from unlocked vehicles decreased by 29% in 2017 from 2016 rates.
- Worked with three neighborhoods to implement new HOA Security Cameras at their entrances, utilizing the City’s grant process.
- Implemented three rounds of the Ring Doorbell Camera Incentive Program resulting in over 1,400 residences purchasing discounted products to protect their homes.
- Initiated purchase of tax-defaulted property in the Eastview area and received City Council authorization to further expand ALPR Cameras in the Eastview area.
- Installed new signage at RPV’s popular locations to deter vehicle thefts from locked and unlocked vehicles.
- Rolled out “Connected Neighbors. Safer Neighborhoods” Campaign to increase awareness about Ring “Neighbors” app
- Completed annual RPV staff EOC training and exercise, Great Shakeout exercises; co-sponsored Peninsula Emergency Preparedness Expo.
- Updated Public Safety Strategic Plan.

Administration

- Participating in the 2020 Census Local Update of Census Addresses Program (LUCA) – Updated the U.S. Census Bureau’s residential address list for the 2020 Census using GIS. The City received an incentive of \$7,500.00 from LUCA participation.
- Story Maps – Created new Story Maps for Capital Improvement Program (CIP) and Preserve Parking presentations.

- Interactive Public Services GIS Portal – Updated public services maps for street sweeping and crime reporting under “City Services – GIS Maps and Services” on the rpvca.gov website.
- Electronic Data Collection and Field Inspection Applications – Continuing creation of GIS enabled apps for iPads to electronically collect data associated to asset mapping for City properties and the right of way, as well as CIP project scope and inspection management.
- Palos Verdes Nature Preserve Data Collection – Collaborating with Recreation & Parks to collect GIS data in the Preserve. GIS data such as signs, trail markers, fences, trash bin, etc. Once completed, these data will be imported into Cityworks, assets management system, that is being used by Public Works.
- NCCP and General Plan Land Use – Using GIS to update maps and figures in both documents as request by Community Development.
- TRAKiT Implementation – IT/GIS successfully implemented TRAKiT, a system containing permitting, planning, code enforcement and business license modules for the City. The easy-to-navigate modules are tightly linked through a GIS-centric database.
- Created or updated approximately 60 layers for the City’s GIS viewers or apps
- Coyote Application – Created a coyote application for the entire Peninsula region with GIS mapping capability to report incidents involving coyotes.
- Adopted multi-year Memorandum of Understanding with Rancho Palos Verdes Employees Association (RPVEA MOU FY 2017-20)
- Adopted Employee-Employer Resolution

#### Public Works

- 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.
- Completed the Hawthorne Blvd Traffic Signal Synchronization Project.
- Repaired and lined over 1,000 linear feet of storm drain lines Citywide.
- Completed PVC Sunset Room Acoustical improvements.
- Completed work on the Storm Drain Point Repair Projects.
- Completed ADA Improvements at City Hall Bus Stop.
- Completed ADA Improvements at Hesse Park.
- Completed the installation of Guardrails along PVDE.
- Completed the first phase of the Coastal Bluff Fence Replacement Program.

#### Community Development

- Launched new permit tracking system, TRAKiT, improving the efficiency in processing applications and communicating with internal and external customers.
- Approved the filing of the City’s NCCP/HCP for the federal register.
- Approved the City’s Emissions Reduction Action Plan
- Began implementing the Council’s recently adopted Wireless Telecommunication Ordinance
- Enforced the City’s short-term rental prohibition.
- Implemented the Peacock Trapping Program (112 birds trapped and relocated in 2017/2018).
- Implemented the Coyote Management Plan

- Conducted public workshops in collaboration with the Cities of Palos Verdes Estates and Rolling Hills Estates on the Coyote Wildlife Watch program administered by the California Department of Fish and Wildlife
- Launched a Coyote tracking website application
- Participated on the LAX Community Noise Roundtable resulting in a noticeable drop in aircraft flights over the Peninsula
- Coordinated with the Public Works Department in processing City Tree Review permits
- Codified a compliance review process for Conditional Use Permit
- Provided in-house Building and Safety Plan Check services

#### Recreation and Parks

- Installed trail counters at multiple popular trailheads to establish accurate count of trail users for the first time.
- Conceptual Master Plan for Ladera Linda approved by Council. Continued to implement final design and construction plans.
- Completed Lower Hesse Park and Eastview Park Improvement Projects.
- Continued to implement new exhibits project at Point Vicente Interpretive Center.
- Continued hosting annual Citywide events including: Whale a Day, 4<sup>th</sup> of July, Movies in the Park, and Breakfast with Santa.
- Provided new Citywide events such as Fourth of July Dog Parade at Eastview Park
- Completed 30 significant maintenance and improvement projects in Palos Verdes Nature Preserve.
- Expanded REACH-added therapeutic recreation programs and activities designed for younger participants.

### **FY18-19 General Fund Budget**

The General Fund remains as the City's largest fund with modest projected growth of 2.1% for FY18-19. Property Tax continues to be the strongest and most stable source of revenue for the City making up roughly 44% of total revenue, up from 42% last fiscal year. FY18-19 Property Tax is forecasted to increase by 5.2% over FY17-18 year-end estimates. The City's next two largest revenue sources, Transient Occupancy Tax (TOT) (20%) and Sales Tax (8%), are projected to remain relatively flat with little to no change year over year. Terranea Resort makes up 96% of the total TOT received.

On the expenditure side, the City continues to set conservative fiscal policies including transferring TOT to capital projects to invest in the City's infrastructure. For FY18-19, City Council has continued their commitment to public safety by directing staff to continue to reduce the TOT transfer to Capital Improvement Plan (CIP) by the annual increase in Public Safety contract. Overall expenditures are estimated to decrease by \$248,800 or 5.2% compared to the revised budget and to the year-end estimates, net of transfers out.

The FY18-19 Adopted Budget for the General Fund is revenues of \$31,143,100 and expenditures of \$31,989,600, including all transfers. As shown below in Table 2, the estimated excess Fund Balance at the end of FY18-19 is \$808,345 (net of the 50% reserve).

Table 2

<b>FY18-19 General Fund Estimates (in millions)</b>	
<b>Beginning Fund Balance @ 7/1/2018</b>	<b>\$15.4</b>
Add: Revenues	30.9
Add: Transfers In	0.2
<b>Subtotal</b>	<b>46.5</b>
Less: Year-End Expenditures	(27.4)
Less: Transfers to CIP	(4.6)
<b>Subtotal</b>	<b>(32.0)</b>
<b>Ending Fund Balance @ 6/30/2019</b>	<b>14.5</b>
Less: 50% Policy Reserve	(13.7)
<b>Estimated Unrestricted Surplus/(Deficit)</b>	<b>\$0.8</b>

### **Potential Challenges**

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

- Costs associated with stabilizing Portuguese Bend Landflow.
- Abalone Cove Sewer District is heavily subsidized by the City. The City is exploring avenues that will eliminate 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, and away from residential neighborhoods.
- The costs of providing public safety continue to increase faster than inflation, and as the City remains committed to maintaining public safety, difficult choices may have to be made.
- The City has aging and impaired public buildings that need significant investments.

### **Capital Improvement Plan**

As discussed above the City Council held a budget workshop for the Capital Improvement Program. The FY18-19 budget contains \$14.1 million in capital improvements, \$9.1 million of which is new projects and the remainder are encumbered from FY17-18. Over \$7.1 million of the

funding for new projects is from Capital Reserve funds.

For FY 18-19, there are 21 projects that were approved and started in FY 17-18 that will be continued, and 13 projects that were approved but not started. There are 8 new projects approved to start in FY 18-19 for a total Capital Improvement Budget of \$8,856,100.

### **Summary**

Staff has prepared a balanced budget for FY 2018-19. This document provides a funding plan that will allow the City to continue to provide an enhanced level of service to community. The FY18-19 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,

A handwritten signature in blue ink, appearing to read "Doug Willmore".

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 42,000 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 the most recent data from the US Census Bureau and the Bureau of Labor Statistics, the median age of the City's 42,364 residents is 49.3, and annual personal income per capita is about \$57,464. There are about 15,771 households and the median home value is \$1,003,300. The unemployment rate for the City of Rancho Palos Verdes is at roughly 3.4% and public school enrollment is about 11,400. 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 73,476 hours annually (about 35 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.



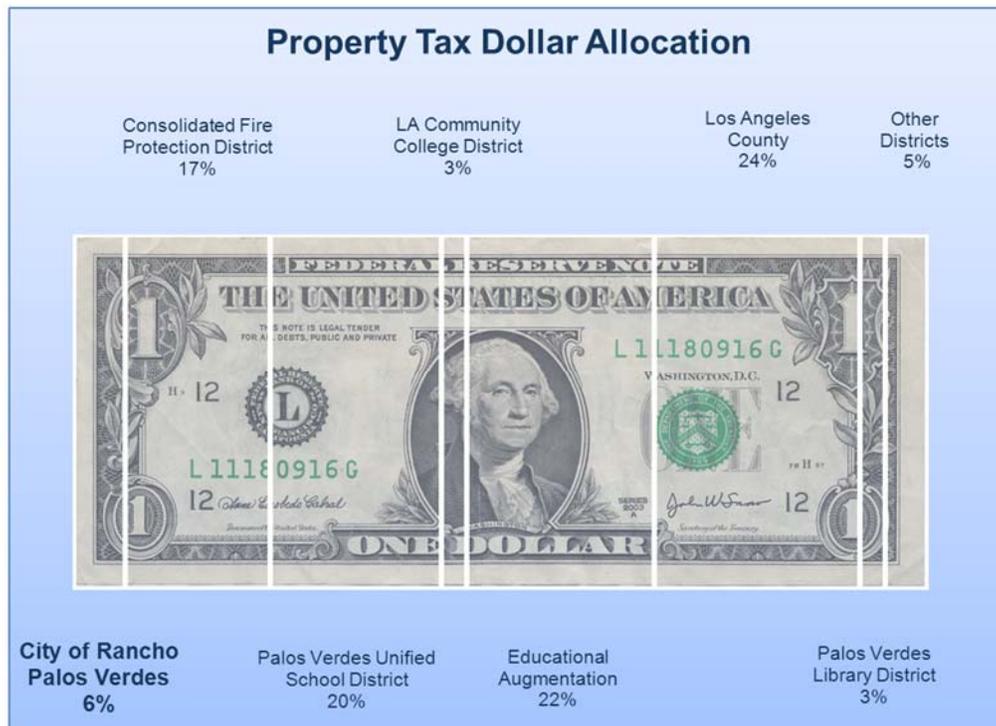
## Reporting Entity

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 \$30.9 million (excluding transfers). About \$13.4 million (or 44%) 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 \$9.7 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 \$5.8 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 \$7.8 million in FY18-19 (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 FY18-19.

At June 30, 2017, the City had total assets of \$234.6 million, including \$68.9 million of cash and \$154.7 million of capital assets (net of depreciation). Total liabilities were \$14.8 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.

The City began the budget process with a Budget Workshop on April 12, 2018. During this session, staff updated the City Council on FY17-18 year-end estimates and presented the assumptions used to prepare the proposed General Fund budget for FY18-19. A second Budget Workshop was held on April 28, 2018 to present City Council with the status of capital projects. At this workshop, City Council reviewed proposed capital projects and the CIP five-year plan. Additionally, the City Council provided direction on preparation of the preliminary FY18-19 budget for all funds. On May 15, 2018, staff presented the preliminary budget for all funds to the City Council. At this meeting, City Council approved additional budget requests for cost allocation and fee study services and the signage project for the Land Conservancy. On June 5, 2018 the City Council opened public hearing for FY 18-19 budget adoption. The City Council continued the public hearing and adopted the budget for FY18-19 on June 19, 2018.



### 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 2019 Five-Year Capital Improvement Plan adopted by the City Council is included 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*

At the end of FY17-18 the Water Quality Flood Protection enterprise fund will be zeroed and closed as the collection of tax revenue has been eliminated by City Council. Two internal service funds remain (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, 2019</b>	<b>Excess/ (Deficiency)</b>
General Fund	50% of budgeted annual expenditures.	13,712,450	14,520,795	808,345
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.	176,946	916,990	740,044
Subregion 1	Nonspendable developer endowment.	750,000	752,577	2,577
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). This also includes one year of road maintenance in the landslide area of the City.	3,000,000	19,612,119	16,612,119
Equipment Replacement	Estimated replacement cost of capitalized equipment held.	1,774,349	1,774,349	-

### *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 FY18-19 General Fund budget follows.

<b>FY18-19 General Fund Budget</b>	<b>Recurring</b>	<b>One-Time</b>	<b>Total</b>
Revenue	\$ 30,753,600	\$ 169,500	\$ 30,923,100
Expenditures	(27,082,900)	(342,000)	(27,424,900)
<b>Subtotal</b>	<b>3,670,700</b>	<b>(172,500)</b>	<b>3,498,200</b>
Transfers In	220,000	-	220,000
Transfers Out	(4,564,700)	-	(4,564,700)
<b>FY18-19 Net Excess General Fund Reserve</b>	<b>\$ (674,000)</b>	<b>\$ (172,500)</b>	<b>\$ (846,500)</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 \$3,500 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*

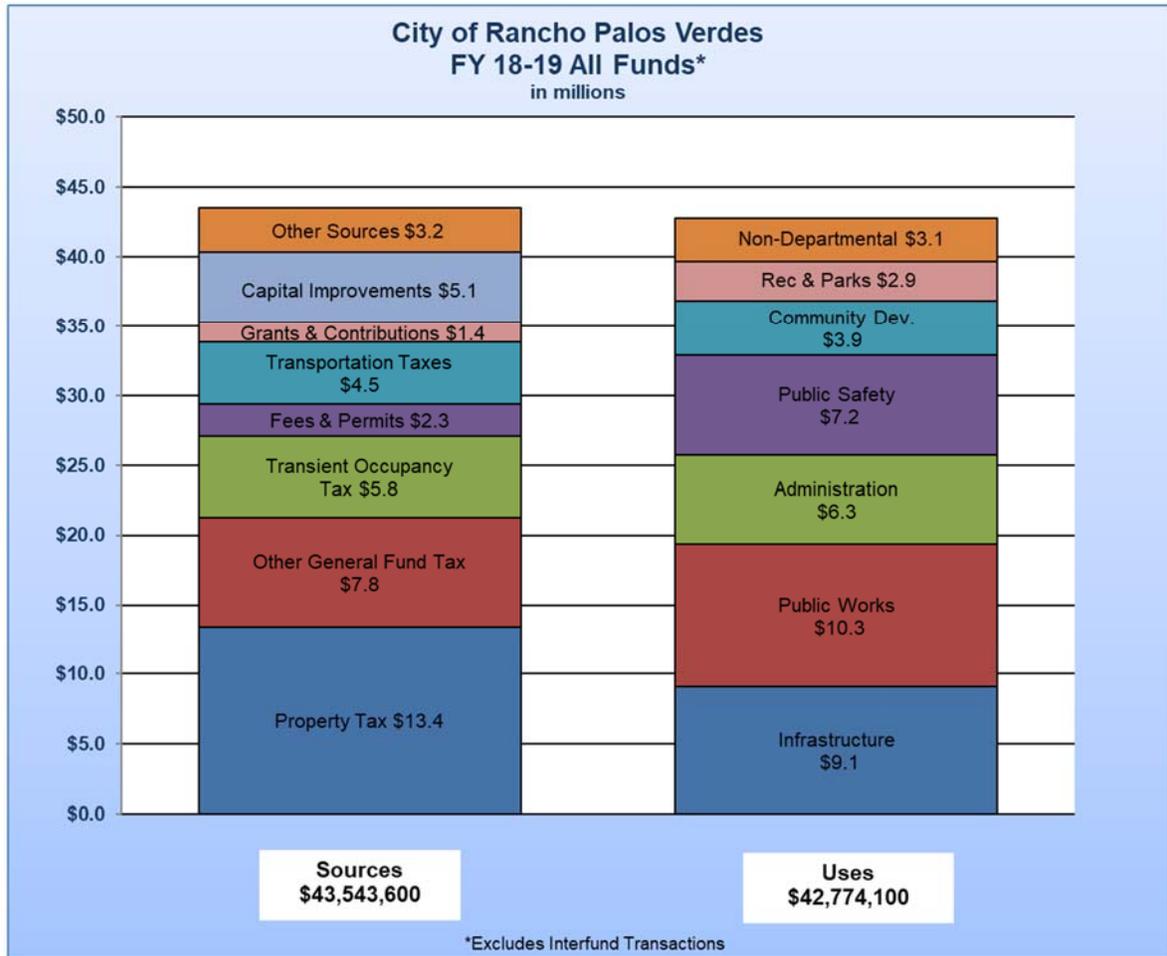
To assure the needs of the City are being met while limiting unnecessary expenditures, the City Council adopted Policy No. 16 outlining the procedures for travel and meeting expenses incurred by the City Council and its Committees/Commissions.

### *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.

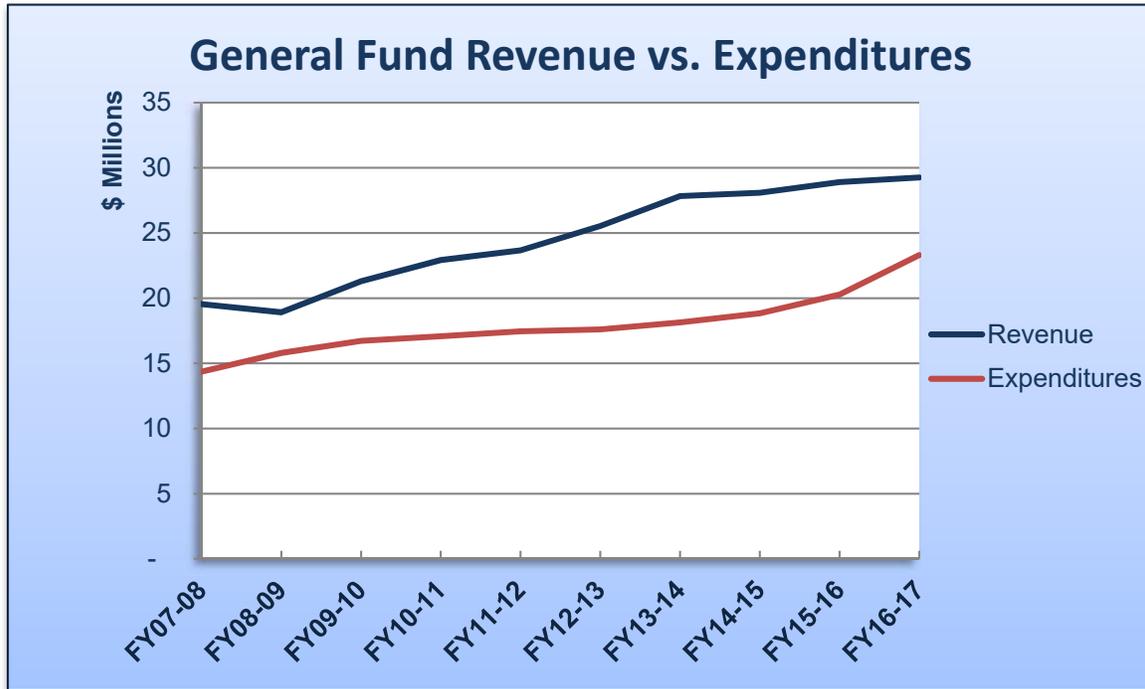
## Overview of Sources & Uses

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 4% annually, and expenditures have increased an average of 5% annually.

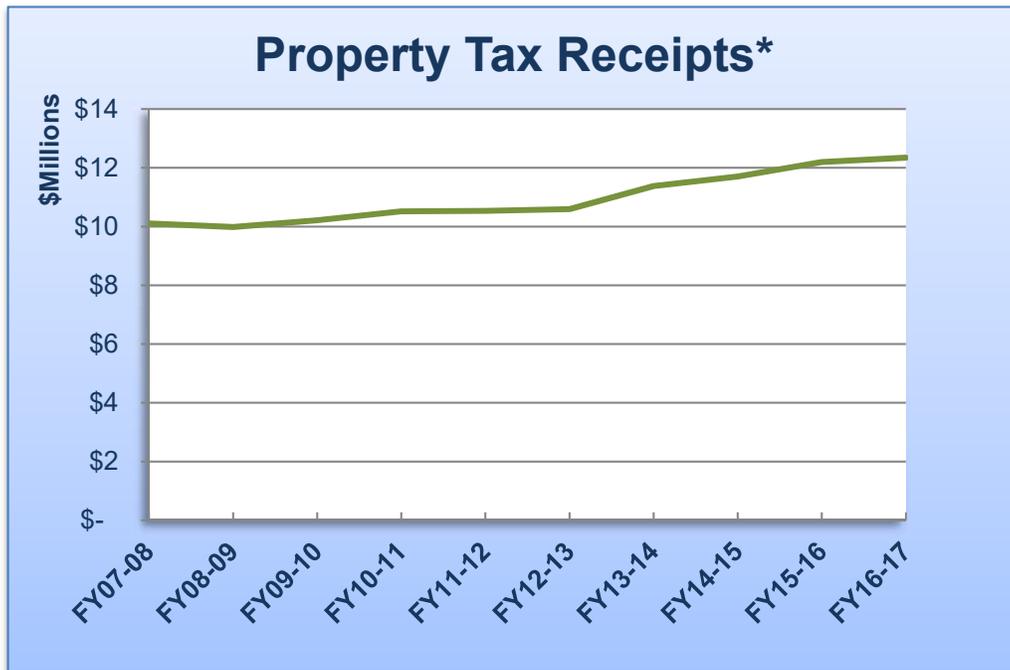
In FY06-07, the City's average investment earnings rate increased from 3.85% to 5.12%, Pt. Vicente Interpretive Center opened generating new rental and gift shop revenue, and the City completed a one-time exchange of Proposition A monies for \$0.8 million of General Fund money. In FY09-10 the Terranea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

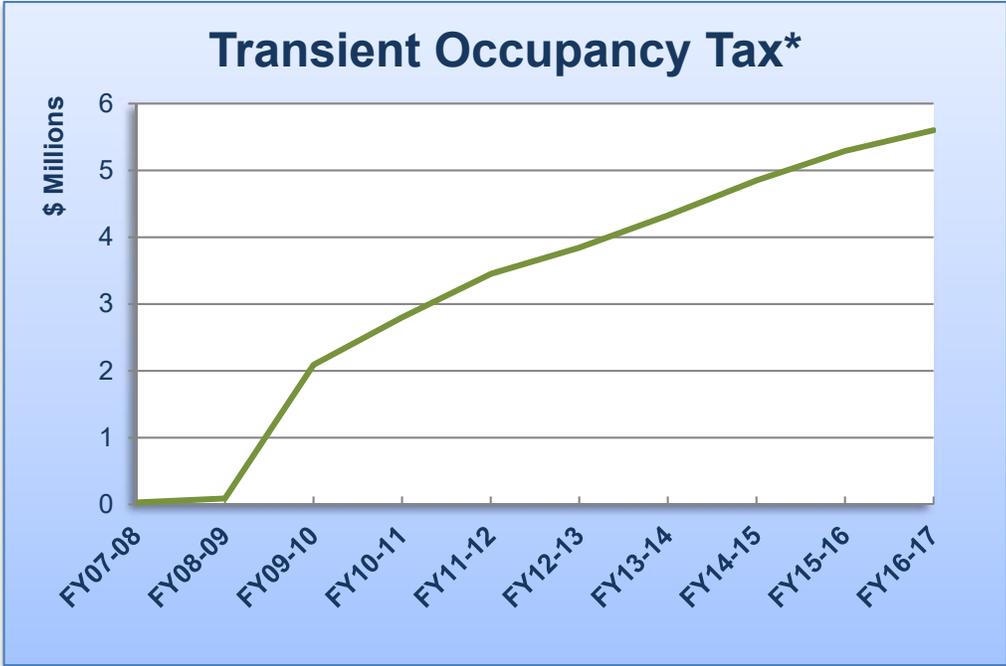
Primary General Fund Resources (Revenues & Transfers)

The revenue sources discussed herein are summarized below and account for 83% of total General Fund Revenue of \$31.1 million.

<b>FY18-19</b>		
Property Tax	43%	\$ 13,439,000
Transient Occupancy Tax	19%	5,823,100
Utility Users Tax	6%	1,921,600
Franchise Tax	7%	2,024,900
Sales Tax	8%	2,561,300
Other Revenues	17%	5,153,200
Transfers In	1%	220,000
<b>Total General Fund Revenues</b>	<b>100%</b>	<b>\$ 31,143,100</b>

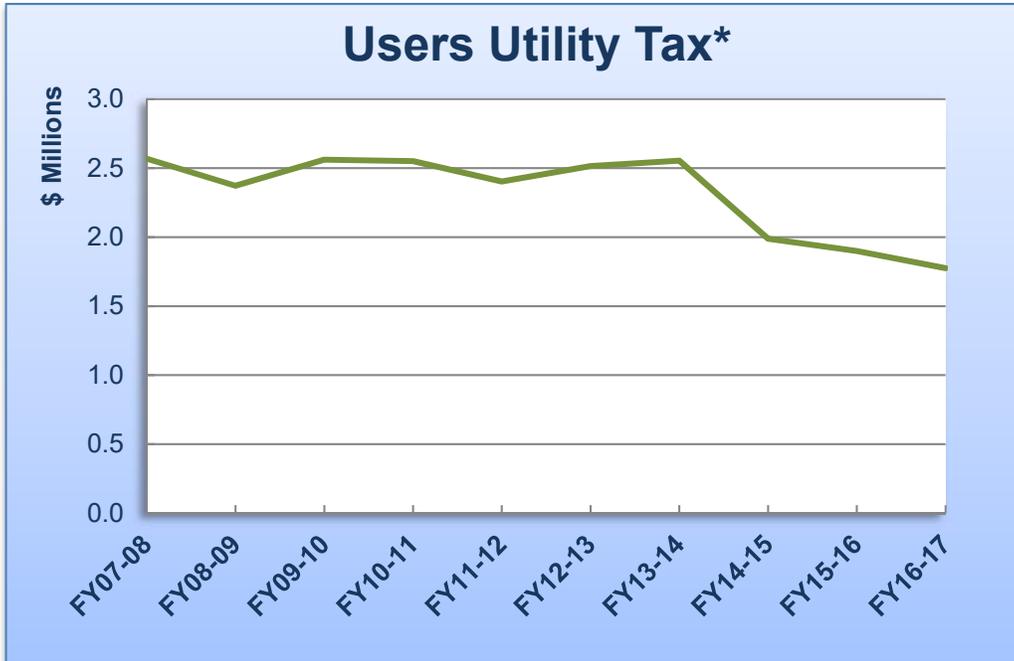


Property tax is the City’s largest source of revenue. The City receives an approximate 6% share of the 1% property assessment. The base property tax revenue has grown an average of 3.5% annually over the last 10 years. On average, property assessments are much lower than property values in the City; and the City benefits greatly each time a property is sold and re-assessed. Property tax is expected to grow by another 5.2% for FY18-19.

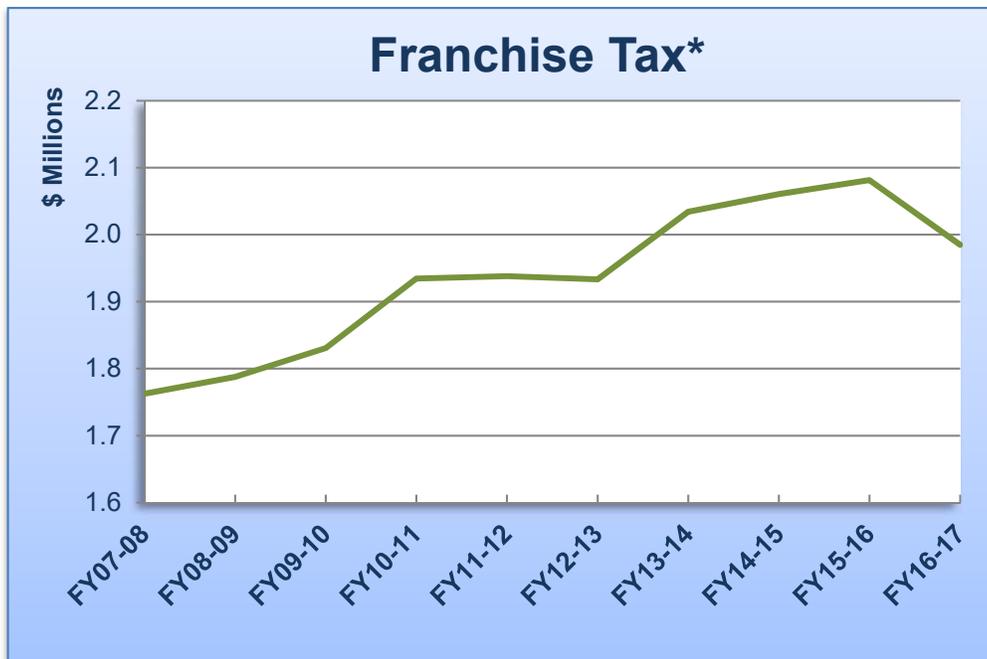


Terranea Resort, the primary source of Transient Occupancy Tax (TOT) revenue, opened in 2009. Instead of increasing the operating budget, the City Council directed that this General Fund revenue be used as a source of funding for repairs and improvements to the City’s infrastructure. Though the Resort has been open for 8 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.

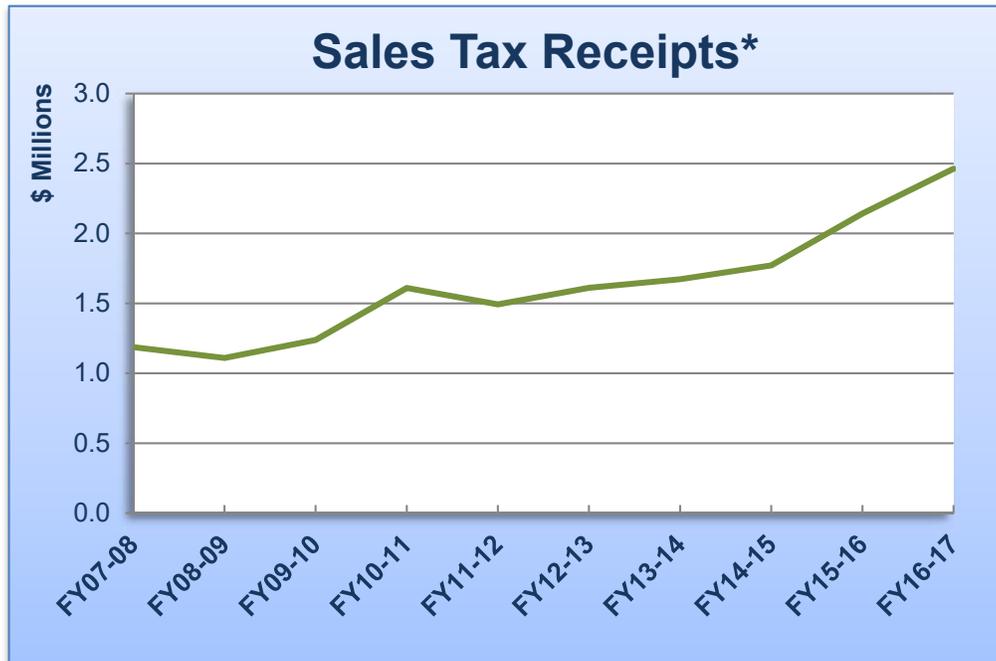
FY17-18 TOT revenue, based on the latest industry information, is projected to exceed original expectations by approximately \$70,000. For FY18-19 TOT revenue is estimated to remain relatively flat with little to no change year over year.



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 8.2% increase from FY17-18 UUT revenue has been included in the FY18-19 budget.



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. In FY18-19 the City is projecting a 2.0% increase bringing revenues near FY15-16 levels.

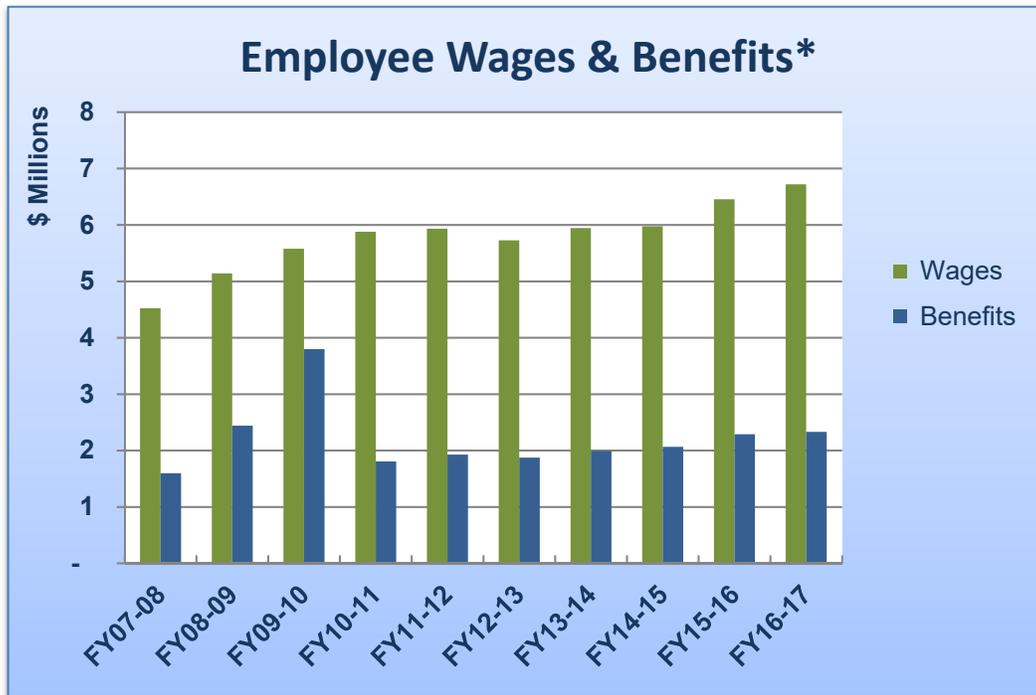


The City's primary sources of sales tax include restaurants, service stations and food markets. Unlike other cities that heavily rely on sales tax from big-box stores and auto malls, the City's sales tax was only minimally impacted during the recession that began in 2008. With the opening of the Terranea 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. In FY18-19 sales tax revenue is projected to remain relatively flat at around \$2.5 million.

Primary General Fund Uses (Expenditures & Transfers Out)

The expenditures discussed herein account for 78% of total General Fund Uses and are summarized below.

FY18-19		
Wages & Benefits	34%	\$ 11,023,700
Sheriff Contract	20%	6,318,500
Infrastructure Improvements (Transfer Out)	14%	4,564,700
Park & Building Maintenance	6%	1,995,900
Legal Services	3%	925,000
All Other Expenditures	22%	7,161,800
<b>Total General Fund Uses</b>	<b>100%</b>	<b>\$ 31,989,600</b>

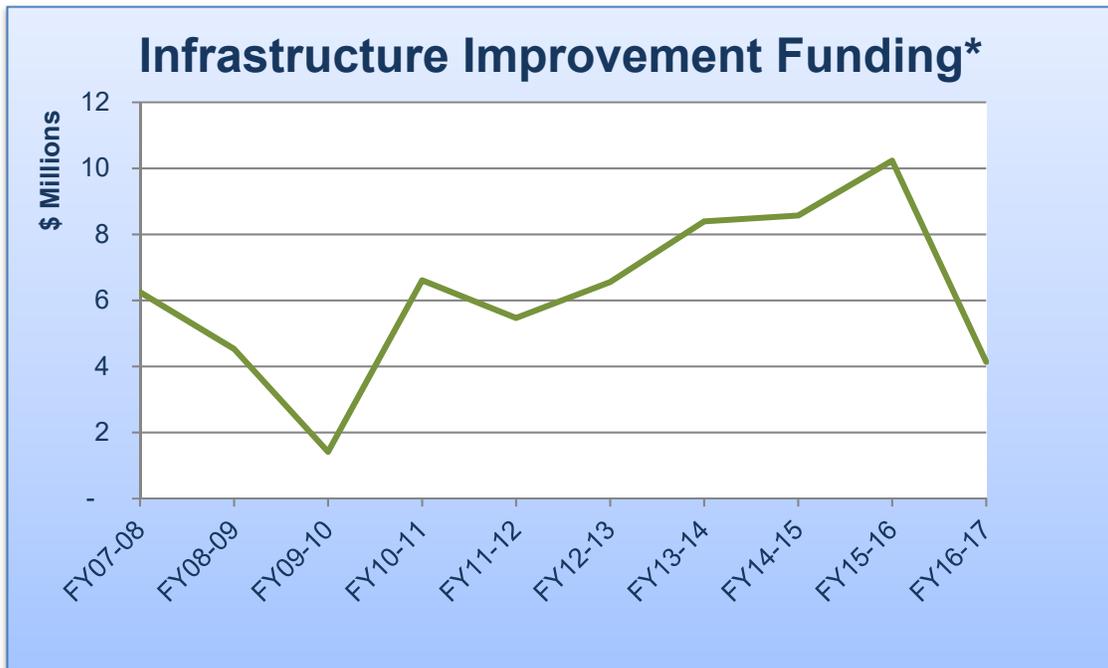


Between FY07-08 and FY08-09, the City Council authorized the addition of 9 full-time employees. Many of the additions were based on recommendations from an outside organizational assessment that concluded certain City functions were underserved. Other additions included providing building inspections in-house versus outside contracting. In FY08-09 and FY09-10, 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 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.

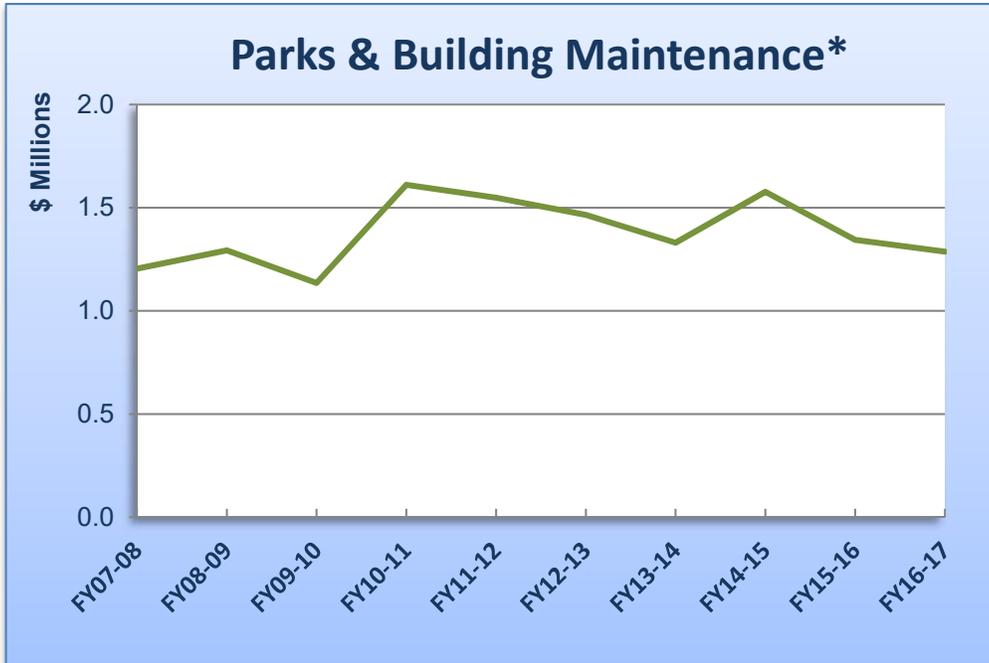


The General Fund has historically provided partial funding for infrastructure improvements; including storm drain projects, park projects, and residential street rehabilitation. Other infrastructure funding has come from grants, transportation taxes, and other restricted monies. Funding varies year to year based on the availability of General Fund money and project requirements.

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 16.6%.



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 Sheriff’s contract is projected to increase by approximately 13% in FY17-18 and 3% in FY18-19.



The City contracts with outside vendors to provide parks and building maintenance, which includes the maintenance of open space. The FY18-19 budget is projected to be 40.9% higher than FY17-18 year end estimates due to an increase in park maintenance for the following:

1. Playground equipment repair/maintenance increase of \$65,700
2. Ball fields maintenance increase of \$60,000
3. Eastview Dog Park maintenance increase of \$20,000



6% 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 81% of total legal services or roughly \$700,000 annually.

Financial Ratios

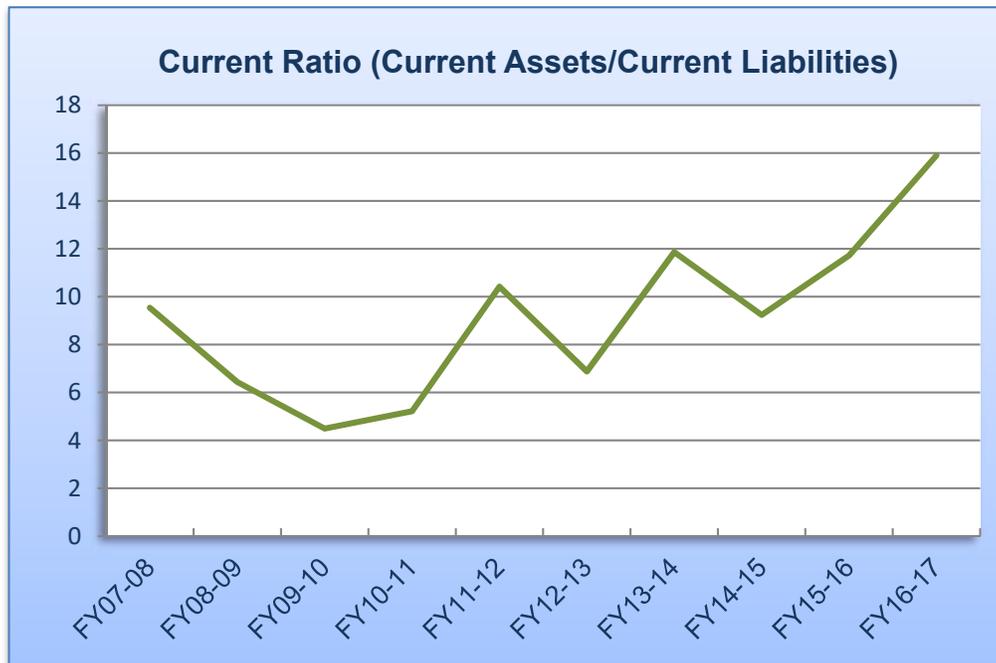
*Net Operating Results per Capita*

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

	FY15-16	FY16-17
Population	42,726	42,364
Net Operating Revenue	\$ 33,799,926	\$ 35,348,684
<b>Net Operating Revenue per Capita</b>	<b>\$ 791</b>	<b>\$ 834</b>
Net Operating Expense	\$ 23,013,874	\$ 23,520,854
<b>Net Operating Expense per Capita</b>	<b>\$ 539</b>	<b>\$ 555</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.

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 \$25,000 for FY18-19.

Unlike Abalone Cove, maintenance within the Portuguese Bend landslide area has no independent source of funding. A General Fund subsidy of \$20,000 will be needed in FY18-19.

### 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 FY18-19 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 \$259,100; 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, 2017 Comprehensive Annual Financial Report (CAFR). The City's CAFR may be viewed on the City's website at the following address.

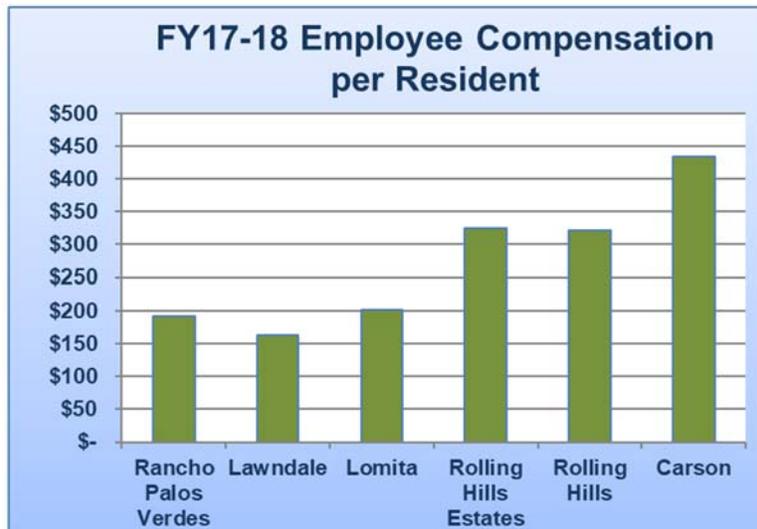
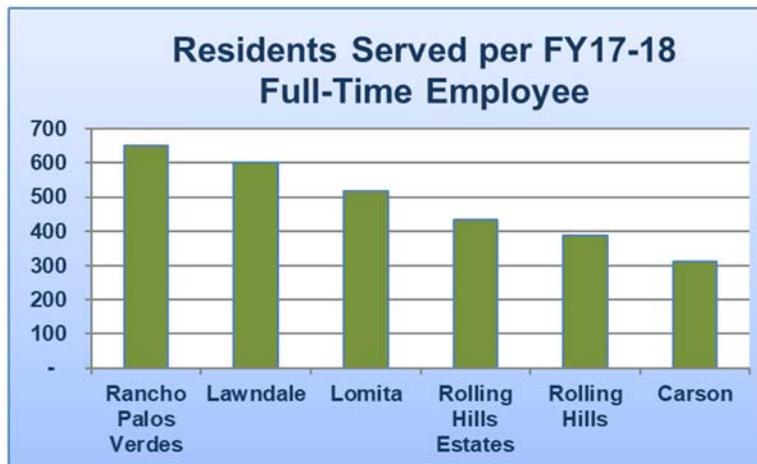
<http://www.rpvca.gov/286/Comprehensive-Annual-Financial-Report-CA>

## 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.



<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>ADMINISTRATION</b>					
Administrative Analyst I / II	-	-	1.0	1.0	1.0
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	1.0	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	1.0	1.0	1.0
Human Resources Analyst	-	1.0	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	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	-	-	-
<b>SUBTOTAL</b>	<b>12.5</b>	<b>12.5</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>
<b>FINANCE</b>					
Account Clerk	1.0	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	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
Senior Accountant	1.0	-	-	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	2.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Analyst I / II	-	-	-	1.0	1.0
Administrative Staff Assistant	1.0	1.0	1.0	-	-
Assistant Planner	1.0	1.0	3.0	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	1.0
Building Inspector II	-	1.0	2.0	2.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	1.0	2.0	2.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Director / Planning Manager	1.0	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	3.0	3.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	-	-	-
<b>SUBTOTAL</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>20.0</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	1.0
Deputy Director of Recreation & Parks	-	-	1.0	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	2.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	-	-	-
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>PUBLIC WORKS</b>					
Administrative Staff Assistant	1.0	1.0	1.0	2.0	1.0
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
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	1.0
Maintenance Worker II	1.0	1.0	1.0	1.0	1.0
Permit Technician	1.0	1.0	1.0	1.0	2.0
Principal Engineer	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	1.0
Senior Engineer	2.0	2.0	2.0	2.0	2.0
Staff Assistant	-	-	-	-	1.0
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>	<b>18.0</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	<b>62.5</b>	<b>62.5</b>	<b>67.0</b>	<b>70.0</b>	<b>70.0</b>

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## **CITY FUNDS SUMMARY**

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**CITY OF RANCHO PALOS VERDES FY 18-19 FUND SUMMARY**

Fund	Estimated Fund Balance 6/30/2018	FY 18-19 Estimated Resources		FY 18-19 Estimated Appropriations		Estimated Fund Balance 6/30/2019
		Revenues	Transfers In	Expenditures	Transfers Out	
<b>General Fund Balance</b>	<b>15,367,295</b>					<b>14,520,795</b>
Restricted Amount (Policy Reserve)	(13,576,375)					(13,712,450)
<b>GENERAL FUND Unrestricted Surplus</b>	<b>1,790,920</b>	<b>30,923,100</b>	<b>220,000</b>	<b>(27,424,900)</b>	<b>(4,564,700)</b>	<b>808,345</b>
<b>Restricted by Council Action</b>						
BEAUTIFICATION FUND	9,385	5,000	-	-	-	14,385
CIP	21,596,019	285,500	4,835,700	(7,105,100)	-	19,612,119
EQUIPMENT REPLACEMENT	3,222,349	327,200	-	(1,775,200)	-	1,774,349
BUILDING REPLACEMENT	-	-	-	-	-	-
EMPLOYEE BENEFITS	-	-	-	-	-	-
<b>Subtotal Restricted by Council Action</b>	<b>24,827,753</b>	<b>617,700</b>	<b>4,835,700</b>	<b>(8,880,300)</b>	<b>-</b>	<b>21,400,853</b>
<b>Restricted by Law or External Agencies</b>						
GAS TAX	1,278,209	1,798,600	-	(1,618,800)	-	1,458,009
1972 ACT	-	300	-	-	-	300
EL PRADO LIGHTING	29,360	2,500	-	(800)	-	31,060
CDBG	(35,049)	139,300	-	-	-	104,251
1911 ACT	2,624,502	628,000	-	(617,000)	-	2,635,502
WASTE REDUCTION	440,373	211,700	-	(317,100)	-	334,973
AIR QUALITY MANAGEMENT	85,215	50,900	-	(50,000)	-	86,115
PROPOSITION C	479,866	702,400	-	(1,100,000)	-	82,266
PROPOSITION A	2,723,013	849,400	-	(1,148,300)	-	2,424,113
PUBLIC SAFETY GRANTS	72,231	131,000	-	-	(130,000)	73,231
MEASURE R	2,019,625	545,400	-	(100,000)	-	2,465,025
MEASURE M	301,900	592,100	-	(536,000)	-	358,000
FEDERAL GRANTS	579,880	453,800	-	-	(316,000)	717,680
STATE GRANTS	-	600,000	-	-	-	600,000
HABITAT RESTORATION	1,084,090	12,400	-	(179,500)	-	916,990
SUBREGION 1 MAINTENANCE	791,277	8,100	-	(46,800)	-	752,577
MEASURE A	115,301	91,100	-	-	(90,000)	116,401
ABALONE COVE SEWER DISTRICT	322,642	57,000	-	(429,600)	-	(49,958)
GINSBURG CULTURAL ARTS BUILDING	87,264	900	-	-	-	88,164
DONOR RESTRICTED CONTRIBUTIONS	809,978	17,000	-	(25,000)	-	801,978
QUIMBY	882,894	73,000	-	(300,000)	-	655,894
LOW-MOD INCOME HOUSING	169,637	44,700	-	-	-	214,337
AFFORDABLE HOUSING IN LIEU	599,801	6,200	-	-	-	606,001
ENVIRONMENTAL EXCISE TAX	419,224	116,800	-	-	-	536,024
BIKEWAYS	-	34,500	-	-	-	34,500
WATER QUALITY/FLOOD PROTECTION	-	-	-	-	-	0
<b>Subtotal Restricted by Law or External Agencies</b>	<b>15,881,233</b>	<b>7,167,100</b>	<b>-</b>	<b>(6,468,900)</b>	<b>(536,000)</b>	<b>16,043,433</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>56,076,281</b>	<b>38,707,900</b>	<b>5,055,700</b>	<b>(42,774,100)</b>	<b>(5,100,700)</b>	<b>51,965,081</b>
<b>Improvement Authorities</b>						
IMPROV AUTH - PORTUGUESE BEND	105,412	1,100	20,000	(122,000)	-	4,512
IMPROV AUTH - ABALONE COVE	1,051,709	3,400	25,000	(75,700)	-	1,004,409
<b>Subtotal for Improvement Authorities</b>	<b>1,157,121</b>	<b>4,500</b>	<b>45,000</b>	<b>(197,700)</b>	<b>-</b>	<b>1,008,921</b>
<b>GRAND TOTAL OF ALL FUNDS</b>	<b>57,233,402</b>	<b>38,712,400</b>	<b>5,100,700</b>	<b>(42,971,800)</b>	<b>(5,100,700)</b>	<b>52,974,002</b>

**CITY OF RANCHO PALOS VERDES  
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FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
<b><u>GENERAL FUND</u></b>					
<b>PROPERTY TAXES</b>					
3102-3103 Property Tax	6,962,419	7,258,992	7,114,319	7,664,800	8,060,800
3107 Property Tax in Lieu of Sales	540,611	454,776	332,296	-	-
3107 Property Tax in Lieu of VLF	4,061,473	4,252,415	4,432,363	4,623,800	4,862,800
3108 Redevelopment Property Tax Trust	44,710	13,689	23,668	33,760	35,100
3110 Property Transfer Tax	344,357	486,659	443,174	457,400	480,300
TOTAL PROPERTY TAXES	11,953,570	12,466,531	12,345,820	12,779,760	13,439,000
<b>OTHER TAXES</b>					
3210 Business License Tax	808,668	811,417	904,107	906,176	904,100
3112 Sales and Use Tax	1,682,131	2,027,600	2,383,705	2,481,000	2,480,000
3113 Sales Tax - PW (PSAF)	75,758	76,727	78,743	79,700	81,300
3120-3121 Transient Occupancy Tax	4,812,130	5,196,987	5,600,867	5,816,000	5,823,100
3114-3117 Utility Users Tax	1,972,671	1,865,682	1,775,433	1,875,244	1,921,600
3111 Franchise Taxes	2,044,398	2,044,650	1,984,878	2,024,900	2,024,900
3101 Golf Tax	411,362	367,881	365,259	386,300	386,300
TOTAL OTHER TAXES	11,807,118	12,390,944	13,092,992	13,569,320	13,621,300
<b>OTHER LICENSE &amp; PERMIT</b>					
3205 Film Permits	76,658	78,361	43,724	55,100	50,000
3206 Animal Control Fees	42,898	38,456	36,470	40,000	40,000
3219 Right of Way Permits	97,747	109,743	72,142	100,000	100,000
3220 Dumpster Permits	1,078	2,450	1,078	1,500	1,500
3213 Parking Permits	500	310	690	500	500
3214 Parking Decals	183	1,286	683	800	800
3215 Plan & Zone Permits	423,304	397,592	345,749	370,000	390,000
3216 Plan - Investigation	18,563	13,658	16,165	6,000	10,000
3218 Plan - Misc. Fees	953	492	-	-	-
3218 Plan - Data Processing Fees	8,783	9,236	-	-	-
3218 Plan - Historical Data Fees	6,372	6,800	17,176	13,000	15,000
3203 Building & Safety Plan Check	344,380	370,775	360,349	320,000	320,000
3202 Building & Safety Permits	1,304,850	1,194,155	1,063,530	1,199,752	1,200,000
3204 Building & Safety Investigations	132	-	-	-	-
3209 Geology Fees	(3,294)	(1,534)	-	-	-
3207 Building & Safety Fees	2,170	1,755	1,912	2,000	2,000
3208 Building & Safety State Building Standard	435	(440)	79	300	500
3201 Massage Permits	115	-	-	-	-
3217 View Restoration Fees	6,824	-	7,719	7,000	10,000
3209 Building & Safety Geology Fees	181,921	159,647	173,041	150,000	150,000
TOTAL OTHER LICENSE & PERMIT	2,514,572	2,382,742	2,140,507	2,265,952	2,290,300
<b>FINES &amp; FORFEITURES</b>					
3503 Misc. Court Fines	121,626	165,416	140,414	88,000	88,000
3502 False Alarm Fines	4,200	5,400	2,500	1,000	1,000
3501 Tow Fines	9,230	8,842	-	-	-
TOTAL FINES & FORFEITURES	135,056	179,658	142,914	89,000	89,000
<b>RENTALS</b>					
3602 Rent - City Hall	23,063	15,867	-	-	-
3602 Rent - Rec & Parks	88,353	39,973	2,157	-	-
5130-3602 Rent - Hesse Park	-	43,034	52,013	40,000	40,000
5140-3602 Rent - Ryan Park	-	6,261	14,346	7,000	7,000
5150-3602 Rent - Ladera Linda	-	7,417	19,132	20,000	20,000
5180-3602 Rent - PVIC	236,359	237,471	199,233	180,000	180,000
0000-3602 Rent - Citywide	74,823	197,236	173,140	182,900	182,900
0000-3602 Other Rental Income	160	2,227	-	-	-
TOTAL RENTALS	422,758	549,486	460,021	429,900	429,900
<b>INTERESTS</b>					
	43,053	56,306	107,867	155,500	155,500
<b>CHARGES FOR SERVICES</b>					

**CITY OF RANCHO PALOS VERDES  
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CLASSIFICATION		ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
3401	Engineering Fees	36,477	26,214	2,706	10,000	-
3906	Sale of Signs/Services	1,645	1,800	1,150	700	700
5120-3411	Hike Fees	25	-	-	-	-
5160-3411	Shoreline Parking Lot Fees	121,713	279,411	261,692	230,000	230,000
5170-3412	Program Fees	11,799	10,143	7,364	8,000	8,000
5190-3412	REACH - Program Fees	10,839	9,062	7,918	6,000	6,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>182,498</b>	<b>326,630</b>	<b>280,830</b>	<b>254,700</b>	<b>244,700</b>
<b>INTERGOVERNMENTAL REVENUE</b>						
3301	Federal Grant Income	17,025	-	-	32,000	-
3302	Grant Income	1,350	5,178	-	-	-
3302	NCCP Grant Income	-	-	-	-	-
3302	Motor Vehicle in Lieu	17,837	17,174	19,282	8,200	-
<b>TOTAL INTERGOVERNMENTAL</b>		<b>36,212</b>	<b>22,352</b>	<b>19,282</b>	<b>40,200</b>	<b>-</b>
<b>OTHER REVENUE</b>						
3999	Misc. Revenues	410,124	20,674	284,500	285,810	208,300
3801	Special Fund Administration	155,800	155,800	155,800	89,700	89,700
3902	CASP Fees	1,498	1,487	1,215	500	500
5170-3901	Donations - 4th of July	2,450	10,125	-	-	-
5120-3901	Donations - Britton Memorial	-	-	132	-	-
5170-3901	Donations - Special Events	1,600	-	-	-	-
5180-3901	Donations - PVIC	15,972	13,117	14,166	16,000	16,000
5180-3999	PVIC Gift Shop	119,314	121,890	26,677	120,000	120,000
5190-3901	Donations - REACH	2,767	2,448	2,946	3,000	3,000
3901	Donations - General	5	1,018	-	-	-
3999	State Mandate Cost Reimbursement	190,844	56,678	-	-	-
3904	RDA Loan Payment	58,332	126,900	177,186	128,800	215,900
3908	Successor Agency Administration	31,311	18,495	6,807	50,000	-
<b>TOTAL OTHER REVENUE</b>		<b>990,017</b>	<b>528,632</b>	<b>669,429</b>	<b>693,810</b>	<b>653,400</b>
<b>TOTAL OPERATING REVENUE</b>		<b>28,084,854</b>	<b>28,903,281</b>	<b>29,259,662</b>	<b>30,278,142</b>	<b>30,923,100</b>
<b>INTER-FUND TRANSFERS</b>						
Transfer In Public Safety Grant		100,000	100,000	100,000	140,000	130,000
Transfer In Building Replacement		-	334	-	-	-
Transfer In Waste Reduction - Park Maintenance		3,000	-	-	-	-
Transfer in Measure A Maintenance		261,049	45,923	90,000	90,000	90,000
<b>TOTAL TRANSFERS IN</b>		<b>364,049</b>	<b>146,257</b>	<b>190,000</b>	<b>230,000</b>	<b>220,000</b>
<b>TOTAL GENERAL FUND</b>		<b>28,448,903</b>	<b>29,049,538</b>	<b>29,449,662</b>	<b>30,508,142</b>	<b>31,143,100</b>
<b>ALL OTHER FUNDS</b>						
<b><u>STATE GAS TAX FUND</u></b>						
<b>INTERGOVERNMENTAL REVENUE</b>						
3304	State Gas Tax - 2103	402,920	218,649	114,879	170,762	328,800
3305	State Gas Tax - 2105	235,758	238,976	241,844	248,433	246,900
3306	State Gas Tax - 2106	143,807	144,946	145,849	148,811	147,900
3307	State Gas Tax - 2107	301,727	311,179	306,619	306,323	306,300
3308	State Gas Tax - 2107.5	6,000	6,000	6,000	6,000	6,000
3309	State Gas Tax - 2031	-	-	-	244,576	712,100
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>		<b>1,090,212</b>	<b>919,750</b>	<b>815,191</b>	<b>1,124,905</b>	<b>1,748,000</b>
<b>CHARGES FOR SERVICE</b>						
3404	Sidewalk Repair	250	1,495	-	-	-
<b>OTHER REVENUE</b>						
3999	Misc. Revenues	25,649	27,460	17,653	63,687	48,800
<b>INTEREST</b>						
3601	Interest on Investments	2,472	5,783	6,870	1,800	1,800
<b>TRANSFERS IN</b>						
9211	Transfer in from 1911 Act Fund	99,000	117,000	-	-	-
9203	Transfer in from 1972 Act Fund	200,000	200,000	-	-	-

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CLASSIFICATION		ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
9215	Transfer in from Proposition C	518,749	526,000	-	-	-
9212	Transfer in from Beautification Fund	224,000	97,791	-	-	-
9213	Transfer in from Waste Reduction Fund	37,000	95,000	-	-	-
	TOTAL TRANSFERS IN	1,078,749	1,035,791	-	-	-
	TOTAL STATE GAS TAX FUND	2,197,332	1,990,279	839,714	1,190,392	1,798,600
<b><u>1972 ACT FUND</u></b>						
<b>OTHER TAXES</b>						
3102	Assessments	259,520	259,565	260,037	-	-
<b>INTEREST</b>						
3601	Interest on Investments	357	399	545	300	300
	TOTAL 1972 ACT FUND	259,877	259,964	260,582	300	300
<b><u>EL PRADO FUND</u></b>						
<b>OTHER TAXES</b>						
3102	Assessments	2,269	2,357	2,402	2,300	2,300
<b>INTEREST</b>						
3601	Interest on Investments	49	89	180	290	200
	TOTAL EL PRADO FUND	2,318	2,446	2,582	2,590	2,500
<b><u>1911 ACT FUND</u></b>						
<b>OTHER TAXES</b>						
3102	Assessments	580,630	605,899	632,874	606,800	606,800
<b>INTEREST</b>						
3601	Interest on Investments	4,248	6,894	13,292	21,200	21,200
	TOTAL 1911 ACT FUND	584,878	612,793	646,166	628,000	628,000
<b><u>BEAUTIFICATION FUND</u></b>						
<b>CHARGES FOR SERVICE</b>						
3405	Hauler Recycle Fee	-	-	-	-	-
<b>INTEREST</b>						
3601	Interest on Investments	1,935	2,052	3,268	5,000	5,000
	TOTAL EL PRADO FUND	1,935	2,052	3,268	5,000	5,000
<b><u>WASTE REDUCTION FUND</u></b>						
<b>INTERGOVERNMENTAL REVENUE</b>						
3705	Reimbursement LA County TRAP	-	-	-	-	-
3302	State Grant	-	-	-	-	-
3302	Used Oil Payment	11,879	23,238	33,973	22,100	22,100
	TOTAL INTERGOVERNMENTAL	11,879	23,238	33,973	22,100	22,100
<b>CHARGES FOR SERVICE</b>						
3406	AB 939 Fees	236,486	192,169	187,036	225,321	185,000
<b>INTEREST</b>						
3601	Interest on Investments	1,077	1,834	3,144	4,600	4,600
	TOTAL WASTE REDUCTION FUND	249,442	217,241	224,153	252,021	211,700
<b><u>AIR QUALITY MANAGEMENT FUND</u></b>						
<b>INTERGOVERNMENTAL REVENUE</b>						
3303	AB 2766 Revenue	66,122	54,096	54,963	50,000	50,000
<b>INTEREST</b>						
3601	Interest on Investments	203	326	613	900	900
	TOTAL AQMD FUND	66,325	54,422	55,576	50,900	50,900
<b><u>PROPOSITION "C" TRANSPORTATION FUND</u></b>						

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CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Proposition "C" Sales Tax	618,572	634,714	645,099	664,000	696,200
<b>INTEREST</b>					
3601 Interest on Investments	4,092	1,968	3,835	6,200	6,200
TOTAL PROPOSITION "C" FUND	<u>622,664</u>	<u>636,682</u>	<u>648,934</u>	<u>670,200</u>	<u>702,400</u>
<b><u>PROPOSITION "A" TRANSPORTATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Proposition "A" Sales Tax	744,798	764,573	776,681	800,500	839,400
<b>OTHER REVENUE</b>					
3999 Misc Revenues	-	-	1,675,000	-	-
<b>INTEREST</b>					
3601 Interest on Investments	1,203	1,353	8,012	2,500	10,000
TOTAL PROPOSITION "A" FUND	<u>746,001</u>	<u>765,926</u>	<u>2,459,693</u>	<u>803,000</u>	<u>849,400</u>
<b><u>PUBLIC SAFETY FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 CA Brulte (COPS)	106,230	114,618	129,324	139,416	130,000
<b>INTEREST</b>					
3601 Interest on Investments	212	278	603	980	1,000
TOTAL PUBLIC SAFETY FUND	<u>106,442</u>	<u>114,896</u>	<u>129,927</u>	<u>140,396</u>	<u>131,000</u>
<b><u>MEASURE "R" TRANSIT SALES TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure "R" Sales Tax	463,448	475,932	483,294	498,000	522,200
<b>INTEREST</b>					
3601 Interest on Investments	3,518	5,418	13,110	23,200	23,200
TOTAL MEASURE "R" FUND	<u>466,966</u>	<u>481,350</u>	<u>496,404</u>	<u>521,200</u>	<u>545,400</u>
<b><u>MEASURE "M" TRANSIT SALES TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure "M" Sales Tax	-	-	-	536,200	591,800
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	300	300
TOTAL MEASURE "M" FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>536,500</u>	<u>592,100</u>
<b><u>HABITAT RESTORATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant Income	-	-	6,729	433	-
<b>INTEREST</b>					
3601 Interest on Investments	3,634	5,843	8,682	12,400	12,400
<b>OTHER REVENUES</b>					
3999 Misc Revenues	1,666	-	4,769	-	-
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	157,000	-	-	-	-
TOTAL HABITAT RESTORATION FUND	<u>162,300</u>	<u>5,843</u>	<u>20,180</u>	<u>12,833</u>	<u>12,400</u>
<b><u>SUBREGION 1 FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	1,946	3,080	5,307	8,100	8,100
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	46,000	-	-	41,500	-
TOTAL SUBREGION 1 FUND	<u>47,946</u>	<u>3,080</u>	<u>5,307</u>	<u>49,600</u>	<u>8,100</u>
<b><u>MEASURE A FUND</u></b>					

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<b>INTERGOVERNMENTAL REVENUE</b>					
3303 Measure A	261,049	90,225	192,598	93,696	90,000
<b>INTEREST</b>					
3601 Interest on Investments	331	171	295	1,100	1,100
TOTAL MEASURE A FUND	<u>261,380</u>	<u>90,396</u>	<u>192,893</u>	<u>94,796</u>	<u>91,100</u>
<b><u>ABALONE COVE SEWER MAINTENANCE FUND</u></b>					
<b>OTHER TAXES</b>					
3102 Assessments	56,373	55,670	54,836	55,100	55,100
<b>CHARGES FOR SERVICE</b>					
344-60 Sewer User Fees	1,270	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	119	336	786	1,850	1,900
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	50,700	80,700	208,000	208,000	-
TOTAL ABALONE COVE SEWER MAINT. FUND	<u>108,462</u>	<u>136,706</u>	<u>263,622</u>	<u>264,950</u>	<u>57,000</u>
<b><u>GINSBURG CULTURAL ARTS BUILDING</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	258	338	587	920	900
TOTAL GINSBURG CULTURAL ARTS FUND	<u>258</u>	<u>338</u>	<u>587</u>	<u>920</u>	<u>900</u>
<b><u>DONOR RESTRICTED DONATIONS FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	2,079	3,106	5,966	9,500	9,500
<b>OTHER REVENUE</b>					
3901 Donations - Restricted	25,500	15,168	10,500	37,500	7,500
TOTAL DONOR RESTRICTED DONATIONS FUND	<u>27,579</u>	<u>18,274</u>	<u>16,466</u>	<u>47,000</u>	<u>17,000</u>
<b><u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Grant Income	82,855	297,593	142,317	202,801	139,300
<b>TRANSFERS IN</b>					
9101 Transfer In General Fund	-	12,680	-	-	-
TOTAL CDBG FUND	<u>82,855</u>	<u>310,273</u>	<u>142,317</u>	<u>202,801</u>	<u>139,300</u>
<b><u>CAPITAL IMPROVEMENT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Federal Grant	312,272	45,866	-	-	-
3302 State Grant	-	-	-	-	-
3303 Local Grant	-	-	143,064	286,300	-
TOTAL INTERGOVERNMENTAL REVENUE	312,272	45,866	143,064	286,300	-
<b>INTEREST</b>					
3601 Interest on Investments	36,014	87,808	191,721	285,500	285,500
<b>OTHER REVENUE</b>					
3999 Misc Revenues	-	-	-	-	-
<b>TRANSFERS IN</b>					
9101 Transfer in from General Fund	11,420,155	10,221,894	4,141,397	4,526,000	4,519,700
9215 Transfer in from Prop C	1,228,719	-	-	-	-
9216 Transfer in from Prop A	310,886	-	-	-	-
9220 Transfer in from Measure R	564,000	-	-	-	-
9331 Transfer in from Federal Grants	-	-	-	-	316,000
9334 Transfer in from Quimby	-	50,000	-	-	-
9338 Transfer in from EET	97,199	200,000	-	-	-
9339 Transfer in from Measure A (Capital)	-	-	-	-	-
9340 Transfer in from TDA Article 3	-	-	-	-	-
9501 Transfer in from Water Quality/Flood Protection	362,360	-	-	-	-

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2018-2019**

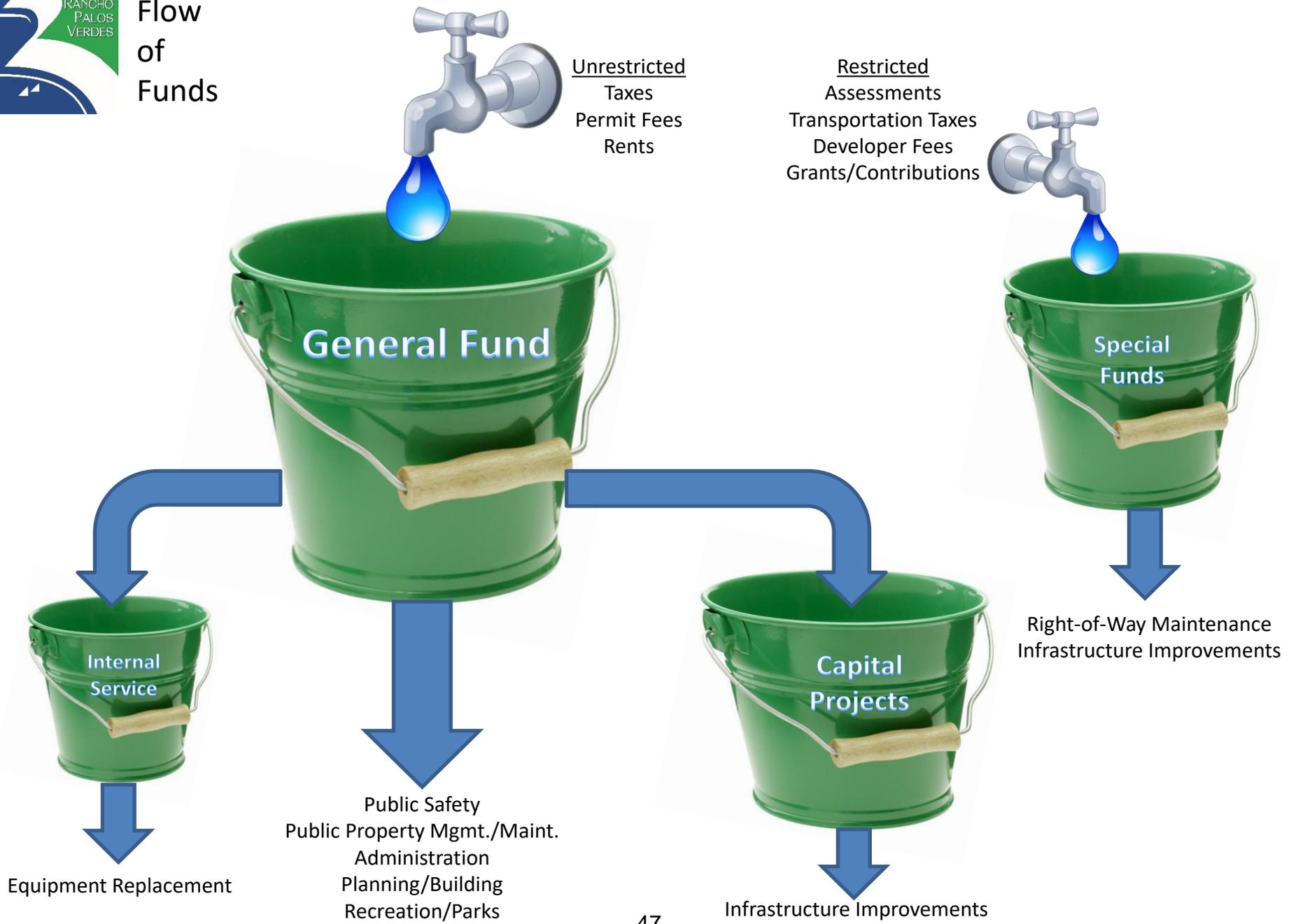
CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
TOTAL TRANSFERS IN	13,983,319	10,471,894	4,141,397	4,526,000	4,835,700
TOTAL CAPITAL IMPROVEMENT FUND	<u>14,331,605</u>	<u>10,605,568</u>	<u>4,476,182</u>	<u>5,097,800</u>	<u>5,121,200</u>
<b><u>FEDERAL GRANTS</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3301 Federal Grant	-	-	-	2,294,300	452,800
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	1,000	1,000
TOTAL FEDERAL GRANTS FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,295,300</u>	<u>453,800</u>
<b><u>STATE GRANTS</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant	-	-	-	-	600,000
<b>INTEREST</b>					
3601 Interest on Investments	-	-	-	-	-
TOTAL STATE 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	1,278,322	1,074,511	50,929	51,000	51,000
9330 Transfer in Capital Improvement Fund	-	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	1,326	7,686	16,505	22,000	22,000
TOTAL QUIMBY FUND	<u>1,279,648</u>	<u>1,082,197</u>	<u>67,434</u>	<u>73,000</u>	<u>73,000</u>
<b><u>CITY LOW-MOD INCOME HOUSING FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	71	196	764	1,500	1,500
<b>OTHER REVENUES</b>					
3999 Misc Revenues	22,350	33,261	36,860	32,200	43,200
<b>PROPERTY TAX</b>					
3108 Redevelopment Property Tax Trust	-	12,999	5,917	-	-
TOTAL CITY LOW-MOD INCOME HOUSING FUND	<u>22,421</u>	<u>46,456</u>	<u>43,541</u>	<u>33,700</u>	<u>44,700</u>
<b><u>AFFORDABLE HOUSING PROJECTS FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	1,339	2,167	4,034	6,200	6,200
<b>OTHER REVENUES</b>					
3999 Misc Revenues	83,355	2,778	-	-	-
TOTAL AFFORDABLE HOUSING PROJECTS FUND	<u>84,694</u>	<u>4,945</u>	<u>4,034</u>	<u>6,200</u>	<u>6,200</u>
<b><u>ENVIRONMENTAL EXCISE TAX (EET)</u></b>					
<b>CHARGES FOR SERVICE</b>					
3907 EET Developer Fee	20,012	66,450	95,991	113,000	113,000
9330 Transfer in Capital Improvement Fund	-	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	1,001	1,161	1,899	3,800	3,800
TOTAL QUIMBY FUND	<u>21,013</u>	<u>67,611</u>	<u>97,890</u>	<u>116,800</u>	<u>116,800</u>
<b><u>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	25	-	-	-	-
<b>OTHER REVENUE</b>					
3999 Misc Revenue	-	-	-	-	-

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
<b>INTERGOVERNMENTAL REVENUE</b>					
3303 TDA Article 3 - SB 821	-	-	-	-	34,500
TOTAL TDA ARTICLE 3 FUND	<u>25</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,500</u>
<b><u>WATER QUALITY/FLOOD PROTECTION FUND</u></b>					
<b>INTEREST</b>					
3601 Interest on Investments	10,260	20,662	35,274	20,000	-
<b>CHARGES FOR SERVICES</b>					
3402 Storm Drain User Fees	1,368,568	1,384,897	14,436	-	-
<b>INTERGOVERNMENTAL REVENUE</b>					
3302 State Grant Income	1,212,995	-	-	-	-
TOTAL WATER QUALITY FUND	<u>2,591,823</u>	<u>1,405,559</u>	<u>49,710</u>	<u>20,000</u>	<u>-</u>
<b><u>EQUIPMENT REPLACEMENT FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
392-10 Sales of Surplus Property	-	-	-	-	-
3803 Interfund Charges	906,300	332,700	82,050	300,900	300,900
TOTAL CHARGES FOR SERVICE	<u>906,300</u>	<u>332,700</u>	<u>82,050</u>	<u>300,900</u>	<u>300,900</u>
<b>TRANSFERS IN</b>					
9214 Transfer in from AQMD	-	-	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	7,037	11,634	19,164	26,300	26,300
TOTAL EQUIPMENT REPLACEMENT FUND	<u>913,337</u>	<u>344,334</u>	<u>101,214</u>	<u>327,200</u>	<u>327,200</u>
<b><u>EMPLOYEE BENEFITS FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
3802 Employee Benefit Charges	2,030,970	2,166,924	-	-	-
<b>INTEREST</b>					
3601 Interest on Investments	580	2,330	-	-	-
TOTAL EMPLOYEE BENEFITS FUND	<u>2,031,550</u>	<u>2,169,254</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL OTHER FUNDS REVENUES</b>	<b>27,271,076</b>	<b>21,428,885</b>	<b>11,248,376</b>	<b>13,443,399</b>	<b>12,620,500</b>
<b>TOTAL CITY REVENUES</b>	<b><u>55,719,979</u></b>	<b><u>50,478,423</u></b>	<b><u>40,698,038</u></b>	<b><u>43,951,541</u></b>	<b><u>43,763,600</u></b>



# Flow of Funds



**CALIFORNIA MUNICIPAL REVENUE SOURCES**

Revenue Source	Deposited to Fund	FY18-19 RPV Budget	RPV Restricted?	Description	Authority
Property Tax	General	\$ 8,060,800	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	\$ 4,862,800	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	\$ 2,480,000	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	\$ 904,100	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	\$ 1,921,600	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	\$ 5,823,100	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	\$ 480,300	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	\$ 386,300	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	\$ 696,200	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	\$ 839,400	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>FY18-19 RPV Budget</b>	<b>RPV Restricted?</b>	<b>Description</b>	<b>Authority</b>
Measure R Sales Tax	Measure R	\$ 522,200	Yes	Half-cent sales tax partially (15%) distributed to cities.	Los Angeles County voter approved measure of 2008.
Measure M Sales Tax	Measure M	\$ 591,800	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	\$ 153,700	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	\$ 2,137,500	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	\$ 510,059	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 3% 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	\$ 819,275	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	\$ 902,666	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	\$ 152,800	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	FY18-19 RPV Budget	RPV Restricted?	Description	Authority
Fines, Forfeitures & Penalties	General	\$ 89,000	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	\$ 779,900	No	Revenues from rental or use of city property and/or resources.	Majority vote of governing body.
Investment Earnings	Various	\$ 610,400	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	\$ 1,748,000	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	\$ 130,000	Yes	Revenue granted from the state General Fund for supplemental public safety services.	Government Code §30061-30065.
Proposition 172 Public Safety Sales Tax	General	\$ 81,300	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 §6 and Revenue and Tax Code §2201.
Grants & Aid	CIP, CDBG & Various	\$ 1,414,900	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>FY18-19 RPV Budget</b>	<b>RPV Restricted?</b>	<b>Description</b>	<b>Authority</b>
Miscellaneous	General	\$ 760,200	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>\$ 38,707,900</b>			
<i>**Excludes interfund transactions</i>					

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
<b>TRANSFERS OUT</b>	<u>8,574,614</u>	<u>10,352,274</u>	<u>4,387,397</u>	<u>4,813,500</u>	<u>4,564,700</u>
<b>CITY COUNCIL</b>	120,557	119,331	139,806	118,073	154,600
<b>CITY ATTORNEY</b>	856,190	1,049,278	1,173,168	1,159,000	925,000
<b>PUBLIC SAFETY</b>					
Sheriff	4,345,828	4,792,928	5,451,056	6,135,200	6,318,500
Special Programs	98,528	110,754	821,653	1,859,412	868,600
TOTAL PUBLIC SAFETY	<u>4,444,356</u>	<u>4,903,682</u>	<u>6,272,709</u>	<u>7,994,612</u>	<u>7,187,100</u>
<b>CITY ADMINISTRATION</b>					
City Manager	731,613	885,212	783,077	917,890	856,500
City Clerk	486,496	637,521	484,381	639,051	621,200
Community Outreach	121,021	75,344	74,448	91,800	75,100
Emergency Preparedness	235,705	195,636	161,607	182,170	196,100
RPV/tv	175,200	221,837	169,004	296,306	289,400
Personnel	399,980	388,905	364,246	436,677	365,600
Risk Management	399,980	589,889	-	-	-
Information Technology - Data	551,772	876,156	889,924	1,156,386	1,119,400
Information Technology - Voice	87,672	96,117	100,933	125,200	113,000
TOTAL CITY ADMINISTRATION	<u>3,189,439</u>	<u>3,966,617</u>	<u>3,027,620</u>	<u>3,845,480</u>	<u>3,636,300</u>
<b>FINANCE</b>					
Finance	1,208,680	1,243,420	1,265,590	1,469,320	1,606,100
TOTAL FINANCE	<u>1,208,680</u>	<u>1,243,420</u>	<u>1,265,590</u>	<u>1,469,320</u>	<u>1,606,100</u>
<b>NON-DEPARTMENT</b>					
Non-departmental	190,467	237,778	2,400,364	1,288,073	1,323,200
TOTAL NON-DEPARTMENT	<u>190,467</u>	<u>237,778</u>	<u>2,400,364</u>	<u>1,288,073</u>	<u>1,323,200</u>
<b>COMMUNITY DEVELOPMENT</b>					
Administration				576,510	706,400
Planning	1,375,122	1,269,390	1,324,425	786,021	1,019,900
Building & Safety	744,830	762,358	772,017	974,664	995,100
Code Enforcement	207,064	160,856	116,264	205,615	307,800
View Restoration	394,210	289,446	302,403	403,442	371,100
NCCP	-	-	-	25,000	50,000
Geology	149,201	137,100	148,448	150,000	150,000
Animal Control	81,180	115,235	99,932	136,000	136,000
TOTAL COMMUNITY DEVELOPMENT	<u>2,951,607</u>	<u>2,734,385</u>	<u>2,763,489</u>	<u>3,257,252</u>	<u>3,736,300</u>
<b>PUBLIC WORKS</b>					
Public Works Administration	2,097,473	2,234,405	2,175,728	2,186,533	2,767,300
Traffic Management	91,847	113,729	391,742	450,000	502,000
Storm Water Quality	278,332	299,740	230,695	669,000	606,000
Building Maintenance	576,139	501,709	448,843	797,400	679,900
Parks Maintenance				341,100	680,000
Trails & Open Space Maintenance	988,184	818,498	838,107	808,500	636,000
Vehicles Maintenance	-	-	418	55,000	61,000
Sewer Maintenance	31,780	16,740	951	69,000	69,000
TOTAL PUBLIC WORKS	<u>4,063,755</u>	<u>3,984,821</u>	<u>4,086,484</u>	<u>5,376,533</u>	<u>6,001,200</u>
<b>RECREATION AND PARKS</b>					
Recreation Administration	780,059	906,415	873,450	1,108,738	1,041,400
Other Recreational Facilities	437,375	523,080	166,130	34,054	57,500

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
Fred Hesse Jr. Park	-	-	158,196	222,473	225,800
Robert E. Ryan Park	-	-	99,820	88,400	120,700
Ladera Linda Community Center	-	-	75,109	84,802	106,400
Abalone Cove Shoreline Park	-	-	91,173	145,406	123,100
Special Events and Programs	89,722	127,484	146,374	226,888	237,700
Point Vicente Interpretive Center	434,064	386,052	447,107	493,790	546,200
REACH	38,154	41,946	39,683	78,470	95,300
Support Services	39,472	57,441	74,468	43,192	22,400
City Run Sports	-	-	-	6,773	9,200
Eastview	-	-	-	1,000	5,000
Open Space Management	-	-	3,592	110,422	264,400
<b>TOTAL RECREATION &amp; PARKS</b>	<u>1,818,846</u>	<u>2,042,418</u>	<u>2,175,102</u>	<u>2,644,408</u>	<u>2,855,100</u>
<b>TOTAL GENERAL FUND</b>	<u>27,418,511</u>	<u>30,634,004</u>	<u>27,691,729</u>	<u>31,966,251</u>	<u>31,989,600</u>
<b>ALL OTHER FUNDS</b>					
<b>STATE GAS TAX</b>					
Street Pavement Maintenance	-	-	365,074	245,000	350,000
Street Landscape Maintenance	1,328,677	1,347,990	1,121,909	1,113,600	1,158,800
Traffic Signal Maintenance	97,396	80,857	10,175	30,000	40,000
Portuguese Bend Rd. Maintenance	518,749	525,426	-	-	70,000
Street Landscape Maintenance (CIP)	192,390	-	442,622	233,886	-
<b>TOTAL STATE GAS TAX</b>	<u>2,137,212</u>	<u>1,954,273</u>	<u>1,939,780</u>	<u>1,622,486</u>	<u>1,618,800</u>
<b>1972 ACT</b>					
Street Lights Maintenance	75,337	75,335	264,903	-	-
Transfers Out	200,000	200,000	-	-	-
<b>TOTAL 1972 ACT</b>	<u>275,337</u>	<u>275,335</u>	<u>264,903</u>	<u>-</u>	<u>-</u>
<b>EL PRADO</b>	689	31	237	800	800
<b>1911 ACT</b>					
Street Lights Maintenance	545,084	426,065	459,441	656,000	617,000
Capital Improvements	-	-	-	1,000,000	-
Transfers Out	99,000	117,000	-	-	-
<b>TOTAL 1911 ACT</b>	<u>644,084</u>	<u>543,065</u>	<u>459,441</u>	<u>1,656,000</u>	<u>617,000</u>
<b>BEAUTIFICATION</b>					
Operating Expenses	-	-	-	-	-
Street Maintenance	-	-	-	-	-
Capital Improvements	-	-	-	475,000	-
Transfers Out	224,000	97,791	-	-	-
<b>TOTAL BEAUTIFICATION</b>	<u>224,000</u>	<u>97,791</u>	<u>-</u>	<u>475,000</u>	<u>-</u>
<b>WASTE REDUCTION</b>					
Operating Expenses	114,321	148,483	231,578	186,100	317,100
Transfers Out	40,000	98,000	-	-	-
<b>TOTAL WASTE REDUCTION</b>	<u>154,321</u>	<u>246,483</u>	<u>231,578</u>	<u>186,100</u>	<u>317,100</u>
<b>AIR QUALITY</b>					
Operating Expenses	50,000	50,000	78,284	50,000	50,000
Transfers Out	-	-	-	-	-
<b>TOTAL WASTE REDUCTION</b>	<u>50,000</u>	<u>50,000</u>	<u>78,284</u>	<u>50,000</u>	<u>50,000</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
<b>PROP "C" TRANSPORTATION</b>					
Street Maintenance				-	-
Street Maintenance (CIP)	-	-	520,000	600,000	1,100,000
Transfers Out	1,747,468	526,000	-	-	-
<b>TOTAL PROPOSITION "C"</b>	<u>1,747,468</u>	<u>526,000</u>	<u>520,000</u>	<u>600,000</u>	<u>1,100,000</u>
<b>PROP "A" TRANSPORTATION</b>					
Dial-a-Ride	640,567	611,907	613,003	628,300	648,300
Capital Projects	-	-	10,581	326,310	500,000
Transfers out	310,886	-	-	-	-
<b>TOTAL PROPOSITION "A"</b>	<u>951,453</u>	<u>611,907</u>	<u>623,584</u>	<u>954,610</u>	<u>1,148,300</u>
<b>PUBLIC SAFETY</b>					
Transfers out	100,000	100,000	100,000	140,000	130,000
<b>TOTAL PUBLIC SAFETY</b>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>140,000</u>	<u>130,000</u>
<b>MEASURE R</b>					
Street Landscape Maintenance			169,952	-	-
Capital Projects	-	-	-	650,000	100,000
Transfers out	-	-	-	-	-
<b>TOTAL MEASURE R</b>	<u>-</u>	<u>-</u>	<u>169,952</u>	<u>650,000</u>	<u>100,000</u>
<b>MEASURE M</b>					
Repairs & Maintenance			-	234,600	536,000
Capital Projects	-	-	-	-	-
Transfers out	-	-	-	-	-
<b>TOTAL MEASURE M</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>234,600</u>	<u>536,000</u>
<b>HABITAT RESTORATION</b>	136,059	139,343	140,825	144,300	179,500
<b>SUBREGION 1</b>	51,319	35,046	35,107	45,000	46,800
<b>MEASURE A</b>					
Transfers out	261,049	42,923	90,000	90,000	90,000
<b>TOTAL MEASURE A</b>	<u>261,049</u>	<u>42,923</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
<b>ABALONE COVE SEWER MAINTENANCE</b>	112,145	110,713	163,615	238,825	429,600
<b>GINSBURG CULTURAL ARTS BUILDING</b>	18,000	16,000		-	-
<b>DONOR RESTRICTED DONATIONS</b>					
Operating Expenses	22,519	11,742	9,760	12,893	25,000
Capital Improvements	-	-	-	300,000	-
Transfers out	-	-	-	-	-
<b>TOTAL DONOR RESTRICTED DONATIONS</b>	<u>22,519</u>	<u>11,742</u>	<u>9,760</u>	<u>312,893</u>	<u>25,000</u>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>	26,170	298,649	142,317	305,060	-
<b>CAPITAL IMPROVEMENT PROGRAM FUND</b>					
Administration	25,277	75,554	15,341	90,000	-
Street Improvements	6,419,874	823,046	6,584,260	8,840,068	4,345,000
Parks, Trails & Open Space Improvements	1,952,382	270,977	231,565	93,025	1,899,000
Sewer Improvements	25,738	-	-	-	250,000
Building Improvements	273,338	112,342	31,423	387,100	150,000
Storm Water Quality Improvements	-	-	-	200,551	411,100
Landslide Improvements	-	62,436	242,935	44,745	50,000

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2018-2019**

CLASSIFICATION	ACTUALS FY 2014-15	ACTUALS FY 2015-16	ACTUALS FY 2016-17	PROJECTED YEAR-END (3rd Qtr) FY 2017-18	ADOPTED FY 2018-19
Transfers Out	820,000	-	-	-	-
<b>TOTAL CAPITAL IMPROVEMENT</b>	<u>9,516,609</u>	<u>1,344,355</u>	<u>7,105,524</u>	<u>9,655,489</u>	<u>7,105,100</u>
<b>FEDERAL GRANTS</b>					
Capital Improvements	-	-	-	1,131,300	-
Transfers Out	-	-	-	-	316,000
<b>TOTAL FEDERAL GRANTS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,131,300</u>	<u>316,000</u>
<b>STATE GRANTS</b>					
Capital Improvements	-	-	-	600,000	-
Transfers Out	-	-	-	-	-
<b>TOTAL STATE GRANTS</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>600,000</u>	<u>-</u>
<b>QUIMBY</b>					
Capital Improvements	-	-	80,550	1,619,295	300,000
Transfers Out	-	50,000	-	-	-
<b>TOTAL QUIMBY</b>	<u>-</u>	<u>50,000</u>	<u>80,550</u>	<u>1,619,295</u>	<u>300,000</u>
<b>CITY LOW-MOD INCOME HOUSING</b>					
<b>AFFORDABLE HOUSING PROJECTS</b>					
<b>ENVIRONMENTAL EXCISE TAX (EET)</b>					
Capital Improvements	-	-	75	-	-
Transfers Out	97,199	200,000	-	-	-
<b>TOTAL ENVIRONMENTAL EXCISE TAX (EET)</b>	<u>97,199</u>	<u>200,000</u>	<u>75</u>	<u>-</u>	<u>-</u>
<b>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</b>					
Capital Improvements	-	97	-	82,500	-
Transfers Out	-	-	-	-	-
<b>TOTAL TDA ARTICLE 3 - SB 821 BIKEWAY</b>	<u>-</u>	<u>97</u>	<u>-</u>	<u>82,500</u>	<u>-</u>
<b>WATER QUALITY/FLOOD PROTECTION</b>					
Operating Expenses	-	-	-	-	-
Capital Improvements	782,017	646,433	1,399,913	4,735,809	-
Transfers Out	362,360	-	-	-	-
<b>TOTAL WATER QUALITY/FLOOD PROTECTION</b>	<u>1,144,377</u>	<u>646,433</u>	<u>1,399,913</u>	<u>4,735,809</u>	<u>-</u>
<b>EQUIPMENT REPLACEMENT</b>	539,011	582,433	680,844	1,678,986	1,775,200
<b>EMPLOYEE BENEFITS</b>	2,049,468	2,247,354	-	-	-
<b>OUTSIDE SERVICES TRUST</b>	-	-	-	-	-
<b>TOTAL ALL OTHER FUNDS</b>	<u>20,258,489</u>	<u>10,129,973</u>	<u>14,236,289</u>	<u>27,209,053</u>	<u>15,885,200</u>
<b>TOTAL ALL FUNDS</b>	<u>47,677,000</u>	<u>40,763,977</u>	<u>41,928,018</u>	<u>59,175,304</u>	<u>47,874,800</u>

## INTER-FUND TRANSFER SUMMARY

	<b>Transfers-In</b>	<b>Transfers-Out</b>
101 - General Fund	220,000	4,564,700
217 - Public Safety Grant	-	130,000
224 - Measure A Maintenance	-	90,000
285 - Improvement Authority -Portuguese Bend	20,000	
330 - Capital Improvement Fund	4,835,700	-
331 - Federal Grants Fund	-	316,000
795 - Improvement Authority - Abalone Cove	25,000	-
	<u>5,100,700</u>	<u>5,100,700</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 activities 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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
Beginning Unrestricted Reserve	\$ 15,618,485	\$ 16,652,565	\$ 15,068,099	\$ 16,825,403	\$ 15,367,294
Revenue	28,084,853	28,903,281	29,259,666	30,278,142	30,923,100
Expenditures	(18,840,208)	(20,281,730)	(23,304,965)	(27,152,751)	(27,424,900)
Transfers In	364,049	146,257	190,000	230,000	220,000
Transfers Out	(8,574,614)	(10,352,274)	(4,387,397)	(4,813,500)	(4,564,700)
<b>Ending Reserve</b>	<b>\$ 16,652,565</b>	<b>\$ 15,068,099</b>	<b>\$ 16,825,403</b>	<b>\$ 15,367,294</b>	<b>\$ 14,520,794</b>
Policy Level (50% of Expenditures)	9,420,104	10,140,865	11,652,483	13,576,376	13,712,450
<b>Excess Reserve</b>	<b>\$ 7,232,461</b>	<b>\$ 4,927,234</b>	<b>\$ 5,172,921</b>	<b>\$ 1,790,919</b>	<b>\$ 808,344</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 2018-19 RECURRING VS. ONE-TIME REVENUES AND EXPENDITURES

Revenue Type	Recurring	One-time	Total
Property Tax	13,439,000		13,439,000
Sales Tax	2,561,300		2,561,300
TOT	5,823,100		5,823,100
Franchise taxes	2,024,900		2,024,900
UUT	1,921,600		1,921,600
Business License & Golf Tax	1,290,400		1,290,400
Charges for services	2,290,300		2,290,300
Other revenue	1,403,000	169,500	1,572,500
<i>Green Hills Settlement</i>		<b>150,000</b>	
<i>CASP fees</i>		<b>500</b>	
<i>Miscellaneous revenues</i>		<b>19,000</b>	
<b>TOTAL REVENUES</b>	<b><u>30,753,600</u></b>	<b><u>169,500</u></b>	<b><u>30,923,100</u></b>

Expenditure by Program	Recurring	One-time	Total
City Council	139,600	15,000	154,600
<i>45th Anniversary</i>		<b>15,000</b>	
City Attorney	925,000	-	925,000
Public Safety/Law Enforcement	7,187,100	-	7,187,100
City Administration	3,636,300	-	3,636,300
Finance	1,606,100		1,606,100
Community Development	3,736,300	-	3,736,300
Public Works	5,724,200	277,000	6,001,200
<i>Parks Equipment &amp; Repairs</i>		<b>180,000</b>	
<i>Repairs Park Building</i>		<b>97,000</b>	
Recreation & Parks	2,855,100	-	2,855,100
Non-department	1,273,200	50,000	1,323,200
<i>Cost Allocation &amp; Fee Study</i>		<b>50,000</b>	
<b>TOTAL EXPENDITURES</b>	<b><u>27,082,900</u></b>	<b><u>342,000</u></b>	<b><u>27,424,900</u></b>
<b>STRUCTURAL SURPLUS/(DEFICITS)</b>	<b>3,670,700</b>	<b>(172,500)</b>	<b>3,498,200</b>
Transfers in	220,000	-	220,000
Transfers out	<u>4,564,700</u>	<u>-</u>	<u>4,564,700</u>
<b>SURPLUS/(DEFICITS)</b>	<b>(674,000)</b>	<b>(172,500)</b>	<b>(846,500)</b>

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
<b>Taxes</b>						
101-300-0000-3101	GOLF TAX	411,362	367,881	365,259	386,300	386,300
101-300-0000-3102	PROPERTY TAX	6,962,419	7,258,992	7,114,319	7,664,800	8,060,800
101-300-0000-3107	PROP TAX IN LIEU OF SALES	540,611	454,776	332,296	0	0
101-300-0000-3107	PROP TAX IN LIEU OF VLF	4,061,473	4,252,415	4,432,363	4,623,800	4,862,800
101-300-0000-3108	REDEV PROP TAX TRUST	44,710	13,689	23,668	33,760	35,100
101-300-0000-3110	PROPERTY TRANSFER TAX	344,357	486,659	443,174	457,400	480,300
101-300-0000-3111	FRANCHISE TAXES	2,044,398	2,044,650	1,984,878	2,024,900	2,024,900
101-300-0000-3112	SALES AND USE TAX	1,682,131	2,027,600	2,383,705	2,481,000	2,480,000
101-300-0000-3113	SALES TAX - PW (PSAF)	75,758	76,727	78,743	79,700	81,300
101-300-0000-3115	UTILITY USERS TAX	1,972,671	1,865,682	1,775,433	1,875,244	1,921,600
101-300-0000-3120	TRANSIENT OCC TAX	172,001	204,988	203,218	203,000	210,100
101-300-0000-3121	TRANSIENT OCC TAX-TERRANEA	4,640,129	4,991,999	5,397,647	5,613,000	5,613,000
101-300-0000-3210	BUSINESS LICENSE TAX	808,668	811,417	904,107	906,176	904,100
<b>Taxes</b>		<b>23,760,687</b>	<b>24,857,475</b>	<b>25,438,810</b>	<b>26,349,080</b>	<b>27,060,300</b>
<b>License/Permits</b>						
101-300-0000-3201	MASSAGE PERMITS	115	0	0	248	0
101-300-0000-3202	B&S PERMITS	1,304,850	1,194,155	1,063,530	1,199,504	1,200,000
101-300-0000-3203	B&S PLAN CHECK	344,380	370,775	360,349	320,000	320,000
101-300-0000-3204	B&S INVESTIGATIONS	132	0	0	0	0
101-300-0000-3205	FILM PERMITS	76,658	78,361	43,724	55,100	50,000
101-300-0000-3206	ANIMAL CONTROL FEES	42,898	38,456	36,470	40,000	40,000
101-300-0000-3207	B&S SMIP FEES	2,170	1,755	1,912	2,000	2,000
101-300-0000-3208	B&S STATE BLDG STD	435	-440	79	300	500
101-300-0000-3209	GEOLOGY FEES	-3,294	-1,534	0	0	0
101-300-0000-3209	B&S GEOLOGY FEES	181,921	159,647	173,041	150,000	150,000
101-300-0000-3213	PARKING PERMITS	500	310	690	500	500
101-300-0000-3214	PARKING DECALS	183	1,286	683	800	800
101-300-0000-3215	PLAN & ZONE PERMIT	423,304	397,592	345,749	370,000	390,000
101-300-0000-3216	PLAN - INVESTIGATION	18,563	13,658	16,165	6,000	10,000

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
101-300-0000-3217	VIEW RESTORATION FEES	6,824	0	0	7,000	10,000
101-300-0000-3217	VIEW RESTORATION	0	0	7,719	0	0
101-300-0000-3218	PLAN - DATA PROCESS	8,783	9,236	0	0	0
101-300-0000-3218	PLAN - HIST DATA FEE	6,372	6,800	17,176	0	0
101-300-0000-3218	PLAN - MISC FEES	953	492	0	13,000	15,000
101-300-0000-3219	RIGHT OF WAY PERMITS	97,747	109,743	72,142	100,000	100,000
101-300-0000-3220	DUMPSTER PERMITS	1,078	2,450	1,078	1,500	1,500
<b>License/Permits</b>		<b>2,514,572</b>	<b>2,382,743</b>	<b>2,140,507</b>	<b>2,265,952</b>	<b>2,290,300</b>
<b><i>Fine/Forfeitures</i></b>						
101-300-0000-3501	TOW FEES	9,230	8,842	9,745	8,000	8,000
101-300-0000-3502	FALSE ALARM FINES	4,200	5,400	2,500	1,000	1,000
101-300-0000-3503	MISC COURT FINES	121,626	165,416	130,669	80,000	80,000
<b>Fine/Forfeitures</b>		<b>135,056</b>	<b>179,658</b>	<b>142,914</b>	<b>89,000</b>	<b>89,000</b>
<b><i>Rents</i></b>						
101-300-0000-3602	RENT - CITY HALL	23,063	15,867	0	0	0
101-300-0000-3602	RENT - CITYWIDE	74,823	197,236	173,140	182,900	182,900
101-300-0000-3602	RENTAL INCOME OTHER	160	2,227	0	0	0
101-300-50XX-3602	RENT - REC & PARKS	88,353	39,973	2,157	0	0
101-300-5130-3602	RENT - HESSE PARK	0	43,034	52,013	40,000	40,000
101-300-5140-3602	RENT - RYAN PARK	0	6,261	14,346	7,000	7,000
101-300-5150-3602	RENT - LADERA LINDA	0	7,417	19,132	20,000	20,000
101-300-5180-3602	RENT - PVIC	236,359	237,471	199,233	180,000	180,000
<b>Rents</b>		<b>422,759</b>	<b>549,486</b>	<b>460,021</b>	<b>429,900</b>	<b>429,900</b>
<b><i>Interest</i></b>						
101-300-0000-3601	INTEREST EARNINGS	43,053	56,306	107,867	155,500	155,500
<b>Interest</b>		<b>43,053</b>	<b>56,306</b>	<b>107,867</b>	<b>155,500</b>	<b>155,500</b>
<b><i>Charges for Services</i></b>						
101-300-0000-3401	ENGINEERING FEES	36,477	26,214	2,706	10,000	0
101-300-0000-3906	SALE OF SIGNS/SERVICES	1,645	1,800	1,150	700	700
101-300-5120-3410	HIKE FEES	25	0	0	0	0

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
101-300-5160-3411	SHORELINE PKNG LOT FEES	121,713	279,411	261,692	230,000	230,000
101-300-5170-3412	PROGRAM FEES	11,799	10,143	7,364	8,000	8,000
101-300-5190-3412	REC FEES - REACH	10,839	9,062	7,918	6,000	6,000
<b>Charges for Services</b>		<b>182,497</b>	<b>326,630</b>	<b>280,830</b>	<b>254,700</b>	<b>244,700</b>
<b><i>From Other Agency</i></b>						
101-300-0000-3301	FEDERAL GRANTS INCOME	0	0	0	32,000	0
101-300-0000-3302	STATE GRANT INCOME	17,837	17,174	19,282	8,200	0
101-300-1430-3301	FEDERAL GRANT INCOME	17,025	0	0	0	0
101-300-3120-3302	STATE GRANT INCOME	1,350	5,178	0	0	0
<b>From Other Agency</b>		<b>36,212</b>	<b>22,352</b>	<b>19,282</b>	<b>40,200</b>	<b>0</b>
<b><i>Other Revenue</i></b>						
101-300-0000-3801	SPECIAL FUND ADMIN	155,800	155,800	155,800	89,700	89,700
101-300-0000-3901	DONATIONS - GENERAL	5	1,018	0	0	0
101-300-0000-3902	CASP FEES	1,498	1,487	1,215	500	500
101-300-0000-3904	RDA LOAN REPAYMENT	58,332	126,900	177,186	128,847	215,900
101-300-0000-3908	RDA ADMINISTRATIVE FEES	31,311	18,495	6,807	50,000	0
101-300-0000-3999	MISC REVENUES	406,933	18,985	264,527	284,500	208,000
101-300-0000-3999	ST MANDATE COST REIMB	190,844	56,678	0	0	0
101-300-1420-3999	MISC REVENUES	2,128	0	0	0	0
101-300-1430-3999	MISC REVENUES	1,063	1,278	1,079	1,263	300
101-300-5120-3901	DONATIONS	0	0	132	0	0
101-300-5170-3901	DONATIONS - JULY 4TH	2,450	10,125	0	0	0
101-300-5170-3901	DONATIONS - SPEC EVENT	1,600	0	0	0	0
101-300-5170-3999	MISC REVENUES	0	411	0	0	0
101-300-5180-3901	DONATIONS - PVIC	15,972	13,117	14,166	16,000	16,000
101-300-5180-3999	PVIC GIFT SHOP	119,314	121,890	26,677	120,000	120,000
101-300-5180-3999	MISC REVENUES	0	0	18,896	0	0
101-300-5190-3901	DONATIONS - REACH	2,767	2,448	2,946	3,000	3,000
<b>Other Revenue</b>		<b>990,017</b>	<b>528,632</b>	<b>669,431</b>	<b>693,810</b>	<b>653,400</b>
<b>General Fund Revenue Totals</b>		<b>28,084,853</b>	<b>28,903,282</b>	<b>29,259,662</b>	<b>30,278,142</b>	<b>30,923,100</b>

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
1110 City Council	120,557	119,331	139,806	118,073	154,600
<i>Subtotal for City Council</i>	120,557	119,331	139,806	118,073	154,600
1210 Legal Services	856,190	1,049,278	1,173,168	1,159,000	925,000
<i>Subtotal for Legal Services</i>	856,190	1,049,278	1,173,168	1,159,000	925,000
1310 City Clerk	486,496	637,521	484,381	639,051	621,200
1410 City Manager	731,613	885,212	783,077	917,890	856,500
1420 Community Outreach	121,021	75,344	74,448	91,800	75,100
1430 Emergency Preparedness	235,705	195,636	161,607	182,170	196,100
1440 RPVtv	175,200	221,837	169,004	296,306	289,400
1450 Personnel	399,980	388,905	364,247	436,677	365,600
1460 Risk Management	399,980	589,889	0	0	0
1470 Information Technology - Data	551,772	876,156	889,924	1,156,386	1,119,400
1480 Information Technology - Voice	87,672	96,117	100,933	125,200	113,000
<i>Subtotal for Administration</i>	3,189,439	3,966,617	3,027,621	3,845,480	3,636,300
6110 Sheriff	4,345,828	4,792,928	5,451,056	6,135,200	6,318,500
6120 Special Programs	98,528	110,754	821,653	1,859,412	868,600
<i>Subtotal for Public Safety</i>	4,444,355	4,903,682	6,272,709	7,994,612	7,187,100
2110 Finance	1,208,680	1,243,420	1,265,590	1,469,320	1,606,100
<i>Subtotal for Finance</i>	1,208,680	1,243,420	1,265,590	1,469,320	1,606,100
2999 General Non-Program Expenditures	190,467	237,778	2,400,364	1,288,073	1,323,200
<i>Subtotal for General Non-Program Expenditures</i>	190,467	237,778	2,400,364	1,288,073	1,323,200
3110 Public Works Administration	2,097,473	2,234,405	2,175,728	2,186,533	2,767,300
3120 Traffic Management	91,847	113,729	391,742	450,000	502,000
3130 Storm Water Quality	278,332	299,740	230,695	669,000	606,000
3140 Building Maintenance	576,139	501,709	448,843	797,400	679,900
3150 Trails & Open Space Maintenance	988,184	818,498	838,107	808,500	636,000
3151 Parks Maintenance	0	0	0	341,100	680,000
3160 Sewer Maintenance	31,780	16,740	951	69,000	69,000
3240 Vehicle Maintenance	0	0	418	55,000	61,000
<i>Subtotal for Public Works</i>	4,063,754	3,984,821	4,086,484	5,376,533	6,001,200
4110 Community Development Administration	0	0	0	576,510	706,400
4120 Planning	1,375,122	1,269,390	1,322,813	786,021	1,019,900
4130 Building & Safety	744,830	762,359	773,626	974,664	995,100
4140 Code Enforcement	207,064	160,856	116,264	205,615	307,800
4150 View Restoration	394,210	289,446	302,403	403,442	371,100

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
4160 NCCP	0	0	0	25,000	50,000
4170 Geology	149,201	137,100	148,448	150,000	150,000
4180 Animal Control	81,180	115,235	99,932	136,000	136,000
<i>Subtotal for Community Development</i>	<i>2,951,608</i>	<i>2,734,387</i>	<i>2,763,486</i>	<i>3,257,251</i>	<i>3,736,300</i>
5110 Recreation Administration	780,059	906,415	873,450	1,108,738	1,041,400
5120 Other Recreational Facilities	437,375	139,112	166,129	34,054	57,500
5121 Eastview Park	0	0	0	1,000	5,000
5122 Open Space Management	0	0	3,592	110,422	264,400
5130 Fred Hesse Jr. Park	0	153,762	158,196	222,473	225,800
5140 Robert E. Ryan Park	0	85,106	99,820	88,400	120,700
5150 Ladera Linda Community Center	0	69,353	75,109	84,802	106,400
5160 Abalone Cove Shoreline Park	0	75,746	91,173	145,406	123,100
5170 Special Events and Programs	89,722	127,484	146,374	226,888	237,700
5171 City Run Sports & Activities	0	0	0	6,773	9,200
5180 Point Vicente Interpretive Center	434,064	386,052	447,107	493,790	546,200
5190 REACH	38,154	41,946	39,683	78,470	95,300
5210 Support Services	39,472	57,441	74,468	43,192	22,400
<i>Subtotal for Recreation</i>	<i>1,818,846</i>	<i>2,042,417</i>	<i>2,175,101</i>	<i>2,644,408</i>	<i>2,855,100</i>
<b>General fund Expenditure Totals</b>	<b>18,843,896</b>	<b>20,281,732</b>	<b>23,304,329</b>	<b>27,152,750</b>	<b>27,424,900</b>

## GENERAL FUND TRANSFERS

Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Budget FY18-19
<b><i>TRANSFERS IN</i></b>					
Fr Bldg. Replacement	0	334	0	0	0
Fr Measure A Maintenance	261,049	42,923	90,000	90,000	90,000
Fr PS Grants	100,000	100,000	100,000	140,000	130,000
Fr Waste Reduction - Park Maint	3,000	3,000	0	0	0
<b>TRANSFERS IN</b>	<b>364,049</b>	<b>146,257</b>	<b>190,000</b>	<b>230,000</b>	<b>220,000</b>
<b><i>TRANSFERS OUT</i></b>					
To Abalone Cove Sewer Maint	50,700	80,700	208,000	208,000	0
To CDBG	0	12,680	0	0	0
To Habitat Restoration	157,000	0	0	0	0
To Improv Authority Ab Cove	35,000	37,000	38,000	38,000	25,000
To Improv Authority Port Bend	40,000	0	0	0	20,000
To Infrastructure Improv Admin	6,016,514	8,359,894	4,141,397	4,526,000	4,519,700
To Street Improvements	2,229,400	1,862,000	0	0	0
To Subregion 1	46,000	0	0	41,500	0
<b>TRANSFERS OUT</b>	<b>8,574,614</b>	<b>10,352,274</b>	<b>4,387,397</b>	<b>4,813,500</b>	<b>4,564,700</b>

**Department: General Fund**

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
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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.	130,000
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*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
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**Department:** Non-Departmental  
**Budget Program:** General Non-Program Expenditures

Account #	Account Description	Budget FY18-19
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***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. **25,000**

***To Improv Authority Port Bend***  
 The General Fund subsidizes the Portuguese Bend fund of the Improvement Authority for annual maintenance of landslide mitigation facilities originally funded by the RDA. **20,000**

***To Infrastructure Improv Admin***  
 Funding for the Reserve for future Capital Projects. **4,519,700**

**CITY COUNCIL**

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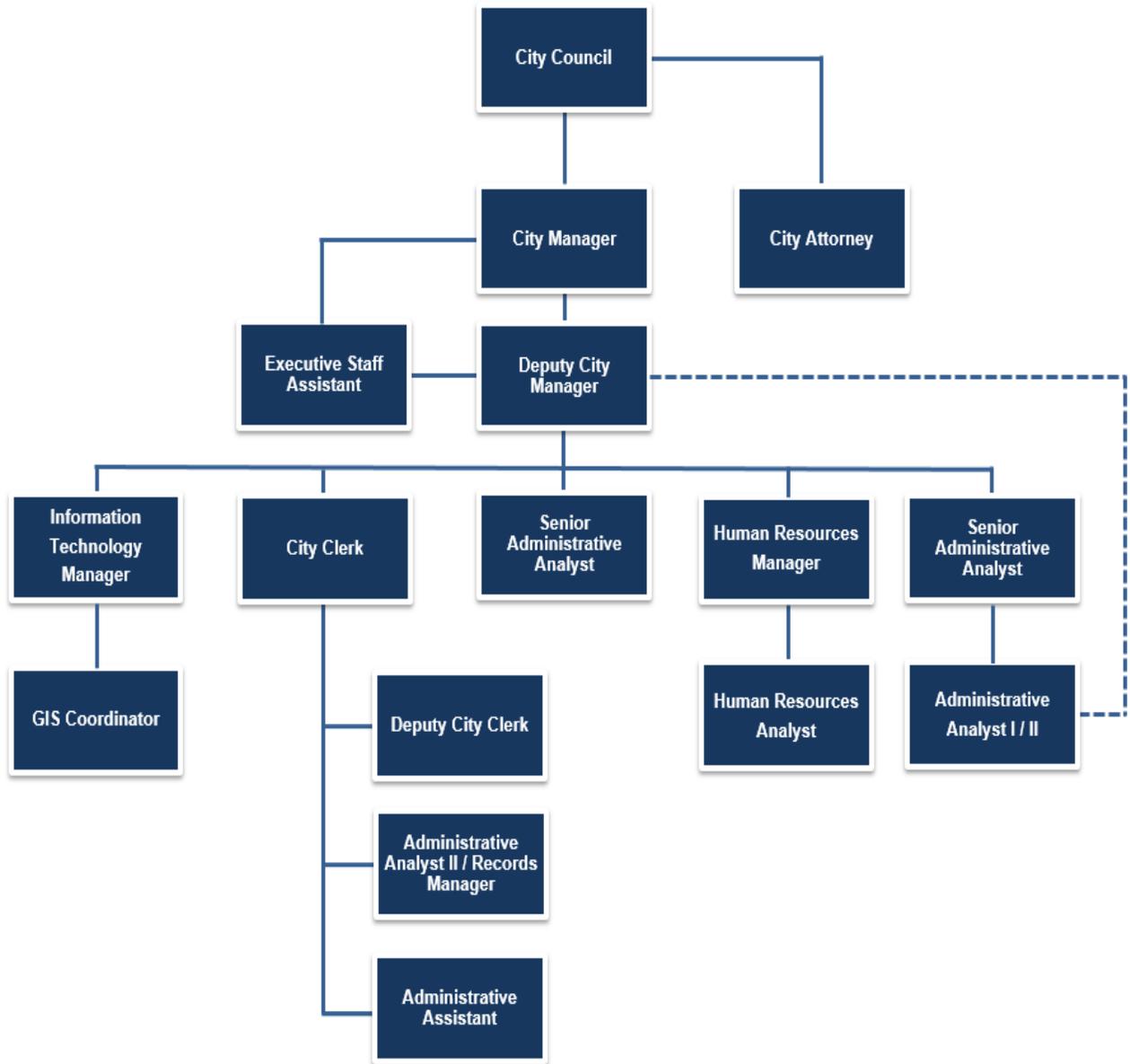
## CITY COUNCIL

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



**City of Rancho Palos Verdes  
City Council  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**City Council**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 105,378	\$ 106,460	\$ 126,419	\$ 93,573	\$ 76,300
Maintenance & Operations	15,179	12,871	13,387	24,500	78,300
Capital Outlay	-	-	-	-	-
<b>Total for City Council</b>	<b>\$ 120,557</b>	<b>\$ 119,331</b>	<b>\$ 139,806</b>	<b>\$ 118,073</b>	<b>\$ 154,600</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1110-4102	SALARY & WAGES - PT	23,078	24,370	25,139	26,729	24,000
	101-400-1110-4200	EMPLOYEE BENEFITS	82,300	82,090	0	0	0
	101-400-1110-4201	HEALTH INSURANCE	0	0	68,751	52,239	41,100
	101-400-1110-4202	FICA/MEDICARE	0	0	1,644	1,808	300
	101-400-1110-4204	WORKERS COMP	0	0	0	647	600
	101-400-1110-4205	OTHER BENEFITS	0	0	20	92	1,300
	101-400-1110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	30,865	12,058	9,000
	101-400-1110-4310	OP SUPP/MINOR EQUIP	4,105	3,598	0	4,500	5,300
	101-400-1110-4601	MEMBERSHIPS & DUES	200	200	0	0	0
	101-400-1110-4901	OTHER MISCELLANEOUS	0	0	0	0	15,000
	101-400-1110-5101	PROF/TECH SERVICE	0	9	0	0	0
	101-400-1110-5102	LEGAL NOTICES AND ADS	0	150	0	0	0
	101-400-1110-6001	MEETINGS/CONFERENCES	10,335	8,914	12,772	20,000	58,000
	101-400-1110-6002	TRAVEL /MILEAGE REIMBURSEMENT	540	0	415	0	0
	101-400-1110-6101	TRAINING	0	0	200	0	0
<b>Expenditure Subtotals</b>			<b>120,557</b>	<b>119,331</b>	<b>139,806</b>	<b>118,073</b>	<b>154,600</b>
<b>Total Program Expenditures</b>			<b>120,557</b>	<b>119,331</b>	<b>139,806</b>	<b>118,073</b>	<b>154,600</b>

**Department:** City Council

**Budget Program:** City Council

Account #	Account Description	Proposed FY18-19
101-400-1110-4102	<b>SALARY &amp; WAGES - PT</b> Stipend for City Council Members.	24,000
101-400-1110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	41,100
101-400-1110-4202	<b>FICA/MEDICARE</b> Employer share of Medicare and Social Security (FICA) taxes.	300
101-400-1110-4204	<b>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).	600
101-400-1110-4205	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	1,300
101-400-1110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	9,000
101-400-1110-4310	<b>OP SUPP/MINOR EQUIP</b> Stationery items for City Council, such as business cards, letterhead and binders, and additional items for 45th anniversary booth at July 4th event.	5,300
101-400-1110-4901	<b>OTHER MISCELLANEOUS</b> Various costs associated with City's 45th anniversary celebration.	15,000
101-400-1110-6001	<b>MEETINGS/CONFERENCES</b> Budget for each member of City Council for travel, training, and conference expenses.  Expenses for the special events include:  1. Annual Holiday Reception.  2. Mayors Luncheons with mayors from the other three Peninsula cities and a member from the Palos Verdes Peninsula Unified School District	58,000

**Department:** City Council

**Budget Program:** City Council

Account #	Account Description	Proposed FY18-19
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Board.

3. Mayor/Committee Chair breakfasts, City Council meetings and workshops, as well as agenda preparation meetings.

4. City's 45th Anniversary Celebration - paid for through donations and/or ticket sales.

## **LEGAL SERVICES**

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## LEGAL SERVICES

The City contracts with the law firm of Aleshire & Wynder, LLP for its general legal services, with William W. Wynder serving as the City Attorney and Elena Gerli serving as the Assistant City Attorney. Since its incorporation, the City has chosen to contract with a private law firm due to the depth of legal expertise that a firm can typically provide in comparison with a small in-house legal staff. Aleshire & Wynder, LLP also represents the City in litigation, code enforcement, and labor negotiations with the City's Employee Association. About 21% in fees were spent for litigation in fiscal year 2016-17, and about 6.2% has been spent year-to-date in fiscal year 2017-18. 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 administrative or court proceedings.
- Represents the City in labor negotiations and personnel matters



William W. Wynder  
City Attorney



Elena Gerli  
Assistant City Attorney



**ALESHIRE &  
WYNDER** LLP  
ATTORNEYS AT LAW

**City of Rancho Palos Verdes  
Legal Services  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Legal Services**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	856,190	1,049,278	1,173,168	1,159,000	925,000
Capital Outlay	-	-	-	-	-
<b>Total for Legal Services</b>	<b>\$ 856,190</b>	<b>\$ 1,049,278</b>	<b>\$ 1,173,168</b>	<b>\$ 1,159,000</b>	<b>\$ 925,000</b>

**Department:** Legal Services

**Budget Program:** Legal Services

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1210-5101	PROF/TECH SERVICE	326,390	142,664	9,939	0	0
	101-400-1210-5107	LEGAL SERVICES-GENERAL	529,800	723,111	834,173	984,000	750,000
	101-400-1210-5108	LEGAL SERVICES-LABOR NEGOTIATION	0	23,493	17,350	60,000	60,000
	101-400-1210-5109	LEGAL SERVICES-LITIGATION	0	116,245	248,410	55,000	55,000
	101-400-1210-5110	LEGAL SERVICES-CODE ENFORCEMENT	0	43,764	63,296	60,000	60,000
<b>Expenditure Subtotals</b>			<b>856,190</b>	<b>1,049,278</b>	<b>1,173,168</b>	<b>1,159,000</b>	<b>925,000</b>
<b>Total Program Expenditures</b>			<b>856,190</b>	<b>1,049,278</b>	<b>1,173,168</b>	<b>1,159,000</b>	<b>925,000</b>

**Department:** Legal Services

**Budget Program:** Legal Services

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-1210-5107	<b>LEGAL SERVICES-GENERAL</b> General legal services provided by the City Attorney's firm.	<b>750,000</b>
101-400-1210-5108	<b>LEGAL SERVICES-LABOR NEGOTIATION</b> Labor negotiation services provided by the City Attorney's firm.	<b>60,000</b>
101-400-1210-5109	<b>LEGAL SERVICES-LITIGATION</b> Litigation services provided by the City Attorney's firm.	<b>55,000</b>
101-400-1210-5110	<b>LEGAL SERVICES-CODE ENFORCEMENT</b> Code enforcement services provided by the City Attorney's firm.	<b>60,000</b>

## **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 approximately \$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.

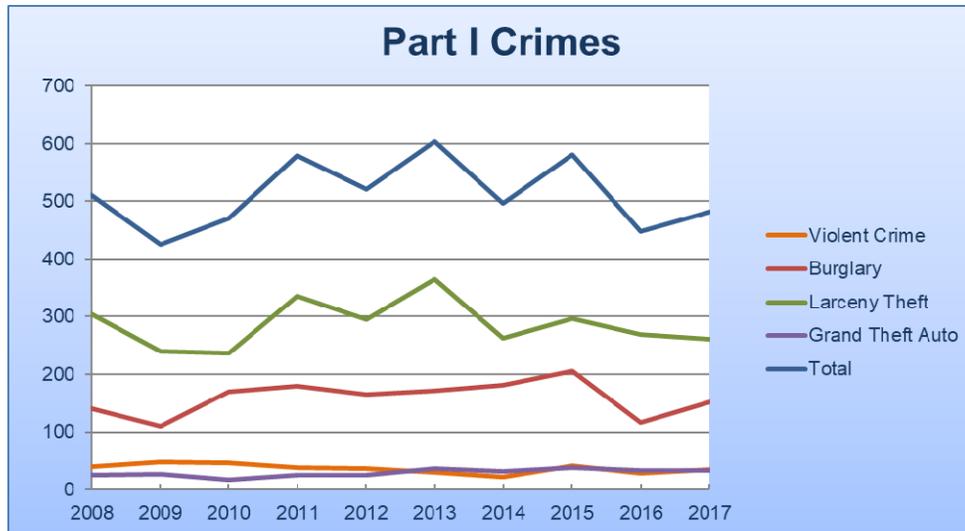
### **ANIMAL CONTROL**

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.

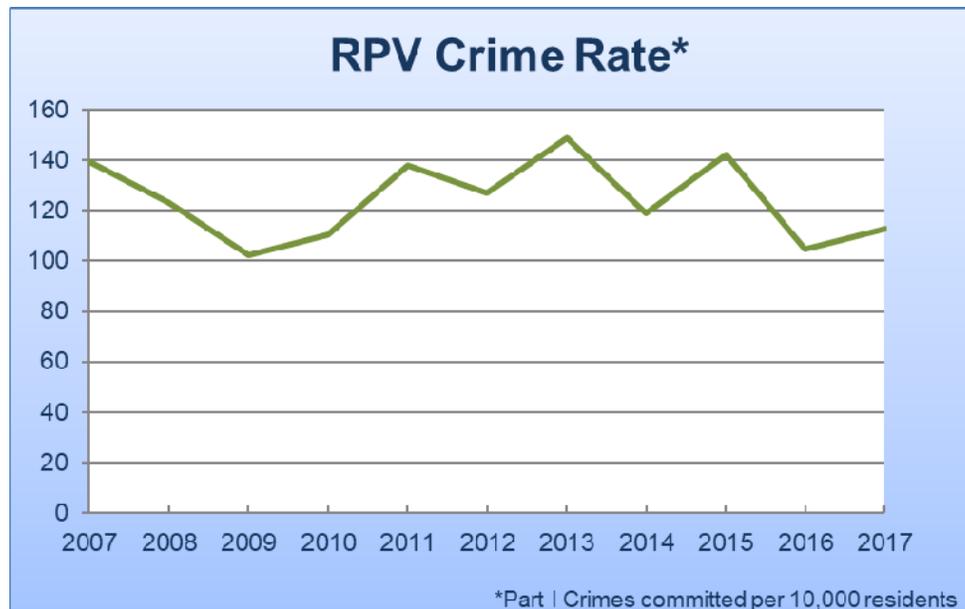
## PUBLIC SAFETY PERFORMANCE INDICATORS

### 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 2017, about 112.67 people out of every 10,000 in Rancho Palos Verdes were victims of a Part I Crime, compared to 186.34 for the unincorporated areas served by the Lomita Sheriff's Station. The Crime Rate in RPV is relatively low compared to the past few years, but has increased a bit over 2016.

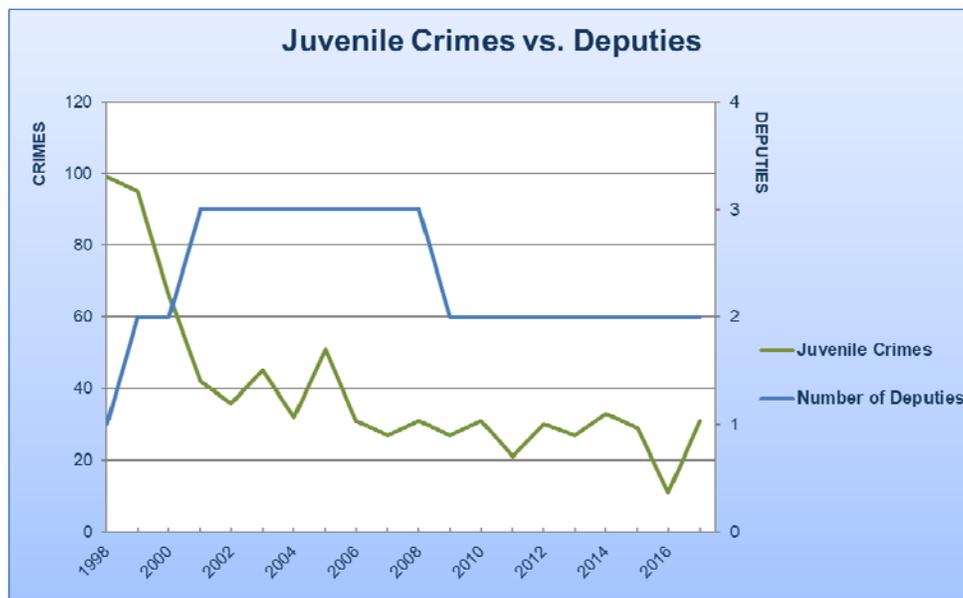
### SHERIFF'S RESPONSE TIME

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		
	High	Medium	Low
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

**City of Rancho Palos Verdes  
Public Safety  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Sheriff**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	4,345,828	4,792,928	5,451,056	6,135,200	6,318,500
Capital Outlay	-	-	-	-	-
<b>Total for Sheriff</b>	<b>\$ 4,345,828</b>	<b>\$ 4,792,928</b>	<b>\$ 5,451,056</b>	<b>\$ 6,135,200</b>	<b>\$ 6,318,500</b>

**Special Programs**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ 29,620	\$ 88,055	\$ 92,200
Maintenance & Operations	98,528	110,754	792,033	1,651,357	776,400
Capital Outlay	-	-	-	120,000	-
<b>Total for Special Programs</b>	<b>\$ 98,528</b>	<b>\$ 110,754</b>	<b>\$ 821,653</b>	<b>\$ 1,859,412</b>	<b>\$ 868,600</b>

**General Fund - Public Safety**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ 29,620	\$ 88,055	\$ 92,200
Maintenance & Operations	4,444,355	4,903,682	6,243,089	7,786,557	7,094,900
Capital Outlay	-	-	-	120,000	-
<b>Total General Fund - Public Safety</b>	<b>\$ 4,444,355</b>	<b>\$ 4,903,682</b>	<b>\$ 6,272,709</b>	<b>\$ 7,994,612</b>	<b>\$ 7,187,100</b>

**217 - Public Safety Grant Fund**

**Public Safety Grant**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Transfers Out	100,000	100,000	100,000	140,000	130,000
<b>Total for Public Safety Grant</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 140,000</b>	<b>\$ 130,000</b>

**Department:** Public Safety

**Budget Program:** Sheriff

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-6110-5101	PROF/TECH SERVICE	4,345,828	4,792,928	5,451,056	6,135,200	6,318,500
Expenditure Subtotals			4,345,828	4,792,928	5,451,056	6,135,200	6,318,500
<b>Total Program Expenditures</b>			<b>4,345,828</b>	<b>4,792,928</b>	<b>5,451,056</b>	<b>6,135,200</b>	<b>6,318,500</b>

**Department:** Public Safety

**Budget Program:** Sheriff

Account #	Account Description	Proposed FY18-19
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<b>101-400-6110-5101</b>	<b>PROF/TECH SERVICE</b>	<b>6,318,500</b>
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The FY18-19 allocation reflects a 2.57% increase in the cost of a Deputy Sheriff Service Unit, and a 3.67% cost for Bonus I Deputy units from the FY 17-18 rates.

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.

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 & 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.

The total cost of the Sheriff's services includes a 10.5% 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.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-6120-4101	SALARY & WAGES - FT	0	0	22,334	66,549	65,800
	101-400-6120-4103	SALARY & WAGES - OT	0	0	309	361	3,600
	101-400-6120-4201	HEALTH INSURANCE	0	0	3,108	10,241	9,800
	101-400-6120-4202	FICA/MEDICARE	0	0	293	891	1,000
	101-400-6120-4203	PERS	0	0	1,464	4,325	4,500
	101-400-6120-4204	WORKERS COMP	0	0	1,700	1,644	1,400
	101-400-6120-4205	OTHER BENEFITS	0	0	412	2,370	3,100
	101-400-6120-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	1,673	3,000
	101-400-6120-4310	OP SUPP/MINOR EQUIP	892	5,188	400,802	221,957	6,000
	101-400-6120-4901	OTHER MISCELLANEOUS	0	0	155	691,500	0
	101-400-6120-5101	PROF/TECH SERVICE	95,136	105,566	15,470	34,200	34,200
	101-400-6120-5103	PRINTING & BINDING	2,499	0	0	0	4,000
	101-400-6120-5111	PROF/TECH SERVICES (TRAFFIC)	0	0	10,372	16,000	16,000
	101-400-6120-5112	PROF/TECH SERVICES (COASTAL AREA)	0	0	14,224	1,000	20,000
	101-400-6120-5113	PROF/TECH SERVICES (WESTERN AVE)	0	0	1,333	8,000	8,000
	101-400-6120-5114	PROF/TECH SERVICES (SUMMER EVENING)	0	0	1,666	10,000	10,000
	101-400-6120-5115	PROF/TECH SERVICES (SUPPLEMENTAL)	0	0	50,860	91,000	72,000
	101-400-6120-5116	PROF/TECH SERVICES (PRESERVE ENFORCE)	0	0	291,216	567,000	584,200
	101-400-6120-5201	MAINTENANCE SERVICES	0	0	812	0	0
	101-400-6120-5301	TELEPHONE SERVICE	0	0	5,123	10,000	20,000
	101-400-6120-6001	MEETINGS/CONFERENCES	0	0	0	0	1,000
	101-400-6120-6002	TRAVEL /MILEAGE REIMBURSEMENT	0	0	0	0	300
	101-400-6120-6201	EQUIP REPLACE CHARGE	0	0	0	700	700
	101-400-6120-8201	VEHICLES	0	0	0	120,000	0
<b>Expenditure Subtotals</b>			<b>98,528</b>	<b>110,754</b>	<b>821,653</b>	<b>1,859,412</b>	<b>868,600</b>
<b>Total Program Expenditures</b>			<b>98,528</b>	<b>110,754</b>	<b>821,653</b>	<b>1,859,412</b>	<b>868,600</b>

**Department:** Public Safety

**Budget Program:** Special Programs

Account #	Account Description	Proposed FY18-19
101-400-6120-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	65,800
101-400-6120-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	3,600
101-400-6120-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	9,800
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.	1,000
101-400-6120-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	4,500
101-400-6120-4204	<b>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).	1,400
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.	3,100
101-400-6120-4206	<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
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%.	6,000

**Department:** Public Safety

**Budget Program:** Special Programs

Account #	Account Description	Proposed FY18-19
	2. Uniforms and supplies for the Volunteers on Patrol (VOP) participants who are Rancho Palos Verdes residents and special equipment for Lomita Sheriff's Station.	
<b>101-400-6120-5101</b>	<b>PROF/TECH SERVICE</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.  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.  3. Los Angeles Regional Interoperable Communications System (LA-RICS) administration fee.  4. One-time audit of service level provided by the Sheriff.	<b>34,200</b>
<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%.	<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.	<b>20,000</b>
<b>101-400-6120-5113</b>	<b>PROF/TECH SERVICES (WESTERN AVE)</b> Annual targeted enforcement and outreach programs - Western Avenue Patrol.	<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.	<b>10,000</b>
<b>101-400-6120-5115</b>	<b>PROF/TECH SERVICES (SUPPLEMENTAL)</b>	<b>72,000</b>

**Department:** Public Safety

**Budget Program:** Special Programs

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
	Annual targeted enforcement and outreach programs - Supplemental Patrol which includes Switchback area.	
<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.	<b>584,200</b>
<b>101-400-6120-5301</b>	<b>TELEPHONE SERVICE</b> Annual cellular costs for Automated License Plate Recognition (ALPR) Cameras. Increase in number of ALPR Cameras in RPV requiring more cellular services.	<b>20,000</b>
<b>101-400-6120-6001</b>	<b>MEETINGS/CONFERENCES</b> Expenses related to attendance of Municipal Management Association of Southern California conference.	<b>1,000</b>
<b>101-400-6120-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement for use of employees' private automobiles for City business.	<b>300</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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
To Gen'l Fund	217-400-0000-9101	TRANSFERS OUT	100,000	100,000	100,000	140,000	130,000
<b>Transfers Out Subtotals</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>140,000</b>	<b>130,000</b>
<b>Total Program Expenditures</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>140,000</b>	<b>130,000</b>

**Department:** Public Safety

**Budget Program:** Public Safety Grants

Account #	Account Description	Proposed FY18-19
<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>130,000</b>

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## **CITY ADMINISTRATION**

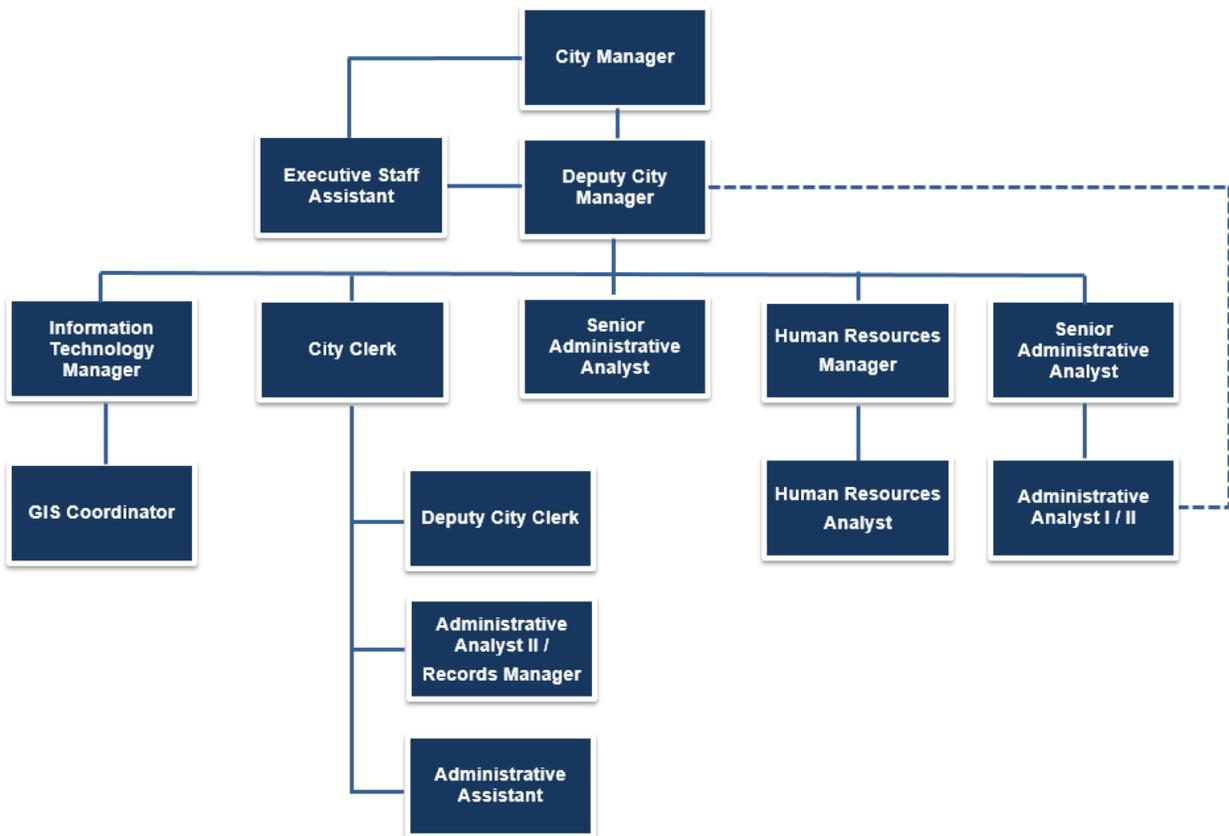
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# CITY ADMINISTRATION

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>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>ADMINISTRATION</b>					
Administrative Analyst I / II	-	-	1.0	1.0	1.0
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	1.0	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	1.0	1.0	1.0
Human Resources Analyst	-	1.0	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	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	-	-	-
<b>SUBTOTAL</b>	<b>12.5</b>	<b>12.5</b>	<b>14.0</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 RPVtv 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 public safety notifications 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**

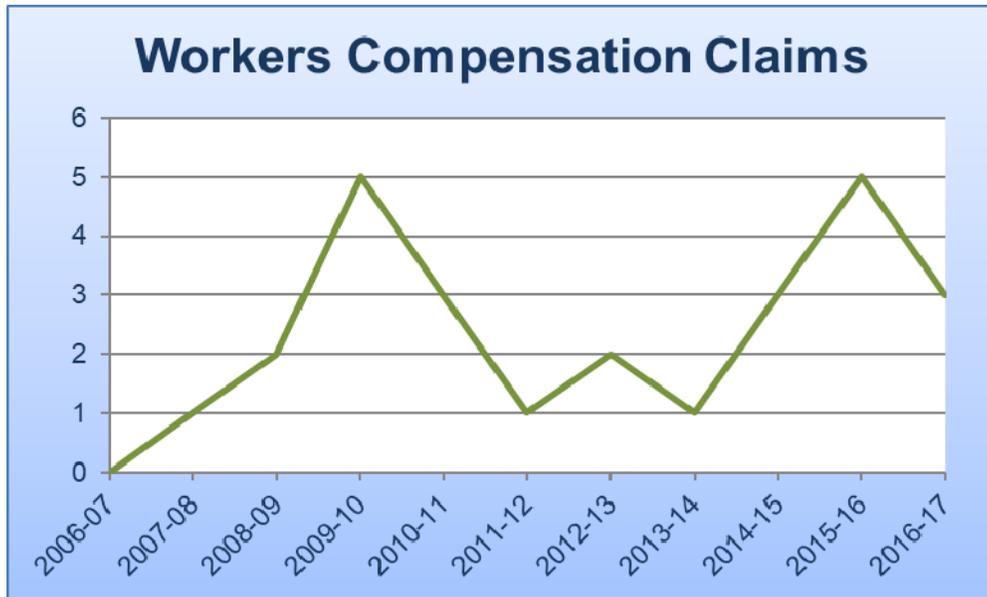
**Personnel**

Over the 10 years spanning from FY 2007-08 to FY 2016-17, employee separations have averaged 5.2 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.

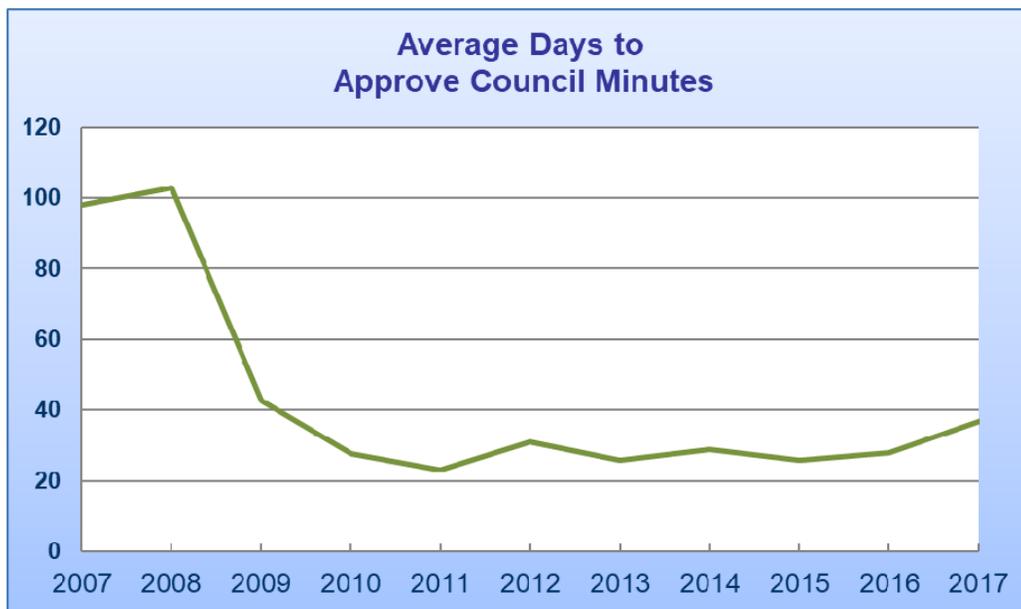


The majority of liability claims filed against the City tend to be related to City trees, bicycle accidents, vehicle damage due to roadway conditions, and trip and fall incidents in the public right of way. The City's liability claims tend to average fewer than 25 per fiscal year, with the exception of FY 2015-16 that resulted in 31 claims. The total number of claims for FY 16-17 is 23. Our claim experience compared with other cities of our size and risk is about average.



## City Council Minutes

The turnaround time for City Council meeting minutes to be 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 2017, there were 37 Council meetings with an average turnaround time of approximately 37 days. This increase in production time in FY 2016-17 was due to lengthy wireless cell tower meeting and an increase in meeting topics placed on the agendas.



## Public Record Act Requests

The City Clerk's Office received and responded to approximately 134 Public Records Act (PRA) requests in FY 2016-2017. On average, these PRA requests were completed in 8 days. Twenty-one (21) percent were processed within 24 hours, fourteen (14) percent were completed within 1 day, and eighteen (18) percent were completed in 10 days. More complex requests, requiring extensive compilation and review, were completed in more than ten days with the average turnaround time for this group at 30 days. Consistent tracking of PRA requests and their response time began in FY11-12.

**City of Rancho Palos Verdes  
City Administration  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
City Manager	\$731,613	\$885,212	\$783,077	\$917,890	\$856,500
City Clerk	486,496	637,521	481,015	513,027	543,200
City Clerk Election	-	-	3,366	126,024	78,000
Community Outreach	121,021	75,344	74,448	91,800	75,100
Emergency Preparedness	235,706	195,637	161,607	182,170	196,100
RPVtv	175,200	221,837	169,004	296,306	289,400
Personnel	399,980	388,905	364,247	436,677	365,600
Risk Management	399,980	589,889	-	-	-
Information Technology - Data	551,772	876,155	889,924	1,156,386	1,119,400
Information Technology - Voice	87,672	96,117	100,933	125,200	113,000
<b>Total General Fund - City Administration</b>	<b>\$ 3,189,440</b>	<b>\$ 3,966,617</b>	<b>\$ 3,027,621</b>	<b>\$ 3,845,480</b>	<b>\$ 3,636,300</b>

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,530,429	\$ 1,784,755	\$ 1,823,615	\$ 2,029,606	\$ 2,079,500
Maintenance & Operations	1,646,788	2,109,736	1,175,889	1,815,874	1,556,800
Capital Outlay	12,223	72,126	28,117	-	-
<b>Total General Fund - City Administration</b>	<b>\$ 3,189,440</b>	<b>\$ 3,966,617</b>	<b>\$ 3,027,621</b>	<b>\$ 3,845,480</b>	<b>\$ 3,636,300</b>

**685 - Employee Benefits Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Employee Benefits	\$ 2,049,468	\$ 2,247,354	\$ -	\$ -	\$ -
<b>Total for Employee Benefits</b>	<b>\$ 2,049,468</b>	<b>\$ 2,247,354</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Rancho Palos Verdes  
City Administration  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**City Manager**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 586,829	\$ 716,291	\$ 707,231	\$ 774,790	\$ 764,100
Maintenance & Operations	132,561	96,795	75,846	143,100	92,400
Capital Outlay	12,223	72,126	-	-	-
<b>Total for City Manager</b>	<b>\$731,613</b>	<b>\$885,212</b>	<b>\$783,077</b>	<b>\$917,890</b>	<b>\$856,500</b>

**City Clerk**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 419,568	\$ 448,978	\$ 444,701	\$ 476,927	\$ 500,400
Maintenance & Operations	66,928	188,543	36,314	36,100	42,800
Capital Outlay	-	-	-	-	-
<b>Total for City Clerk</b>	<b>\$ 486,496</b>	<b>\$ 637,521</b>	<b>\$ 481,015</b>	<b>\$ 513,027</b>	<b>\$ 543,200</b>

**City Clerk Election**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	3,366	126,024	78,000
Capital Outlay	-	-	-	-	-
<b>Total for City Clerk Election</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,366</b>	<b>\$ 126,024</b>	<b>\$ 78,000</b>

\*New program created to track election costs.

**Community Outreach**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	121,021	75,344	74,448	91,800	75,100
Capital Outlay	-	-	-	-	-
<b>Total for Community Outreach</b>	<b>\$ 121,021</b>	<b>\$ 75,344</b>	<b>\$ 74,448</b>	<b>\$ 91,800</b>	<b>\$ 75,100</b>

**Emergency Preparedness**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 107,997	\$ 113,023	\$ 116,650	\$ 112,320	\$ 131,200
Maintenance & Operations	127,709	82,614	44,957	69,850	64,900
Capital Outlay	-	-	-	-	-
<b>Total for Emergency Preparedness</b>	<b>\$ 235,706</b>	<b>\$ 195,637</b>	<b>\$ 161,607</b>	<b>\$ 182,170</b>	<b>\$ 196,100</b>

**City of Rancho Palos Verdes  
City Administration  
FY 18-19 Adopted Budget Summary**

**RPVtv**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 22,806	\$ -	\$ -	\$ 51,006	\$ 60,400
Maintenance & Operations	152,394	221,837	169,004	245,300	229,000
Capital Outlay	-	-	-	-	-
<b>Total for RPVtv</b>	<b>\$ 175,200</b>	<b>\$ 221,837</b>	<b>\$ 169,004</b>	<b>\$ 296,306</b>	<b>\$ 289,400</b>

**Personnel**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 253,419	\$ 292,533	\$ 278,323	\$ 296,177	\$ 309,000
Maintenance & Operations	146,561	96,372	85,924	140,500	56,600
Capital Outlay	-	-	-	-	-
<b>Total for Personnel</b>	<b>\$ 399,980</b>	<b>\$ 388,905</b>	<b>\$ 364,247</b>	<b>\$ 436,677</b>	<b>\$ 365,600</b>

**Risk Management**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	399,980	589,889	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total for Risk Management</b>	<b>\$ 399,980</b>	<b>\$ 589,889</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Program moved to non-department

**Information Technology - Data**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 139,810	\$ 213,930	\$ 276,710	\$ 318,386	\$ 314,400
Maintenance & Operations	411,962	662,225	585,097	838,000	805,000
Capital Outlay	-	-	28,117	-	-
<b>Total for Information Technology - Data</b>	<b>\$ 551,772</b>	<b>\$ 876,155</b>	<b>\$ 889,924</b>	<b>\$ 1,156,386</b>	<b>\$ 1,119,400</b>

**Information Technology - Voice**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	87,672	96,117	100,933	125,200	113,000
Capital Outlay	-	-	-	-	-
<b>Total for Information Technology - Voice</b>	<b>\$ 87,672</b>	<b>\$ 96,117</b>	<b>\$ 100,933</b>	<b>\$ 125,200</b>	<b>\$ 113,000</b>

**City of Rancho Palos Verdes  
City Administration  
FY 18-19 Adopted Budget Summary**

**685 - Employee Benefits Fund**

**Employee Benefits**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 1,897,094	\$ 2,076,573	\$ -	\$ -	\$ -
Maintenance & Operations	152,374	170,781	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total for Employee Benefits</b>	<b>\$ 2,049,468</b>	<b>\$ 2,247,354</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Employee benefits are now charged to the program/department.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1410-4101	SALARY & WAGES - FT	450,837	551,604	552,275	583,630	576,400
	101-400-1410-4102	SALARY & WAGES - PT	923	0	0	0	0
	101-400-1410-4103	SALARY & WAGES - OT	1,149	1,717	327	0	1,100
	101-400-1410-4104	EMPLOYEE BONUSES	0	0	1,000	0	0
	101-400-1410-4200	EMPLOYEE BENEFITS	133,920	162,970	0	0	0
	101-400-1410-4201	HEALTH INSURANCE	0	0	41,223	69,261	43,900
	101-400-1410-4202	FICA/MEDICARE	0	0	7,240	7,779	8,400
	101-400-1410-4203	PERS	0	0	43,570	46,450	47,200
	101-400-1410-4204	WORKERS COMP	0	0	12,699	13,556	12,800
	101-400-1410-4205	OTHER BENEFITS	0	0	12,975	22,208	22,400
	101-400-1410-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	14,423	15,906	18,300
	101-400-1410-4207	CALPERS UNFUNDED LIABILITY	0	0	21,499	16,000	33,600
	101-400-1410-4310	OP SUPP/MINOR EQUIP	4,438	17,706	454	6,000	10,000
	101-400-1410-4311	POSTAGE	0	0	0	100	100
	101-400-1410-4601	MEMBERSHIPS & DUES	3,735	2,625	425	3,600	3,600
	101-400-1410-5101	PROF/TECH SERVICE	45,074	35,793	51,392	100,000	48,000
	101-400-1410-5102	LEGAL NOTICES AND ADS	0	255	2	100	0
	101-400-1410-5103	PRINTING & BINDING	2,013	232	532	600	600
	101-400-1410-5301	TELEPHONE SERVICE	0	0	38	0	0
	101-400-1410-6001	MEETINGS/CONFERENCES	7,595	13,978	15,653	17,000	15,000
	101-400-1410-6002	TRAVEL /MILEAGE REIMBURSEMENT	471	268	136	500	500
	101-400-1410-6101	TRAINING	0	1,400	0	0	0
	101-400-1410-6102	PUBLICATIONS	335	337	914	1,000	400
	101-400-1410-6201	EQUIP REPLACE CHARGE	68,900	24,200	6,300	14,200	14,200
	101-400-1410-8803	LAND	12,223	72,126	0	0	0
<b>Expenditure Subtotals</b>			<b>731,613</b>	<b>885,212</b>	<b>783,077</b>	<b>917,890</b>	<b>856,500</b>
<b>Total Program Expenditures</b>			<b>731,613</b>	<b>885,212</b>	<b>783,077</b>	<b>917,890</b>	<b>856,500</b>

**Department:** City Administration

**Budget Program:** City Manager

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>101-400-1410-4101</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>576,400</b>
<b>101-400-1410-4103</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	<b>1,100</b>
<b>101-400-1410-4201</b>	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>43,900</b>
<b>101-400-1410-4202</b>	<b>FICA/MEDICARE</b> Employer share of Medicare and Social Security (FICA) taxes.	<b>8,400</b>
<b>101-400-1410-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>47,200</b>
<b>101-400-1410-4204</b>	<b>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>12,800</b>
<b>101-400-1410-4205</b>	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>22,400</b>
<b>101-400-1410-4206</b>	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>18,300</b>
<b>101-400-1410-4207</b>	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	<b>33,600</b>
<b>101-400-1410-4310</b>	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office supplies.	<b>10,000</b>

**Department:** City Administration

**Budget Program:** City Manager

Account #	Account Description	Proposed FY18-19
101-400-1410-4311	<b>POSTAGE</b> Charges for express mail, messenger and delivery services.	100
101-400-1410-4601	<b>MEMBERSHIPS &amp; DUES</b> "Funds membership in the following organizations: 1. International City Managers Association (ICMA) 2. American Planning Association (APA) 3. Women Leading Government (WLG)	3,600
101-400-1410-5101	<b>PROF/TECH SERVICE</b> Professional contract services for federal advocacy services by American Capitol Group.	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>TRAVEL /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 Equipment	14,200

**Department:** City Administration

**Budget Program:** City Manager

Account #	Account Description	Proposed FY18-19
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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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1310-4101	SALARY & WAGES - FT	295,699	314,058	276,639	325,662	336,400
	101-400-1310-4102	SALARY & WAGES - PT	0	0	0	879	0
	101-400-1310-4103	SALARY & WAGES - OT	669	785	8,260	10,453	12,600
	101-400-1310-4104	EMPLOYEE BONUSES	0	0	3,000	0	800
	101-400-1310-4200	EMPLOYEE BENEFITS	123,200	134,134	0	0	0
	101-400-1310-4201	HEALTH INSURANCE	0	0	37,917	47,255	46,500
	101-400-1310-4202	FICA/MEDICARE	0	0	3,804	4,300	5,100
	101-400-1310-4203	PERS	0	0	26,665	29,394	30,000
	101-400-1310-4204	WORKERS COMP	0	0	7,599	7,597	7,400
	101-400-1310-4205	OTHER BENEFITS	0	0	23,758	14,212	10,400
	101-400-1310-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	15,631	9,075	14,700
	101-400-1310-4207	CALPERS UNFUNDED LIABILITY	0	0	41,428	28,100	36,500
	101-400-1310-4310	OP SUPP/MINOR EQUIP	1,410	2,119	2,030	2,500	2,500
	101-400-1310-4311	POSTAGE	0	0	6,840	0	0
	101-400-1310-4601	MEMBERSHIPS & DUES	1,227	1,225	1,250	1,300	1,300
	101-400-1310-5101	PROF/TECH SERVICE	7,879	143,403	1,868	10,000	10,000
	101-400-1310-5102	LEGAL NOTICES AND ADS	5,769	7,652	2,292	3,000	3,000
	101-400-1310-5103	PRINTING & BINDING	0	912	7,598	1,000	1,000
	101-400-1310-6001	MEETINGS/CONFERENCES	251	2,855	1,271	500	3,000
	101-400-1310-6002	TRAVEL /MILEAGE REIMBURSEMENT	416	435	75	200	600
	101-400-1310-6101	TRAINING	4,041	6,946	769	1,200	5,000
	101-400-1310-6102	PUBLICATIONS	935	8,396	8,121	10,000	10,000
	101-400-1310-6201	EQUIP REPLACE CHARGE	45,000	14,600	4,200	6,400	6,400
<b>Expenditure Subtotals</b>			<b>486,496</b>	<b>637,521</b>	<b>481,015</b>	<b>513,027</b>	<b>543,200</b>
<b>Total Program Expenditures</b>			<b>486,496</b>	<b>637,521</b>	<b>481,015</b>	<b>513,027</b>	<b>543,200</b>

**Department:** City Administration

**Budget Program:** City Clerk

Account #	Account Description	Proposed FY18-19
101-400-1310-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	336,400
101-400-1310-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	12,600
101-400-1310-4104	<b>EMPLOYEE BONUSES</b> Employee merit bonus in recognition of exemplary performance.	800
101-400-1310-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	46,500
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.	5,100
101-400-1310-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	30,000
101-400-1310-4204	<b>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).	7,400
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.	10,400
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.	14,700
101-400-1310-4207	<b>CALPERS UNFUNDED LIABILITY</b>	36,500

**Department:** City Administration

**Budget Program:** City Clerk

Account #	Account Description	Proposed FY18-19
	Budget program's portion of City's total CalPERS unfunded liability.	
101-400-1310-4310	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous office supplies.	2,500
101-400-1310-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the following organizations: 1. International Institute of Municipal Clerks (IIMC) 2. City Clerks Association of California (CCAC) 3. Association of Records Managers & Administrators (ARMA International) 4. National Notary Association (NNA)	1,300
101-400-1310-5101	<b>PROF/TECH SERVICE</b> Other Professional/Technical Services.	10,000
101-400-1310-5102	<b>LEGAL NOTICES AND ADS</b> Publication of legal notices and advertisements for advisory board recruitments.	3,000
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>TRAVEL /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.	5,000
101-400-1310-6102	<b>PUBLICATIONS</b> 1. Municipal Code updates and maintenance.	10,000

**Department:** City Administration

**Budget Program:** City Clerk

Account #	Account Description	Proposed FY18-19
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 directly increases the Equipment Replacement charge in the year the equipment is acquired.	6,400

**Department:** City Administration

**Budget Program:** City Clerk - Election

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1311-5101	ELECTION SERVICES	0	0	3,366	123,000	75,000
	101-400-1311-5102	LEGAL NOTICES AND ADS	0	0	0	3,024	3,000
Expenditure Subtotals			0	0	3,366	126,024	78,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>3,366</b>	<b>126,024</b>	<b>78,000</b>

**Department:** City Administration

**Budget Program:** City Clerk - Election

Account #	Account Description	Proposed FY18-19
101-400-1311-5101	<b>ELECTION SERVICES</b> Election expenses. Cost of potential November 2018 Special Municipal Election for two ballot measures (Hospitality and Charter), which is consolidated with Los Angeles County; Election consulting services; election translation services (five foreign languages) as required by State law; and election supplies.	75,000
101-400-1311-5102	<b>LEGAL NOTICES AND ADS</b> Publication of legal notices for elections in the local newspaper and five (5) foreign language newspapers (as required by State law).	3,000

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1420-4310	OP SUPP/MINOR EQUIP	3,488	5,766	731	11,000	4,800
	101-400-1420-4311	POSTAGE	8,220	8,267	8,308	8,400	8,400
	101-400-1420-4601	MEMBERSHIPS & DUES	40,713	42,329	41,972	45,800	45,800
	101-400-1420-4901	CITY GRANTS	44,774	0	0	0	0
	101-400-1420-5103	PRINTING & BINDING	8,766	11,141	8,623	12,500	15,000
	101-400-1420-5201	MAINTENANCE SERVICES	779	1,036	0	1,100	1,100
	101-400-1420-6001	MEETINGS/CONFERENCES	14,281	6,805	14,576	13,000	0
	101-400-1420-6101	TRAINING	0	0	-750	0	0
	101-400-1420-6102	PUBLICATIONS	0	0	988	0	0
<b>Expenditure Subtotals</b>			<b>121,021</b>	<b>75,344</b>	<b>74,448</b>	<b>91,800</b>	<b>75,100</b>
<b>Total Program Expenditures</b>			<b>121,021</b>	<b>75,344</b>	<b>74,448</b>	<b>91,800</b>	<b>75,100</b>

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

Account #	Account Description	Proposed FY18-19
101-400-1420-4310	<b>OP SUPP/MINOR EQUIP</b> This item includes City tiles, lapel pins, engraving and proclamations.	4,800
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</li> <li>2. San Pedro Chamber of Commerce</li> <li>3. Palos Verdes Peninsula Coordinating Council</li> <li>4. California Coastal Coalition</li> <li>5. California Contract Cities Association</li> <li>6. South Bay Cities Council of Governments</li> <li>7. West Basin Municipal Water District</li> <li>8. Southern California Association of Governments</li> <li>9. League of California Cities</li> <li>10. Local Agency Formation Commission (LAFCO) participation fee</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.  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.	15,000
101-400-1420-5201	<b>MAINTENANCE SERVICES</b> The cost of the weekly cable television channel guide.	1,100

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1430-4101	SALARY & WAGES - FT	76,427	76,216	77,482	76,431	83,400
	101-400-1430-4103	SALARY & WAGES - OT	1,070	302	426	0	0
	101-400-1430-4200	EMPLOYEE BENEFITS	30,500	36,505	0	0	0
	101-400-1430-4201	HEALTH INSURANCE	0	0	15,755	12,572	13,100
	101-400-1430-4202	FICA/MEDICARE	0	0	1,022	989	1,200
	101-400-1430-4203	PERS	0	0	7,901	7,712	8,800
	101-400-1430-4204	WORKERS COMP	0	0	1,800	3,165	1,800
	101-400-1430-4205	OTHER BENEFITS	0	0	1,571	1,551	1,900
	101-400-1430-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	808	0	0
	101-400-1430-4207	CALPERS UNFUNDED LIABILITY	0	0	9,885	9,900	21,000
	101-400-1430-4310	OP SUPP/MINOR EQUIP	24,147	24,343	13,234	19,750	14,800
	101-400-1430-4601	MEMBERSHIPS & DUES	10,321	410	415	11,400	11,400
	101-400-1430-5101	PROF/TECH SERVICE	25,132	29,697	20,949	18,500	18,500
	101-400-1430-5102	LEGAL NOTICES AND ADS	0	0	450	0	0
	101-400-1430-5103	PRINTING & BINDING	0	0	0	500	500
	101-400-1430-5301	TELEPHONE SERVICE	3,332	3,339	2,823	3,000	3,000
	101-400-1430-6001	MEETINGS/CONFERENCES	3,775	4,723	860	4,800	4,800
	101-400-1430-6002	TRAVEL /MILEAGE REIMBURSEMENT	120	102	535	200	200
	101-400-1430-6101	TRAINING	581	0	66	9,500	9,500
	101-400-1430-6201	EQUIP REPLACE CHARGE	60,300	20,000	5,625	2,200	2,200
<b>Expenditure Subtotals</b>			<b>235,705</b>	<b>195,636</b>	<b>161,607</b>	<b>182,170</b>	<b>196,100</b>
<b>Total Program Expenditures</b>			<b>235,705</b>	<b>195,636</b>	<b>161,607</b>	<b>182,170</b>	<b>196,100</b>

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

Account #	Account Description	Proposed FY18-19
101-400-1430-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	83,400
101-400-1430-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	13,100
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 normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	8,800
101-400-1430-4204	<b>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).	1,800
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.	1,900
101-400-1430-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	21,000
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 kits.  2. Takeaways for Emergency Preparedness Committee special events (4th of July, Whale of a Day and EPC presentations).	14,800

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

Account #	Account Description	Proposed FY18-19
	<ul style="list-style-type: none"> <li>3. Palos Verdes Amateur Network (PVAN) equipment &amp; supplies.</li> <li>4. Personal Protection Equipment for City Staff.</li> <li>5. 2018 Peninsula Emergency Preparedness EXPO</li> <li>6. Emergency cache supplies</li> </ul>	
<b>101-400-1430-4601</b>	<b>MEMBERSHIPS &amp; DUES</b>	<b>11,400</b>
	<ul style="list-style-type: none"> <li>1. Membership dues for the Los Angeles County Area G Disaster Council.</li> <li>2. California Emergency Services Association (CESA).</li> <li>3. International Association of Emergency Managers (IAEM).</li> </ul>	
<b>101-400-1430-5101</b>	<b>PROF/TECH SERVICE</b>	<b>18,500</b>
	<p>This budget provides for professional services to support emergency preparedness.</p> <ul style="list-style-type: none"> <li>1. Executive Training for City Council (State and Fed Gov recommended).</li> <li>2. Emergency Communications Center (ECC), ECC antenna and San Pedro Hill repeater maintenance.</li> <li>3. Annual Emergency Operations Center (EOC) City Staff training.</li> <li>4. Filming costs for two EPC PSA's; one utility company emergency plans presentation; and one USGS emergency prep presentation at the Norris Pavilion or Hesse Community Center (Dr. Lucy Jones (formerly of USGS) speaker fee and the Pavilion fee) (in addition, the cities of Rolling Hills, Rolling Hills Estates and Palos Verdes Estates plan to contribute towards the engagement).</li> <li>5. Emergency and/or disaster media training consultant for City Councilmembers.</li> </ul>	
<b>101-400-1430-5103</b>	<b>PRINTING &amp; BINDING</b>	<b>500</b>
	<ul style="list-style-type: none"> <li>1. Emergency Operations Plan (EOP) printing.</li> </ul>	
<b>101-400-1430-5301</b>	<b>TELEPHONE SERVICE</b>	<b>3,000</b>
	<ul style="list-style-type: none"> <li>1. Emergency cellular service (phones are in the three emergency caches in the City).</li> <li>2. Satellite telephone service (two phones in the EOC).</li> </ul>	

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

Account #	Account Description	Proposed FY18-19
101-400-1430-6001	<p><b>MEETINGS/CONFERENCES</b></p> <p>1. Annual CA Emergency Services Association (CESA).</p> <p>2. Annual International Association of Emergency Managers (IAEM).</p>	4,800
101-400-1430-6002	<p><b>TRAVEL /MILEAGE REIMBURSEMENT</b></p> <p>1. Reimbursement to Emergency Manager for use of personal vehicle for attending regional meetings related to emergency preparedness.</p>	200
101-400-1430-6101	<p><b>TRAINING</b></p> <p>1. Emergency Management training (CA Specialized Training Institute (CSTI) at San Luis Obispo Campus) for five (5) Emergency Operations Center (EOC) Section Chiefs.</p> <p>2. Unanticipated training for Emergency Manager and City Staff.</p>	9,500
101-400-1430-6201	<p><b>EQUIP REPLACE CHARGE</b></p> <p>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.</p>	2,200

**Department:** City Administration

**Budget Program:** RPVtv

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1440-4102	SALARY & WAGES - PT	20,806	0	0	37,103	41,000
	101-400-1440-4200	EMPLOYEE BENEFITS	2,000	0	0	0	0
	101-400-1440-4201	HEALTH INSURANCE	0	0	0	10,130	15,100
	101-400-1440-4202	FICA/MEDICARE	0	0	0	1,032	600
	101-400-1440-4203	PERS	0	0	0	1,876	2,800
	101-400-1440-4204	WORKERS COMP	0	0	0	865	900
	101-400-1440-4310	OP SUPP/MINOR EQUIP	13,418	20,345	2,024	20,000	20,000
	101-400-1440-4601	MEMBERSHIPS & DUES	80	80	0	0	700
	101-400-1440-5101	PROF/TECH SERVICE	115,397	188,712	163,455	220,000	203,000
	101-400-1440-6201	EQUIP REPLACE CHARGE	23,500	12,700	3,525	5,300	5,300
<b>Expenditure Subtotals</b>			<b>175,200</b>	<b>221,837</b>	<b>169,004</b>	<b>296,306</b>	<b>289,400</b>
<b>Total Program Expenditures</b>			<b>175,200</b>	<b>221,837</b>	<b>169,004</b>	<b>296,306</b>	<b>289,400</b>

**Department:** City Administration

**Budget Program:** RPVtv

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-1440-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	41,000
101-400-1440-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	15,100
101-400-1440-4202	<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
101-400-1440-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	2,800
101-400-1440-4204	<b>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).	900
101-400-1440-4310	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous operating supplies and minor equipment for production purposes, including camcorders, microphones, data cards, cables, monitors and tripods.	20,000
101-400-1440-4601	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in governmental cable access professional organizations and annual entry fee for Telly awards.	700
101-400-1440-5101	<b>PROF/TECH SERVICE</b> Professional services contracts for Program Production, Filming and Editing.	203,000
101-400-1440-6201	<b>EQUIP REPLACE CHARGE</b> Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment	5,300

**Department:** City Administration

**Budget Program:** RPVtv

Account #	Account Description	Proposed FY18-19
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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.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1450-4101	SALARY & WAGES - FT	189,669	210,333	224,035	231,733	256,700
	101-400-1450-4102	SALARY & WAGES - PT	16,450	10,650	0	0	0
	101-400-1450-4103	SALARY & WAGES - OT	0	2,478	0	0	900
	101-400-1450-4104	EMPLOYEE BONUSES	0	0	0	750	0
	101-400-1450-4200	EMPLOYEE BENEFITS	47,300	69,072	0	0	0
	101-400-1450-4201	HEALTH INSURANCE	0	0	14,341	28,888	12,500
	101-400-1450-4202	FICA/MEDICARE	0	0	3,111	3,386	3,700
	101-400-1450-4203	PERS	0	0	16,751	17,806	19,600
	101-400-1450-4204	WORKERS COMP	0	0	5,599	5,484	5,600
	101-400-1450-4205	OTHER BENEFITS	0	0	8,089	8,129	8,400
	101-400-1450-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	1,269	0	1,500
	101-400-1450-4207	CALPERS UNFUNDED LIABILITY	0	0	5,128	0	100
	101-400-1450-4310	OP SUPP/MINOR EQUIP	7,019	11,005	10,282	7,000	5,000
	101-400-1450-4601	MEMBERSHIPS & DUES	175	644	469	1,300	1,300
	101-400-1450-4901	OTHER MISCELLANEOUS	1,488	16,220	7,073	0	0
	101-400-1450-5101	PROF/TECH SERVICE	99,153	45,714	57,757	100,000	22,500
	101-400-1450-5102	LEGAL NOTICES AND ADS	5,563	8,704	625	0	0
	101-400-1450-5103	PRINTING & BINDING	638	201	1,233	1,000	1,000
	101-400-1450-5117	RECRUITMENT ACTIVITIES	0	0	0	11,400	7,000
	101-400-1450-6001	MEETINGS/CONFERENCES	9,011	3,851	2,987	4,500	4,500
	101-400-1450-6002	TRAVEL /MILEAGE REIMBURSEMENT	85	199	123	500	500
	101-400-1450-6101	TRAINING	7,277	4,224	3,950	5,500	5,500
	101-400-1450-6102	PUBLICATIONS	851	210	0	1,000	1,000
	101-400-1450-6104	RISK/SAFETY ACTIVITIES	0	0	0	6,500	6,500
	101-400-1450-6201	EQUIP REPLACE CHARGE	15,300	5,400	1,425	1,800	1,800
<b>Expenditure Subtotals</b>			<b>399,980</b>	<b>388,905</b>	<b>364,247</b>	<b>436,677</b>	<b>365,600</b>
<b>Total Program Expenditures</b>			<b>399,980</b>	<b>388,905</b>	<b>364,247</b>	<b>436,677</b>	<b>365,600</b>

**Department:** City Administration

**Budget Program:** Personnel

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>101-400-1450-4101</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>256,700</b>
<b>101-400-1450-4103</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	<b>900</b>
<b>101-400-1450-4201</b>	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>12,500</b>
<b>101-400-1450-4202</b>	<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>3,700</b>
<b>101-400-1450-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>19,600</b>
<b>101-400-1450-4204</b>	<b>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>5,600</b>
<b>101-400-1450-4205</b>	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>8,400</b>
<b>101-400-1450-4206</b>	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>1,500</b>
<b>101-400-1450-4207</b>	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	<b>100</b>
<b>101-400-1450-4310</b>	<b>OP SUPP/MINOR EQUIP</b>	<b>5,000</b>

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Proposed FY18-19
	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.	
<b>101-400-1450-4601</b>	<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.	<b>1,300</b>
<b>101-400-1450-5101</b>	<b>PROF/TECH SERVICE</b> This item provides funds for professional services related to special personnel and employee issues and employment services.  <ol style="list-style-type: none"><li>1. Fingerprint Administration Services</li><li>2. DOJ Livescan background checks</li><li>3. Pre-employment physical exams</li><li>4. Professional Services for personnel objectives</li><li>5. Fraud, Waste &amp; Abuse Program</li><li>6. ACA reporting by CXC to the IRS.</li></ol>	<b>22,500</b>
<b>101-400-1450-5103</b>	<b>PRINTING &amp; BINDING</b> Printing employment applications, handbooks and other personnel related materials.	<b>1,000</b>
<b>101-400-1450-5117</b>	<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.)	<b>7,000</b>
<b>101-400-1450-6001</b>	<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:  <ol style="list-style-type: none"><li>1 CalPELRA</li></ol>	<b>4,500</b>

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Proposed FY18-19
	<ul style="list-style-type: none"><li>2. NPELRA/PELRAC</li><li>3. SCPLRC</li><li>4. LCW Legal Update</li><li>5. CalPERS Forum</li><li>6. Public Retirement Seminar</li></ul>	
<b>101-400-1450-6002</b>	<b>TRAVEL /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. <ul style="list-style-type: none"><li>1. Liebert, Cassidy, Whitmore Consortium</li><li>2. Various webinars and other training session</li></ul>	<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: <ul style="list-style-type: none"><li>1. CPR/AED devices.</li><li>2. First Aid supplies.</li><li>3. CJPIA risk management and safety related training to mitigate liability exposure.</li></ul>	<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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1460-4701	INSURANCE	399,980	589,646	0	0	0
	101-400-1460-6101	TRAINING	0	243	0	0	0
Expenditure Subtotals			399,980	589,889	0	0	0
<b>Total Program Expenditures</b>			<b>399,980</b>	<b>589,889</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Department:** City Administration

**Budget Program:** Employee Benefits

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	685-400-0000-4104	EMPLOYEE BONUSES	0	18,893	0	0	0
	685-400-0000-4201	HEALTH INSURANCE	1,012,052	962,399	0	0	0
	685-400-0000-4202	FICA/MEDICARE	85,664	103,068	0	0	0
	685-400-0000-4203	RETIREMENT HEALTHCARE	74,348	83,470	0	0	0
	685-400-0000-4203	PERS	725,028	902,087	0	0	0
	685-400-0000-4205	OTHER BENEFITS	0	6,656	0	0	0
	685-400-0000-4701	INSURANCE	152,374	170,781	0	0	0
<b>Expenditure Subtotals</b>			<b>2,049,468</b>	<b>2,247,354</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>2,049,468</b>	<b>2,247,354</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1470-4101	SALARY & WAGES - FT	105,252	107,009	201,530	226,504	221,400
	101-400-1470-4102	SALARY & WAGES - PT	1,058	67,729	16,741	17,815	17,300
	101-400-1470-4103	SALARY & WAGES - OT	0	0	0	1,038	6,300
	101-400-1470-4200	EMPLOYEE BENEFITS	33,500	39,192	0	0	0
	101-400-1470-4201	HEALTH INSURANCE	0	0	22,552	30,467	27,500
	101-400-1470-4202	FICA/MEDICARE	0	0	3,577	4,415	3,600
	101-400-1470-4203	PERS	0	0	14,174	15,409	16,200
	101-400-1470-4204	WORKERS COMP	0	0	4,900	6,589	5,200
	101-400-1470-4205	OTHER BENEFITS	0	0	5,005	6,629	7,800
	101-400-1470-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	8,231	9,519	9,000
	101-400-1470-4207	CALPERS UNFUNDED LIABILITY	0	0	0	0	100
	101-400-1470-4310	OP SUPP/MINOR EQUIP	14,967	83,459	30,323	55,000	58,000
	101-400-1470-4601	MEMBERSHIPS & DUES	840	290	624	600	1,000
	101-400-1470-5101	PROF/TECH SERVICE	366,968	263,729	207,658	280,000	283,000
	101-400-1470-5103	PRINTING & BINDING	0	0	95	0	0
	101-400-1470-5201	MAINTENANCE SERVICES	2,957	293,099	328,760	433,000	397,300
	101-400-1470-6001	MEETINGS/CONFERENCES	1,919	5,134	5,540	10,000	10,500
	101-400-1470-6002	TRAVEL /MILEAGE REIMBURSEMENT	88	989	739	600	600
	101-400-1470-6101	TRAINING	8,711	9,585	9,933	16,000	12,000
	101-400-1470-6102	PUBLICATIONS	212	541	0	500	300
	101-400-1470-6201	EQUIP REPLACE CHARGE	15,300	5,400	1,425	42,300	42,300
	101-400-1470-8101	EQUIPMENT & FURNITURE	0	0	28,117	0	0
<b>Expenditure Subtotals</b>			<b>551,772</b>	<b>876,156</b>	<b>889,924</b>	<b>1,156,386</b>	<b>1,119,400</b>
<b>Total Program Expenditures</b>			<b>551,772</b>	<b>876,156</b>	<b>889,924</b>	<b>1,156,386</b>	<b>1,119,400</b>

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Proposed FY18-19
101-400-1470-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	221,400
101-400-1470-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	17,300
101-400-1470-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	6,300
101-400-1470-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	27,500
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.	3,600
101-400-1470-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	16,200
101-400-1470-4204	<b>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).	5,200
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.	7,800
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

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Proposed FY18-19
101-400-1470-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	100
101-400-1470-4310	<b>OP SUPP/MINOR EQUIP</b> 1. Misc Computer Equipment And Supplies From Various Vendor 2. Annual Small And Minor Equipment Purchases 3. Annual Supplies Purchases 4. Public Works Plotter Supplies/Maintenance	58,000
101-400-1470-4601	<b>MEMBERSHIPS &amp; DUES</b> 1. Misac And IT Memberships. 2. GIS And Other Professional Organization Memberships.	1,000
101-400-1470-5101	<b>PROF/TECH SERVICE</b> Consulting services for administration of the City's data network, help desk, audio/visual, GIS systems and governance.  1. Annual It Support Services 2. Annual Cityworks Support 3. Annual Business System Support - Munis, Trakit, Cityworks, Granicus, Laserfiche, Etc 4. Annual Geocortex Support And Configurations 5. Additional Misc And Emergency Support Services 6. Annual Website, Business License And Automashion Support 7. Annual Sharepoint Support 8. Security Assessment	283,000
101-400-1470-5201	<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. Annual Microsoft Software Licensing 2. Munis Annual Finance And HR System Saas Licensing 3. Annual Trakit Permitting, Planning, Business License And Code Enforcement Licensing 4. Cityworks Pw Work Order System Annual Licensing 5. Annual Hr Job Posting Managment System Licensing 6. Granicus Agenda Manangement And Streaming Solution 7. Annual Anonymous Fraud Waste And Abuse Hotline Licensing 8. Arcgis And Components Annual Licensing 9. Annual Civicplus Website Cms Licensing 10. Annual Geocortex Viewer And Public Application Support And Licensing 11. PVIC Museum Asset Management System	397,300

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Proposed FY18-19
	12. Annual Cougar Mountain - PVIC Pos System Support 13. Annual Solarwinds Network Monitoring Software License 14. Annual Centralized Copier Supply And Maintenance Support 15. Annual Server Room Ups Maintenance 16. Monthly Realquest Parcel Data Updates For Gis And Trakit Systems 17. Annual Cybersecurity Training 18. Annual Automashion CIP Management System Licensing 19. Annual Bluebeam Licensing, Configuration And Training 20. Annual Offsite Backup 21. Annual Autocad Licensing 22. Annual Citywide Network Cabling 23. Esri And Geocortex Version Upgrade Support 24. Annual Laserfiche And Assureon Licensing And Support 25. Annual Citysourced Service Request Application Licensing 26. Annual Barracuda Email Archiving System Licensing 27. Annual Opengov Software Licensing 28. Annual Small Printer Repair 29. Various Equipment And Server Warranty Extensions 30. Emergency System Support Needs 31. Annual Adobe Creative Cloud Subscription 32. Telvue Support For Rpvty Equipment	
<b>101-400-1470-6001</b>	<b>MEETINGS/CONFERENCES</b> Expenses related to attendance at meetings and conferences related to the City's Information Technology and GIS functions.  1. Esri Conference for two (2) IT/GIS Staff and two (2) Public Works /Community Development Staff. 2. Misac Conference for IT Staff. 3. Trakit Conference for one (1) staff member from IT, Community Development, and Public Works.	<b>10,500</b>
<b>101-400-1470-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement to staff for use of personal vehicles for various travel and GIS asset collection.	<b>600</b>
<b>101-400-1470-6101</b>	<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.  1. Tim Owens Onsite Training And Annual 30 Second Web Training. 2. IT / GIS Staff Training. 3. Business System Training - All Staff.	<b>12,000</b>
<b>101-400-1470-6102</b>	<b>PUBLICATIONS</b>	<b>300</b>

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Proposed FY18-19
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Provides for subscriptions to periodicals and technical publications which assist City employees with Information Technology and GIS maintenance and management.

<b>101-400-1470-6201</b>	<b>EQUIP REPLACE CHARGE</b>	<b>42,300</b>
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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.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-1480-4310	OP SUPP/MINOR EQUIP	641	0	5,899	25,000	10,000
	101-400-1480-4601	MEMBERSHIPS & DUES	0	0	0	200	0
	101-400-1480-5101	PROF/TECH SERVICE	1,400	0	0	0	5,000
	101-400-1480-5201	MAINTENANCE SERVICES	0	539	0	15,000	8,000
	101-400-1480-5301	TELEPHONE SERVICE	85,631	95,579	94,823	85,000	90,000
	101-400-1480-6102	PUBLICATIONS	0	0	211	0	0
<b>Expenditure Subtotals</b>			<b>87,672</b>	<b>96,117</b>	<b>100,933</b>	<b>125,200</b>	<b>113,000</b>
<b>Total Program Expenditures</b>			<b>87,672</b>	<b>96,117</b>	<b>100,933</b>	<b>125,200</b>	<b>113,000</b>

**Department:** City Administration

**Budget Program:** Information Technology - Voice

Account #	Account Description	Proposed FY18-19
101-400-1480-4310	<b>OP SUPP/MINOR EQUIP</b> Misc Switching And Network Equipment Purchases.	10,000
101-400-1480-5101	<b>PROF/TECH SERVICE</b> Cisco telephone and voice system support.	5,000
101-400-1480-5201	<b>MAINTENANCE SERVICES</b> Costs associated with hardware and software maintenance and support of the City's phone and voice messaging system (Cisco Smartnet Equipment Support).	8,000
101-400-1480-5301	<b>TELEPHONE SERVICE</b> Local and long distance telephone services including: circuits, telephone services, mobile devices and cell phones.	90,000

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## **FINANCE**

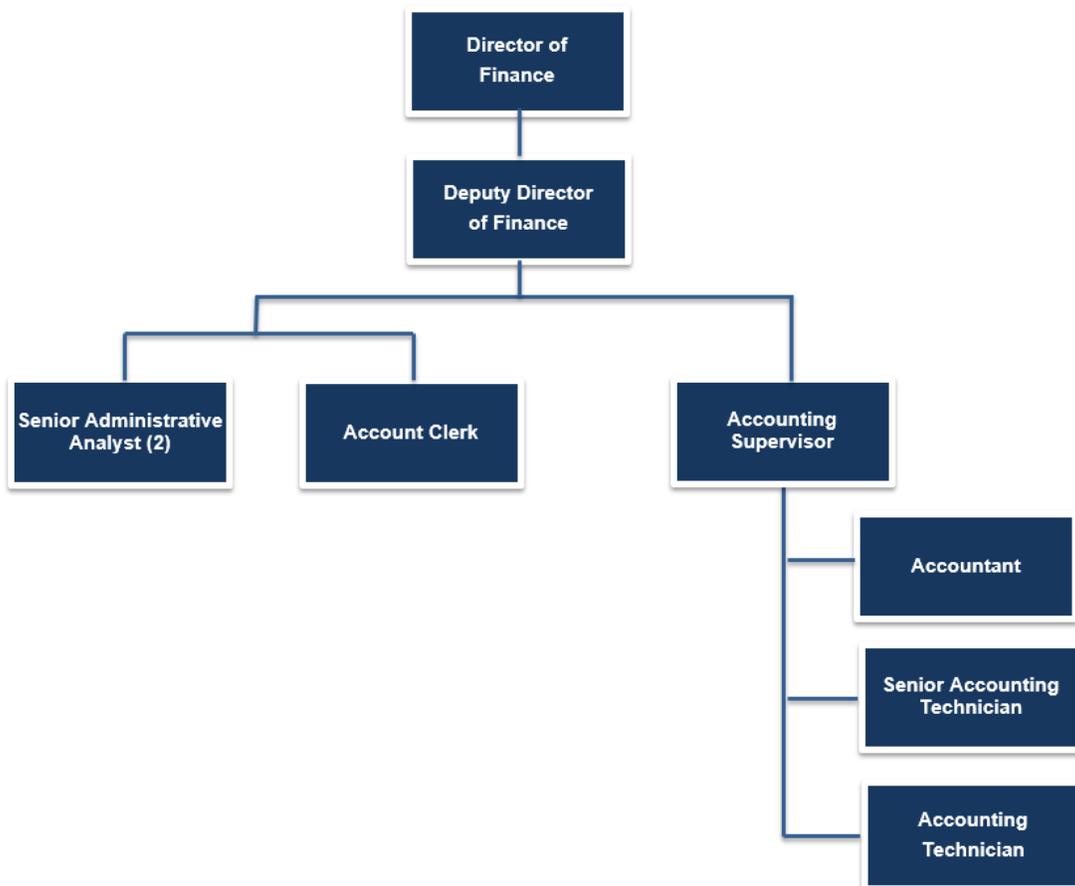
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## FINANCE

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
- System Administrator for financial software

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>FINANCE</b>					
Account Clerk	1.0	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	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	-	-	-	-	-
Senior Accountant	1.0	-	-	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	2.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</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.
- System Administrator for financial software.
- Provides direction and oversight on key initiatives of Department.

#### Accounting Supervisor

- Prepares the City's Comprehensive Annual Financial Report and Employee Compensation Report.
- Audits daily accounting activities.
- Maintains the 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.
- Prepares monthly financial report.
- Assists Public Works Department with financial related activities.
- Oversees Public Works operating and capital budget.

#### Accountant

- Reconciles bank accounts and prepares cash balance reports.
- Monitor revenues and accounts receivable.
- Reconciles 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 and assists with cash receipt deposits
- Prepares and reviews payroll reports to State, Federal and CalPERS.

#### Accounting Technician

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

#### Account Clerk

- Provides administrative support to the Department.
- Assists with accounts payable function.
- Processes major revenues and miscellaneous cash receipts.
- Maintains Department's website.

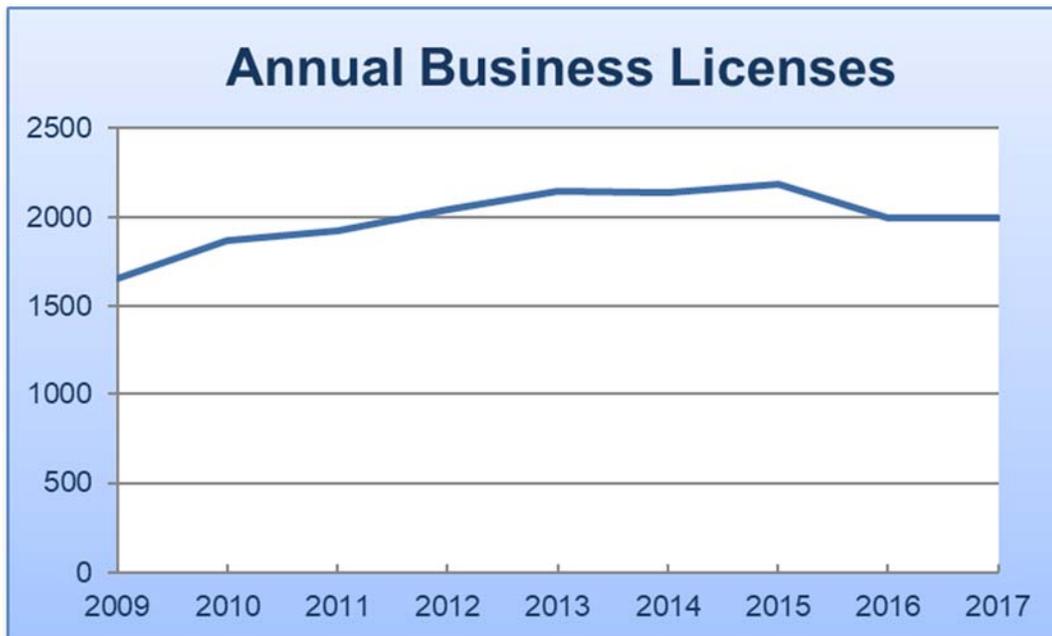
#### Staff Assistant I

- Administers cashiering function at City Hall.
- Processes business license applications.

- Processes false alarm billing.
- Assists with administrative 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 24 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.



**City of Rancho Palos Verdes  
Finance Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 855,952	\$ 943,813	\$ 1,094,720	\$ 1,247,370	\$ 1,390,100
Maintenance & Operations	352,729	299,607	170,870	221,950	216,000
<b>Total General Fund - Finance</b>	<b>\$ 1,208,680</b>	<b>\$ 1,243,420</b>	<b>\$ 1,265,590</b>	<b>\$ 1,469,320</b>	<b>\$ 1,606,100</b>

**681 - Equipment Replacement**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Equipment Replacement - Computers	\$ 479,941	\$ 249,155	\$ 333,239	\$ -	\$ 403,000
Equipment Replacement - Furn & Equip	59,805	59,978	277,568	1,246,244	944,600
Equipment Replacement - Vehicles	28,699	28,958	70,037	432,742	427,600
<b>Total Equipment Replacement Fund</b>	<b>\$ 568,445</b>	<b>\$ 338,091</b>	<b>\$ 680,844</b>	<b>\$ 1,678,986</b>	<b>\$ 1,775,200</b>

**City of Rancho Palos Verdes  
Finance Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Finance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 855,952	\$ 943,813	\$ 1,094,720	\$ 1,247,370	\$ 1,390,100
Maintenance & Operations	352,729	299,607	170,870	221,950	216,000
Capital Outlay	-	-	-	-	-
<b>Total for Finance</b>	<b>\$ 1,208,680</b>	<b>\$ 1,243,420</b>	<b>\$ 1,265,590</b>	<b>\$ 1,469,320</b>	<b>\$ 1,606,100</b>

**681 - Equipment Replacement Fund**

**Equipment Replacement - Computers**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	479,941	249,155	333,239	-	403,000
Capital Outlay	-	-	-	-	-
<b>Total for Equipment Replacement - Computers</b>	<b>\$ 479,941</b>	<b>\$ 249,155</b>	<b>\$ 333,239</b>	<b>\$ -</b>	<b>\$ 403,000</b>

**Equipment Replacement - Furn & Equip**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	59,070	59,978	197,090	253,744	-
Capital Outlay	735	-	80,478	992,500	944,600
<b>Total for Equipment Replacement - Furn &amp; Equip</b>	<b>\$ 59,805</b>	<b>\$ 59,978</b>	<b>\$ 277,568</b>	<b>\$ 1,246,244</b>	<b>\$ 944,600</b>

**Equipment Replacement - Vehicles**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	28,699	28,958	-	-	-
Capital Outlay	-	-	70,037	432,742	427,600
<b>Total for Equipment Replacement - Vehicles</b>	<b>\$ 28,699</b>	<b>\$ 28,958</b>	<b>\$ 70,037</b>	<b>\$ 432,742</b>	<b>\$ 427,600</b>

**Equipment Replacement Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	567,710	338,091	530,329	253,744	403,000
Capital Outlay	735	-	150,515	1,425,242	1,372,200
<b>Total Equipment Replacement Fund</b>	<b>\$ 568,445</b>	<b>\$ 338,091</b>	<b>\$ 680,844</b>	<b>\$ 1,678,986</b>	<b>\$ 1,775,200</b>

**Department:** Finance  
**Budget Program:** Finance

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-2110-4101	SALARY & WAGES - FT	611,167	674,323	773,626	878,082	953,200
	101-400-2110-4102	SALARY & WAGES - PT	36,829	40,260	65,173	70,424	62,400
	101-400-2110-4103	SALARY & WAGES - OT	656	946	810	598	0
	101-400-2110-4104	EMPLOYEE BONUSES	0	0	6,948	1,250	2,100
	101-400-2110-4200	EMPLOYEE BENEFITS	207,300	228,284	0	0	0
	101-400-2110-4201	HEALTH INSURANCE	0	0	80,939	102,077	114,000
	101-400-2110-4202	FICA/MEDICARE	0	0	11,012	13,312	14,800
	101-400-2110-4203	PERS	0	0	65,594	73,331	85,800
	101-400-2110-4204	WORKERS COMP	0	0	19,198	21,920	22,500
	101-400-2110-4205	OTHER BENEFITS	0	0	22,577	24,343	28,000
	101-400-2110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	23,538	38,135	30,000
	101-400-2110-4207	CALPERS UNFUNDED LIABILITY	0	0	25,305	23,900	77,300
	101-400-2110-4310	OP SUPP/MINOR EQUIP	8,814	8,016	6,823	6,000	10,000
	101-400-2110-4601	MEMBERSHIPS & DUES	2,085	1,705	1,171	2,000	2,500
	101-400-2110-4901	OTHER MISCELLANEOUS	44,712	42,201	43,891	65,000	45,000
	101-400-2110-5101	PROF/TECH SERVICE	184,231	197,750	86,371	93,000	99,000
	101-400-2110-5102	LEGAL NOTICES AND ADS	182	490	758	800	1,000
	101-400-2110-5103	PRINTING & BINDING	3,679	4,752	5,174	6,100	6,800
	101-400-2110-5106	BUILDING & LAND RENTAL	2,584	2,578	2,581	2,650	2,800
	101-400-2110-6001	MEETINGS/CONFERENCES	3,358	7,014	12,389	10,000	12,000
	101-400-2110-6002	TRAVEL /MILEAGE REIMBURSEMENT	2,037	909	408	500	1,000
	101-400-2110-6101	TRAINING	1,734	688	2,055	6,500	6,500
	101-400-2110-6102	PUBLICATIONS	714	105	174	0	0
	101-400-2110-6201	EQUIP REPLACE CHARGE	98,600	33,400	9,075	29,400	29,400
<b>Expenditure Subtotals</b>			<b>1,208,680</b>	<b>1,243,420</b>	<b>1,265,590</b>	<b>1,469,320</b>	<b>1,606,100</b>
<b>Total Program Expenditures</b>			<b>1,208,680</b>	<b>1,243,420</b>	<b>1,265,590</b>	<b>1,469,320</b>	<b>1,606,100</b>

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-2110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	953,200
101-400-2110-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	62,400
101-400-2110-4104	<b>EMPLOYEE BONUSES</b> Employee merit bonus in recognition of exemplary performance.	2,100
101-400-2110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	114,000
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.	14,800
101-400-2110-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	85,800
101-400-2110-4204	<b>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).	22,500
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.	28,000
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.	30,000
101-400-2110-4207	<b>CALPERS UNFUNDED LIABILITY</b>	77,300

**Department:** Finance

**Budget Program:** Finance

Account #	Account Description	Proposed FY18-19
	Budget program's portion of City's total CalPERS unfunded liability.	
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> Dues and membership to professional associations.	2,500
101-400-2110-4901	<b>OTHER MISCELLANEOUS</b> Bank fees, merchant credit card fees and other miscellaneous charges.	45,000
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.  2. Professional services for City's 5-year model.  3. Actuarial report for employee pension costs.City's financial advisor.  4. Other professional services such as sales tax review, statistical information for the CAFR and state mandated reimbursement claims.	99,000
101-400-2110-5102	<b>LEGAL NOTICES AND ADS</b> Annual publication for budget hearing and other financial information in local newspaper(s) as required by law or municipal code.	1,000
101-400-2110-5103	<b>PRINTING &amp; BINDING</b> This budget item provides for financial document printing including:  1. Printing of the City's Annual Comprehensive Financial Report (CAFR). 2. Printing of the City's Budget book and Budget in Brief. 3. Pre-printed envelopes and letterhead.	6,800
101-400-2110-5106	<b>BUILDING &amp; LAND RENTAL</b> Annual use of a storage unit for record retention and filing.	2,800
101-400-2110-6001	<b>MEETINGS/CONFERENCES</b> Annual conferences and professional development.	12,000

**Department:** Finance

**Budget Program:** Finance

Account #	Account Description	Proposed FY18-19
101-400-2110-6002	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> The city reimburses staff for use of personal vehicles to attend trainings and meetings.	1,000
101-400-2110-6101	<b>TRAINING</b> 1. Annual conferences and professional development.  2. Annual PACE package from Tyler for training and other professional development program.	6,500
101-400-2110-6201	<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.	29,400

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	681-400-0000-4310	OP SUPP/MINOR EQUIP	111,453	12,835	0	0	0
	681-400-0000-4401	COMP/VOICE EQUIP - CAP	50,944	236,486	333,239	0	403,000
	681-400-0000-5201	MAINTENANCE SERVICES	317,544	-166	0	0	0
<b>Expenditure Subtotals</b>			<b>479,941</b>	<b>249,154</b>	<b>333,239</b>	<b>0</b>	<b>403,000</b>
<b>Total Program Expenditures</b>			<b>479,941</b>	<b>249,154</b>	<b>333,239</b>	<b>0</b>	<b>403,000</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Computers

Account #	Account Description	Proposed FY18-19
681-400-0000-4401	<b>COMP/VOICE EQUIP - CAP</b> Computer replacement/upgrade in various department.	<b>403,000</b>

**Department:** Finance

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	681-400-0000-8101	EQUIPMENT	0	0	80,478	603,800	586,300
	681-400-0000-8101	FURNITURE	735	0	0	388,700	358,300
Charges for Se	681-400-0000-4310	OP SUPP/MINOR EQUIP	10,762	22,805	20,639	0	0
Charges for Se	681-400-0000-4311	POSTAGE	33,906	29,757	0	0	0
Charges for Se	681-400-0000-5101	PROF/TECH SERVICE	0	0	171,389	253,744	0
Charges for Se	681-400-0000-5201	MAINTENANCE SERVICES	14,402	7,416	5,062	0	0
<b>Expenditure Subtotals</b>			<b>59,805</b>	<b>59,978</b>	<b>277,568</b>	<b>1,246,244</b>	<b>944,600</b>
<b>Total Program Expenditures</b>			<b>59,805</b>	<b>59,978</b>	<b>277,568</b>	<b>1,246,244</b>	<b>944,600</b>

**Department:** Finance

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>681-400-0000-8101</b>	<b>EQUIPMENT</b> Office equipment replacement for various departments.	<b>586,300</b>
<b>681-400-0000-8101</b>	<b>FURNITURE</b> Furniture replacement for various department.	<b>358,300</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Vehicles

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	681-400-0000-5201	MAINTENANCE SERVICES	28,699	28,958	0	0	0
	681-400-0000-8201	VEHICLES	0	0	70,037	432,742	427,600
Expenditure Subtotals			28,699	28,958	70,037	432,742	427,600
<b>Total Program Expenditures</b>			<b>28,699</b>	<b>28,958</b>	<b>70,037</b>	<b>432,742</b>	<b>427,600</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Vehicles

Account #	Account Description	Proposed FY18-19
681-400-0000-8201	<b>VEHICLES</b> Vehicle replacement for City's vehicles.	427,600

**NON-DEPARTMENTAL**

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**City of Rancho Palos Verdes  
Non-Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**General Fund**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ 77,067	\$ 81,924	\$ 294,173	\$ 84,000
Maintenance & Operations	190,467	160,711	2,318,440	993,900	1,214,200
Capital Outlay	-	-	-	-	25,000
<b>Subtotal for Non-department</b>	<b>190,467</b>	<b>237,778</b>	<b>2,400,364</b>	<b>1,288,073</b>	<b>1,323,200</b>
Transfers Out	8,574,614	10,352,274	4,387,397	4,813,500	4,564,700
<b>Total for General Fund</b>	<b>\$ 8,765,081</b>	<b>\$ 10,590,052</b>	<b>\$ 6,787,761</b>	<b>\$ 6,101,573</b>	<b>\$ 5,887,900</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-2999-4105	LEAVE BUYOUT	0	77,067	30,527	126,099	50,000
	101-400-2999-4201	HEALTH INSURANCE	0	0	3,015	2,986	0
	101-400-2999-4203	PERS	0	0	3,937	37,340	34,000
	101-400-2999-4205	OTHER BENEFITS	0	0	44,359	6,474	0
	101-400-2999-4207	CALPERS UNFUNDED LIABILITY	0	0	86	121,274	0
	101-400-2999-4310	OP SUPP/MINOR EQUIP	0	0	22,565	50,000	50,000
	101-400-2999-4311	POSTAGE	0	0	26,504	30,000	30,000
	101-400-2999-4701	INSURANCE	0	0	450,072	585,900	775,700
	101-400-2999-4703	CLAIM SETTLEMENTS	0	0	518,000	69,500	0
	101-400-2999-4901	OTHER MISCELLANEOUS	190,467	144,235	1,244,979	50,000	50,000
	101-400-2999-5101	PROF/TECH SERVICE	0	16,267	18,750	163,000	263,000
	101-400-2999-5201	MAINTENANCE SERVICES	0	209	36,048	10,000	10,000
	101-400-2999-5304	LIGHT AND POWER	0	0	272	0	0
	101-400-2999-6001	MEETINGS/CONFERENCES	0	0	1,250	5,000	5,000
	101-400-2999-6201	EQUIP REPLACE CHARGE	0	0	0	30,500	30,500
	101-400-2999-8803	LAND	0	0	0	0	25,000
<b>Expenditure Subtotals</b>			<b>190,467</b>	<b>237,778</b>	<b>2,400,364</b>	<b>1,288,073</b>	<b>1,323,200</b>
To Abalone Co	101-400-0000-9225	TRANSFERS OUT	50,700	80,700	208,000	208,000	0
To CDBG	101-400-0000-9310	TRANSFERS OUT	0	12,680	0	0	0
To Habitat Rest	101-400-0000-9222	TRANSFERS OUT	157,000	0	0	0	0
To Improv Auth	101-400-0000-9795	TRANSFERS OUT	35,000	37,000	38,000	38,000	25,000
To Improv Auth	101-400-0000-9285	TRANSFERS OUT	40,000	0	0	0	20,000
To Infrastructur	101-400-0000-9330	TRANSFERS OUT	6,016,514	8,359,894	4,141,397	4,526,000	4,519,700
To Street Impro	101-400-0000-9330	TRANSFERS OUT	2,229,400	1,862,000	0	0	0
To Subregion 1	101-400-0000-9223	TRANSFERS OUT	46,000	0	0	41,500	0
<b>Transfers Out Subtotals</b>			<b>8,574,614</b>	<b>10,352,274</b>	<b>4,387,397</b>	<b>4,813,500</b>	<b>4,564,700</b>
<b>Total Program Expenditures</b>			<b>8,765,081</b>	<b>10,590,052</b>	<b>6,787,761</b>	<b>6,101,573</b>	<b>5,887,900</b>

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

Account #	Account Description	Proposed FY18-19
<b><i>To Improv Authority Port Bend</i></b>		
101-400-0000-9285	<b>TRANSFERS OUT</b> The General Fund subsidizes the Portuguese Bend fund of the Improvement Authority for annual maintenance of landslide mitigation facilities originally funded by the RDA.	20,000
<b><i>To Infrastructure Improv Admin</i></b>		
101-400-0000-9330	<b>TRANSFERS OUT</b> Funding for the Reserve for future Capital Projects.	4,519,700
<b><i>To Improv Authority Ab Cove</i></b>		
101-400-0000-9795	<b>TRANSFERS OUT</b> The General Fund subsidizes the Abalone Cove fund of the Improvement Authority for annual maintenance of landslide mitigation facilities originally funded by the RDA.	25,000
101-400-2999-4105	<b>LEAVE BUYOUT</b> Leave buy out upon separation and/or employee request as outlined in the MOU.	50,000
101-400-2999-4203	<b>PERS</b> Benefits paid out to retirees.	34,000
101-400-2999-4310	<b>OP SUPP/MINOR EQUIP</b> City-wide supplies for office equipment such as paper, toner and ink cartridges.	50,000
101-400-2999-4311	<b>POSTAGE</b> Citywide postage expenses.	30,000
101-400-2999-4701	<b>INSURANCE</b> 1. Annual Workers' Comp Insurance Premium. 2. Annual Insurance Premium For Pollutions. 3. Annual Insurance Premium For Property Damages. 4. General Liabilities	775,700
101-400-2999-4901	<b>OTHER MISCELLANEOUS</b> Various expense items that are Citywide in nature.	50,000
101-400-2999-5101	<b>PROF/TECH SERVICE</b> 1. Grant writing consultant Blais and Associates.	263,000

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

Account #	Account Description	Proposed FY18-19
	<ul style="list-style-type: none"> <li>2. HDL services for property tax.</li> <li>3. Portuguese Landslide geology study.</li> <li>4. Cost allocation and fees study.</li> </ul>	
<b>101-400-2999-5201</b>	<p><b>MAINTENANCE SERVICES</b></p> <ul style="list-style-type: none"> <li>1. City-wide repair and maintenance of office equipment</li> <li>2. City-wide meetings and trainings.</li> </ul>	<b>10,000</b>
<b>101-400-2999-6001</b>	<p><b>MEETINGS/CONFERENCES</b></p> <p>Charges for expenses incurred for off-site City meetings, conferences, and training events. Expenses include registration fees, lodging, meals, and transportation.</p>	<b>5,000</b>
<b>101-400-2999-6201</b>	<p><b>EQUIP REPLACE CHARGE</b></p> <p>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.</p>	<b>30,500</b>
<b>101-400-2999-8803</b>	<p><b>LAND</b></p> <p>Funds for the City to purchase tax-defaulted real property that becomes available.</p>	<b>25,000</b>

## **COMMUNITY DEVELOPMENT**

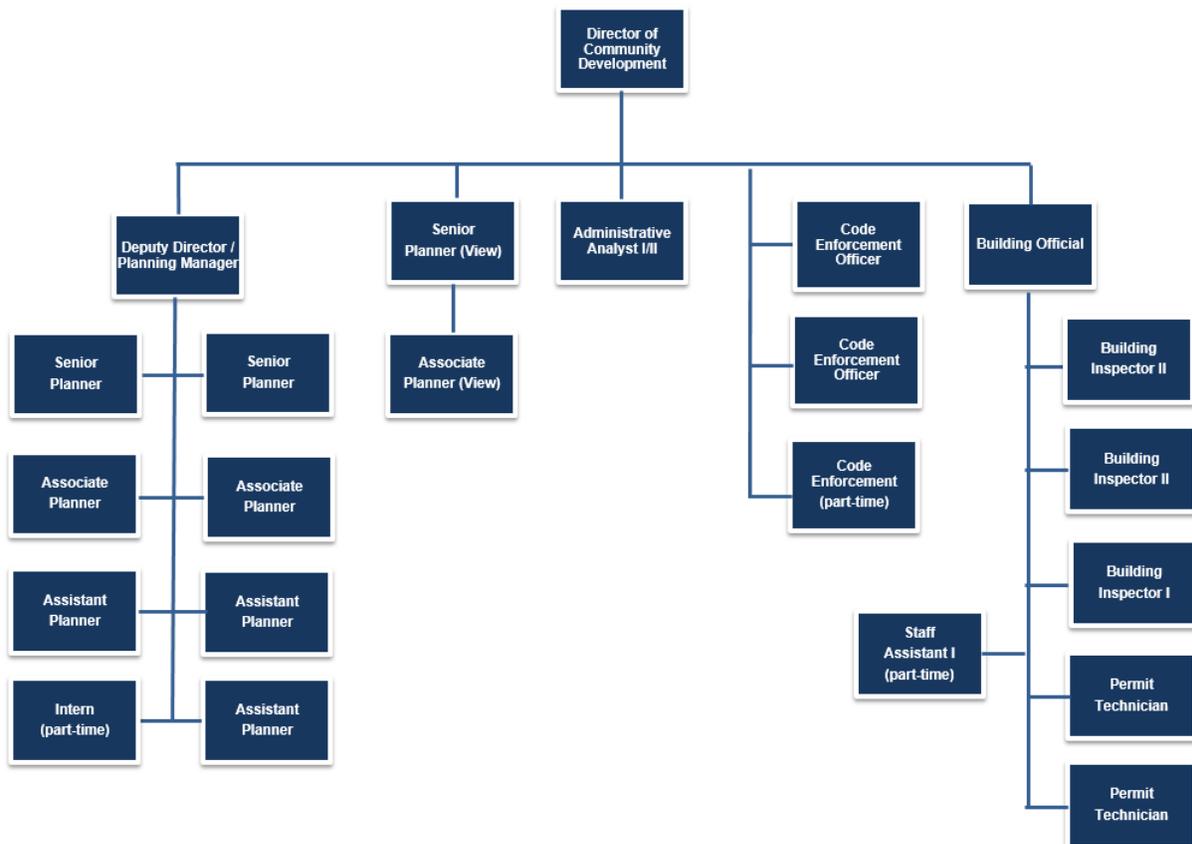
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## COMMUNITY DEVELOPMENT

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:

- 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 Natural Communities Conservation Plan
- The City's Trails Network Plan
- California Environmental Quality Act
- Equestrian Uses and Animal Control
- Coyote Management Plan
- Peafowl Management Plan
- Aircraft Noise
- Prohibition of Short-Term Rentals

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Analyst I / II	-	-	-	1.0	1.0
Administrative Staff Assistant	1.0	1.0	1.0	-	-
Assistant Planner	1.0	1.0	3.0	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	1.0
Building Inspector II	-	1.0	2.0	2.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	1.0	2.0	2.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Director / Planning Manager	1.0	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	3.0	3.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	-	-	-
<b>SUBTOTAL</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>20.0</b>	<b>20.0</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, and 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
- Manages the Department website
- Oversees various Department contracts

#### Senior Planners

- Handle complex land use development applications
- Process advanced planning projects
- Process Code amendments
- Interpret, apply and explain complex City planning policies, ordinances and code
- Assist with General Plan update
- Conduct view assessments
- Implement the View Ordinance

#### 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 the Division
- Assist with General Plan update
- Manage City's Aircraft noise issues
- Conduct view assessments
- Implement the View Ordinance

#### 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 the 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

- Oversee the City's Prohibition of Short-term Rentals
- Coordinates with the City Attorney

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 (Some of the previously reported figures have been adjusted based on reconciled and updated reports).

**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 Code 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, among others, 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 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. For FY17-18, the numbers reflected in the table below include the Planning Commission's and City Council's review of wireless telecommunication facility permits in the public right-of-way, which were initially submitted to the City's Public Works Department in 2016.

Processing time between application submittal and application completeness (the time when an application is deemed complete to begin the review process) 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>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
Decisions rendered over the counter (cases)	416	483	464	524	403
Decisions rendered by the Director (cases)	51	50	67	60	36
Median processing time Director Decisions (days)	96	135	176	209	124
Decisions rendered by Planning Commission and/or City Council (cases)	28	25	30	23	70
Median processing time PC/CC Decisions (days)	223	151	542	289	630

## **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>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
Permits issued over the counter (cases)	1,282	1,353	1,487	1,433	1,574
Plan checked permits (cases)	248	227	271	235	311
Median processing time (days)	26	36	42	40	40

## **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>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
Municipal Code violations closed (cases)	246	218	373	332	181
Median processing time (days)	18	19	13	13	15
Building Code violations closed (cases)	6	7	9	11	46
Median processing time (days)	23	28	10	19	10
Zoning Code violations closed (cases)	118	119	132	100	90
Median processing time (days)	17	25	8	17	29

## **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 program moved to the Department of Public Works during FY15-16, but the program still involves the review and participation of the View Restoration Staff as reflected in the table below.

<b>View Permits Processed</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>
View Restoration permits processed (cases)	11	14	19	17	30
View Preservation permits processed (cases)	11	20	10	11	13
City Tree Review permits processed (cases)	7	3	25	36	27
View Maintenance requests processed (cases)	24	28	19	27	19

**City of Rancho Palos Verdes  
Community Development Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Community Development Administration	-	-	-	576,510	706,400
Planning	1,375,122	1,269,390	1,322,813	786,021	1,019,900
Building & Safety	744,830	762,359	773,626	974,664	995,100
Code Enforcement	207,064	160,856	116,264	205,615	307,800
View Restoration	394,210	289,446	302,403	403,442	371,100
NCCP	-	-	-	25,000	50,000
Geology	149,201	137,100	148,448	150,000	150,000
Animal Control	\$ 81,180	\$ 115,235	\$ 99,932	\$ 136,000	\$ 136,000
<b>Total General Fund - Community Development</b>	<b>\$ 2,951,608</b>	<b>\$ 2,734,387</b>	<b>\$ 2,763,486</b>	<b>\$ 3,257,251</b>	<b>\$ 3,736,300</b>

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 2,173,190	\$ 2,112,670	\$ 2,133,115	\$ 2,239,651	\$ 2,674,500
Maintenance & Operations	778,418	621,716	620,371	1,017,600	1,061,800
Capital Outlay	-	-	10,000	-	-
<b>Total General Fund - Community Development</b>	<b>\$ 2,951,608</b>	<b>\$ 2,734,387</b>	<b>\$ 2,763,486</b>	<b>\$ 3,257,251</b>	<b>\$ 3,736,300</b>

**222 - Habitat Restoration**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Maintenance & Operations	\$ 136,059	\$ 139,342	\$ 140,825	\$ 144,300	\$ 179,500
<b>Total for Habitat Restoration Fund</b>	<b>\$ 136,059</b>	<b>\$ 139,342</b>	<b>\$ 140,825</b>	<b>\$ 144,300</b>	<b>\$ 179,500</b>

**City of Rancho Palos Verdes  
Community Development Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Community Development Administration**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 523,810	\$ 599,500
Maintenance & Operations	-	-	-	52,700	106,900
Capital Outlay	-	-	-	-	-
<b>Total for Community Development Administration</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 576,510</b>	<b>\$ 706,400</b>

\*Separated administrative function from planning.

**Planning**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,121,716	\$ 1,101,320	\$ 1,130,133	\$ 642,121	\$ 838,400
Maintenance & Operations	253,406	168,070	182,680	143,900	181,500
Capital Outlay	-	-	10,000	-	-
<b>Total for Planning</b>	<b>\$ 1,375,122</b>	<b>\$ 1,269,390</b>	<b>\$ 1,322,813</b>	<b>\$ 786,021</b>	<b>\$ 1,019,900</b>

**Building & Safety**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 569,083	\$ 605,789	\$ 619,152	\$ 529,764	\$ 673,700
Maintenance & Operations	175,747	156,570	154,474	444,900	321,400
Capital Outlay	-	-	-	-	-
<b>Total for Building &amp; Safety</b>	<b>\$ 744,830</b>	<b>\$ 762,359</b>	<b>\$ 773,626</b>	<b>\$ 974,664</b>	<b>\$ 995,100</b>

**Code Enforcement**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 191,581	\$ 147,920	\$ 114,077	\$ 194,515	\$ 249,000
Maintenance & Operations	15,483	12,937	2,187	11,100	58,800
Capital Outlay	-	-	-	-	-
<b>Total for Code Enforcement</b>	<b>\$ 207,064</b>	<b>\$ 160,856</b>	<b>\$ 116,264</b>	<b>\$ 205,615</b>	<b>\$ 307,800</b>

**View Restoration**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 290,809	\$ 257,641	\$ 269,753	\$ 349,442	\$ 313,900
Maintenance & Operations	103,401	31,805	32,650	54,000	57,200
Capital Outlay	-	-	-	-	-
<b>Total for View Restoration</b>	<b>\$ 394,210</b>	<b>\$ 289,446</b>	<b>\$ 302,403</b>	<b>\$ 403,442</b>	<b>\$ 371,100</b>

**City of Rancho Palos Verdes  
Community Development Department  
FY 18-19 Adopted Budget Summary**

**NCCP**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	25,000	50,000
Capital Outlay	-	-	-	-	-
<b>Total for NCCP</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>

**Geology**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	149,201	137,100	148,448	150,000	150,000
Capital Outlay	-	-	-	-	-
<b>Total for Geology</b>	<b>\$ 149,201</b>	<b>\$ 137,100</b>	<b>\$ 148,448</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>

**Animal Control**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	81,180	115,235	99,932	136,000	136,000
Capital Outlay	-	-	-	-	-
<b>Total for Animal Control</b>	<b>\$ 81,180</b>	<b>\$ 115,235</b>	<b>\$ 99,932</b>	<b>\$ 136,000</b>	<b>\$ 136,000</b>

**General Fund - Community Development**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 2,173,190	\$ 2,112,670	\$ 2,133,115	\$ 2,239,651	\$ 2,674,500
Maintenance & Operations	778,418	621,716	620,371	1,017,600	1,061,800
Capital Outlay	-	-	10,000	-	-
<b>Total General Fund - Community Development</b>	<b>\$ 2,951,608</b>	<b>\$ 2,734,387</b>	<b>\$ 2,763,486</b>	<b>\$ 3,257,251</b>	<b>\$ 3,736,300</b>

**222 - Habitat Restoration Fund**

**Habitat Restoration Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	136,059	139,342	140,825	144,300	179,500
Capital Outlay	-	-	-	-	-
<b>Total for Habitat Restoration Fund</b>	<b>\$ 136,059</b>	<b>\$ 139,342</b>	<b>\$ 140,825</b>	<b>\$ 144,300</b>	<b>\$ 179,500</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4110-4101	SALARY & WAGES - FT	0	0	0	371,489	373,900
	101-400-4110-4102	SALARY & WAGES - PT	0	0	0	21	8,100
	101-400-4110-4103	SALARY & WAGES - OT	0	0	0	4,440	3,100
	101-400-4110-4104	EMPLOYEE BONUSES	0	0	0	2,000	0
	101-400-4110-4201	HEALTH INSURANCE	0	0	0	30,231	42,200
	101-400-4110-4202	FICA/MEDICARE	0	0	0	3,511	5,500
	101-400-4110-4203	PERS	0	0	0	37,333	39,500
	101-400-4110-4204	WORKERS COMP	0	0	0	6,062	8,300
	101-400-4110-4205	OTHER BENEFITS	0	0	0	7,334	10,100
	101-400-4110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	15,288	15,000
	101-400-4110-4207	CALPERS UNFUNDED LIABILITY	0	0	0	46,100	93,800
	101-400-4110-4310	OP SUPP/MINOR EQUIP	0	0	0	0	12,000
	101-400-4110-4311	POSTAGE	0	0	0	0	5,000
	101-400-4110-5103	PRINTING & BINDING	0	0	0	0	22,000
	101-400-4110-5106	BUILDING & LAND RENTAL	0	0	0	0	7,200
	101-400-4110-5301	TELEPHONE SERVICE	0	0	0	0	8,000
	101-400-4110-6201	EQUIP REPLACE CHARGE	0	0	0	52,700	52,700
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>576,510</b>	<b>706,400</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>576,510</b>	<b>706,400</b>

**Department:** Community Development

**Budget Program:** Community Development Administration

Account #	Account Description	Proposed FY17-18
101-400-4110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	373,900
101-400-4110-4102	<b>SALARY &amp; WAGES - PT</b> This account includes the Planning Commissioner stipend.	8,100
101-400-4110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	3,100
101-400-4110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	42,200
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.	5,500
101-400-4110-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	39,500
101-400-4110-4204	<b>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).	8,300
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.	10,100
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>	93,800

**Department:** Community Development

**Budget Program:** Community Development Administration

Account #	Account Description	Proposed FY17-18
	Budget program's portion of City's total CalPERS unfunded liability.	
<b>101-400-4110-4310</b>	<b>OP SUPP/MINOR EQUIP</b> This budget program provides for miscellaneous office and operating supplies and equipment such as photo supplies, stationery, color printer cartridges, office equipment , and the purchase of a decibel meter, as well as kitchen supplies.	<b>12,000</b>
<b>101-400-4110-4311</b>	<b>POSTAGE</b> Postage and handling services by an outside vendor for large public notices.	<b>5,000</b>
<b>101-400-4110-5103</b>	<b>PRINTING &amp; BINDING</b> This budget program covers miscellaneous printing for CDD including reproduction of 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>22,000</b>
<b>101-400-4110-5106</b>	<b>BUILDING &amp; LAND RENTAL</b> Rental of a mobile storage container for storing historical records for CDD (Planning and Building & Safety). Due to lack of interior storage space for historical records, this budget item includes renting another mobile storage container to increase storage space (3 existing and 1 proposed).	<b>7,200</b>
<b>101-400-4110-5301</b>	<b>TELEPHONE SERVICE</b> Funding for the costs of cellular phones with data plans for staff members in order to facilitate and increase mobile communication while out in the field.	<b>8,000</b>
<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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4120-4101	SALARY & WAGES - FT	769,389	791,896	804,222	432,658	582,000
	101-400-4120-4102	SALARY & WAGES - PT	8,653	8,764	20,567	17,643	8,100
	101-400-4120-4103	SALARY & WAGES - OT	5,774	2,688	1,589	11,724	7,200
	101-400-4120-4104	EMPLOYEE BONUSES	0	0	1,000	3,347	0
	101-400-4120-4200	EMPLOYEE BENEFITS	337,900	297,972	0	0	0
	101-400-4120-4201	HEALTH INSURANCE	0	0	76,628	66,190	92,900
	101-400-4120-4202	FICA/MEDICARE	0	0	11,736	8,562	8,700
	101-400-4120-4203	PERS	0	0	72,545	33,110	45,300
	101-400-4120-4204	WORKERS COMP	0	0	21,698	12,840	12,900
	101-400-4120-4205	OTHER BENEFITS	0	0	19,727	10,401	21,000
	101-400-4120-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	32,769	19,847	33,000
	101-400-4120-4207	CALPERS UNFUNDED LIABILITY	0	0	67,652	25,800	27,300
	101-400-4120-4310	OP SUPP/MINOR EQUIP	10,886	8,296	15,698	8,000	0
	101-400-4120-4601	MEMBERSHIPS & DUES	4,511	4,165	3,960	6,000	7,000
	101-400-4120-5101	PROF/TECH SERVICE	69,670	69,680	111,597	66,000	127,000
	101-400-4120-5102	LEGAL NOTICES AND ADS	17,095	15,443	14,104	25,000	25,000
	101-400-4120-5103	PRINTING & BINDING	5,415	4,797	4,646	15,000	0
	101-400-4120-5106	BUILDING & LAND RENTAL	2,503	4,713	2,893	3,600	0
	101-400-4120-6001	MEETINGS/CONFERENCES	11,450	9,547	14,206	11,000	13,000
	101-400-4120-6002	TRAVEL /MILEAGE REIMBURSEMENT	1,242	532	324	600	500
	101-400-4120-6101	TRAINING	0	1,473	2,000	7,000	7,000
	101-400-4120-6102	PUBLICATIONS	1,334	924	1,327	1,700	2,000
	101-400-4120-6201	EQUIP REPLACE CHARGE	129,300	48,500	11,925	0	0
	101-400-4120-8101	EQUIPMENT & FURNITURE	0	0	10,000	0	0
<b>Expenditure Subtotals</b>			<b>1,375,122</b>	<b>1,269,390</b>	<b>1,322,813</b>	<b>786,021</b>	<b>1,019,900</b>
<b>Total Program Expenditures</b>			<b>1,375,122</b>	<b>1,269,390</b>	<b>1,322,813</b>	<b>786,021</b>	<b>1,019,900</b>

**Department:** Community Development

**Budget Program:** Planning

<b>Account #</b>	<b>Account Description</b>	<b>Proposed 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.	582,000
101-400-4120-4102	<b>SALARY &amp; WAGES - PT</b> This account includes the Planning Commissioner stipend.	8,100
101-400-4120-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	7,200
101-400-4120-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	92,900
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.	8,700
101-400-4120-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	45,300
101-400-4120-4204	<b>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).	12,900
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.	21,000
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.	33,000
101-400-4120-4207	<b>CALPERS UNFUNDED LIABILITY</b>	27,300

**Department:** Community Development

**Budget Program:** Planning

Account #	Account Description	Proposed FY17-18
	Budget program's portion of City's total CalPERS unfunded liability.	
<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>7,000</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. Ongoing Graphic Information System (GIS) mapping updates. 3. Preparation of the City's updated Trails Network Plan and related graphics to be completed in FY17-18. 4. Consultant work for miscellaneous advanced planning projects, such as an Arterial Fences and Walls Master Plan and/or park and trail projects. 5. Miscellaneous consulting services resulting from the update to the General Plan. 6. Completion of the Environmental Impact Report for the Zone 2 Landslide Moratorium Ordinance amendment.	<b>127,000</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>101-400-4120-6001</b>	<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: 1. Annual California American Planning Association Chapter Conference and National APA Conference. 2. League of California Cities Planners' Institute (typically attended by Staff and 4 members of the Planning Commission). 3. Annual State Association of Environmental Planners' Conference.	<b>13,000</b>

**Department:** Community Development

**Budget Program:** Planning

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY17-18</b>
	4. Monthly Southwest Area Planning Council meetings.	
	5. Miscellaneous regional and other professional meetings.	
<b>101-400-4120-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement to Staff for use of personal vehicles.	<b>500</b>
<b>101-400-4120-6101</b>	<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.	<b>7,000</b>
<b>101-400-4120-6102</b>	<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.	<b>2,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4130-4101	SALARY & WAGES - FT	397,519	400,355	405,379	332,435	419,200
	101-400-4130-4102	SALARY & WAGES - PT	0	19,809	28,338	21,070	28,500
	101-400-4130-4103	SALARY & WAGES - OT	165	0	332	183	3,700
	101-400-4130-4200	EMPLOYEE BENEFITS	171,400	185,626	0	0	0
	101-400-4130-4201	HEALTH INSURANCE	0	0	62,583	68,992	68,000
	101-400-4130-4202	FICA/MEDICARE	0	0	6,895	4,618	7,400
	101-400-4130-4203	PERS	0	0	36,888	27,808	42,800
	101-400-4130-4204	WORKERS COMP	0	0	10,399	7,919	11,200
	101-400-4130-4205	OTHER BENEFITS	0	0	11,559	7,622	18,400
	101-400-4130-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	22,269	24,116	24,000
	101-400-4130-4207	CALPERS UNFUNDED LIABILITY	0	0	34,510	35,000	50,500
	101-400-4130-4310	OP SUPP/MINOR EQUIP	4,300	3,255	2,795	2,000	0
	101-400-4130-4601	MEMBERSHIPS & DUES	888	563	515	600	900
	101-400-4130-5101	PROF/TECH SERVICE	96,050	118,071	134,619	430,000	313,000
	101-400-4130-5103	PRINTING & BINDING	338	818	656	0	0
	101-400-4130-5106	RENTALS - BUILDINGS	2,596	1,499	1,769	4,000	0
	101-400-4130-5301	TELEPHONE SERVICE	3,491	2,889	2,170	4,000	0
	101-400-4130-6001	MEETINGS/CONFERENCES	0	0	208	0	0
	101-400-4130-6002	TRAVEL /MILEAGE REIMBURSEMENT	479	381	242	300	900
	101-400-4130-6101	TRAINING	6,858	6,518	3,611	3,800	4,800
	101-400-4130-6102	PUBLICATIONS	848	777	2,879	200	1,800
	101-400-4130-6201	EQUIP REPLACE CHARGE	59,900	21,800	5,010	0	0
<b>Expenditure Subtotals</b>			<b>744,830</b>	<b>762,359</b>	<b>773,626</b>	<b>974,664</b>	<b>995,100</b>
<b>Total Program Expenditures</b>			<b>744,830</b>	<b>762,359</b>	<b>773,626</b>	<b>974,664</b>	<b>995,100</b>

**Department:** Community Development

**Budget Program:** Building & Safety

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY17-18</b>
<b>101-400-4130-4101</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>419,200</b>
<b>101-400-4130-4102</b>	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	<b>28,500</b>
<b>101-400-4130-4103</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	<b>3,700</b>
<b>101-400-4130-4201</b>	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>68,000</b>
<b>101-400-4130-4202</b>	<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>7,400</b>
<b>101-400-4130-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>42,800</b>
<b>101-400-4130-4204</b>	<b>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>11,200</b>
<b>101-400-4130-4205</b>	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>18,400</b>
<b>101-400-4130-4206</b>	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>24,000</b>

**Department:** Community Development

**Budget Program:** Building & Safety

Account #	Account Description	Proposed FY17-18
101-400-4130-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	50,500
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
101-400-4130-5101	<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.  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.  3. Plans Examiner to provide plan check services at the public counter on a part-time basis.	313,000
101-400-4130-6002	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Monthly reimbursement to the Building Division Staff for use of personal cars on site visits and off-site training classes.	900
101-400-4130-6101	<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.	4,800
101-400-4130-6102	<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.	1,800

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4140-4101	SALARY & WAGES - FT	135,781	90,501	77,514	121,377	147,700
	101-400-4140-4102	SALARY & WAGES - PT	0	0	0	17,160	45,300
	101-400-4140-4103	SALARY & WAGES - OT	0	0	362	876	4,100
	101-400-4140-4104	EMPLOYEE BONUSES	0	0	1,000	1,113	0
	101-400-4140-4200	EMPLOYEE BENEFITS	55,800	57,419	0	0	0
	101-400-4140-4201	HEALTH INSURANCE	0	0	10,094	18,157	18,900
	101-400-4140-4202	FICA/MEDICARE	0	0	1,020	2,305	5,700
	101-400-4140-4203	PERS	0	0	7,907	10,847	10,700
	101-400-4140-4204	WORKERS COMP	0	0	2,000	3,748	4,300
	101-400-4140-4205	OTHER BENEFITS	0	0	2,317	2,193	6,200
	101-400-4140-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	1,962	6,538	6,000
	101-400-4140-4207	CALPERS UNFUNDED LIABILITY	0	0	9,901	10,200	100
	101-400-4140-4601	MEMBERSHIPS & DUES	150	85	85	400	400
	101-400-4140-5101	PROF/TECH SERVICE	33	7,452	-6,590	8,000	55,000
	101-400-4140-5103	PRINTING & BINDING	0	0	497	1,000	0
	101-400-4140-5106	EQUIPMENT RENTAL	0	0	6,599	0	0
	101-400-4140-6001	MEETINGS/CONFERENCES	0	0	90	1,000	2,000
	101-400-4140-6002	TRAVEL /MILEAGE REIMBURSEMENT	0	0	81	200	400
	101-400-4140-6101	TRAINING	0	0	0	500	1,000
	101-400-4140-6201	EQUIP REPLACE CHARGE	15,300	5,400	1,425	0	0
<b>Expenditure Subtotals</b>			<b>207,064</b>	<b>160,856</b>	<b>116,264</b>	<b>205,615</b>	<b>307,800</b>
<b>Total Program Expenditures</b>			<b>207,064</b>	<b>160,856</b>	<b>116,264</b>	<b>205,615</b>	<b>307,800</b>

**Department:** Community Development

**Budget Program:** Code Enforcement

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY17-18</b>
<b>101-400-4140-4101</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>147,700</b>
<b>101-400-4140-4102</b>	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	<b>45,300</b>
<b>101-400-4140-4103</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	<b>4,100</b>
<b>101-400-4140-4201</b>	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>18,900</b>
<b>101-400-4140-4202</b>	<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>5,700</b>
<b>101-400-4140-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>10,700</b>
<b>101-400-4140-4204</b>	<b>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>4,300</b>
<b>101-400-4140-4205</b>	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>6,200</b>
<b>101-400-4140-4206</b>	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>6,000</b>

**Department:** Community Development

**Budget Program:** Code Enforcement

Account #	Account Description	Proposed FY17-18
101-400-4140-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	100
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. This budget expenditure covers costs for two officers.	400
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.  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.	55,000
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>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement for Staff use of personal vehicles for site visits and off-site training classes.	400
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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4150-4101	SALARY & WAGES - FT	222,509	194,188	195,864	249,223	209,100
	101-400-4150-4103	SALARY & WAGES - OT	0	882	1,833	844	1,000
	101-400-4150-4104	EMPLOYEE BONUSES	0	0	3,276	1,000	1,100
	101-400-4150-4200	EMPLOYEE BENEFITS	68,300	62,571	0	0	0
	101-400-4150-4201	HEALTH INSURANCE	0	0	17,361	36,385	29,400
	101-400-4150-4202	FICA/MEDICARE	0	0	2,483	3,123	3,100
	101-400-4150-4203	PERS	0	0	16,913	20,459	18,700
	101-400-4150-4204	WORKERS COMP	0	0	4,800	5,470	4,600
	101-400-4150-4205	OTHER BENEFITS	0	0	5,048	6,446	5,500
	101-400-4150-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	7,962	12,693	12,000
	101-400-4150-4207	CALPERS UNFUNDED LIABILITY	0	0	14,213	13,800	29,400
	101-400-4150-4310	OP SUPP/MINOR EQUIP	0	0	0	1,000	0
	101-400-4150-4601	MEMBERSHIPS & DUES	0	0	0	0	1,200
	101-400-4150-5101	PROF/TECH SERVICE	37,018	23,705	30,550	53,000	51,000
	101-400-4150-5201	MAINTENANCE SERVICES	43,384	0	0	0	0
	101-400-4150-6001	MEETINGS/CONFERENCES	0	0	0	0	3,600
	101-400-4150-6002	TRAVEL /MILEAGE REIMBURSEMENT	0	0	0	0	400
	101-400-4150-6101	TRAINING	0	0	0	0	1,000
	101-400-4150-6201	EQUIP REPLACE CHARGE	23,000	8,100	2,100	0	0
<b>Expenditure Subtotals</b>			<b>394,210</b>	<b>289,446</b>	<b>302,403</b>	<b>403,442</b>	<b>371,100</b>
<b>Total Program Expenditures</b>			<b>394,210</b>	<b>289,446</b>	<b>302,403</b>	<b>403,442</b>	<b>371,100</b>

**Department:** Community Development

**Budget Program:** View Restoration

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY17-18</b>
<b>101-400-4150-4101</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>209,100</b>
<b>101-400-4150-4103</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	<b>1,000</b>
<b>101-400-4150-4104</b>	<b>EMPLOYEE BONUSES</b> Employee merit bonus in recognition of exemplary performance.	<b>1,100</b>
<b>101-400-4150-4201</b>	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	<b>29,400</b>
<b>101-400-4150-4202</b>	<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>3,100</b>
<b>101-400-4150-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>18,700</b>
<b>101-400-4150-4204</b>	<b>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>4,600</b>
<b>101-400-4150-4205</b>	<b>OTHER BENEFITS</b> Includes deferred compensation plan (401a match), Retirement Health Savings Plan (RHS), and other benefits for City employees.	<b>5,500</b>
<b>101-400-4150-4206</b>	<b>HEALTH SAVINGS ACCOUNT (HSA)</b> The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	<b>12,000</b>
<b>101-400-4150-4207</b>	<b>CALPERS UNFUNDED LIABILITY</b>	<b>29,400</b>

**Department:** Community Development

**Budget Program:** View Restoration

Account #	Account Description	Proposed FY17-18
	Budget program's portion of City's total CalPERS unfunded liability.	
<b>101-400-4150-4601</b>	<b>MEMBERSHIPS &amp; DUES</b> This new budget funds membership for View Division 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>1,200</b>
<b>101-400-4150-5101</b>	<b>PROF/TECH SERVICE</b> 1. Contract professional consultant services to assist in the mediation of View Restoration/Preservation cases, and for an Arborist or other consultants. The view restoration fees associated with this program are collected when a case is not resolved through mediation.	<b>51,000</b>
<b>101-400-4150-6001</b>	<b>MEETINGS/CONFERENCES</b> Funds for expenses incurred for division staff to attend meetings and conferences. The meetings and conferences include:  1. Annual California American Planning Association Chapter Conference and National APA Conference.  2. Monthly Southwest Area Planning Council meetings.  3. Miscellaneous regional and other professional meetings.	<b>3,600</b>
<b>101-400-4150-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> This is a new budget expenditure for the View Restoration 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.	<b>400</b>
<b>101-400-4150-6101</b>	<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.	<b>1,000</b>

**Department:** Community Development

**Budget Program:** NCCP

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4160-5101	PROF/TECH SERVICE	0	0	0	25,000	50,000
Expenditure Subtotals			0	0	0	25,000	50,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>50,000</b>

**Department:** Community Development

**Budget Program:** NCCP

Account #	Account Description	Proposed FY17-18
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<b>101-400-4160-5101</b>	<b>PROF/TECH SERVICE</b>	<b>50,000</b>
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For the completion of the NCCP document. This work is to cover consultant costs to complete the document including costs to conduct property line surveys for recordation, prepare updates to the required environmental documents, and other expenses needed to complete the NCCP document for Council's consideration.

**Department:** Community Development

**Budget Program:** Geology

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4170-5101	PROF/TECH SERVICE	149,201	137,100	148,448	150,000	150,000
Expenditure Subtotals			149,201	137,100	148,448	150,000	150,000
<b>Total Program Expenditures</b>			<b>149,201</b>	<b>137,100</b>	<b>148,448</b>	<b>150,000</b>	<b>150,000</b>

**Department:** Community Development

**Budget Program:** Geology

Account #	Account Description	Proposed 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 geo-technical 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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-4180-5101	PROF/TECH SERVICE	81,180	115,235	99,932	136,000	136,000
Expenditure Subtotals			81,180	115,235	99,932	136,000	136,000
<b>Total Program Expenditures</b>			<b>81,180</b>	<b>115,235</b>	<b>99,932</b>	<b>136,000</b>	<b>136,000</b>

**Department:** Community Development

**Budget Program:** Animal Control

Account #	Account Description	Proposed FY17-18
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**101-400-4180-5101 PROF/TECH SERVICE 136,000**

1. The City contracts with the Los Angeles County Department of Animal Care & 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.

2. The City contracts with Wildlife Services for the implementation of the City's Peafowl Trapping program. Based on Council-adopted Peafowl Management Plan, the City anticipates trapping of up to 150 birds and conducting a census survey for FY 18/19.

3. The City contracts with Los Angeles County Department of Agricultural Weights & 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, and miscellaneous support-related activities, such as hosting community meetings and circulating public information.

**Department:** Community Development

**Budget Program:** Habitat Restoration

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	222-400-0000-5101	PROF/TECH SERVICE	118,580	121,846	130,725	125,300	159,800
	222-400-0000-5201	MAINTENANCE SERVICES	17,479	17,496	10,100	19,000	19,700
Expenditure Subtotals			136,059	139,342	140,825	144,300	179,500
<b>Total Program Expenditures</b>			<b>136,059</b>	<b>139,342</b>	<b>140,825</b>	<b>144,300</b>	<b>179,500</b>

**Department:** Community Development

**Budget Program:** Habitat Restoration

Account #	Account Description	Proposed FY17-18
222-400-0000-5101	<p data-bbox="399 411 651 432"><b>PROF/TECH SERVICE</b></p> <ol style="list-style-type: none"><li data-bbox="399 449 1170 659">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.</li><li data-bbox="399 695 1101 779">2. Miscellaneous habitat restoration activities such as for geological investigation for habitat irrigation/planting, habitat restoration due to fires, etc.</li></ol>	159,800
222-400-0000-5201	<p data-bbox="399 848 703 869"><b>MAINTENANCE SERVICES</b></p> <p data-bbox="399 886 1154 1035">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.</p>	19,700

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## **PUBLIC WORKS**

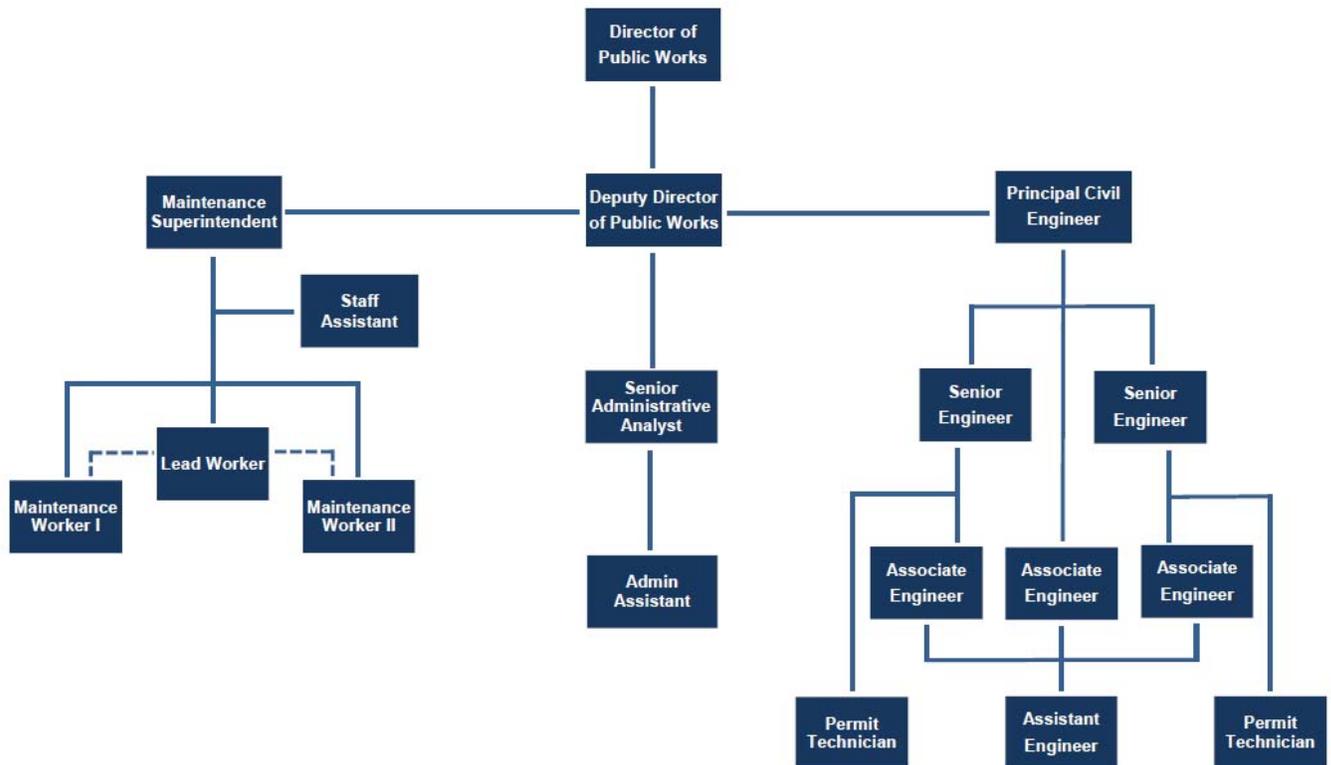
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# PUBLIC WORKS DEPARTMENT

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

- Implementation of CIP Projects
- Traffic Management
- Storm Water Quality Management
- Facility Maintenance
- City Building Improvements, Alterations & Repairs
- Parks, Trails & Open Space Maintenance
- Infrastructure Maintenance (i.e., roadways, storm drains, sewers)
- Traffic Signal Lights/Signage Maintenance
- Landscaping Maintenance
- Street Maintenance/Striping/Sweeping
- 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
- Weed Abatement

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</b>
<b>PUBLIC WORKS</b>					
Administrative Assistant	1.0	1.0	1.0	2.0	1.0
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
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	1.0
Maintenance Worker II	1.0	1.0	1.0	1.0	1.0
Permit Clerk	-	-	-	-	-
Permit Technician	1.0	1.0	1.0	1.0	2.0
Principal Engineer	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	1.0
Senior Engineer	2.0	2.0	2.0	2.0	2.0
Staff Assistant	-	-	-	-	1.0
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>	<b>18.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Public Works Director

- Oversee the administration of all aspects of the department
- Communicates with City Manager, City Council, TSC and IMAC on departmental matters
- Responsible for inter-departmental Coordination
- Oversee staff work performance
- Manage 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 Analyst
- Assists with implementation of City Council goals and emergency preparedness activities
- Manage various special projects

### Principal Civil Engineer

- Responsible for development and implementation of the capital improvement program, processing tract maps, review of private development plans for conformance with Public Works standards including drainage and traffic components and use of engineering standards and practices
- Supervise and manages all engineering staff, contract inspectors, and engineering consultants
- Manage various Portuguese Bend landslide projects and other projects as assigned

### Senior Engineers

- Management of various capital improvement projects
- Management of various State mandated programs
- Manage various special projects
- Serve as City liaison to various Committees

### Associate Engineers

- Develop construction specific standards, including drafting of final specifications
- Develop plans, specifications, and estimates for Public Works projects
- Manage various capital improvement projects
- Manage 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 Analyst

- Administer solid waste and recycling programs
- Provide general department administration
- Provide project management

### Administrative Assistant & Permit Technicians

- 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

- Oversee 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
- Manage staff within the Maintenance Division

### Lead Worker

- Assist with maintenance contract services oversight
- Handle minor and routine repairs and maintenance of City's facilities and/or parks and ROW, and easements
- Respond to emergency situations

### Staff Assistant & Maintenance Workers

- Handle minor and routine repairs and maintenance of City's facilities and/or parks and ROW, and easements
- Respond to emergency situations
- Assist with processing service requests

## **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. In FY 15-16, the Department began utilizing a new GIS-centric asset management software to assist in better work order/service request tracking, monitoring, and work prioritization capability. The Department successfully completed 1,400 work orders from July 2017 to June 2018.

## 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. AB 341 also established a State-wide diversion goal of 75 percent by the year 2020. In 2016, AB 1826 went into effect, which has increasing levels of compliance requirements for businesses and multi-family complexes that generate organic waste. Public Works has been working closely with the various haulers to ensure implementation of these new mandates.

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. Each City reports on their individual recycling and waste diversion programs and activities. However, only one group annual report is submitted to California Department of Resources Recycling and Recovery (CalRecycle).

Reporting Year	2011	2012	2013	2014	2015	2016
RPV's % Diversion*	68%	76%	75%	66%	66%	72%
LARA's % Diversion	70%	70%	68%	64%	64%	63%

\* 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 reported diversion rates include transformation credit, which helps reduce disposal tonnage. The annual report for 2017 will be submitted for approval in August 2018.

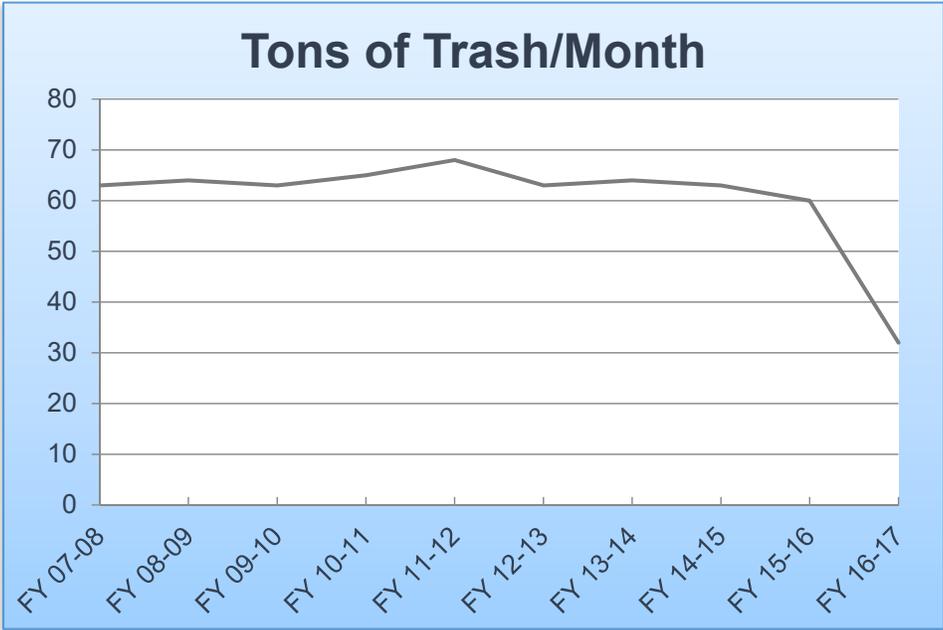
## Roadway Maintenance Program

The City invests considerable resources to maintain the high quality of its roadways. The City's Pavement Management Report is updated every two 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 FY 16-17, 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. In FY 16-17 the volume of trash reported has been substantially reduced, because the City's new sweeping company takes the collected material to a recycling facility to separate recycling material from trash.



## 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								
	2010	2011	2012	2013	2014	2015	2016	2017
<b>Total Collisions</b>	24	23	26	17	15	21	19	19
<b>Injury Collisions</b>	7	8	8	5	6	8	7	7
<b>Hazardous Citations Issued</b>	406	423	229	205	242	163	112	142
<b>Enforcement Index*</b>	87	82	89	54	40	25	21	22

\* 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. The City also conducts a City-wide pre rainy season sweeping to further reduce debris entering the storm drains.



**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Public Works Administration	\$2,097,473	\$2,234,404	\$2,175,728	\$2,186,533	\$2,767,300
Traffic Management	91,847	113,729	391,742	450,000	502,000
Storm Water Quality	278,332	299,740	230,695	669,000	606,000
Building Maintenance	576,139	501,709	448,843	797,400	679,900
Parks Maintenance	-	-	-	341,100	680,000
Trails & Open Space Maintenance	988,184	818,498	838,107	808,500	636,000
Sewer Maintenance	31,780	16,740	951	69,000	69,000
Vehicle Maintenance	-	-	418	55,000	61,000
<b>Total General Fund - Public Works</b>	<b>\$ 4,063,755</b>	<b>\$ 3,984,820</b>	<b>\$ 4,086,484</b>	<b>\$ 5,376,533</b>	<b>\$ 6,001,200</b>

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,774,353	\$ 1,866,754	\$ 1,719,577	\$ 1,498,633	\$ 2,175,600
Maintenance & Operations	2,229,827	2,118,066	2,366,907	3,877,900	3,825,600
Capital Outlay	59,575	-	-	-	-
<b>Total General Fund - Public Works</b>	<b>\$ 4,063,755</b>	<b>\$ 3,984,820</b>	<b>\$ 4,086,484</b>	<b>\$ 5,376,533</b>	<b>\$ 6,001,200</b>

**Special Revenue Funds**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Gas Tax Fund	\$ 1,964,119	\$ 1,954,272	\$ 1,497,158	\$ 1,503,600	\$ 1,618,800
1972 Act Fund	275,337	275,335	264,903	-	-
El Prado Fund	689	31	237	800	800
1911 Act Fund	546,688	543,065	459,442	656,000	617,000
Waste Reduction Fund	154,321	246,483	231,579	267,900	317,100
AQMD Fund	50,000	50,000	78,285	50,000	50,000
Prop C Fund	-	-	24,810	-	-
Prop A Fund	882,453	596,287	613,004	628,300	628,300
Measure R Fund	-	-	169,952	-	-
Measure M Fund	-	-	-	234,600	536,000
Subregion 1 Fund	51,319	35,046	35,107	45,000	46,800
Measure A Fund	261,049	42,923	90,000	90,000	90,000
Ab Cove Sewer Fund	112,146	110,713	163,614	252,625	429,600
Ginsburg Cultural Arts Fund	18,000	16,000	-	-	-
<b>Total Special Revenue Funds</b>	<b>\$ 4,316,121</b>	<b>\$ 3,870,155</b>	<b>\$ 3,628,091</b>	<b>\$ 3,728,825</b>	<b>\$ 4,334,400</b>

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 87,920	\$ 68,558	\$ 99,771	\$ 95,600	\$ 105,200
Maintenance & Operations	3,317,266	3,343,674	3,410,035	3,543,225	4,139,200
Capital Outlay	-	-	28,285	-	-
Transfers Out	910,935	457,923	90,000	90,000	90,000
<b>Total Special Revenue Funds</b>	<b>\$ 4,316,121</b>	<b>\$ 3,870,155</b>	<b>\$ 3,628,091</b>	<b>\$ 3,728,825</b>	<b>\$ 4,334,400</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**Improvement Authority Funds**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Total for IA - Portuguese Bend Fund	\$ 69,352	\$ 53,121	\$ 69,989	\$ 114,900	\$ 122,000
Total for IA - Abalone Cove Fund	57,306	45,688	47,785	74,600	75,700
<b>Total Improvement Authority Funds</b>	<b>\$ 126,658</b>	<b>\$ 98,809</b>	<b>\$ 117,774</b>	<b>\$ 189,500</b>	<b>\$ 197,700</b>

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	126,658	98,809	117,774	189,500	197,700
Transfers Out	-	-	-	-	-
<b>Total Improvement Authority Funds</b>	<b>\$ 126,658</b>	<b>\$ 98,809</b>	<b>\$ 117,774</b>	<b>\$ 189,500</b>	<b>\$ 197,700</b>

**City of Rancho Palos Verdes  
Infrastructure Improvement Programs  
FY 18-19 Adopted Budget Summary**

<b>Fund</b>	<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
202	Gas Tax Fund	\$ -	\$ -	\$ 442,622	\$ 233,896	\$ -
211	1911 Act Fund	-	-	-	1,000,000	-
212	Beautification Fund	224,000	97,791	-	475,000	-
215	Proposition C Fund	1,747,468	526,000	514,930	600,000	1,100,000
216	Proposition A Fund	69,000	15,620	10,581	326,310	520,000
220	Measure R Fund	564,000	-	-	650,000	100,000
228	Donor Restricted Contribution Fund	-	-	-	300,000	-
310	Community Development Block Grant	26,170	298,649	142,317	305,060	-
330	Capital Improvement Fund	9,666,031	1,344,353	7,105,524	9,836,234	7,105,000
331	Federal Grants Fund	-	-	-	1,131,300	316,000
332	State Grants Fund	-	-	-	600,000	-
334	Quimby Fund	-	50,000	80,551	1,619,295	300,000
338	Environmental Excise Tax Fund	97,199	200,000	75	-	-
340	Bicycle & Pedestrian Access Fund	-	97	-	82,500	-
501	Water Quality Flood Protection Fund	1,784,788	646,433	1,399,913	4,735,809	-
686	Building Replacement Fund	944,841	334	-	-	-
<b>Total Infrastructure Improvement Programs</b>		<b>\$ 15,123,497</b>	<b>\$ 3,179,277</b>	<b>\$ 9,696,513</b>	<b>\$ 21,895,404</b>	<b>\$ 9,441,000</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Public Works Administration**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,774,353	\$ 1,866,754	\$ 1,719,577	\$ 1,498,633	\$ 2,175,600
Maintenance & Operations	323,120	367,650	456,151	687,900	591,700
Capital Outlay	-	-	-	-	-
<b>Total for Public Works Administration</b>	<b>\$2,097,473</b>	<b>\$2,234,404</b>	<b>\$2,175,728</b>	<b>\$2,186,533</b>	<b>\$2,767,300</b>

**Traffic Management**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	91,847	113,729	391,742	450,000	502,000
Capital Outlay	-	-	-	-	-
<b>Total for Traffic Management</b>	<b>\$ 91,847</b>	<b>\$ 113,729</b>	<b>\$ 391,742</b>	<b>\$ 450,000</b>	<b>\$ 502,000</b>

**Storm Water Quality**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	278,332	299,740	230,695	669,000	606,000
Capital Outlay	-	-	-	-	-
<b>Total for Storm Water Quality</b>	<b>\$ 278,332</b>	<b>\$ 299,740</b>	<b>\$ 230,695</b>	<b>\$ 669,000</b>	<b>\$ 606,000</b>

**Building Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	576,139	501,709	448,843	797,400	679,900
Capital Outlay	-	-	-	-	-
<b>Total for Building Maintenance</b>	<b>\$ 576,139</b>	<b>\$ 501,709</b>	<b>\$ 448,843</b>	<b>\$ 797,400</b>	<b>\$ 679,900</b>

**Parks Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	341,100	680,000
Capital Outlay	-	-	-	-	-
<b>Total for Parks Maintenance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 341,100</b>	<b>\$ 680,000</b>

\*New program created to track parks maintenance separate from trails & open space maintenance.

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**Trails & Open Space Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	928,609	818,498	838,107	808,500	636,000
Capital Outlay	59,575	-	-	-	-
<b>Total for Trails &amp; Open Space Maintenance</b>	<b>\$ 988,184</b>	<b>\$ 818,498</b>	<b>\$ 838,107</b>	<b>\$ 808,500</b>	<b>\$ 636,000</b>

**Sewer Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	31,780	16,740	951	69,000	69,000
Capital Outlay	-	-	-	-	-
<b>Total for Risk Management</b>	<b>\$ 31,780</b>	<b>\$ 16,740</b>	<b>\$ 951</b>	<b>\$ 69,000</b>	<b>\$ 69,000</b>

**Vehicle Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	418	55,000	61,000
Capital Outlay	-	-	-	-	-
<b>Total for Vehicle Maintenance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 418</b>	<b>\$ 55,000</b>	<b>\$ 61,000</b>

\*New program created to track vehicle maintenance.

**General Fund - Public Works Department**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,774,353	\$ 1,866,754	\$ 1,719,577	\$ 1,498,633	\$ 2,175,600
Maintenance & Operations	2,229,827	2,118,066	2,366,907	3,877,900	3,825,600
Capital Outlay	59,575	-	-	-	-
<b>Total General Fund - Public Works</b>	<b>\$ 4,063,755</b>	<b>\$ 3,984,820</b>	<b>\$ 4,086,484</b>	<b>\$ 5,376,533</b>	<b>\$ 6,001,200</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**202 - Gas Tax Fund**

**Portuguese Bend Road**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	518,749	510,461	-	40,000	70,000
Capital Outlay	-	-	-	-	-
<b>Total for Portuguese Bend Road</b>	<b>\$ 518,749</b>	<b>\$ 510,461</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 70,000</b>

**Street Landscape Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	1,328,677	1,112,673	1,121,909	1,188,600	1,158,800
Capital Outlay	-	-	-	-	-
<b>Total for Street Landscape Maintenance</b>	<b>\$ 1,328,677</b>	<b>\$ 1,112,673</b>	<b>\$ 1,121,909</b>	<b>\$ 1,188,600</b>	<b>\$ 1,158,800</b>

**Street Pavement Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	241,305	365,074	245,000	350,000
Capital Outlay	-	-	-	-	-
<b>Total for Street Pavement Maintenance</b>	<b>\$ -</b>	<b>\$ 241,305</b>	<b>\$ 365,074</b>	<b>\$ 245,000</b>	<b>\$ 350,000</b>

**Traffic Signal Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	116,693	89,833	10,175	30,000	40,000
Capital Outlay	-	-	-	-	-
<b>Total for Traffic Signal Maintenance</b>	<b>\$ 116,693</b>	<b>\$ 89,833</b>	<b>\$ 10,175</b>	<b>\$ 30,000</b>	<b>\$ 40,000</b>

**Gas Tax Fund**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	1,964,119	1,954,272	1,497,158	1,503,600	1,618,800
Capital Outlay	-	-	-	-	-
<b>Total for Gas Tax Fund</b>	<b>\$ 1,964,119</b>	<b>\$ 1,954,272</b>	<b>\$ 1,497,158</b>	<b>\$ 1,503,600</b>	<b>\$ 1,618,800</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**203 - 1972 Act Fund**

**1972 Act - Street Lighting**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	75,337	75,335	264,903	-	-
Transfers Out	200,000	200,000	-	-	-
<b>Total for 1972 Act Fund</b>	<b>\$ 275,337</b>	<b>\$ 275,335</b>	<b>\$ 264,903</b>	<b>\$ -</b>	<b>\$ -</b>

**209 - El Prado Fund**

**El Prado Maintenance**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	689	31	237	800	800
Transfers Out	-	-	-	-	-
<b>Total for El Prado Fund</b>	<b>\$ 689</b>	<b>\$ 31</b>	<b>\$ 237</b>	<b>\$ 800</b>	<b>\$ 800</b>

**211 - 911 Act Fund**

**1911 Act - Street Lighting**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	447,688	426,065	459,442	656,000	617,000
Transfers Out	99,000	117,000	-	-	-
<b>Total for 1911 Act Fund</b>	<b>\$ 546,688</b>	<b>\$ 543,065</b>	<b>\$ 459,442</b>	<b>\$ 656,000</b>	<b>\$ 617,000</b>

**213 - Waste Reduction Fund**

**Waste Reduction**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 75,641	\$ 58,499	\$ 86,612	\$ 81,800	\$ 90,000
Maintenance & Operations	38,680	89,984	144,967	186,100	227,100
Transfers Out	40,000	98,000	-	-	-
<b>Total for Waste Reduction Fund</b>	<b>\$ 154,321</b>	<b>\$ 246,483</b>	<b>\$ 231,579</b>	<b>\$ 267,900</b>	<b>\$ 317,100</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**214 - Air Quality Management District Fund**

**AQMD**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	50,000	50,000	50,000	50,000	50,000
Capital Outlay	-	-	28,285	-	-
<b>Total for AQMD Fund</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 78,285</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**215 - Proposition C Fund**

**Prop C**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	24,810	-	-
Transfers Out	-	-	-	-	-
<b>Total for Prop C Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,810</b>	<b>\$ -</b>	<b>\$ -</b>

**216 - Proposition A Fund**

**Prop A**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	571,567	596,287	613,004	628,300	628,300
Transfers Out	310,886	-	-	-	-
<b>Total for Prop A Fund</b>	<b>\$ 882,453</b>	<b>\$ 596,287</b>	<b>\$ 613,004</b>	<b>\$ 628,300</b>	<b>\$ 628,300</b>

**220 - Measure R Fund**

**Measure R**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	169,952	-	-
Transfers Out	-	-	-	-	-
<b>Total for Measure R Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 169,952</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**221 - Measure M Fund**

**Measure M**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	234,600	536,000
Transfers Out	-	-	-	-	-
<b>Total for Measure M Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 234,600</b>	<b>\$ 536,000</b>

**223 - Subregion 1 Fund**

**Subregion 1**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	51,319	35,046	35,107	45,000	46,800
Transfers Out	-	-	-	-	-
<b>Total for Subregion 1 Fund</b>	<b>\$ 51,319</b>	<b>\$ 35,046</b>	<b>\$ 35,107</b>	<b>\$ 45,000</b>	<b>\$ 46,800</b>

**224 - Measure A Fund**

**Measure A**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	-	-
Transfers Out	261,049	42,923	90,000	90,000	90,000
<b>Total for Measure A Fund</b>	<b>\$ 261,049</b>	<b>\$ 42,923</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>

**225 - Abalone Cove Sewer Maintenance Fund**

**Abalone Cove Sewer Maintenance**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 12,279	\$ 10,059	\$ 13,159	\$ 13,800	\$ 15,200
Maintenance & Operations	99,867	100,654	150,455	238,825	414,400
Transfers Out	-	-	-	-	-
<b>Total for Ab Cove Sewer Fund</b>	<b>\$ 112,146</b>	<b>\$ 110,713</b>	<b>\$ 163,614</b>	<b>\$ 252,625</b>	<b>\$ 429,600</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**227 - Ginsburg Cultural Arts Building Fund**

**Ginsburg Cultural Arts Building**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	18,000	16,000	-	-	-
Transfers Out	-	-	-	-	-
<b>Total for Ginsburg Cultural Arts Fund</b>	<b>\$ 18,000</b>	<b>\$ 16,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Special Revenue Funds**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 87,920	\$ 68,558	\$ 99,771	\$ 95,600	\$ 105,200
Maintenance & Operations	3,317,266	3,343,674	3,410,035	3,543,225	4,139,200
Capital Outlays	-	-	28,285	-	-
Transfers Out	910,935	457,923	90,000	90,000	90,000
<b>Total for Special Revenue Funds</b>	<b>\$ 4,316,121</b>	<b>\$ 3,870,155</b>	<b>\$ 3,628,091</b>	<b>\$ 3,728,825</b>	<b>\$ 4,334,400</b>

**City of Rancho Palos Verdes  
Public Works Department  
FY 18-19 Adopted Budget Summary**

**285 - Improvement Authority Portuguese Bend Fund**

**Improvement Authority - Portuguese Bend**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	69,352	53,121	69,989	114,900	122,000
Transfers Out	-	-	-	-	-
<b>Total for IA - Portuguese Bend Fund</b>	<b>\$ 69,352</b>	<b>\$ 53,121</b>	<b>\$ 69,989</b>	<b>\$ 114,900</b>	<b>\$ 122,000</b>

**795 - Improvement Authority - Abalone Cove Fund**

**Improvement Authority - Abalone Cove**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	57,306	45,688	47,785	74,600	75,700
Transfers Out	-	-	-	-	-
<b>Total for IA - Abalone Cove Fund</b>	<b>\$ 57,306</b>	<b>\$ 45,688</b>	<b>\$ 47,785</b>	<b>\$ 74,600</b>	<b>\$ 75,700</b>

**Improvement Authority Funds**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	126,658	98,809	117,774	189,500	197,700
Transfers Out	-	-	-	-	-
<b>Total for Improvement Authority Funds</b>	<b>\$ 126,658</b>	<b>\$ 98,809</b>	<b>\$ 117,774</b>	<b>\$ 189,500</b>	<b>\$ 197,700</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3110-4101	SALARY & WAGES - FT	1,327,400	1,368,417	1,266,170	1,014,317	1,592,600
	101-400-3110-4102	SALARY & WAGES - PT	9,841	20,098	24,863	33,439	0
	101-400-3110-4103	SALARY & WAGES - OT	14,962	6,558	21,172	8,837	18,300
	101-400-3110-4104	EMPLOYEE BONUSES	0	0	2,278	7,914	500
	101-400-3110-4200	EMPLOYEE BENEFITS	422,150	471,681	0	0	0
	101-400-3110-4201	HEALTH INSURANCE	0	0	129,166	155,355	190,700
	101-400-3110-4202	FICA/MEDICARE	0	0	19,134	19,841	23,500
	101-400-3110-4203	PERS	0	0	96,818	97,411	127,400
	101-400-3110-4204	WORKERS COMP	0	0	34,497	29,918	35,000
	101-400-3110-4205	OTHER BENEFITS	0	0	33,483	33,625	52,800
	101-400-3110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	27,155	43,077	53,600
	101-400-3110-4207	CALPERS UNFUNDED LIABILITY	0	0	64,841	54,900	81,200
	101-400-3110-4310	OP SUPP/MINOR EQUIP	21,891	12,245	7,040	12,200	13,000
	101-400-3110-4601	MEMBERSHIPS & DUES	5,287	4,427	4,219	4,500	7,500
	101-400-3110-4901	OTHER MISCELLANEOUS	0	4,716	149	0	0
	101-400-3110-5101	PROF/TECH SERVICE	88,626	191,601	346,960	550,000	400,000
	101-400-3110-5102	LEGAL NOTICES AND ADS	9,800	44,504	46,527	40,000	60,000
	101-400-3110-5103	PRINTING & BINDING	10,285	15,900	15,749	15,000	25,000
	101-400-3110-5106	BUILDING & LAND RENTAL	5,020	2,902	4,821	5,000	9,000
	101-400-3110-5301	TELEPHONE SERVICE	3,908	5,134	3,733	8,000	8,000
	101-400-3110-6001	MEETINGS/CONFERENCES	15,446	18,798	7,847	11,000	20,000
	101-400-3110-6002	TRAVEL /MILEAGE REIMBURSEMENT	1,011	1,589	1,005	1,500	1,500
	101-400-3110-6101	TRAINING	773	1,247	2,394	8,000	15,000
	101-400-3110-6102	PUBLICATIONS	2,373	587	257	1,800	1,800
	101-400-3110-6201	EQUIP REPLACE CHARGE	158,700	64,000	15,450	30,900	30,900
<b>Expenditure Subtotals</b>			<b>2,097,473</b>	<b>2,234,405</b>	<b>2,175,728</b>	<b>2,186,533</b>	<b>2,767,300</b>
<b>Total Program Expenditures</b>			<b>2,097,473</b>	<b>2,234,405</b>	<b>2,175,728</b>	<b>2,186,533</b>	<b>2,767,300</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

Account #	Account Description	Proposed FY18-19
101-400-3110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	1,592,600
101-400-3110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	18,300
101-400-3110-4104	<b>EMPLOYEE BONUSES</b> Employee merit bonus in recognition of exemplary performance.	500
101-400-3110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	190,700
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.	23,500
101-400-3110-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	127,400
101-400-3110-4204	<b>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).	35,000
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.	52,800
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.	53,600
101-400-3110-4207	<b>CALPERS UNFUNDED LIABILITY</b>	81,200

**Department:** Public Works

**Budget Program:** Public Works Administration

Account #	Account Description	Proposed FY18-19
	Budget program's portion of City's total CalPERS unfunded liability.	
<b>101-400-3110-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Office supplies, minor equipment, and miscellaneous items.	<b>13,000</b>
<b>101-400-3110-4601</b>	<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.	<b>7,500</b>
<b>101-400-3110-5101</b>	<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.  2. Engineering Studies: Contracted services for engineering investigations and surveys.  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.  4. Constructability Reviews: Consultant support to perform a constructability (buildability) review to review construction processes from start to finish during pre-construction phase of a project. During the review process obstacles are identified before a project is actually built to reduce or prevent errors, delays, and cost overruns.  5. Temporary Clerical Assistance: Temporary office assistance for front office staff vacancies, vacations, illnesses, or other absences, and for courier services.  6. 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.  7. Professional Engineering and Project Management Services: Consultant support to assist in addressing the engineering and project management workload during staffing shortages.	<b>400,000</b>
<b>101-400-3110-5102</b>	<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	<b>60,000</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

Account #	Account Description	Proposed FY18-19
	meetings.	
<b>101-400-3110-5103</b>	<b>PRINTING &amp; BINDING</b> Printing of permits, materials for public meetings, bid documents, and blueprints for Public Works projects.	<b>25,000</b>
<b>101-400-3110-5106</b>	<b>BUILDING &amp; LAND RENTAL</b> Storage Pod Rental - Annual rental fees for three (3) on-site storage pods to house inactive Public Works plans, documents, files, and surplus furniture.	<b>9,000</b>
<b>101-400-3110-5301</b>	<b>TELEPHONE SERVICE</b> Cell service for City-owned phones used by Public Works field personnel.	<b>8,000</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.	<b>20,000</b>
<b>101-400-3110-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement of staff for use of personal vehicles to attend off-site meetings, conferences, training events, etc.	<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.	<b>15,000</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.	<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	<b>30,900</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

**Account #**

**Account Description**

**Proposed  
FY18-19**

Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3120-4310	OP SUPP/MINOR EQUIP	0	0	0	40,000	25,000
	101-400-3120-5101	PROF/TECH SERVICE	86,571	101,560	285,341	300,000	350,000
	101-400-3120-5102	LEGAL NOTICES AND ADS	0	0	0	2,000	5,000
	101-400-3120-5103	PRINTING & BINDING	1,999	1,272	1,275	2,000	2,000
	101-400-3120-5201	MAINTENANCE SERVICES	3,277	10,897	105,126	106,000	120,000
<b>Expenditure Subtotals</b>			<b>91,847</b>	<b>113,729</b>	<b>391,742</b>	<b>450,000</b>	<b>502,000</b>
<b>Total Program Expenditures</b>			<b>91,847</b>	<b>113,729</b>	<b>391,742</b>	<b>450,000</b>	<b>502,000</b>

**Department:** Public Works

**Budget Program:** Traffic Management

Account #	Account Description	Proposed FY18-19
101-400-3120-4310	<b>OP SUPP/MINOR EQUIP</b> Compact Radar Feedback Signs and signs for street sweeping pilot program.	25,000
101-400-3120-5101	<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.  (a) Traffic control plan reviews for various City projects; and smaller scale traffic engineering studies, for various locations throughout the City  (b) Review of land maps and development plans for traffic-related issues  (c) Right-of-Way (ROW) project engineering services  (d) Traffic Control on Palos Verdes Drive East (PVDE) at two locations: Miraleste Intermediate School and Miraleste Drive  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.  (a) Traffic engineering studies for various locations throughout the City  (b) Crossing guard services at certain City intersections  (c) Traffic circulation analyses at various City locations	350,000
101-400-3120-5102	<b>LEGAL NOTICES AND ADS</b> Materials for public meetings/workshops. Purchasing of promotional items for the Traffic Safety Committee for public events.	5,000
101-400-3120-5103	<b>PRINTING &amp; BINDING</b> Printing parking programs permits decals/plaque cards.	2,000

**Department:** Public Works

**Budget Program:** Traffic Management

Account #	Account Description	Proposed FY18-19
101-400-3120-5201	<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.  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.	120,000

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3130-4310	OP SUPP/MINOR EQUIP	1,414	1,643	0	4,000	6,000
	101-400-3130-5101	PROF/TECH SERVICE	236,199	203,845	187,982	490,000	440,000
	101-400-3130-5201	MAINTENANCE SERVICES	40,719	94,252	42,713	175,000	160,000
<b>Expenditure Subtotals</b>			<b>278,332</b>	<b>299,740</b>	<b>230,695</b>	<b>669,000</b>	<b>606,000</b>
<b>Total Program Expenditures</b>			<b>278,332</b>	<b>299,740</b>	<b>230,695</b>	<b>669,000</b>	<b>606,000</b>

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Proposed FY18-19
<b>101-400-3130-4310</b>	<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.	<b>6,000</b>
<b>101-400-3130-5101</b>	<b>PROF/TECH SERVICE</b> <ol style="list-style-type: none"><li>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. FY18-19 is the third year of the current four-year contract.</li><li>2. Torrance Airport Design: The City has obligations under the Municipal Separate Storm Sewer System (MS4) Permit (Permit) to reduce or prevent runoff-borne pollution in the City's drainage system from entering its three receiving waters: the ocean (Santa Monica Bay), Los Angeles Harbor and Machado Lake, located in the Harbor City neighborhood of the City of Los Angeles. The Torrance Airport project would meet the MS4 requirements for the City's portion of the Machado Lake watershed. Thus, the City's obligation for structural solutions for Machado Lake (Public Works construction) under the current Permit would be satisfied.</li><li>3. 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 FY18-19.</li><li>4. 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 City will be receiving reimbursements from the participating agencies at the completion of the project.</li><li>5. Receiving Water Monitoring: The City of Rancho Palos Verdes, in conjunction with the other cities in the Peninsula. (Palos Verdes Peninsula Watershed Management Group or WMG), requires the services of a technical consultant to implement the Santa Monica Bay Beaches Bacteria (SMBBB) Total Maximum Daily Load (TMDL) Monitoring Program. These professional services include but are not limited to: field water quality sampling</li></ol>	<b>440,000</b>

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Proposed FY18-19
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and related measurements, retaining the services of one or more Environmental Laboratory Accreditation Program (ELAP) certified analytical laboratories as needed to analyze the samples, and data reporting. The scope of work also includes: implementing the shoreline monitoring program for indicator bacteria described in the SMBBB TMDL CSMP. All monitoring and reporting shall be conducted in accordance with the Standard Monitoring Provisions in the MS4 Permit.

6. 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 City will be receiving reimbursements for the cost of the program from the participating agencies.

<b>101-400-3130-5201</b>	<b>MAINTENANCE SERVICES</b>	<b>160,000</b>
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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, and replacement of filtration media packs on certain retrofitted catch basins in the City.

2. Street/Parking Lot Sweeping and Bus Stop Shelter Maintenance: Contracted services, provides for a sweeping of City-owned 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, as required by the NPDES program permit.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3140-4310	OP SUPP/MINOR EQUIP	75,856	98,081	71,823	95,000	95,000
	101-400-3140-5101	PROF/TECH SERVICE	8,944	0	1,438	2,500	20,000
	101-400-3140-5106	VEHICLE & EQUIP RENTAL	0	0	4,486	5,000	10,000
	101-400-3140-5201	MAINTENANCE SERVICES	325,970	287,021	273,612	565,000	425,000
	101-400-3140-5302	WATER UTILITY SERVICE	17,276	5,923	7,289	15,000	15,000
	101-400-3140-5303	GAS UTILITY SERVICE	1,730	2,307	2,076	1,900	1,900
	101-400-3140-5304	LIGHT AND POWER	113,862	94,377	86,019	113,000	113,000
	101-400-3140-6201	EQUIP REPLACE CHARGE	32,500	14,000	2,100	0	0
<b>Expenditure Subtotals</b>			<b>576,139</b>	<b>501,709</b>	<b>448,843</b>	<b>797,400</b>	<b>679,900</b>
<b>Total Program Expenditures</b>			<b>576,139</b>	<b>501,709</b>	<b>448,843</b>	<b>797,400</b>	<b>679,900</b>

**Department:** Public Works

**Budget Program:** Building Maintenance

Account #	Account Description	Proposed FY18-19
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.  2. Fuel for emergency generators located at the Civic Center complex, the Point Vicente Interpretive Center (PVIC), and Hesse Park.	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.	20,000
101-400-3140-5106	<b>VEHICLE &amp; EQUIP RENTAL</b> Rental of specialty vehicles and equipment to support Building Maintenance activities.	10,000
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.  2. Graffiti Abatement: Contracted services to remove graffiti from public areas.  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.  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.  5. Pest Control: Monthly pest control in and around all City buildings.  6. Heating, Ventilation, and Air Conditioning (HVAC)	425,000

**Department:** Public Works

**Budget Program:** Building Maintenance

Account #	Account Description	Proposed FY18-19
	<p>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.</p> <p>7. Elevator Maintenance: The annual maintenance service provides for elevator inspection, maintenance, and license certification required by the State.</p> <p>8. Fire Extinguisher Service: Federal Occupational Safety &amp; Health Administration (OSHA) standards require the City to annually inspect and certify all fire extinguishers located at City facilities.</p> <p>9. Building Fire Systems: Annual inspection and maintenance of sprinkler systems at all City facilities.</p> <p>10. Emergency Generator Maintenance: Annual maintenance of the emergency generators at the Civic Center complex, Point Vicente Interpretive Center (PVIC), and Hesse Park.</p> <p>11. Unanticipated one-time building maintenance projects.</p> <p>12. Annual Maintenance Projects:</p> <p>(a) Painting Program: Funds are set aside for painting of City facilities that are requested as a result of deteriorating or damaged paint surfaces.</p> <p>(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.</p> <p>(c) Water and Backflow Valve Replacement Program: Water and backflow valves are replaced on an as-needed basis due to failure or damage.</p>	
101-400-3140-5302	<b>WATER UTILITY SERVICE</b> Water utility service for all City buildings.	15,000
101-400-3140-5303	<b>GAS UTILITY SERVICE</b> Gas utility service for all City buildings.	1,900
101-400-3140-5304	<b>LIGHT AND POWER</b> Electricity utility service for all City buildings.	113,000

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3151-4310	OP SUPP/MINOR EQUIP	0	0	0	92,000	191,000
	101-400-3151-5101	PROF/TECH SERVICE	0	0	0	25,000	25,000
	101-400-3151-5201	MAINTENANCE SERVICES	0	0	0	221,100	461,000
	101-400-3151-5303	GAS UTILITY SERVICE	0	0	0	1,500	1,500
	101-400-3151-5304	LIGHT AND POWER	0	0	0	1,500	1,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>341,100</b>	<b>680,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>341,100</b>	<b>680,000</b>

**Department:** Public Works

**Budget Program:** Parks Maintenance

Account #	Account Description	Proposed FY18-19
101-400-3151-4310	<b>OP SUPP/MINOR EQUIP</b>  1. Supplies and Equipment: Materials and equipment to maintain and repair City Parks amenities, fences, signs, and playground equipment including replacing the bleachers at Hesse Park and performing repairs to playground equipment as recommended through the playground audit.  2. Trash/Recycling Receptacles: There are 255 trash receptacles within and around City parks in RPV. This year 20 trash receptacles will be replaced at various Park locations.  3. Park Rules Signs Replacement: Updating and replacement of worn and damaged park rules signs at various City facilities.  4. Security Cameras: Monitoring and maintenance of security cameras at City facilities to deter crime, vandalism, and illegal dumping.	191,000
101-400-3151-5101	<b>PROF/TECH SERVICE</b>  These projects will help the City comply with OSHA mandated heat/cold working limits:  Abalone Cove Beach Shack improvements will include installing electrical service, insulation, drywall, air conditioning/heater, double pane windows and provide inspections services.  Ryan Park building improvements will include installing adequate electrical service and air conditioning and heating in the building.	25,000
101-400-3151-5201	<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.  2. Fuel Modification:  (a) Open Space Areas: The Los Angeles County Weed Abatement Division of the County Agricultural Commissioner's	461,000

**Department:** Public Works

**Budget Program:** Parks Maintenance

Account #	Account Description	Proposed FY18-19
	<p>Office and the County 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 Measure A grant funds.</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.</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.</p> <p>3. Annual Backflow Testing: The California Water Service Company requires annual testing of backflow valves.</p> <p>4. Portable Toilets: Rental and servicing of portable toilets located at various park and open space locations and for special events.</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.</p> <p>(b) Annual Play Surface Maintenance Program: Play surfaces at the various park sites will be resurfaced, repaired, or replenished, as needed.</p> <p>6. Projects Above and Beyond 2018 Year Ending</p> <p>(a) Work will help city comply with the OSHA heat/cold working limits. Abalone Cove Beach Shack improvements will include installing electrical service, insulation, drywall, air conditioning/heater, double pane windows and provide inspections services.</p> <p>(b) Ryan Park building improvements will include installing adequate electrical service and air conditioning and heating in the building.</p>	
<b>101-400-3151-5303</b>	<b>GAS UTILITY SERVICE</b> Gas utility service at City parks.	<b>1,500</b>
<b>101-400-3151-5304</b>	<b>LIGHT AND POWER</b> Electrical utility (light and power) charges for landscape irrigation control boxes at City parks.	<b>1,500</b>

**Department:** Public Works  
**Budget Program:** Trails & Open Space Maintenance

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3150-4310	OP SUPP/MINOR EQUIP	100,998	108,326	50,000	102,000	99,000
	101-400-3150-4601	MEMBERSHIPS & DUES	88,829	0	0	0	0
	101-400-3150-4901	OTHER MISCELLANEOUS	17,457	124,032	113,479	116,000	116,000
	101-400-3150-5101	PROF/TECH SERVICE	41,024	25,565	4,166	50,000	0
	101-400-3150-5106	EQUIPMENT RENTAL	0	0	10,226	15,000	20,000
	101-400-3150-5201	MAINTENANCE SERVICES	492,131	486,642	586,926	350,000	201,000
	101-400-3150-5302	WATER UTILITY SERVICE	171,156	72,556	72,556	174,500	200,000
	101-400-3150-5304	LIGHT AND POWER	1,014	1,376	754	1,000	0
	101-400-3150-6201	EQUIP REPLACE CHARGE	16,000	0	0	0	0
	101-400-3150-8802	IMPROVEMENTS	59,575	0	0	0	0
<b>Expenditure Subtotals</b>			<b>988,184</b>	<b>818,498</b>	<b>838,107</b>	<b>808,500</b>	<b>636,000</b>
<b>Total Program Expenditures</b>			<b>988,184</b>	<b>818,498</b>	<b>838,107</b>	<b>808,500</b>	<b>636,000</b>

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
101-400-3150-4310	<b>OP SUPP/MINOR EQUIP</b>  1. Supplies and Equipment: Materials and equipment to maintain and repair trails and open space areas. This includes repair and replacement of the trails and open space amenities, fences and signs.  2. Trash Recycling Receptacles: Replacement of 80 trash receptacles in and around the preserve.  3. Sign Replacement: Updating and replacing worn and damaged signs at various locations within the open space areas. Install trailmarkers at various locations throughout the preserve.	99,000
101-400-3150-4901	<b>OTHER MISCELLANEOUS</b>  1. Klondike Canyon Landslide Abatement District assessments for City-owned parcels.  2. Abalone Cove Landslide Abatement District (ACLAD) assessments for City-owned parcels.	116,000
101-400-3150-5106	<b>EQUIPMENT RENTAL</b> Rental for portable toilets	20,000
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.  2. Fuel Modification:  (a) Open Space Areas: The Los Angeles County Weed Abatement Division of the County Agricultural Commissioner's Office and the County 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 Measure A grant funds.	201,000

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
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(b) Annual County Discing Areas: The County Agricultural Commissioner's Office performs annual discing of Grandview Park, Sunnyside Ridge, and West Indian Peak Road.

(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.

3. Annual Backflow Testing: The California Water Service Company requires annual testing of backflow valves.

4. Portable Toilets: Rental and servicing of portable toilets located at various park and open space locations and for special events.

5. Annual Maintenance Programs:

(a) Ladera Linda Paddle Tennis Courts: Maintenance of two paddle tennis courts to ensure safe playing surfaces.

(b) Annual Play Surface Maintenance Program: Play surfaces at the various park sites will be resurfaced, repaired, or replenished, as needed.

<b>101-400-3150-5302</b>	<b>WATER UTILITY SERVICE</b> 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.	<b>200,000</b>
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**Department:** Public Works  
**Budget Program:** Sewer Maintenance

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3160-5101	PROF/TECH SERVICE	21,504	13,640	951	59,000	59,000
	101-400-3160-5201	MAINTENANCE SERVICES	10,276	0	0	10,000	10,000
	101-400-3160-6201	EQUIP REPLACE CHARGE	0	3,100	0	0	0
<b>Expenditure Subtotals</b>			<b>31,780</b>	<b>16,740</b>	<b>951</b>	<b>69,000</b>	<b>69,000</b>
<b>Total Program Expenditures</b>			<b>31,780</b>	<b>16,740</b>	<b>951</b>	<b>69,000</b>	<b>69,000</b>

**Department:** Public Works

**Budget Program:** Sewer Maintenance

Account #	Account Description	Proposed FY18-19
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.  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.  3. Sewer System GIS Theme Layer: Updating sewer data to the GIS system.	59,000
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

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-3240-4310	OP SUPP/MINOR EQUIP	0	0	0	7,000	10,000
	101-400-3240-4313	FUELS/GASOLINE	0	0	0	20,000	20,000
	101-400-3240-5201	MAINTENANCE SERVICES	0	0	0	23,000	25,000
	101-400-3240-5305	WIRELESS	0	0	418	5,000	6,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>418</b>	<b>55,000</b>	<b>61,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>418</b>	<b>55,000</b>	<b>61,000</b>

**Department:** Public Works

**Budget Program:** Vehicle Maintenance

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-3240-4310	<b>OP SUPP/MINOR EQUIP</b> Supplies and material used for City's vehicle repairs.	10,000
101-400-3240-4313	<b>FUELS/GASOLINE</b> Fuel for City's vehicles.	20,000
101-400-3240-5201	<b>MAINTENANCE SERVICES</b> Repair and maintenance services for City's vehicles.	25,000
101-400-3240-5305	<b>WIRELESS</b> Network fleet tracking services for City's vehicles.	6,000

**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
City Roadways	202-400-3170-5201	MAINTENANCE SERVICES	0	241,305	365,074	245,000	350,000
Expenditure Subtotals			0	241,305	365,074	245,000	350,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>241,305</b>	<b>365,074</b>	<b>245,000</b>	<b>350,000</b>

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
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***City Roadways***

<b>202-400-3170-5201</b>	<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.	<b>350,000</b>
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**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
Medians	202-400-3180-5101	PROF/TECH SERVICE	0	0	0	10,000	15,000
Medians	202-400-3180-5201	MAINTENANCE SERVICES	155,235	0	0	245,000	170,000
Medians	202-400-3180-5301	TELEPHONE SERVICE	0	0	283	4,500	4,700
Medians	202-400-3180-5302	WATER UTILITY SERVICE	160,798	83,166	151,824	120,000	120,000
Medians	202-400-3180-5304	LIGHT AND POWER	7,597	5,988	10,381	6,000	6,000
Right-of-Way	202-400-3180-5201	MAINTENANCE SERVICES	194,203	0	0	411,000	411,000
Roadways	202-400-3180-5201	MAINTENANCE SERVICES	416,924	0	0	0	0
Sidewalk/Ramp	202-400-3180-5101	PROF/TECH SERVICE	0	4,400	3,910	0	0
Street Signs	202-400-3180-4310	OP SUPP/MINOR EQUIP	48,942	83,058	69,559	60,000	100,000
Street Sweep	202-400-3180-5201	MAINTENANCE SERVICES	130,607	0	0	220,000	220,000
Tree Trim	202-400-3180-5201	MAINTENANCE SERVICES	214,371	936,061	885,952	112,100	112,100
<b>Expenditure Subtotals</b>			<b>1,328,677</b>	<b>1,112,673</b>	<b>1,121,909</b>	<b>1,188,600</b>	<b>1,158,800</b>
<b>Total Program Expenditures</b>			<b>1,328,677</b>	<b>1,112,673</b>	<b>1,121,909</b>	<b>1,188,600</b>	<b>1,158,800</b>

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
<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.	15,000
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.  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.	170,000
202-400-3180-5301	<b>TELEPHONE SERVICE</b> Funding for the costs of cellular phones with data plans for staff members in order to facilitate and increase mobile communication while out in the field.	4,700
202-400-3180-5302	<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.	120,000
202-400-3180-5304	<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>Right-of-Way</b>		
202-400-3180-5201	<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.  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.	411,000

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
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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.

**Street Signs**

202-400-3180-4310	<b>OP SUPP/MINOR EQUIP</b>	100,000
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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.

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.

3. Guardrail Replacement Program: This program provides for the replacement of guardrails and guardrail posts that are damaged primarily by motor vehicle collisions.

**Street Sweep**

202-400-3180-5201	<b>MAINTENANCE SERVICES</b>	220,000
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Street Sweeping: Contracted services for the mechanical sweeping of Citywide streets. The frequency of residential street sweeping was increased in FY16-17. A portion 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  
Residential Streets: Twice Monthly  
NPDES-required Citywide Sweep: In The Fall  
Various Areas: As-Needed (in response to storms and other unanticipated events)

**Tree Trim**

202-400-3180-5201	<b>MAINTENANCE SERVICES</b>	112,100
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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.

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.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	202-400-3120-5101	PROF/TECH SERVICE	0	14,965	0	20,000	20,000
	202-400-3120-5201	MAINTENANCE SERVICES	97,396	45,837	5,149	10,000	20,000
	202-400-3120-5304	LIGHT AND POWER	19,297	29,031	5,026	0	0
<b>Expenditure Subtotals</b>			<b>116,693</b>	<b>89,833</b>	<b>10,175</b>	<b>30,000</b>	<b>40,000</b>
<b>Total Program Expenditures</b>			<b>116,693</b>	<b>89,833</b>	<b>10,175</b>	<b>30,000</b>	<b>40,000</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>202-400-3120-5101</b>	<b>PROF/TECH SERVICE</b> Annual update to aerial surveys of roadways in the Landslide Area.	<b>20,000</b>
<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.	<b>20,000</b>

**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	202-400-3220-5101	PROF/TECH SERVICE	9,405	0	0	0	20,000
	202-400-3220-5201	MAINTENANCE SERVICES	509,344	510,461	0	40,000	50,000
Expenditure Subtotals			518,749	510,461	0	40,000	70,000
<b>Total Program Expenditures</b>			<b>518,749</b>	<b>510,461</b>	<b>0</b>	<b>40,000</b>	<b>70,000</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>202-400-3220-5101</b>	<b>PROF/TECH SERVICE</b> Annual update of aerial surveys of roadways in the Landslide Area.	<b>20,000</b>
<b>202-400-3220-5201</b>	<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.	<b>50,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	203-400-0000-5101	PROF/TECH SERVICE	9,237	9,235	10,988	0	0
	203-400-0000-5201	MAINTENANCE SERVICES	0	0	187,815	0	0
	203-400-0000-6203	OVERHEAD CHARGES	66,100	66,100	66,100	0	0
<b>Expenditure Subtotals</b>			<b>75,337</b>	<b>75,335</b>	<b>264,903</b>	<b>0</b>	<b>0</b>
To Gas Tax	203-400-0000-9202	TRANSFERS OUT	200,000	200,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>275,337</b>	<b>275,335</b>	<b>264,903</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** El Prado

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	209-400-0000-5101	PROF/TECH SERVICE	30	31	30	0	0
	209-400-0000-5201	MAINTENANCE SERVICES	0	0	207	500	500
	209-400-0000-5304	LIGHT AND POWER	659	0	0	300	300
Expenditure Subtotals			689	31	237	800	800
<b>Total Program Expenditures</b>			<b>689</b>	<b>31</b>	<b>237</b>	<b>800</b>	<b>800</b>

**Department:** Public Works

**Budget Program:** El Prado

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>209-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> This account provides for miscellaneous repairs, as needed, in the El Prado Area.	<b>500</b>
<b>209-400-0000-5304</b>	<b>LIGHT AND POWER</b> This account provides for electrical utility (light and power) expenses in the El Prado Area.	<b>300</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	211-400-0000-4310	OP SUPP/MINOR EQUIP	0	0	17,893	0	0
	211-400-0000-5101	PROF/TECH SERVICE	27,253	17,849	0	7,900	7,900
	211-400-0000-5201	MAINTENANCE SERVICES	232	-22	30,307	244,000	205,000
	211-400-0000-5304	LIGHT AND POWER	339,103	327,139	330,142	323,000	323,000
	211-400-0000-6203	OVERHEAD CHARGES	81,100	81,100	81,100	81,100	81,100
<b>Expenditure Subtotals</b>			<b>447,688</b>	<b>426,065</b>	<b>459,442</b>	<b>656,000</b>	<b>617,000</b>
To Gas Tax	211-400-0000-9202	TRANSFERS OUT	99,000	117,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>99,000</b>	<b>117,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>546,688</b>	<b>543,065</b>	<b>459,442</b>	<b>656,000</b>	<b>617,000</b>

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
211-400-0000-5101	<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
211-400-0000-5201	<b>MAINTENANCE SERVICES</b> Equipment upgrade & replacement at various locations, fiber optic code underground service alert.	205,000
211-400-0000-5304	<b>LIGHT AND POWER</b> 1. Electrical Service for Citywide Street Lighting: This account provides for the electricity costs for Citywide street lighting.  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.	323,000
211-400-0000-6203	<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.	81,100

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	213-400-0000-4101	SALARY & WAGES - FT	52,428	40,278	51,759	54,200	55,400
	213-400-0000-4103	SALARY & WAGES - OT	1,413	391	0	0	0
	213-400-0000-4104	EMPLOYEE BONUSES	0	0	1,278	0	0
	213-400-0000-4200	EMPLOYEE BENEFITS	21,800	17,830	0	0	0
	213-400-0000-4201	HEALTH INSURANCE	0	0	12,766	8,900	8,900
	213-400-0000-4202	FICA/MEDICARE	0	0	697	800	800
	213-400-0000-4203	PERS	0	0	5,275	5,500	5,800
	213-400-0000-4204	WORKERS COMP	0	0	1,200	1,200	1,200
	213-400-0000-4205	OTHER BENEFITS	0	0	1,292	1,600	1,600
	213-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	5,654	3,000	3,000
	213-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	6,691	6,600	13,300
	213-400-0000-4310	OP SUPP/MINOR EQUIP	5,487	8,672	3,302	5,000	22,000
	213-400-0000-4311	POSTAGE	4,000	3,960	4,092	6,000	8,000
	213-400-0000-4601	MEMBERSHIPS & DUES	0	472	4,033	700	800
	213-400-0000-4901	CITY GRANTS	13,810	13,513	11,069	14,000	16,000
	213-400-0000-5101	PROF/TECH SERVICE	-5,898	34,756	144	40,000	45,000
	213-400-0000-5102	LEGAL NOTICES AND ADS	0	5,785	17,198	14,500	26,000
	213-400-0000-5103	PRINTING & BINDING	9,227	12,749	14,383	12,000	15,000
	213-400-0000-5107	LEGAL SERVICES	2,973	0	0	0	0
	213-400-0000-5201	MAINTENANCE SERVICES	0	591	81,973	84,200	84,200
	213-400-0000-6001	MEETINGS/CONFERENCES	111	629	23	800	1,200
	213-400-0000-6002	TRAVEL /MILEAGE REIMBURSEMENT	370	257	150	300	300
	213-400-0000-6203	OVERHEAD CHARGES	8,600	8,600	8,600	8,600	8,600
<b>Expenditure Subtotals</b>			<b>114,321</b>	<b>148,484</b>	<b>231,579</b>	<b>267,900</b>	<b>317,100</b>
To Gas Tax	213-400-0000-9202	TRANSFERS OUT	37,000	95,000	0	0	0
To Gen'l Fund	213-400-0000-9101	TRANSFERS OUT	3,000	3,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>40,000</b>	<b>98,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** Waste Reduction

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
<b>Total Program Expenditures</b>			154,321	246,484	231,579	267,900	317,100

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Proposed FY18-19
213-400-0000-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	55,400
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 normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	5,800
213-400-0000-4204	<b>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.	13,300
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.	22,000

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Proposed FY18-19
	2. Replacement of trash/recycling receptacles in the City's Right-of-Way and other areas of the City as needed.	
213-400-0000-4311	<b>POSTAGE</b> Postage contribution for the City Newsletter.	8,000
213-400-0000-4601	<b>MEMBERSHIPS &amp; DUES</b> Dues for the City's membership in various solid waste organizations.	800
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.  2. School Recycling Drive: This program pays for promotional recycling events at schools through assemblies or special programs.  3. Recycler-of-the-Month: This program encourages residential recycling by providing a monetary reward to eligible City residents.	16,000
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 939 (Waste Stream Reduction), AB 341 (Mandatory Commercial Recycling), AB 1826 (Mandatory Commercial Organics Recycling), and the Used Oil Opportunity Program (UOOP).  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.  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.	45,000
213-400-0000-5102	<b>LEGAL NOTICES AND ADS</b>	26,000

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Proposed FY18-19
	<p>1. Legal notice advertising for projects funded with Waste Reduction funds, such as rate adjustments, as well as various waste reduction, NPDES programs and events.</p> <p>2. Cost for publishing advertisements in local newspapers promoting recycling and Used Oil Opportunity Program (UOOP) activities and public events.</p> <p>An increase in the advertising budget is requested to increase awareness of used oil recycling and City recycling events.</p>	
<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.  2. Recycler-of-the-Month cards.	<b>15,000</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.  2. Mulching costs associated with the replacement or removal of City trees.  3. The litter abatement program and beverage container recycling in the public Right-of-Way (ROW) are funded by a State (CalRecycle) grant.	<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.	<b>1,200</b>
<b>213-400-0000-6002</b>	<b>TRAVEL /MILEAGE REIMBURSEMENT</b>  Reimbursement of staff for use of personal vehicles when conducting Waste Reduction/Recycling business on behalf of the City.	<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	<b>8,600</b>

**Department:** Public Works

**Budget Program:** Waste Reduction

**Account #**

**Account Description**

**Proposed  
FY18-19**

the Program's use of City facilities and staff costs to manage the program.

**Department:** Public Works

**Budget Program:** Air Quality Management District

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	214-400-0000-5201	MAINTENANCE SERVICES	50,000	50,000	50,000	50,000	50,000
	214-400-0000-8201	VEHICLES	0	0	28,285	0	0
Expenditure Subtotals			50,000	50,000	78,285	50,000	50,000
<b>Total Program Expenditures</b>			<b>50,000</b>	<b>50,000</b>	<b>78,285</b>	<b>50,000</b>	<b>50,000</b>

**Department:** Public Works

**Budget Program:** Air Quality Management District

Account #	Account Description	Proposed FY18-19
<b>214-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> This is the City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs. A combination of South Coast Air Quality Management District (SCAQMD) AB 2766 funds and Proposition A funds will be used to fund this transit program.	<b>50,000</b>

**Department:** Public Works

**Budget Program:** Proposition C

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	215-400-0000-5201	MAINTENANCE SERVICES	0	0	24,810	0	0
Expenditure Subtotals			0	0	24,810	0	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>24,810</b>	<b>0</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	216-400-0000-5103	PRINTING & BINDING	1,744	1,731	1,689	2,000	2,000
	216-400-0000-5201	MAINTENANCE SERVICES	569,823	594,556	611,315	626,300	626,300
<b>Expenditure Subtotals</b>			<b>571,567</b>	<b>596,287</b>	<b>613,004</b>	<b>628,300</b>	<b>628,300</b>
To CIP	216-400-0000-9330	TRANSFERS OUT	310,886	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>310,886</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>882,453</b>	<b>596,287</b>	<b>613,004</b>	<b>628,300</b>	<b>628,300</b>

**Department:** Public Works

**Budget Program:** Proposition A

Account #	Account Description	Proposed FY18-19
216-400-0000-5103	<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
216-400-0000-5201	<b>MAINTENANCE SERVICES</b> 1. This is the City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs which will be funded by a combination of Proposition A funds and South Coast Air Quality Management District (SCAQMD) AB 2766 funds.  2. Proposition A funds are also used to maintain the City's bus stop shelters.	626,300

**Department:** Public Works

**Budget Program:** Measure R

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	220-400-3180-5201	STREET LANDSCAPE MAINTENANCE - MAINT	0	0	169,952	0	0
Expenditure Subtotals			0	0	169,952	0	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>169,952</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** Measure M

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	221-400-0000-5201	MAINTENANCE SERVICES	0	0	0	233,600	535,000
	221-400-0000-5304	LIGHT AND POWER	0	0	0	1,000	1,000
Expenditure Subtotals			0	0	0	234,600	536,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>234,600</b>	<b>536,000</b>

**Department:** Public Works

**Budget Program:** Measure M

Account #	Account Description	Proposed FY18-19
<b>221-400-0000-5201</b>	<b>MAINTENANCE SERVICES</b> <ol style="list-style-type: none"><li>1. Special Benefit Median Maintenance that includes:<ol style="list-style-type: none"><li>(a) Rue Beaupre</li><li>(b) Alta Vista</li><li>(c) Ocean Terrace</li></ol></li> <li>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.</li> <li>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.</li> <li>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.</li></ol>	<b>535,000</b>
<b>221-400-0000-5304</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.	<b>1,000</b>

**Department:** Public Works

**Budget Program:** Measure A

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
To Gen'l Fund	224-400-0000-9101	TRANSFERS OUT	261,049	42,923	90,000	90,000	90,000
Transfers Out Subtotals			261,049	42,923	90,000	90,000	90,000
<b>Total Program Expenditures</b>			<b>261,049</b>	<b>42,923</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>

**Department:** Public Works

**Budget Program:** Measure A

Account #	Account Description	Proposed FY18-19
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***To Gen'l Fund***

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>
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**Department:** Public Works

**Budget Program:** Subregion 1

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	223-400-0000-5201	MAINTENANCE SERVICES	23,236	19,037	25,464	24,200	26,000
	223-400-0000-5302	WATER UTILITY SERVICE	27,311	15,356	9,027	20,000	20,000
	223-400-0000-5304	LIGHT AND POWER	772	653	616	800	800
Expenditure Subtotals			51,319	35,046	35,107	45,000	46,800
<b>Total Program Expenditures</b>			<b>51,319</b>	<b>35,046</b>	<b>35,107</b>	<b>45,000</b>	<b>46,800</b>

**Department:** Public Works

**Budget Program:** Subregion 1

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</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.	<b>26,000</b>
<b>223-400-0000-5302</b>	<b>WATER UTILITY SERVICE</b> Water utility service to the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood).	<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).	<b>800</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	225-400-0000-4101	SALARY & WAGES - FT	9,179	8,007	9,161	9,600	9,800
	225-400-0000-4200	EMPLOYEE BENEFITS	3,100	2,052	0	0	0
	225-400-0000-4201	HEALTH INSURANCE	0	0	1,356	1,000	1,000
	225-400-0000-4202	FICA/MEDICARE	0	0	120	100	100
	225-400-0000-4203	PERS	0	0	935	1,000	1,000
	225-400-0000-4204	WORKERS COMP	0	0	200	200	200
	225-400-0000-4205	OTHER BENEFITS	0	0	201	300	300
	225-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	400	400
	225-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	1,186	1,200	2,400
	225-400-0000-5101	PROF/TECH SERVICE	7,250	6,724	3,448	11,225	186,800
	225-400-0000-5102	LEGAL NOTICES AND ADS	0	0	0	500	500
	225-400-0000-5201	MAINTENANCE SERVICES	88,983	90,618	143,701	223,100	223,100
	225-400-0000-5304	LIGHT AND POWER	3,634	3,312	3,306	4,000	4,000
<b>Expenditure Subtotals</b>			<b>112,145</b>	<b>110,713</b>	<b>163,614</b>	<b>252,625</b>	<b>429,600</b>
<b>Total Program Expenditures</b>			<b>112,145</b>	<b>110,713</b>	<b>163,614</b>	<b>252,625</b>	<b>429,600</b>

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Proposed FY18-19
225-400-0000-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	9,800
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 normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	1,000
225-400-0000-4204	<b>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.	2,400
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.  2. 24-hour answering service for maintenance calls.	186,800

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Proposed FY18-19
	<p>3. Los Angeles County Auditor-Controller's Office administrative fee for collecting and remitting the property assessments.</p> <p>4. Sewer System Management Plan (SSMP) Administrative Costs: Provides for consultant assistance to develop and update the annual SSMP Plan.</p>	
<b>225-400-0000-5102</b>	<b>LEGAL NOTICES AND ADS</b> Legal notice costs for publication of the annual public hearing on the Abalone Cove Sewer Maintenance District fee.	<b>500</b>
<b>225-400-0000-5201</b>	<b>MAINTENANCE SERVICES</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:  <ol style="list-style-type: none"><li>1. Sewer mainline cleaning</li><li>2. Tree root removal</li><li>3. Manhole operations</li><li>4. Pump station cleaning</li><li>5. Pump station emergency repairs</li><li>6. Force main system annual maintenance</li><li>7. Lift station pump replacement</li><li>8. Grinder pump replacements</li><li>9. Grinder pump repairs</li><li>10. Grinder pump annual routine maintenance</li></ol>	<b>223,100</b>
<b>225-400-0000-5304</b>	<b>LIGHT AND POWER</b> Electrical utility costs (light and power) to operate the pump station and the communication system.	<b>4,000</b>

**Department:** Public Works

**Budget Program:** Ginsburg Cultural Arts Building

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	227-400-0000-4901	OTHER MISCELLANEOUS	18,000	16,000	0	0	0
Expenditure Subtotals			18,000	16,000	0	0	0
<b>Total Program Expenditures</b>			<b>18,000</b>	<b>16,000</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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	285-400-0000-5101	PROF/TECH SERVICE	46,630	45,753	53,883	48,400	50,000
	285-400-0000-5201	MAINTENANCE SERVICES	17,300	3,000	12,419	59,500	65,000
	285-400-0000-5304	LIGHT AND POWER	5,422	4,368	3,687	7,000	7,000
Expenditure Subtotals			69,352	53,121	69,989	114,900	122,000
<b>Total Program Expenditures</b>			<b>69,352</b>	<b>53,121</b>	<b>69,989</b>	<b>114,900</b>	<b>122,000</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>285-400-0000-5101</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. 2. Contract services for GPS monitoring and surveying.	<b>50,000</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. 2. Contracted services for storm and well water drainage facility maintenance, erosion control, debris/retention basin cleaning, and other maintenance activities. 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.	<b>65,000</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.	<b>7,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	795-400-0000-4901	OTHER MISCELLANEOUS	3,002	0	0	0	0
	795-400-0000-5101	PROF/TECH SERVICE	22,444	18,183	19,315	23,900	25,000
	795-400-0000-5201	MAINTENANCE SERVICES	16,441	14,545	17,990	33,700	33,700
	795-400-0000-5304	LIGHT AND POWER	15,420	12,960	10,480	17,000	17,000
<b>Expenditure Subtotals</b>			<b>57,306</b>	<b>45,688</b>	<b>47,785</b>	<b>74,600</b>	<b>75,700</b>
<b>Total Program Expenditures</b>			<b>57,306</b>	<b>45,688</b>	<b>47,785</b>	<b>74,600</b>	<b>75,700</b>

**Department:** Public Works

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

Account #	Account Description	Proposed FY18-19
<b>795-400-0000-5101</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. 2. Contracted services for GPS monitoring and surveying.	<b>25,000</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. 2. Repair of existing dewatering well drainage lines.	<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.	<b>17,000</b>

## **RECREATION & PARKS**

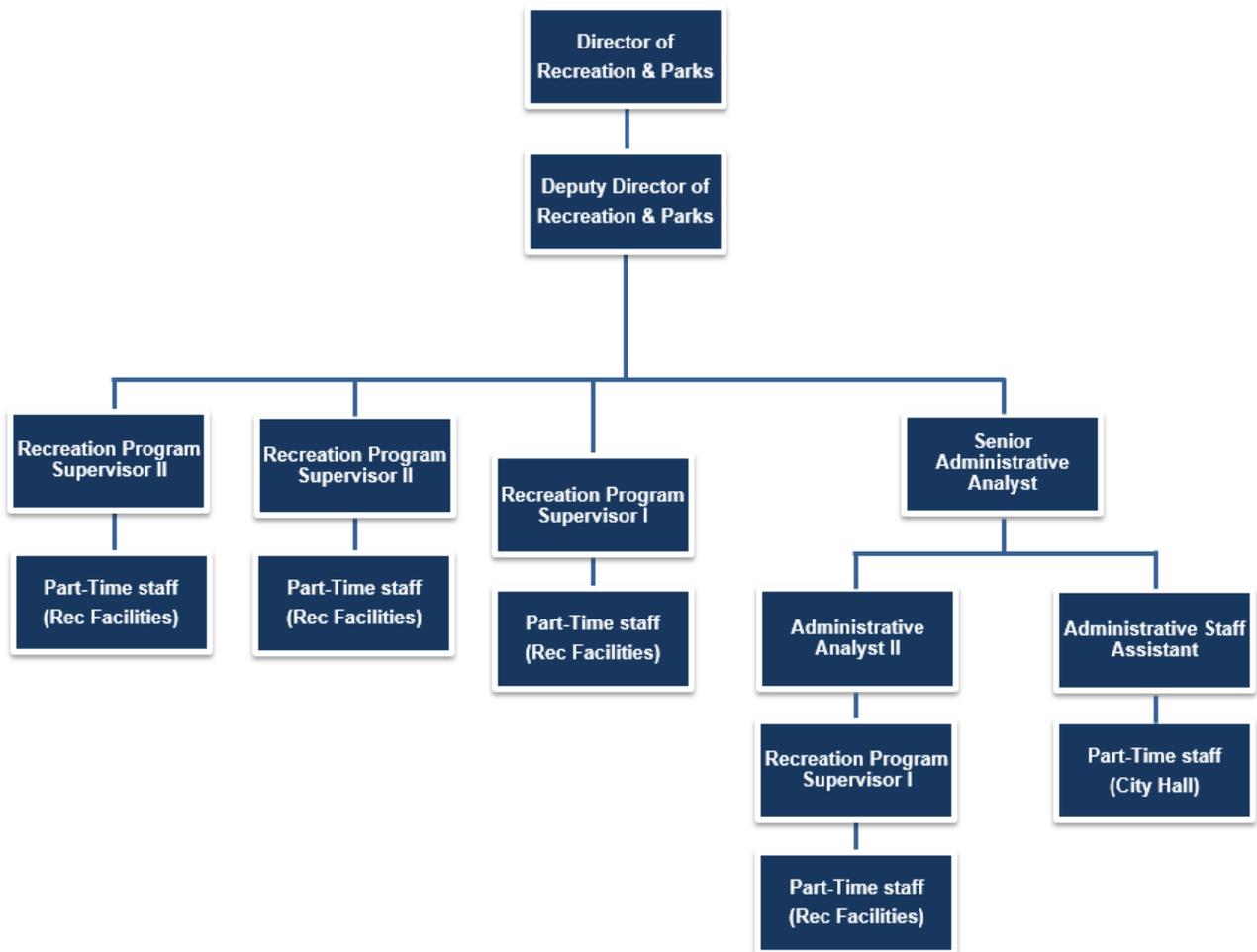
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# RECREATION & PARKS DEPARTMENT

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





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>	<b>FY17-18</b>	<b>FY18-19</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	1.0
Deputy Director of Recreation & Parks	-	-	1.0	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	2.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	-	-	-
Senior Administrative Analyst	1.0	1.0	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</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

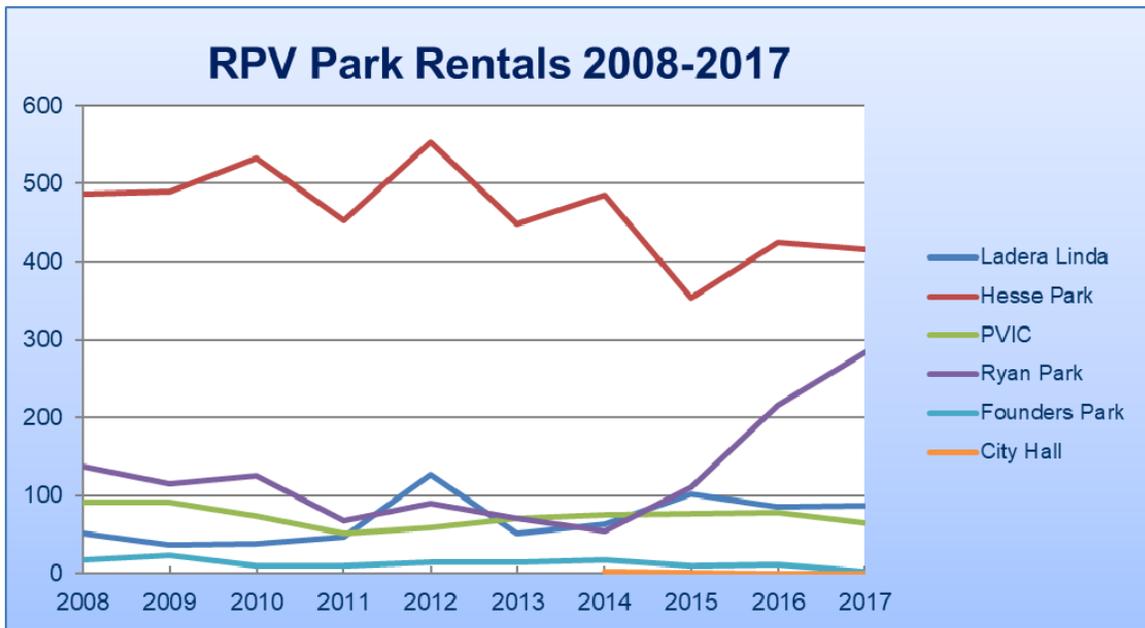
- Provides administrative support to the Department.
- Responds to requests from the public.
- Assists with the Department's public outreach.
- Maintains department website.
- Manages Volunteer Program.
- Manages Reception Desk.

## **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.

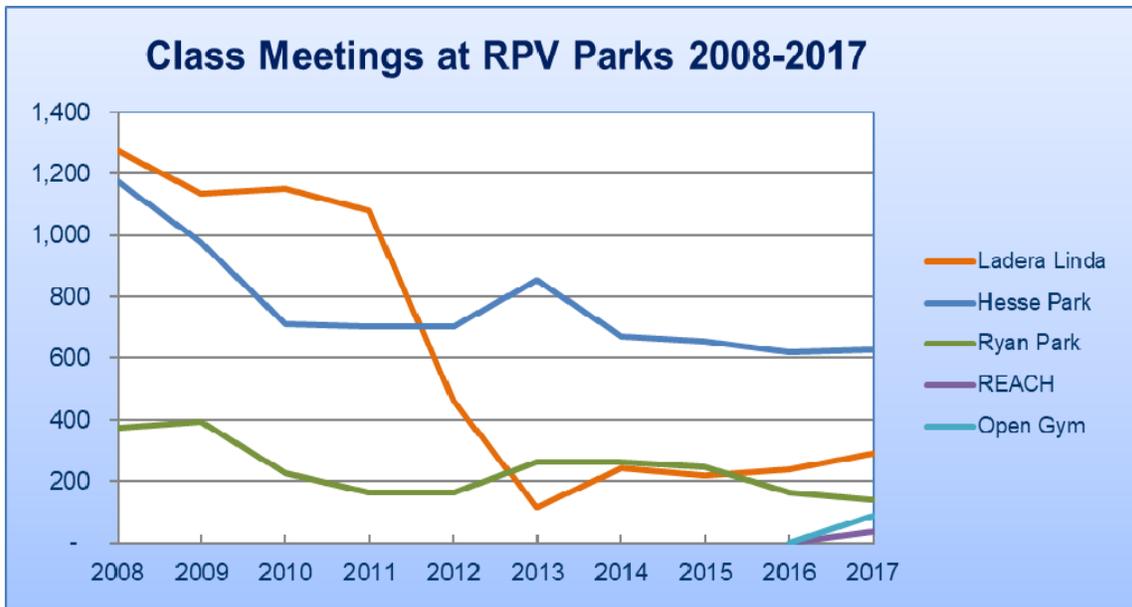
### **Park Rentals**

The following graphs show the number of events that took place at Rancho Palos Verdes parks from 2008-2017. These events include community group meetings, private party rentals, senior lectures and bridge, and youth sports leagues, just to name a few.



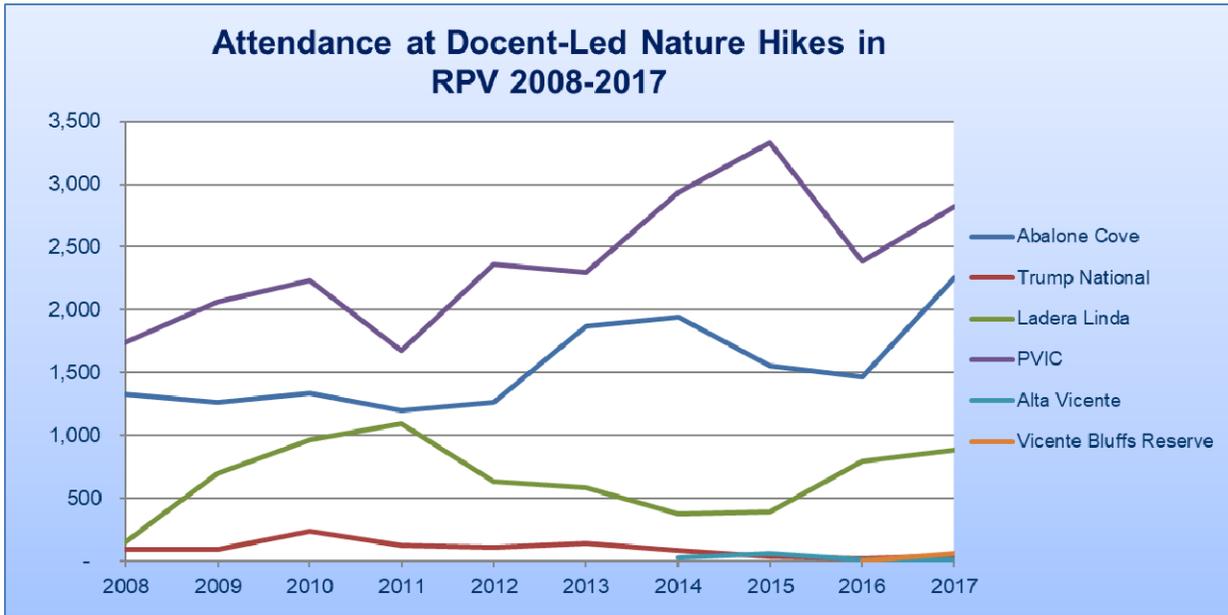
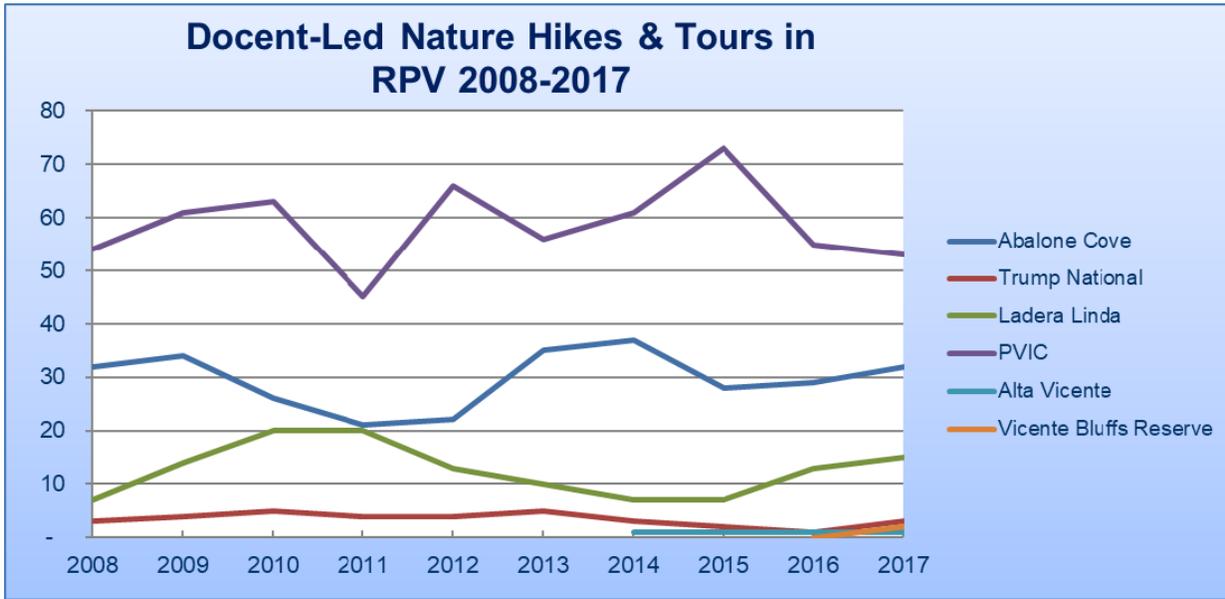
### Privatized Recreation Classes

The following graph shows the number of privatized recreation classes offered by independent instructors at City park sites from 2008-2017. 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 Forrestal Nature Reserve, and the museum at the Point Vicente Interpretive Center from 2008-2017.



## 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 FY2013-14 to FY2017-18

Volunteer Program	FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18
Number of Events	30	43	66	35	60
Number of Volunteers	531	863	816	1,076	1,803
Total Hours	1,844	3,042	2,613	2,531.5	5,901
Financial Value*	\$47,500	\$83,900	\$72,000	\$69,844	\$171,660

\*Source for financial estimate: Independent Sector

## Open Space Management

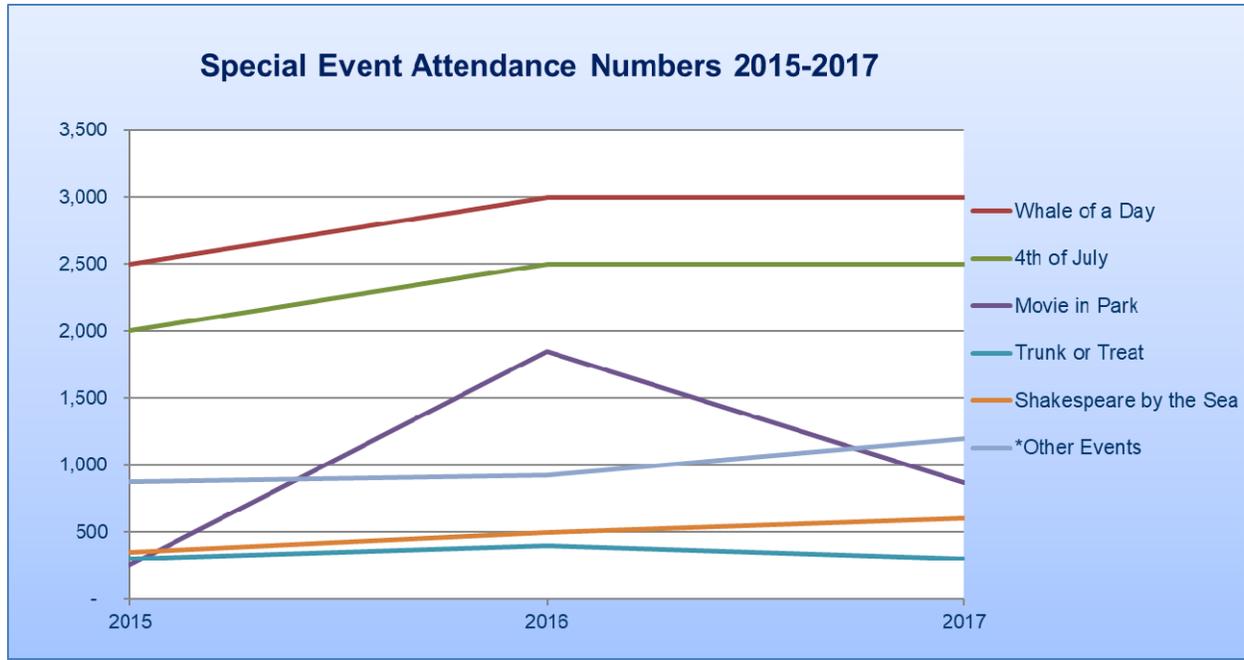
Since its inception in 2016, Open Space Management staff have patrolled the 1,400 acre Palos Verdes Nature Preserve and some of the City's open space areas. They educate the public on City rules, conduct minor maintenance, and coordinate with Preserve Deputies to enforce rules while protecting natural resources.

The following indicators show the total number of public contacts Open Space Management staff recorded in 2017 along with the number of major maintenance and improvement projects they completed.

2017 Public Contacts	
Hikers (not including dog walkers)	24,347
Mountain Bikers	1,203
Dog Walkers	2,620
Equestrians	47
<b>2017 Total</b>	<b>27,217</b>
2017 Major Maintenance and Improvement Projects	30

## Special Events

The Recreation and Parks Department offers a wide range of community events each year. The following table shows the estimated attendance for selected Special Events from 2015 - 2017.



\*Other Events includes the following events with under 300 people in attendance: Meet the Goats, Coastal Cleanup, Egg Hunt, Healthy People/Pets, Breakfast with Santa, Kids to Parks Day, Yappy Hour, Book Signing, and Night at the Museum.

**City of Rancho Palos Verdes  
Recreation & Parks Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Recreation Administration	\$780,059	\$906,415	\$873,450	\$1,108,738	\$1,041,400
Other Recreational Facilities	437,375	139,113	166,129	34,054	57,500
Eastview Park	-	-	-	1,000	5,000
Open Space Management	-	-	3,592	110,422	264,400
Fred Hesse Jr. Park	-	153,762	158,196	222,473	225,800
Robert E. Ryan Park	-	85,106	99,820	88,400	120,700
Ladera Linda Community Center	-	69,353	75,109	84,802	106,400
Abalone Cove Shoreline Park	-	75,747	91,173	145,406	123,100
Special Events and Programs	89,722	127,484	146,374	226,888	237,700
City Run Sports & Activities	-	-	-	6,773	9,200
Point Vicente Interpretive Center	434,064	386,052	447,107	493,790	546,200
Reach	38,154	41,946	39,683	78,470	95,300
Support Services	39,472	57,441	74,468	43,192	22,400
<b>Total General Fund - Recreation &amp; Parks</b>	<b>\$ 1,818,846</b>	<b>\$ 2,042,419</b>	<b>\$ 2,175,101</b>	<b>\$ 2,644,408</b>	<b>\$ 2,855,100</b>

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Salaries & Benefits	\$ 1,298,123	\$ 1,551,615	\$ 1,851,065	\$ 2,149,083	\$ 2,346,300
Maintenance & Operations	520,723	490,804	276,617	465,325	508,800
Capital Outlay	-	-	47,419	30,000	-
<b>Total General Fund - Recreation &amp; Parks</b>	<b>\$ 1,818,846</b>	<b>\$ 2,042,419</b>	<b>\$ 2,175,101</b>	<b>\$ 2,644,408</b>	<b>\$ 2,855,100</b>

**228 - Donor Restricted Contribution Fund**

<b>Expenditure Category</b>	<b>FY 14-15 Actuals</b>	<b>FY 15-16 Actuals</b>	<b>FY 16-17 Actuals</b>	<b>FY 17-18 Estimates</b>	<b>FY 18-19 Budget</b>
Donor Restricted Contribution	\$ 22,519	\$ 11,742	\$ 9,760	\$ 12,893	\$ 25,000
<b>Total Donor Restricted Contribution Fund</b>	<b>\$ 22,519</b>	<b>\$ 11,742</b>	<b>\$ 9,760</b>	<b>\$ 12,893</b>	<b>\$ 25,000</b>

**City of Rancho Palos Verdes  
Recreation & Parks Department  
FY 18-19 Adopted Budget Summary**

**101 - General Fund**

**Recreation Administration**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 526,827	\$ 659,000	\$ 775,269	\$ 882,138	\$ 838,500
Maintenance & Operations	253,232	247,415	50,762	196,600	202,900
Capital Outlay	-	-	47,419	30,000	-
<b>Total for Recreation Administration</b>	<b>\$780,059</b>	<b>\$906,415</b>	<b>\$873,450</b>	<b>\$1,108,738</b>	<b>\$1,041,400</b>

**Other Recreational Facilities**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 391,778	\$ 100,313	\$ 126,326	\$ 26,554	\$ 54,000
Maintenance & Operations	45,597	38,800	39,803	7,500	3,500
Capital Outlay	-	-	-	-	-
<b>Total for Other Recreational Facilities</b>	<b>\$ 437,375</b>	<b>\$ 139,113</b>	<b>\$ 166,129</b>	<b>\$ 34,054</b>	<b>\$ 57,500</b>

**Eastview Park**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	-	-	-	1,000	5,000
Capital Outlay	-	-	-	-	-
<b>Total for Eastview Park</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 5,000</b>

\*New program

**Open Space Management**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 75,722	\$ 229,700
Maintenance & Operations	-	-	3,592	34,700	34,700
Capital Outlay	-	-	-	-	-
<b>Total for Open Space Management</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,592</b>	<b>\$ 110,422</b>	<b>\$ 264,400</b>

\*New program

**Fred Hesse Jr. Park**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ 145,592	\$ 155,333	\$ 215,973	\$ 209,300
Maintenance & Operations	-	8,170	2,863	6,500	16,500
Capital Outlay	-	-	-	-	-
<b>Total for Fred Hesse Jr. Park</b>	<b>\$ -</b>	<b>\$ 153,762</b>	<b>\$ 158,196</b>	<b>\$ 222,473</b>	<b>\$ 225,800</b>

**City of Rancho Palos Verdes  
Recreation & Parks Department  
FY 18-19 Adopted Budget Summary**

**Robert E. Ryan Park**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ 83,874	\$ 96,651	\$ 85,400	\$ 117,700
Maintenance & Operations	-	1,232	3,169	3,000	3,000
Capital Outlay	-	-	-	-	-
<b>Total for Robert E. Ryan Park</b>	<b>\$ -</b>	<b>\$ 85,106</b>	<b>\$ 99,820</b>	<b>\$ 88,400</b>	<b>\$ 120,700</b>

**Ladera Linda Community Center**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ 66,496	\$ 72,348	\$ 80,302	\$ 94,900
Maintenance & Operations	-	2,857	2,761	4,500	11,500
Capital Outlay	-	-	-	-	-
<b>Total for Ladera Linda Community</b>	<b>\$ -</b>	<b>\$ 69,353</b>	<b>\$ 75,109</b>	<b>\$ 84,802</b>	<b>\$ 106,400</b>

**Abalone Cove Shoreline Park**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ 72,305	\$ 82,130	\$ 136,406	\$ 118,100
Maintenance & Operations	-	3,442	9,043	9,000	5,000
Capital Outlay	-	-	-	-	-
<b>Total for Abalone Cove Shoreline</b>	<b>\$ -</b>	<b>\$ 75,747</b>	<b>\$ 91,173</b>	<b>\$ 145,406</b>	<b>\$ 123,100</b>

**Special Events and Programs**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 41,164	\$ 61,012	\$ 75,720	\$ 133,688	\$ 122,700
Maintenance & Operations	48,558	66,472	70,654	93,200	115,000
Capital Outlay	-	-	-	-	-
<b>Total for Special Events and Programs</b>	<b>\$ 89,722</b>	<b>\$ 127,484</b>	<b>\$ 146,374</b>	<b>\$ 226,888</b>	<b>\$ 237,700</b>

**City Run Sports & Activities**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 2,773	\$ 6,700
Maintenance & Operations	-	-	-	4,000	2,500
Capital Outlay	-	-	-	-	-
<b>Total for City Run Sports &amp; Activities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,773</b>	<b>\$ 9,200</b>

\*New program

**City of Rancho Palos Verdes  
Recreation & Parks Department  
FY 18-19 Adopted Budget Summary**

**Point Vicente Interpretive Center**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 272,654	\$ 274,368	\$ 361,177	\$ 402,590	\$ 455,200
Maintenance & Operations	161,410	111,684	85,930	91,200	91,000
Capital Outlay	-	-	-	-	-
<b>Total for Point Vicente Interpretive Center</b>	<b>\$ 434,064</b>	<b>\$ 386,052</b>	<b>\$ 447,107</b>	<b>\$ 493,790</b>	<b>\$ 546,200</b>

**Reach**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 26,228	\$ 31,214	\$ 31,643	\$ 64,345	\$ 77,100
Maintenance & Operations	11,926	10,732	8,040	14,125	18,200
Capital Outlay	-	-	-	-	-
<b>Total for Reach</b>	<b>\$ 38,154</b>	<b>\$ 41,946</b>	<b>\$ 39,683</b>	<b>\$ 78,470</b>	<b>\$ 95,300</b>

**Support Services**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 39,472	\$ 57,441	\$ 74,468	\$ 43,192	\$ 22,400
Maintenance & Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total for Support Services</b>	<b>\$ 39,472</b>	<b>\$ 57,441</b>	<b>\$ 74,468</b>	<b>\$ 43,192</b>	<b>\$ 22,400</b>

**General Fund - Recreation & Parks Department**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ 1,298,123	\$ 1,551,615	\$ 1,851,065	\$ 2,149,083	\$ 2,346,300
Maintenance & Operations	520,723	490,804	276,617	465,325	508,800
Capital Outlay	-	-	47,419	30,000	-
<b>Total General Fund - Recreation &amp; Parks</b>	<b>\$ 1,818,846</b>	<b>\$ 2,042,419</b>	<b>\$ 2,175,101</b>	<b>\$ 2,644,408</b>	<b>\$ 2,855,100</b>

**228 - Donor Restricted Contribution Fund**

**Donor Restricted Contribution**

Expenditure Category	FY 14-15 Actuals	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Estimates	FY 18-19 Budget
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	22,519	11,742	9,760	12,893	25,000
Capital Outlay	-	-	-	-	-
<b>Total for Employee Benefits</b>	<b>\$ 22,519</b>	<b>\$ 11,742</b>	<b>\$ 9,760</b>	<b>\$ 12,893</b>	<b>\$ 25,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5110-4101	SALARY & WAGES - FT	354,725	443,344	526,770	552,599	516,600
	101-400-5110-4102	SALARY & WAGES - PT	60,802	82,066	54,647	91,862	102,500
	101-400-5110-4103	SALARY & WAGES - OT	0	300	953	500	500
	101-400-5110-4104	EMPLOYEE BONUSES	0	0	5,465	2,531	1,500
	101-400-5110-4200	EMPLOYEE BENEFITS	111,300	133,290	0	0	0
	101-400-5110-4201	HEALTH INSURANCE	0	0	62,173	77,137	49,600
	101-400-5110-4202	FICA/MEDICARE	0	0	7,891	9,561	10,900
	101-400-5110-4203	PERS	0	0	51,227	54,770	52,500
	101-400-5110-4204	WORKERS COMP	0	0	13,099	14,600	13,800
	101-400-5110-4205	OTHER BENEFITS	0	0	12,280	16,961	14,000
	101-400-5110-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	1,789	9,217	5,900
	101-400-5110-4207	CALPERS UNFUNDED LIABILITY	0	0	38,975	52,400	70,700
	101-400-5110-4310	OP SUPP/MINOR EQUIP	12,961	18,653	9,532	18,000	18,000
	101-400-5110-4601	MEMBERSHIPS & DUES	625	890	1,125	2,100	4,000
	101-400-5110-5101	PROF/TECH SERVICE	161,274	178,367	-15,934	35,000	35,000
	101-400-5110-5102	ADVERTISING	748	823	0	21,000	21,000
	101-400-5110-5103	PRINTING & BINDING	0	2,052	15,589	2,000	2,000
	101-400-5110-5104	TRANSACTION FEES	14,077	14,706	12,697	14,000	14,000
	101-400-5110-5301	TELEPHONE SERVICE	0	0	0	4,000	4,200
	101-400-5110-6001	MEETINGS/CONFERENCES	4,512	7,607	17,628	11,000	14,000
	101-400-5110-6002	TRAVEL /MILEAGE REIMBURSEMENT	930	1,431	3,819	3,000	4,000
	101-400-5110-6101	TRAINING	470	748	973	1,500	1,500
	101-400-5110-6102	PUBLICATIONS	335	337	458	500	700
	101-400-5110-6201	EQUIP REPLACE CHARGE	57,300	21,800	4,875	84,500	84,500
	101-400-5110-8201	VEHICLES	0	0	47,419	30,000	0
<b>Expenditure Subtotals</b>			<b>780,059</b>	<b>906,415</b>	<b>873,450</b>	<b>1,108,738</b>	<b>1,041,400</b>
<b>Total Program Expenditures</b>			<b>780,059</b>	<b>906,415</b>	<b>873,450</b>	<b>1,108,738</b>	<b>1,041,400</b>

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

Account #	Account Description	Proposed FY18-19
101-400-5110-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees are allocated to this program.	516,600
101-400-5110-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time employees are allocated to this program.	102,500
101-400-5110-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	500
101-400-5110-4104	<b>EMPLOYEE BONUSES</b> Employee merit bonus in recognition of exemplary performance.	1,500
101-400-5110-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	49,600
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.	10,900
101-400-5110-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	52,500
101-400-5110-4204	<b>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).	13,800
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.	14,000
101-400-5110-4206	<b>HEALTH SAVINGS ACCOUNT (HSA)</b>	5,900

**Department:** Recreation & Parks

**Budget Program:** Recreation Administration

Account #	Account Description	Proposed FY18-19
	The City's annual fixed contribution to employees to cover current or future qualified health care expenses.	
101-400-5110-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	70,700
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.	4,000
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.  2. Music licensing services through ASCAP and BMI.  3. Professional services required for department projects and programs as needed.  4. Payment to Los Serenos de Point Vicente Docents and to Peninsula Seniors for services provided to the City's residents that are not otherwise provided by the City.  5. Professional services for outside consultants for PVIC cash register and curation program updates.  6. Ongoing training for recreation registration software (Activenet).	35,000
101-400-5110-5102	<b>ADVERTISING</b> Advertising in local publications to support Recreation programs and facilities.	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	Proposed FY18-19
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.	4,200
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.	14,000
101-400-5110-6002	<b>TRAVEL /MILEAGE REIMBURSEMENT</b> Reimbursement for use of full-time and part-time employees' private automobiles for City business.	4,000
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.	700
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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5120-4101	SALARY & WAGES - FT	124,004	12,225	13,716	4,620	0
	101-400-5120-4102	SALARY & WAGES - PT	185,629	49,422	96,372	18,256	49,100
	101-400-5120-4103	SALARY & WAGES - OT	145	197	53	0	0
	101-400-5120-4200	EMPLOYEE BENEFITS	82,000	38,469	0	0	0
	101-400-5120-4201	HEALTH INSURANCE	0	0	-1,037	-1,353	0
	101-400-5120-4202	FICA/MEDICARE	0	0	4,427	2,115	3,800
	101-400-5120-4203	PERS	0	0	4,788	1,716	0
	101-400-5120-4204	WORKERS COMP	0	0	3,800	1,088	1,100
	101-400-5120-4205	OTHER BENEFITS	0	0	263	113	0
	101-400-5120-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	0
	101-400-5120-4207	CALPERS UNFUNDED LIABILITY	0	0	3,944	0	0
	101-400-5120-4310	OP SUPP/MINOR EQUIP	14,687	36,504	37,109	2,500	2,500
	101-400-5120-5102	LEGAL NOTICES AND ADS	1,220	0	0	1,000	0
	101-400-5120-5103	PRINTING & BINDING	4,418	0	2,158	1,000	1,000
	101-400-5120-5106	BUILDING & LAND RENTAL	2,273	2,295	0	2,500	0
	101-400-5120-5301	TELEPHONE SERVICE	0	0	536	500	0
	101-400-5120-6201	EQUIP REPLACE CHARGE	23,000	0	0	0	0
<b>Expenditure Subtotals</b>			<b>437,375</b>	<b>139,112</b>	<b>166,129</b>	<b>34,054</b>	<b>57,500</b>
<b>Total Program Expenditures</b>			<b>437,375</b>	<b>139,112</b>	<b>166,129</b>	<b>34,054</b>	<b>57,500</b>

**Department:** Recreation & Parks

**Budget Program:** Other Recreational Facilities

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>101-400-5120-4102</b>	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time employees are allocated to this program.	<b>49,100</b>
<b>101-400-5120-4202</b>	<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>3,800</b>
<b>101-400-5120-4204</b>	<b>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>1,100</b>
<b>101-400-5120-4310</b>	<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.	<b>2,500</b>
<b>101-400-5120-5103</b>	<b>PRINTING &amp; BINDING</b> Promotional materials and flyers for summer and seasonal programs and classes.	<b>1,000</b>

**Department:** Recreation & Parks

**Budget Program:** Eastview Park

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5121-4310	OP SUPP/MINOR EQUIP	0	0	0	1,000	5,000
Expenditure Subtotals			0	0	0	1,000	5,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>5,000</b>

**Department:** Recreation & Parks

**Budget Program:** Eastview Park

Account #	Account Description	Proposed FY18-19
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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5122-4101	SALARY & WAGES - FT	0	0	0	0	58,500
	101-400-5122-4102	SALARY & WAGES - PT	0	0	0	71,065	113,000
	101-400-5122-4103	SALARY & WAGES - OT	0	0	0	0	200
	101-400-5122-4201	HEALTH INSURANCE	0	0	0	0	15,100
	101-400-5122-4202	FICA/MEDICARE	0	0	0	1,880	8,100
	101-400-5122-4203	PERS	0	0	0	1,715	7,700
	101-400-5122-4204	WORKERS COMP	0	0	0	1,062	3,900
	101-400-5122-4205	OTHER BENEFITS	0	0	0	0	2,400
	101-400-5122-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	0	6,000
	101-400-5122-4207	CALPERS UNFUNDED LIABILITY	0	0	0	0	14,800
	101-400-5122-4310	OP SUPP/MINOR EQUIP	0	0	3,592	31,000	31,000
	101-400-5122-5101	PROF/TECH SERVICE	0	0	0	1,200	1,200
	101-400-5122-5103	PRINTING & BINDING	0	0	0	2,500	2,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>3,592</b>	<b>110,422</b>	<b>264,400</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>3,592</b>	<b>110,422</b>	<b>264,400</b>

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

Account #	Account Description	Proposed FY18-19
101-400-5122-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	58,500
101-400-5122-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	113,000
101-400-5122-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	200
101-400-5122-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	15,100
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.	8,100
101-400-5122-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	7,700
101-400-5122-4204	<b>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).	3,900
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.	2,400
101-400-5122-4206	<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
101-400-5122-4207	<b>CALPERS UNFUNDED LIABILITY</b>	14,800

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

Account #	Account Description	Proposed FY18-19
	Budget program's portion of City's total CalPERS unfunded liability.	
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 FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5130-4101	SALARY & WAGES - FT	0	30,177	30,875	33,796	28,700
	101-400-5130-4102	SALARY & WAGES - PT	0	89,055	99,261	148,755	153,800
	101-400-5130-4103	SALARY & WAGES - OT	0	0	4	0	100
	101-400-5130-4104	EMPLOYEE BONUSES	0	0	608	0	0
	101-400-5130-4200	EMPLOYEE BENEFITS	0	26,360	0	0	0
	101-400-5130-4201	HEALTH INSURANCE	0	0	3,772	9,306	5,600
	101-400-5130-4202	FICA/MEDICARE	0	0	5,211	5,390	6,600
	101-400-5130-4203	PERS	0	0	6,194	9,203	8,400
	101-400-5130-4204	WORKERS COMP	0	0	3,400	3,936	4,200
	101-400-5130-4205	OTHER BENEFITS	0	0	938	725	1,100
	101-400-5130-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	162	0
	101-400-5130-4207	CALPERS UNFUNDED LIABILITY	0	0	5,070	4,700	800
	101-400-5130-4310	OP SUPP/MINOR EQUIP	0	2,770	1,438	6,500	16,500
	101-400-5130-6201	EQUIP REPLACE CHARGE	0	5,400	1,425	0	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>153,762</b>	<b>158,196</b>	<b>222,473</b>	<b>225,800</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>153,762</b>	<b>158,196</b>	<b>222,473</b>	<b>225,800</b>

**Department:** Recreation & Parks

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-5130-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	28,700
101-400-5130-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	153,800
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.	5,600
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.	6,600
101-400-5130-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	8,400
101-400-5130-4204	<b>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).	4,200
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.	1,100
101-400-5130-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	800
101-400-5130-4310	<b>OP SUPP/MINOR EQUIP</b>	16,500

**Department:** Recreation & Parks

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

**Account #**

**Account Description**

**Proposed  
FY18-19**

The costs of park facility supplies, such as sports equipment and games. Increase due to one-time purchase of tables and chairs.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5140-4101	SALARY & WAGES - FT	0	17,604	17,980	19,591	16,400
	101-400-5140-4102	SALARY & WAGES - PT	0	50,744	60,257	50,052	82,700
	101-400-5140-4103	SALARY & WAGES - OT	0	0	289	28	100
	101-400-5140-4104	EMPLOYEE BONUSES	0	0	348	0	0
	101-400-5140-4200	EMPLOYEE BENEFITS	0	15,526	0	0	0
	101-400-5140-4201	HEALTH INSURANCE	0	0	2,156	3,112	3,200
	101-400-5140-4202	FICA/MEDICARE	0	0	2,845	2,193	5,600
	101-400-5140-4203	PERS	0	0	4,946	3,987	2,900
	101-400-5140-4204	WORKERS COMP	0	0	2,000	1,534	2,300
	101-400-5140-4205	OTHER BENEFITS	0	0	533	411	600
	101-400-5140-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	92	0
	101-400-5140-4207	CALPERS UNFUNDED LIABILITY	0	0	5,297	4,400	3,900
	101-400-5140-4310	OP SUPP/MINOR EQUIP	0	1,232	3,169	3,000	3,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>85,106</b>	<b>99,820</b>	<b>88,400</b>	<b>120,700</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>85,106</b>	<b>99,820</b>	<b>88,400</b>	<b>120,700</b>

**Department:** Recreation & Parks

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-5140-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	16,400
101-400-5140-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	82,700
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.	3,200
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.	5,600
101-400-5140-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	2,900
101-400-5140-4204	<b>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).	2,300
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.	600
101-400-5140-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	3,900
101-400-5140-4310	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and	3,000

**Department:** Recreation & Parks

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

Account #	Account Description	Proposed FY18-19
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games. Increase is due to expanded facility hours and increased on-site programming.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5150-4101	SALARY & WAGES - FT	0	21,412	22,070	25,007	23,400
	101-400-5150-4102	SALARY & WAGES - PT	0	32,558	32,205	39,457	52,700
	101-400-5150-4103	SALARY & WAGES - OT	0	214	0	0	100
	101-400-5150-4104	EMPLOYEE BONUSES	0	0	261	0	0
	101-400-5150-4200	EMPLOYEE BENEFITS	0	12,312	0	0	0
	101-400-5150-4201	HEALTH INSURANCE	0	0	6,628	4,541	2,600
	101-400-5150-4202	FICA/MEDICARE	0	0	754	1,341	1,900
	101-400-5150-4203	PERS	0	0	4,390	4,436	5,200
	101-400-5150-4204	WORKERS COMP	0	0	1,600	1,563	1,700
	101-400-5150-4205	OTHER BENEFITS	0	0	612	606	600
	101-400-5150-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	649	800
	101-400-5150-4207	CALPERS UNFUNDED LIABILITY	0	0	3,828	2,700	5,900
	101-400-5150-4310	OP SUPP/MINOR EQUIP	0	2,857	2,761	4,500	11,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>69,353</b>	<b>75,109</b>	<b>84,802</b>	<b>106,400</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>69,353</b>	<b>75,109</b>	<b>84,802</b>	<b>106,400</b>

**Department:** Recreation & Parks

**Budget Program:** Ladera Linda Community Center

Account #	Account Description	Proposed FY18-19
101-400-5150-4101	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	23,400
101-400-5150-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	52,700
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.	2,600
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.	1,900
101-400-5150-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	5,200
101-400-5150-4204	<b>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.	600
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.	800
101-400-5150-4207	<b>CALPERS UNFUNDED LIABILITY</b>	5,900

**Department:** Recreation & Parks

**Budget Program:** Ladera Linda Community Center

Account #	Account Description	Proposed FY18-19
	Budget program's portion of City's total CalPERS unfunded liability.	
<b>101-400-5150-4310</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games. Increase due to one-time purchase of chairs and tables.	<b>11,500</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5160-4102	SALARY & WAGES - PT	0	63,968	73,762	122,948	105,600
	101-400-5160-4103	SALARY & WAGES - OT	0	0	79	0	0
	101-400-5160-4200	EMPLOYEE BENEFITS	0	8,337	0	0	0
	101-400-5160-4202	FICA/MEDICARE	0	0	4,152	7,442	6,100
	101-400-5160-4203	PERS	0	0	1,579	1,953	2,400
	101-400-5160-4204	WORKERS COMP	0	0	1,900	2,712	2,400
	101-400-5160-4205	OTHER BENEFITS	0	0	151	151	0
	101-400-5160-4207	CALPERS UNFUNDED LIABILITY	0	0	507	1,200	1,600
	101-400-5160-4310	OP SUPP/MINOR EQUIP	0	742	4,456	5,000	5,000
	101-400-5160-5101	PROF/TECH SERVICE	0	0	3,912	4,000	0
	101-400-5160-6201	EQUIP REPLACE CHARGE	0	2,700	675	0	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>75,746</b>	<b>91,173</b>	<b>145,406</b>	<b>123,100</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>75,746</b>	<b>91,173</b>	<b>145,406</b>	<b>123,100</b>

**Department:** Recreation & Parks

**Budget Program:** Abalone Cove Shoreline Park

Account #	Account Description	Proposed FY18-19
101-400-5160-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	105,600
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.	6,100
101-400-5160-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	2,400
101-400-5160-4204	<b>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
101-400-5160-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	1,600
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

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5170-4101	SALARY & WAGES - FT	25,207	36,324	37,531	54,326	56,400
	101-400-5170-4102	SALARY & WAGES - PT	5,757	11,310	12,618	47,690	36,300
	101-400-5170-4103	SALARY & WAGES - OT	0	171	0	137	0
	101-400-5170-4104	EMPLOYEE BONUSES	0	0	1,469	0	0
	101-400-5170-4200	EMPLOYEE BENEFITS	10,200	13,206	0	0	0
	101-400-5170-4201	HEALTH INSURANCE	0	0	13,361	11,196	7,500
	101-400-5170-4202	FICA/MEDICARE	0	0	1,033	2,499	3,600
	101-400-5170-4203	PERS	0	0	3,863	6,554	5,200
	101-400-5170-4204	WORKERS COMP	0	0	1,400	2,496	2,100
	101-400-5170-4205	OTHER BENEFITS	0	0	1,426	1,616	1,700
	101-400-5170-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	0	1,474	1,700
	101-400-5170-4207	CALPERS UNFUNDED LIABILITY	0	0	3,019	5,700	8,200
	101-400-5170-4310	OP SUPP/MINOR EQUIP	9,943	18,183	22,398	21,000	21,000
	101-400-5170-5101	PROF/TECH SERVICE	35,140	36,115	35,398	56,200	72,000
	101-400-5170-5102	LEGAL NOTICES AND ADS	0	1,330	716	2,500	2,500
	101-400-5170-5103	PRINTING & BINDING	0	6,982	6,419	7,500	7,500
	101-400-5170-5106	VEHICLE & EQUIP RENTAL	3,476	3,863	5,723	6,000	12,000
<b>Expenditure Subtotals</b>			<b>89,722</b>	<b>127,484</b>	<b>146,374</b>	<b>226,888</b>	<b>237,700</b>
<b>Total Program Expenditures</b>			<b>89,722</b>	<b>127,484</b>	<b>146,374</b>	<b>226,888</b>	<b>237,700</b>

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
101-400-5170-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	56,400
101-400-5170-4102	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	36,300
101-400-5170-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	7,500
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.	3,600
101-400-5170-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	5,200
101-400-5170-4204	<b>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).	2,100
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.	1,700
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.	1,700
101-400-5170-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	8,200
101-400-5170-4310	<b>OP SUPP/MINOR EQUIP</b>	21,000

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

Account #	Account Description	Proposed FY18-19
	This budget item allows for replacement of special event equipment and miscellaneous event expenses.	
<b>101-400-5170-5101</b>	<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</li><li>2. July 4th - music performances</li><li>3. Whale of a Day - parking services</li><li>4. Whale of a Day - security services</li><li>5. Whale of a Day - Health Dept. Fees</li><li>6. Whale of a Day - music performances</li><li>7. Whale of a Day - sound services</li><li>8. Whale of a Day - ATM services</li><li>9. Shakespeare by the Sea event - Drama production</li><li>10. Shakespeare by the Sea event - sound/lighting services</li><li>11. Adult Sports Leagues - Umpire Fees</li><li>12. Breakfast with Santa - Entertainment</li><li>13. Breakfast with Santa - Health Dept. Fees</li><li>14. Breakfast with Santa - Catered Hot Food</li><li>15. Outdoor Movies</li><li>16. Sound lighting services for other various events</li><li>17. Misc. Professional Technical Services</li><li>18. First-Aid station at special events.</li><li>19. Trunk or Treat Puppet Show</li><li>20. Healthy People/Healthy Pets - sound services</li><li>21. Kids to Parks Day - Critter Squad</li><li>22. Kids to Parks day - Sea Lab</li></ol>	<b>72,000</b>
<b>101-400-5170-5102</b>	<b>LEGAL NOTICES AND ADS</b> Advertising in local newspapers for recreation events and activities.	<b>2,500</b>
<b>101-400-5170-5103</b>	<b>PRINTING &amp; BINDING</b> This item reflects printing costs for event banners and brochures.	<b>7,500</b>
<b>101-400-5170-5106</b>	<b>VEHICLE &amp; EQUIP RENTAL</b> Rental of equipment for various special events, including:  <ol style="list-style-type: none"><li>1. Stages, canopies, tables, and chairs for special events</li><li>2. Radios for special events</li><li>3. Utility Golf Carts for special events</li><li>4. Portable restrooms for special events</li><li>5. Inflatables for special events</li><li>6. Light tower for special events</li><li>7. Additional rentals</li></ol>	<b>12,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5171-4102	SALARY & WAGES - PT	0	0	0	2,565	6,100
	101-400-5171-4202	FICA/MEDICARE	0	0	0	45	500
	101-400-5171-4203	PERS	0	0	0	115	0
	101-400-5171-4204	WORKERS COMP	0	0	0	47	100
	101-400-5171-4310	OP SUPP/MINOR EQUIP	0	0	0	2,000	2,000
	101-400-5171-5103	PRINTING & BINDING	0	0	0	2,000	500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>6,773</b>	<b>9,200</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>6,773</b>	<b>9,200</b>

**Department:** Recreation & Parks

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>101-400-5171-4102</b>	<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>
<b>101-400-5171-4202</b>	<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>
<b>101-400-5171-4204</b>	<b>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>
<b>101-400-5171-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment for school site and City sports programs.	<b>2,000</b>
<b>101-400-5171-5103</b>	<b>PRINTING &amp; BINDING</b> Printing costs including flyers and informational handouts.	<b>500</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5180-4101	SALARY & WAGES - FT	90,525	64,273	120,678	144,663	148,200
	101-400-5180-4102	SALARY & WAGES - PT	138,029	167,940	169,707	181,801	197,300
	101-400-5180-4103	SALARY & WAGES - OT	0	0	1,066	497	200
	101-400-5180-4104	EMPLOYEE BONUSES	0	0	4,200	0	0
	101-400-5180-4200	EMPLOYEE BENEFITS	44,100	42,155	0	0	0
	101-400-5180-4201	HEALTH INSURANCE	0	0	11,334	18,981	21,500
	101-400-5180-4202	FICA/MEDICARE	0	0	5,963	6,779	7,600
	101-400-5180-4203	PERS	0	0	21,948	24,458	27,100
	101-400-5180-4204	WORKERS COMP	0	0	5,300	7,154	7,800
	101-400-5180-4205	OTHER BENEFITS	0	0	2,872	4,482	4,900
	101-400-5180-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	2,077	3,173	3,000
	101-400-5180-4207	CALPERS UNFUNDED LIABILITY	0	0	16,032	10,600	37,600
	101-400-5180-4310	OP SUPP/MINOR EQUIP	35,937	30,611	74,791	31,500	27,500
	101-400-5180-4312	PURCHASES FOR RESALE	59,567	56,881	1,904	58,000	58,000
	101-400-5180-4601	MEMBERSHIPS & DUES	0	0	540	0	0
	101-400-5180-5101	PROF/TECH SERVICE	3,142	1,886	0	0	0
	101-400-5180-5103	PRINTING & BINDING	607	0	467	400	400
	101-400-5180-5106	EQUIPMENT RENTAL	0	0	0	500	500
	101-400-5180-6001	MEETINGS/CONFERENCES	887	640	2,491	500	4,600
	101-400-5180-6002	TRAVEL /MILEAGE REIMBURSEMENT	71	61	112	300	0
	101-400-5180-6101	TRAINING	0	105	0	0	0
	101-400-5180-6201	EQUIP REPLACE CHARGE	61,200	21,500	5,625	0	0
<b>Expenditure Subtotals</b>			<b>434,064</b>	<b>386,052</b>	<b>447,107</b>	<b>493,790</b>	<b>546,200</b>
<b>Total Program Expenditures</b>			<b>434,064</b>	<b>386,052</b>	<b>447,107</b>	<b>493,790</b>	<b>546,200</b>

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

Account #	Account Description	Proposed FY18-19
101-400-5180-4101	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	148,200
101-400-5180-4102	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	197,300
101-400-5180-4103	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	200
101-400-5180-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	21,500
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.	7,600
101-400-5180-4203	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	27,100
101-400-5180-4204	<b>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).	7,800
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.	4,900
101-400-5180-4206	<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
101-400-5180-4207	<b>CALPERS UNFUNDED LIABILITY</b>	37,600

**Department:** Recreation & Parks

**Budget Program:** Point Vicente Interpretive Center

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
	Budget program's portion of City's total CalPERS unfunded liability.	
<b>101-400-5180-4310</b>	<b>OP SUPP/MINOR EQUIP</b> Anticipated operating needs of the facility including tables and chairs used for rentals, recreation programs and docent activities, miscellaneous equipment, office supplies and exhibits.	<b>27,500</b>
<b>101-400-5180-4312</b>	<b>PURCHASES FOR RESALE</b> Purchases of items for resale at the Interpretive Center gift shop. Increase aligns budget with actual expenditures from recent years.	<b>58,000</b>
<b>101-400-5180-5103</b>	<b>PRINTING &amp; BINDING</b> Printing needs for PVIC programs and events.	<b>400</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>4,600</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5190-4101	SALARY & WAGES - FT	462	63	0	0	0
	101-400-5190-4102	SALARY & WAGES - PT	22,365	27,261	25,566	55,508	66,200
	101-400-5190-4200	EMPLOYEE BENEFITS	3,400	3,890	0	0	0
	101-400-5190-4202	FICA/MEDICARE	0	0	970	1,611	2,900
	101-400-5190-4203	PERS	0	0	1,574	2,919	3,000
	101-400-5190-4204	WORKERS COMP	0	0	600	1,300	1,500
	101-400-5190-4205	OTHER BENEFITS	0	0	0	7	0
	101-400-5190-4207	CALPERS UNFUNDED LIABILITY	0	0	2,933	3,000	3,500
	101-400-5190-4310	OP SUPP/MINOR EQUIP	8,458	9,742	7,780	13,500	16,700
	101-400-5190-6001	MEETINGS/CONFERENCES	0	0	0	325	1,500
	101-400-5190-6002	TRAVEL /MILEAGE REIMBURSEMENT	269	290	260	300	0
	101-400-5190-6201	EQUIP REPLACE CHARGE	3,200	700	0	0	0
<b>Expenditure Subtotals</b>			<b>38,154</b>	<b>41,946</b>	<b>39,683</b>	<b>78,470</b>	<b>95,300</b>
<b>Total Program Expenditures</b>			<b>38,154</b>	<b>41,946</b>	<b>39,683</b>	<b>78,470</b>	<b>95,300</b>

**Department:** Recreation & Parks

**Budget Program:** REACH

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>101-400-5190-4102</b>	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	<b>66,200</b>
<b>101-400-5190-4202</b>	<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>2,900</b>
<b>101-400-5190-4203</b>	<b>PERS</b> Budget program's share of City's contribution to cover normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	<b>3,000</b>
<b>101-400-5190-4204</b>	<b>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>1,500</b>
<b>101-400-5190-4207</b>	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	<b>3,500</b>
<b>101-400-5190-4310</b>	<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.	<b>16,700</b>
<b>101-400-5190-6001</b>	<b>MEETINGS/CONFERENCES</b> Adaptive training for recreation staff.	<b>1,500</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	101-400-5210-4101	SALARY & WAGES - FT	0	14,448	14,825	16,476	15,300
	101-400-5210-4102	SALARY & WAGES - PT	33,455	31,629	36,743	12,215	0
	101-400-5210-4103	SALARY & WAGES - OT	17	42	0	0	0
	101-400-5210-4104	EMPLOYEE BONUSES	0	0	174	0	0
	101-400-5210-4200	EMPLOYEE BENEFITS	6,000	11,322	0	0	0
	101-400-5210-4201	HEALTH INSURANCE	0	0	3,538	3,904	2,800
	101-400-5210-4202	FICA/MEDICARE	0	0	1,584	700	200
	101-400-5210-4203	PERS	0	0	3,484	1,901	1,200
	101-400-5210-4204	WORKERS COMP	0	0	1,600	613	300
	101-400-5210-4205	OTHER BENEFITS	0	0	478	511	600
	101-400-5210-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	8,133	5,772	800
	101-400-5210-4207	CALPERS UNFUNDED LIABILITY	0	0	3,909	1,100	1,200
<b>Expenditure Subtotals</b>			<b>39,472</b>	<b>57,441</b>	<b>74,468</b>	<b>43,192</b>	<b>22,400</b>
<b>Total Program Expenditures</b>			<b>39,472</b>	<b>57,441</b>	<b>74,468</b>	<b>43,192</b>	<b>22,400</b>

**Department:** Recreation & Parks

**Budget Program:** Support Services

Account #	Account Description	Proposed FY18-19
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).	15,300
101-400-5210-4201	<b>HEALTH INSURANCE</b> The City's contribution for employee medical, dental, life, long-term disability and other insurance.	2,800
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 normal pension costs for Tiers 1, 2 and 3 through the California Public Employees Retirement System (CalPERS).	1,200
101-400-5210-4204	<b>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.	800
101-400-5210-4207	<b>CALPERS UNFUNDED LIABILITY</b> Budget program's portion of City's total CalPERS unfunded liability.	1,200

**Department:** Recreation & Parks  
**Budget Program:** Donor Restricted Contributions

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	228-400-0000-4310	OP SUPP/MINOR EQUIP	4,106	816	1,143	5,000	5,000
	228-400-0000-5101	PROF/TECH SERVICE	18,413	6,951	485	0	0
	228-400-0000-5201	MAINTENANCE SERVICES	0	3,975	8,132	7,893	20,000
<b>Expenditure Subtotals</b>			<b>22,519</b>	<b>11,742</b>	<b>9,760</b>	<b>12,893</b>	<b>25,000</b>
<b>Total Program Expenditures</b>			<b>22,519</b>	<b>11,742</b>	<b>9,760</b>	<b>12,893</b>	<b>25,000</b>

**Department:** Recreation & Parks

**Budget Program:** Donor Restricted Contributions

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
228-400-0000-4310	<b>OP SUPP/MINOR EQUIP</b> Fabrication of donor plaques for installation at the Point Vicente Interpretive Center (PVIC).	<b>5,000</b>
228-400-0000-5201	<b>MAINTENANCE SERVICES</b> PVIC Native Plant Garden Maintenance	<b>20,000</b>

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## **CAPITAL IMPROVEMENT PLAN**

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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, and State Gas Tax funds. These revenue sources are expected to total about \$4.5 million in FY18-19 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 18-19.

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 FY18-19 infrastructure improvements organized by the type of infrastructure. A summary of total infrastructure project expenditures by Fund follows below:

<b>Projects</b>	<b>FY 18-19</b>
ACLAD Sewer System Rehabilitation Program	\$ 250,000.00
PVDS Realignment - East End	50,000.00
Recognition Wall	100,000.00
Coastal Bluff Fence Replacement Program	200,000.00
Signage Program	249,000.00
Hesse Parking Lot & Lighting - Design	75,000.00
Hesse Parking Lot & Lighting - Construction	750,000.00
Hesse Athletic Field Improvements	450,000.00
Bubbles Restoration & Installation	75,000.00
Citywide ADA Transition Plan	150,000.00
Pavement Management Program Biennial Update	120,000.00
Hawthorne Blvd. Beautification - Design	200,000.00
Arterial Fences & Walls Standards - Citywide (Phase 2)	25,000.00
Residential Street Rehabilitation Program Area 8 - Construction	3,500,000.00
Residential Street Rehabilitation Program Areas 3 & 4 - Design	500,000.00
Storm Drain Deficiency Improvement Program Various Locations - Design	250,000.00
Connector Pipe Screens	161,100.00
<b>Subtotal Capital Projects Fund</b>	<b>\$ 7,105,100.00</b>
Portuguese Bend Landslide Area Resurfacing Program	600,000.00
Traffic/Transportation Improvements	500,000.00
<b>Subtotal Proposition C Fund</b>	<b>\$ 1,100,000.00</b>
Silver Spur Rd. Transit Improvements - Design	50,000.00
Silver Spur Rd. Transit Improvements - Construction	450,000.00
<b>Subtotal Proposition A Fund</b>	<b>\$ 500,000.00</b>
Western Av. Traffic Congestion Improvements	100,000.00
<b>Subtotal Measure R Fund</b>	<b>\$ 100,000.00</b>
Ladera Linda Community Center Final Design & Construction Drawing	300,000.00
<b>Subtotal Quimby Fund</b>	<b>\$ 300,000.00</b>
<b>Total Capital Expenditures</b>	<b>\$ 9,105,100.00</b>
<b>Summary of Resources Used for Funding Capital Spending</b>	<b>FY 18-19</b>
Use of CIP & General Fund Resources	7,105,100.00
Use of Restricted Funds and Revenue	2,000,000.00
<b>Total Resources Used to fund Capital Spending</b>	<b>\$ 9,105,100.00</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	202-400-8812-8802	HAWTHORNE SYNCH - OTHER IMPROV	0	0	90,000	0	0
Sidewalk/Ramp	202-400-3180-5201	MAINTENANCE SERVICES	192,390	0	0	0	0
Sidewalk/Ramp	202-400-8801-8006	SIDEWALK REPAIR - INSPECTION SVCS	0	0	0	31,998	0
Sidewalk/Ramp	202-400-8801-8802	SIDEWALK REPAIR - OTHER IMPROV	0	0	352,622	201,898	0
<b>Expenditure Subtotals</b>			<b>192,390</b>	<b>0</b>	<b>442,622</b>	<b>233,896</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>192,390</b>	<b>0</b>	<b>442,622</b>	<b>233,896</b>	<b>0</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	211-400-0000-8802	IMPROVEMENTS	0	0	0	1,000,000	0
Expenditure Subtotals			0	0	0	1,000,000	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	215-400-8302-8006	PB RESURFACE - INSPECTION SVCS	0	0	19,740	18,000	18,000
	215-400-8302-8010	PB RESURFACE - MAINT/REPAIRS	0	0	495,190	582,000	582,000
	215-400-8828-8802	TRAFFIC IMPROVEMENT	0	0	0	0	500,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>514,930</b>	<b>600,000</b>	<b>1,100,000</b>
To CIP	215-400-0000-9330	TRANSFERS OUT	1,228,719	0	0	0	0
To Gas Tax	215-400-0000-9202	TRANSFERS OUT	518,749	526,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>1,747,468</b>	<b>526,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,747,468</b>	<b>526,000</b>	<b>514,930</b>	<b>600,000</b>	<b>1,100,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

Account #	Account Description	Proposed FY18-19
215-400-8302-8006	<b>PB RESURFACE - INSPECTION SVCS</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
215-400-8302-8010	<b>PB RESURFACE - MAINT/REPAIRS</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
215-400-8828-8802	<b>TRAFFIC IMPROVEMENT</b> This program pays for design and construction of any Traffic/Transportation related items; such as speed analysis, traffic impact analysis, installation of traffic signal lights, actuated pedestrian crossings, etc.	500,000
<b>To CIP</b>		
331-400-0000-9330	<b>TRANSFER OUT - CIP</b> Transfer out of Federal Grant to reimburse Capital Improvement Program, Fund 330, for expenses incurred for Federal funded projects.	316,000

**Department:** Infrastructure Improvements

**Budget Program:** Proposition A

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	216-400-0000-8802	IMPROVEMENTS	69,000	15,620	0	20,000	20,000
	216-400-8406-8403	LOWER HESSE - PARKS IMPROV	0	0	0	120,055	0
	216-400-8803-8802	HAWTHORNE LINK - OTHER IMPROV	0	0	10,581	186,255	0
	216-400-8824-8002	SILVER SPUR PHASE 2 - CONST MGMT	0	0	0	0	7,000
	216-400-8824-8005	SILVER SPUR PHASE 1 - ENGINEERING DESIG	0	0	0	0	50,000
	216-400-8824-8006	SILVER SPUR PHASE 2 - INSPECTION	0	0	0	0	45,000
	216-400-8824-8099	SILVER SPUR PHASE 1 - OTHER/MISC	0	0	0	0	25,000
	216-400-8824-8804	SILVER SPUR PHASE 2 - STREET IMPROV	0	0	0	0	373,000
<b>Expenditure Subtotals</b>			<b>69,000</b>	<b>15,620</b>	<b>10,581</b>	<b>326,310</b>	<b>520,000</b>
<b>Total Program Expenditures</b>			<b>69,000</b>	<b>15,620</b>	<b>10,581</b>	<b>326,310</b>	<b>520,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition A

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>216-400-0000-8802</b>	<b>IMPROVEMENTS</b> Bus stop shelter improvements are funded by Proposition A funds.	<b>20,000</b>
<b>216-400-8824-8002</b>	<b>SILVER SPUR PHASE 2 - CONST MGMT</b> The City will utilize a portion of the Proposition A funds on Silver Spur Road. That road services Peninsula High School and the shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project. The scope includes bus landing areas, bus shelters, benches and ADA ramps.	<b>7,000</b>
<b>216-400-8824-8005</b>	<b>SILVER SPUR PHASE 1 - ENGINEERING DESIGN</b> The City will utilize a portion of the Proposition A funds on Silver Spur Road. That road services Peninsula High School and the shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project. The scope includes bus landing areas, bus shelters, benches and ADA ramps. The design will be done by Penco Engineering.	<b>50,000</b>
<b>216-400-8824-8006</b>	<b>SILVER SPUR PHASE 2 - INSPECTION</b> The City will utilize a portion of the Proposition A funds on Silver Spur Road. That road services Peninsula High School and the shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project. The scope includes bus landing areas, bus shelters, benches and ADA ramps. Construction Management and Inspection will be done by Willdan Group.	<b>45,000</b>
<b>216-400-8824-8099</b>	<b>SILVER SPUR PHASE 1 - OTHER/MISC</b> The City will utilize a portion of the Proposition A funds on Silver Spur Road. That road services Peninsula High School and the shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project. The scope includes bus landing areas, bus shelters, benches and ADA ramps.	<b>25,000</b>
<b>216-400-8824-8804</b>	<b>SILVER SPUR PHASE 2 - STREET IMPROV</b> The City will utilize a portion of the Proposition A funds on Silver Spur Road. That road services Peninsula High School and the	<b>373,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition A

Account #	Account Description	Proposed FY18-19
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shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project. The scope includes bus landing areas, bus shelters, benches and ADA ramps.

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	310-400-8413-8002	DEL CERRO - CONSTRUCT MGMT	0	0	22,747	0	0
	310-400-8413-8004	DEL CERRO - ARCHITECT DESIGN	0	0	9,550	0	0
	310-400-8413-8403	DEL CERRO - PARKS IMPROV	0	0	99,470	0	0
	310-400-8810-8001	ADA IMPROV - PROF/TECH	0	0	10,550	0	0
ADA 1	310-400-8810-8802	IMPROVEMENTS	22,730	206,238	0	0	0
ADA 2	310-400-8810-8802	IMPROVEMENTS	3,440	74,851	0	0	0
ADA 3	310-400-8810-8802	IMPROVEMENTS	0	17,560	0	0	0
ADA 5	310-400-8810-8802	IMPROVEMENTS	0	0	0	305,060	0
<b>Expenditure Subtotals</b>			<b>26,170</b>	<b>298,649</b>	<b>142,317</b>	<b>305,060</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>26,170</b>	<b>298,649</b>	<b>142,317</b>	<b>305,060</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Beautification - Recycling

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	212-400-0000-8802	IMPROVEMENTS	0	0	0	475,000	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>475,000</b>	<b>0</b>
To Gas Tax	212-400-0000-9202	TRANSFERS OUT	224,000	97,791	0	0	0
<b>Transfers Out Subtotals</b>			<b>224,000</b>	<b>97,791</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>224,000</b>	<b>97,791</b>	<b>0</b>	<b>475,000</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Measure R

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	220-400-0000-8802	IMPROVEMENTS	0	0	0	650,000	0
	220-400-8809-8005	WESTERN TRAFFIC - DESIGN	0	0	0	0	100,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>100,000</b>
To CIP	220-400-0000-9330	TRANSFERS OUT	564,000	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>564,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>564,000</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>100,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Measure R

Account #	Account Description	Proposed FY18-19
<b>220-400-8809-8005</b>	<b>WESTERN TRAFFIC - DESIGN</b> Design services for Western Avenue Traffic Congestion Improvements. 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.	<b>100,000</b>
<b>334-400-8405-8005</b>	<b>LL COMMUNITY CNTR - ENGINEERING DESIGN</b> Engineering design services for Ladera Linda Community Center. The scope of this project is to finalize conceptual design and prepare construction documents based on approved Master Plan.	<b>300,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Donor Restricted Contributions (Capital)

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	228-400-8501-8403	PVIC IMPROV - PARKS IMPROV	0	0	0	300,000	0
Expenditure Subtotals			0	0	0	300,000	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Infrastructure Improvements Administration

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8001-8001	PAVEMENT MGMT PROG - PROF/TECH	0	0	130,446	0	120,000
	330-400-8101-8001	ENGINEERING REVIEW -PROF/TECH	0	0	106,248	0	0
	330-400-8102-8001	INFRA MGMT PLAN - PROF/TECH	0	0	6,100	0	0
	330-400-8103-8001	SANITARY SEWER - PROF/TECH	0	0	15,697	0	0
	330-400-8110-4311	POSTAGE	0	4,789	0	0	0
	330-400-8110-5101	PROF/TECH SERVICE	25,277	70,765	0	0	0
	330-400-8110-8001	PROFESSIONAL/TECH SERVICES	0	0	0	155,000	0
<b>Expenditure Subtotals</b>			<b>25,277</b>	<b>75,554</b>	<b>258,491</b>	<b>155,000</b>	<b>120,000</b>
<b>Total Program Expenditures</b>			<b>25,277</b>	<b>75,554</b>	<b>258,491</b>	<b>155,000</b>	<b>120,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Infrastructure Improvements Administration

Account #	Account Description	Proposed FY18-19
<b>330-400-8001-8001</b>	<b>PAVEMENT MGMT PROG - PROF/TECH</b> The Pavement Management Plan (PMP) is updated every two to three years to evaluate the condition of the City's roadway system and to identify Citywide Arterial and Residential Street Rehabilitation projects. The Metropolitan Transit Authority (Metro) requires the PMP update in order for the City to continue receiving Proposition C funds.	<b>120,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8031-5201	MAINTENANCE SERVICES	0	0	789	0	0
	330-400-8031-8001	PROF/TECH SERVICE	0	0	0	44,745	0
	330-400-8031-8099	MISC./OTHER EXPENSES	0	0	11,500	0	0
	330-400-8412-8004	ADA HESSE - ARCHITECT DESIGN	0	0	31,680	0	0
	330-400-8803-8002	HAWTHORNE LINK - CONST MGMT	0	0	23,930	101,870	0
	330-400-8803-8004	HAWTHORNE LINK ARCHITECT DSGN	0	0	2,666	0	0
	330-400-8803-8802	HAWTHORNE LINK - OTHER IMPROV	0	0	59,085	1,163,193	0
	330-400-8804-8802	HAWTHORNE BEAUT - OTHER IMPROV	0	0	15,400	0	200,000
	330-400-8805-8004	MIRALESTE REHAB - ARCHITECT DSGN	0	0	0	20,612	0
	330-400-8805-8006	MIRALESTE REHAB - INSPECTION SVCS	0	0	0	88,477	0
	330-400-8805-8804	MIRALESTE REHAB - ARTERIAL ST IMPROV	0	0	0	1,624,412	0
	330-400-8807-8805	PVDE AT BRONCO - RESID ST IMPROV	0	0	0	46,200	0
	330-400-8811-8005	ARTERIAL WALLS REPL - ENGINEER SVCS	0	0	0	0	25,000
	330-400-8812-8002	HAWTHORNE SYNCH - CONST MGMT	0	0	104,110	0	0
	330-400-8812-8006	HAWTHORNE SYNCH - INSPECTION	0	0	20,797	4,203	0
	330-400-8812-8802	HAWTHORNE SYNCH - OTHER IMPROV	0	0	479,207	21,712	0
	330-400-8814-8002	PVDE GUARDRAIL - CONST MGMT	0	0	11,840	13,760	0
	330-400-8814-8005	PVDE GUARDRAIL - ENGINEER SVCS	0	0	18,803	0	0
	330-400-8814-8802	PVDE GUARDRAIL - OTHER IMPROV	0	0	150,926	0	0
Arterial Rehabil	330-400-8031-5101	PROF/TECH SERVICE	0	0	0	90,000	0
Arterial Rehabil	330-400-8031-8802	IMPROVEMENTS	3,204,861	811,285	1,403	660,000	0
Other Projects	330-400-8031-5101	PROF/TECH SERVICE	8,063	11,760	0	0	0
Other Projects	330-400-8031-8802	IMPROVEMENTS	96,410	0	0	0	0
Pavement Mgt	330-400-8817-8004	ST REHAB AREA 7 - ARCHITECT DSGN	0	0	105,056	174,057	0
Pavement Mgt	330-400-8817-8099	ST REHAB AREA 7 - MISC./OTHER	0	0	0	5,000	0
Pavement Mgt	330-400-8818-8002	ST REHAB AREA 8 - CONST MGMT	0	0	0	0	172,391
Pavement Mgt	330-400-8818-8004	ST REHAB AREA 8 - ARCHITECT DSGN	0	0	11,600	391,703	0
Pavement Mgt	330-400-8818-8805	ST REHAB AREA 8 - RES ST IMPROV	0	0	0	0	3,340,000
Pavement Mgt	330-400-8826-8002	ST REHAB AREA 2&6 - CONST MGMT	0	0	318,158	0	0

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
Pavement Mgt	330-400-8826-8004	ST REHAB AREA 2&6 - ARCHITECT DSGN	0	0	349,915	3,024	0
Pavement Mgt	330-400-8826-8805	ST REHAB AREA 2&6 - RES ST IMPROV	0	0	4,626,840	0	0
Pavement Mgt	330-400-8834-8005	ST REHAB AREA 3&4 - ENGINEERING DESIGN	0	0	0	0	500,000
Residential Re	330-400-8031-8802	IMPROVEMENTS	3,110,540	0	0	3,480,745	0
<b>Expenditure Subtotals</b>			<b>6,419,874</b>	<b>823,045</b>	<b>6,343,705</b>	<b>7,933,713</b>	<b>4,237,391</b>
<b>Total Program Expenditures</b>			<b>6,419,874</b>	<b>823,045</b>	<b>6,343,705</b>	<b>7,933,713</b>	<b>4,237,391</b>

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

Account #	Account Description	Proposed FY18-19
330-400-8804-8802	<b>HAWTHORNE BEAUT - OTHER IMPROV</b>  The scope of this project is to beautify Hawthorne Boulevards by removing the existing green asphalt in the median and installing drought tolerant landscaping with a series of bio-swales or other environmentally green design features to aid in processing runoff from Hawthorn Blvd and in accordance with water quality requirements. There will be no irrigation system proposed as part of the improvements.	200,000
330-400-8811-8005	<b>ARTERIAL WALLS REPL - ENGINEER SVCS</b>  Engineering services for Arterial Fences and Walls - Citywide Design (Phase 2). The arterial Fencing and Walls project consists of short-term and long-term solutions. The short-term solution, which is currently being implemented, is to remove deteriorating and unsafe fences and walls (including pilasters, dirt and debris) along Hawthorne Blvd. This project involves the long-term solution of developing an Arterial Fences and Walls Master Plan that initially identifies standards (height, material, & location), establishes the design for the replacement fencing and/or walls and preparing construction plans along Hawthorne or any arterial for future consideration by the City Council. The engineering will be performed in two stages: the first stage will establish standards(height, materials, and locations), the second stage will establish the structural design of the wall including the foundation of the wall.	25,000
<b>Pavement Mgt</b>		
330-400-8818-8002	<b>ST REHAB AREA 8 - CONST MGMT</b>  Every year the City rehabilitates the residential roads on a 7-year cycle. 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.	172,391
330-400-8818-8805	<b>ST REHAB AREA 8 - RES ST IMPROV</b>  Every year the City rehabilitates the residential roads on a 7-year cycle. 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.	3,340,000
330-400-8834-8005	<b>ST REHAB AREA 3&amp;4 - ENGINEERING DESIGN</b>  The scope is to rehab the streets within areas 3 & 4, including overlay, slurry, concrete repair on sidewalks, curbs, gutters,	500,000

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

**Account #**

**Account Description**

**Proposed  
FY18-19**

ramps, and striping

**Department:** Infrastructure Improvements

**Budget Program:** Storm Drain Improvements

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8707-8004	STORM DRAIN DEF - ARCHITECT DSGN	0	0	0	0	250,000
	330-400-8707-8807	STORM DRAIN DEF - STORMWTR IMPROV	0	0	0	200,551	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>200,551</b>	<b>250,000</b>
To WQFP	330-400-0000-9501	TRANSFERS OUT	820,000	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>820,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>820,000</b>	<b>0</b>	<b>0</b>	<b>200,551</b>	<b>250,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Drain Improvements

Account #	Account Description	Proposed FY18-19
330-400-8707-8004	<b>STORM DRAIN DEF - ARCHITECT DSGN</b> Replace or rehabilitate existing underground storm sewer system (lateral pipes, main storm sewer pipes and box culverts) and drainage inlets, catch basins, and manholes which were identified in the 2015 Master Plan of Drainage	<b>250,000</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8033-5101	PROF/TECH SERVICE	40,350	0	0	0	0
	330-400-8033-8802	IMPROVEMENTS	1,912,033	270,976	0	200,000	0
	330-400-8401-8005	RECOGNITION WALL DESIGN	0	0	0	0	15,000
	330-400-8401-8403	RECOGNITION WALL CONSTRUCTION	0	0	0	0	85,000
	330-400-8403-8001	SUNNYSIDE RIDGE - PROF/TECH	0	0	1,722	0	0
	330-400-8403-8002	SUNNYSIDE RIDGE - CONSTR MGMT	0	0	10,220	0	0
	330-400-8403-8099	SUNNYSIDE RIDGE - MISC./OTHER	0	0	10,200	0	0
	330-400-8403-8404	SUNNYSIDE RIDGE - TRAILS / OS IMPROV	0	0	75,689	83,154	0
	330-400-8404-8006	COASTAL BLUFF - DESIGN	0	0	0	0	15,000
	330-400-8404-8099	COASTAL BLUFF - MISC./OTHER	0	0	75	0	0
	330-400-8404-8404	COASTAL BLUFF - TRAILS / OS IMPROV	0	0	0	0	185,000
	330-400-8417-8004	BUBBLES RESTORE - ARCHITECT DESIGN	0	0	0	0	20,000
	330-400-8417-8802	BUBBLES RESTORE - IMPROVEMENT	0	0	0	0	55,000
	330-400-8418-8004	HESSE PKG LOT & LIGHTING - ARCHITECT DS	0	0	0	0	75,000
	330-400-8418-8403	HESSE PKG LOT & LIGHTING - PARKS IMPROV	0	0	0	0	750,000
	330-400-8419-8403	HESSE FIELD - PARK IMPROVEMENTS	0	0	0	0	450,000
	330-400-8420-8802	SIGNAGE PROGRAM	0	0	0	0	249,000
<b>Expenditure Subtotals</b>			<b>1,952,382</b>	<b>270,976</b>	<b>97,906</b>	<b>283,154</b>	<b>1,899,000</b>
To ERF	330-400-0000-9681	TRANSFERS OUT	149,422	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>149,422</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>2,101,804</b>	<b>270,976</b>	<b>97,906</b>	<b>283,154</b>	<b>1,899,000</b>

**Department:** Infrastructure Improvements

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

Account #	Account Description	Proposed FY18-19
330-400-8401-8005	<b>RECOGNITION WALL DESIGN</b> Design services for Recognition Wall to display plaques to memorialize the names of distinguished community leaders to be located in the lawn area between the main City Hall building and the Community Development building.	15,000
330-400-8401-8403	<b>RECOGNITION WALL CONSTRUCTION</b> Construction of the Recognition Wall to display plaques to memorialize the names of distinguished community leaders to be located in the lawn area between the main City Hall building and the Community Development building.	85,000
330-400-8404-8006	<b>COASTAL BLUFF - DESIGN</b> Design services for Coastal Bluff Fences. The scope of this project is to remove and replace all deteriorating fencing with new fencing of more durable material and match the existing fence design and aesthetics. This is potentially a safety issue since some of the existing fences have deteriorated.	15,000
330-400-8404-8404	<b>COASTAL BLUFF - TRAILS / OS IMPROV</b> The scope of this project is to remove and replace all deteriorating fencing with new fencing of more durable material and match the existing fence design and aesthetics. This is potentially a safety issue since some of the existing fences have deteriorated.	185,000
330-400-8417-8004	<b>BUBBLES RESTORE - ARCHITECT DESIGN</b> Architectural design services for Bubble Restoration. The scope of this project is to restore and install the whale (Bubble) from Marine Land which is currently in storage.	20,000
330-400-8417-8802	<b>BUBBLES RESTORE - IMPROVEMENT</b> Construction/relocation services for Bubble Restoration. The scope of this project is to restore and install the whale (Bubble) from Marine Land which is currently in storage.	55,000
330-400-8418-8004	<b>HESSE PKG LOT &amp; LIGHTING - ARCHITECT DSGN</b> Architectural design services for Hesse Parking Lot Improvement and Lighting Project. The scope of the project is to resurface the existing parking lot, construct a storage garage within the parking lot (to replace containers), and to enhance the lighting of the parking lot.	75,000

**Department:** Infrastructure Improvements

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

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>330-400-8418-8403</b>	<b>HESSE PKG LOT &amp; LIGHTING - PARKS IMPROV</b> The construction/improvement for Hesse Parking Lot Improvement and Lighting Project. The scope of the project is to resurface the existing parking lot, construct a storage garage within the parking lot (to replace containers), and to enhance the lighting of the parking lot.	<b>750,000</b>
<b>330-400-8419-8403</b>	<b>HESSE FIELD - PARK IMPROVEMENTS</b> The construction/improvement for Hesse Park Athletic Field Improvement Project. This project will create a sustainable athletic field. Existing turf and underlying soil/rocks will be removed, irrigation system will be improved to provide adequate coverage, top soil will be imported, turf installed and a maintenance program will be established to manage the field.	<b>450,000</b>
<b>330-400-8420-8802</b>	<b>SIGNAGE PROGRAM</b> New signs and installation for preserve areas.	<b>249,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8035-5101	PROF/TECH SERVICE	25,738	0	0	175,000	0
	330-400-8202-8005	ACLAD REHAB - DESIGN	0	0	0	0	30,000
	330-400-8202-8006	ACLAD REHAB - INSPECTION	0	0	0	0	10,000
	330-400-8202-8806	ACLAD REHAB - SEWER IMPROVEMENT	0	0	198,900	0	210,000
<b>Expenditure Subtotals</b>			<b>25,738</b>	<b>0</b>	<b>198,900</b>	<b>175,000</b>	<b>250,000</b>
<b>Total Program Expenditures</b>			<b>25,738</b>	<b>0</b>	<b>198,900</b>	<b>175,000</b>	<b>250,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

<b>Account #</b>	<b>Account Description</b>	<b>Proposed FY18-19</b>
<b>330-400-8202-8005</b>	<b>ACLAD REHAB - DESIGN</b> ACLAD Sewer System Rehabilitation Program. A Zero Tolerance for sanitary sewer overflows has been adopted by the State of California, accordingly the City is obligated to maintain and improve the Sewer System to minimize the risk of sewer system overflows.	<b>30,000</b>
<b>330-400-8202-8006</b>	<b>ACLAD REHAB - INSPECTION</b> ACLAD Sewer System Rehabilitation Program. A Zero Tolerance for sanitary sewer overflows has been adopted by the State of California, accordingly the City is obligated to maintain and improve the Sewer System to minimize the risk of sewer system overflows.	<b>10,000</b>
<b>330-400-8202-8806</b>	<b>ACLAD REHAB - SEWER IMPROVEMENT</b> ACLAD Sewer System Rehabilitation Program. A Zero Tolerance for sanitary sewer overflows has been adopted by the State of California, accordingly the City is obligated to maintain and improve the Sewer System to minimize the risk of sewer system overflows.	<b>210,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8036-8802	IMPROVEMENTS	273,338	112,341	0	260,000	0
	330-400-8405-8001	LL COMMUNITY CNTR - PROF/TECH	0	0	86,421	0	0
	330-400-8405-8004	LL COMMUNITY CNTR - ARCHITECT DESIGN	0	0	15,633	9,871	0
	330-400-8501-8099	PVIC IMPROV - MISC./OTHER	0	0	27,360	0	0
	330-400-8502-8004	RPVTV BLDG - ARCHITECT DESIGN	0	0	7,500	0	0
	330-400-8502-8099	RPVTV BLDG - MISC./OTHER	0	0	6,089	0	0
	330-400-8502-8402	RPVTV BLDG - BUILDING IMPROV	0	0	0	149,800	0
	330-400-8503-8009	CIVIC CENTER - PROJECT DEV	0	0	215	0	0
	330-400-8503-8099	CIVIC CENTER - MISC./OTHER	0	0	17,619	0	0
	330-400-8503-8402	CIVIC CENTER - BUILDING IMPROV	0	0	0	237,300	0
	330-400-8504-8004	CITY ADA PLAN - ARCHITECT DESIGN	0	0	0	0	150,000
<b>Expenditure Subtotals</b>			<b>273,338</b>	<b>112,341</b>	<b>160,837</b>	<b>656,971</b>	<b>150,000</b>
<b>Total Program Expenditures</b>			<b>273,338</b>	<b>112,341</b>	<b>160,837</b>	<b>656,971</b>	<b>150,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Account #	Account Description	Proposed FY18-19
<b>330-400-8504-8004</b>	<b>CITY ADA PLAN - ARCHITECT DESIGN</b> This project will identify needed improvements in order to comply with ADA requirements. All City owned infrastructure including facilities are to be included in the updated compliance plan.	<b>150,000</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Storm Water Quality Improvements

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8032-8802	IMPROVEMENTS	0	0	0	251,100	0
	330-400-8709-8004	CONNECTOR PIPE - DESIGN SERVICES	0	0	0	0	161,100
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>251,100</b>	<b>161,100</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>251,100</b>	<b>161,100</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Water Quality Improvements

Account #	Account Description	Proposed FY18-19
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<b>330-400-8709-8004</b>	<b>CONNECTOR PIPE - DESIGN SERVICES</b>	<b>161,100</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 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.

**Department:** Infrastructure Improvements  
**Budget Program:** Landslide Management

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	330-400-8043-5101	PROF/TECH SERVICE	0	0	0	40,000	0
	330-400-8043-5102	LEGAL NOTICES AND ADS	0	0	640	0	0
	330-400-8043-5103	PRINTING & BINDING	0	0	366	0	0
	330-400-8043-8802	LANDSLIDE IMPROV - OTHER IMPROV	0	62,436	643	100,000	0
	330-400-8301-8003	PVDS REALIGN - ENVIRON REVIEW	0	0	0	40,745	50,000
	330-400-8303-8001	DEWATERING WELLS - PROF/TECH	0	0	1,680	0	0
	330-400-8303-8002	DEWATERING WELLS - CONST MGMT	0	0	10,633	0	0
	330-400-8303-8802	DEWATERING WELS - OTHER IMPROV	0	0	229,822	0	0
	330-400-8304-8001	PB LANDSLIDE STRATEGIC - PROF/TECH	0	0	800	0	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>62,436</b>	<b>244,584</b>	<b>180,745</b>	<b>50,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>62,436</b>	<b>244,584</b>	<b>180,745</b>	<b>50,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Landslide Management

Account #	Account Description	Proposed FY18-19
<b>330-400-8301-8003</b>	<b>PVDS REALIGN - ENVIRON REVIEW</b> Environmental Review for PVDS Realignment - East End. The project consists of reconstructing approximately 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.	<b>50,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Federal Grants

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	331-400-8806-8805	PVDS BIKE LANE - RES ST IMPROV	0	0	0	678,500	0
	331-400-8807-8805	PVDE AT BRONCO - RES ST IMPROV	0	0	0	452,800	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>1,131,300</b>	<b>0</b>
To CIP	331-400-0000-9330	TRANSFER OUT - CIP	0	0	0	0	316,000
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>316,000</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>1,131,300</b>	<b>316,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** State Grants

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	332-400-0000-8802	IMPROVEMENTS	0	0	0	600,000	0
Expenditure Subtotals			0	0	0	600,000	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>	<b>0</b>

**Department:** Infrastructure Improvements

**Budget Program:** Quimby

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	334-400-0000-8802	IMPROVEMENTS	0	0	0	650,000	0
	334-400-8402-8403	EASTVIEW DOG - PARKS IMPROV	0	0	0	315,920	0
	334-400-8405-8005	LL COMMUNITY CNTR - ENGINEERING DESIG	0	0	0	0	300,000
	334-400-8406-8004	LOWER HESSE - ARCHITECT DSGN	0	0	80,551	0	0
	334-400-8406-8006	LOWER HESSE - INSPECTION	0	0	0	25,800	0
	334-400-8406-8403	LOWER HESSE - PARKS IMPROV	0	0	0	627,575	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>80,551</b>	<b>1,619,295</b>	<b>300,000</b>
To Pks Improv	334-400-0000-9330	TRANSFERS OUT	0	50,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>50,000</b>	<b>80,551</b>	<b>1,619,295</b>	<b>300,000</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
EET	338-400-0000-8099	MISC./OTHER EXPENSES	0	0	75	0	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>75</b>	<b>0</b>	<b>0</b>
EET	338-400-0000-9338	TRANSFERS OUT	97,199	200,000	0	0	0
<b>Transfers Out Subtotals</b>			<b>97,199</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>97,199</b>	<b>200,000</b>	<b>75</b>	<b>0</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	340-400-0000-4901	OTHER MISCELLANEOUS	0	97	0	0	0
	340-400-0000-8802	IMPROVEMENTS	0	0	0	82,500	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>97</b>	<b>0</b>	<b>82,500</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>97</b>	<b>0</b>	<b>82,500</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	501-400-0000-4101	SALARY & WAGES - FT	98,335	57,573	55,232	0	0
	501-400-0000-4103	SALARY & WAGES - OT	0	0	270	0	0
	501-400-0000-4200	EMPLOYEE BENEFITS	33,500	14,659	0	0	0
	501-400-0000-4201	HEALTH INSURANCE	0	0	4,513	0	0
	501-400-0000-4202	FICA/MEDICARE	0	0	854	0	0
	501-400-0000-4203	PERS	0	0	5,300	0	0
	501-400-0000-4204	WORKERS COMP	0	0	2,600	0	0
	501-400-0000-4205	OTHER BENEFITS	0	0	775	0	0
	501-400-0000-4206	HEALTH SAVINGS ACCOUNT (HSA)	0	0	7,154	0	0
	501-400-0000-4207	CALPERS UNFUNDED LIABILITY	0	0	13,127	0	0
	501-400-0000-4801	FURNITURE & EQUIPMENT DEP	640,411	919	644,427	0	0
	501-400-0000-5101	PROF/TECH SERVICE	288,547	203,379	0	0	0
	501-400-0000-5102	LEGAL NOTICES AND ADS	552	861	0	0	0
	501-400-0000-5201	MAINTENANCE SERVICES	18,157	91,394	0	0	0
	501-400-0000-8099	MISC./OTHER EXPENSES	0	0	75	0	0
	501-400-0000-8802	IMPROVEMENTS	342,926	277,648	0	0	0
	501-400-8701-8002	STORM DRAIN LINING-CONST MGMT	0	0	17,653	0	0
	501-400-8701-8006	STORM DRAIN LINING - INSPECTION SVCS	0	0	1,480	0	0
	501-400-8701-8807	STORM DRAIN LINING - IMPROV	0	0	0	605,243	0
	501-400-8702-8004	STORM DRAIN REPAIR - ARCHITECT DSGN	0	0	89,718	54,520	0
	501-400-8702-8006	STORM DRAIN REPAIR - INSPECTION SVCS	0	0	0	35,000	0
	501-400-8702-8807	STORM DRAIN REPAIR - IMPROV	0	0	0	2,088,600	0
	501-400-8706-8004	ALTAMIRA CULVERT MOD - ARCHITECT DSGN	0	0	69,741	0	0
	501-400-8707-8002	STORM DRAIN DEF - CONST MGMT	0	0	0	78,620	0
	501-400-8707-8004	STORM DRAIN DEF - ARCHITECT DSGN	0	0	251,219	3,823	0
	501-400-8707-8005	STORM DRAIN DEF - ENGINEER SVCS	0	0	320	21,782	0
	501-400-8707-8807	STORM DRAIN DEF - IMPROV	0	0	0	1,769,900	0
	501-400-8708-8001	ALTAMIRA DRAINAGE - PROF/TECH	0	0	225,622	78,321	0
	501-400-8708-8099	ALTAMIRA DRAINAGE - MISC./OTHER	0	0	3,900	0	0

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

Sub-Program	Account #	Account Description	Actual FY14-15	Actual FY15-16	Actual FY16-17	YE Estimates FY17-18	Proposed FY18-19
	501-400-8710-8001	SAN RAMON - PROF/TECH	0	0	5,933	0	0
<b>Expenditure Subtotals</b>			<b>1,422,428</b>	<b>646,433</b>	<b>1,399,913</b>	<b>4,735,809</b>	<b>0</b>
To CIP	501-400-0000-9330	TRANSFERS OUT	362,360	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>362,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,784,788</b>	<b>646,433</b>	<b>1,399,913</b>	<b>4,735,809</b>	<b>0</b>

# **2019 FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

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## 2019 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.

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 FY18-19 through FY22-23 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

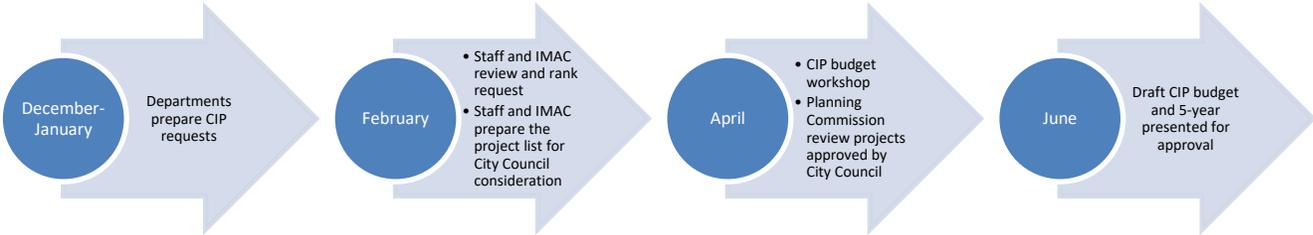
IMAC CIP Criteria

The criteria which is developed by IMAC for the CIP projects is based on the following:

- Compliance with the Federal/State law and local rules/regulations, and ordinances
- Safety and well-being of the residents and users of the public infrastructure
- City Council Goals and Objectives
- Enhancement of Quality of Life

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**

December-January	Departments prepare CIP requests
February	Public Works and IMAC reviews requests and develops list of projects based on the project priority ranking and subsequently reviews the projects and recommendations with the City Council
April	Recommended project to be included in the Five-Year Model and Draft Budget
April	Planning Commission Review
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. Detailed project sheets are contained in this program document for all projects included in the CIP. 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 future years.

**FY 18-19 Capital Budget and 5-year Capital Improvement Program**

Project Code	Project	PROPOSED 5-YR CAPITAL IMPROVEMENT PROGRAM				
		FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
	<b>Abalone Cove Landslide Abatement District (ACLAD) Sewer System</b>					
8202	ACLAD Sewer System Rehabilitation Program	250,000	450,000	450,000	450,000	450,000
	<b>Total ACLAD</b>	<b>250,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
	<b>Palos Verdes Drive South (PVDS) Landslide</b>					
8302	Portuguese Bend Landslide Area Resurfacing Program	600,000	600,000	650,000	650,000	700,000
8301	PVDS Realignment - East End	50,000	1,000,000			
	<b>Total PVDS Landslide</b>	<b>650,000</b>	<b>1,600,000</b>	<b>650,000</b>	<b>650,000</b>	<b>700,000</b>
	<b>Park Sites</b>					
8401	Recognition Wall	100,000				
8404	Coastal Bluff Fence Replacement Program	200,000	200,000	200,000	200,000	200,000
8420	Signage Program	249,000				
8418	Hesse Parking Lot & Lighting Improvements - Design	75,000				
8418	Hesse Parking Lot & Lighting Improvements - Construction	750,000				
8419	Hesse Athletic Field Improvement Project	450,000				
8417	Bubbles Restoration and Installation	75,000				
	<b>Total Park Sites</b>	<b>1,899,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
	<b>Public Buildings</b>					
8504	Citywide ADA Transition Plan	150,000	150,000	150,000	150,000	150,000
8405	Ladera Linda Community Center Final Design & Construction Drawing	300,000				
	<b>Total Public Buildings</b>	<b>450,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>

Project Code	Project	PROPOSED 5-YR CAPITAL IMPROVEMENT PROGRAM				
		FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
	<b>Right of Way and Traffic Control Devices</b>					
8001	Pavement Management Program Biennial Update	120,000		120,000		120,000
8801	Sidewalk Repair and Replacement Program	-	250,000	250,000	250,000	250,000
8804	Hawthorne Blvd. Beautification - Design	200,000				
8804	Hawthorne Blvd. Beautification - Construction	-	1,300,000			
8824	Silver Spur Rd. Transit Improvement - Design	50,000				
8824	Silver Spur Rd. Transit Improvement - Construction	450,000				
8808	Arterial Rehabilitation - Crenshaw Blvd	-	200,000	2,000,000		
8811	Arterial Rehabilitation - Indian Peak Rd	-	200,000	1,600,000		
8809	Western Av Traffic Congestion Improvements	100,000	3,200,000			
8811	Arterial Fences and Walls Standards - Citywide (Phase 2)	25,000				
8811	Arterial Fences and Walls Standards - Citywide Design (Phase 2)	-	75,000			
8811	Arterial Fences and Walls Standards - Citywide Construction (Phase 2)	-		1,000,000		
8815	Residential Street Rehabilitation Program Area 5 Design	-	500,000			
8815	Residential Street Rehabilitation Program Area 5 Construction	-		3,500,000		
8818	Residential Street Rehabilitation Program Area 8 Construction	3,500,000				
8819	Residential Street Rehabilitation Program Area 9 Design	-		500,000		
8819	Residential Street Rehabilitation Program Area 9 Construction	-			3,500,000	
8826	Residential Street Rehabilitation Program Areas 2&6 Design	-			500,000	
8826	Residential Street Rehabilitation Program Areas 2&6 Construction	-				3,500,000
8834	Residential Street Rehabilitation Program Areas 3&4 Design	500,000				
8834	Residential Street Rehabilitation Program Areas 3&4 Construction	-	3,500,000			
8828	Traffic/Transportation Improvements	500,000				
	<b>Total R/W and TCD</b>	<b>5,445,000</b>	<b>9,225,000</b>	<b>8,970,000</b>	<b>4,250,000</b>	<b>3,870,000</b>
	<b>Storm Water System - Storm Water Quality</b>					
8707	SDDIP Storm Drain Deficiency Improvement Program Various Locations - Design	250,000				
8709	Connector Pipe Screens	161,100				
	<b>Total Storm Water Quality</b>	<b>411,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total</b>	<b>9,105,100</b>	<b>11,625,000</b>	<b>10,420,000</b>	<b>5,700,000</b>	<b>5,370,000</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 Code	Project	Continuing Projects from FY 17-18
<b>Palos Verdes Drive South (PVDS) Landslide</b>		
8301	PVDS Realignment - East End	100,000
<b>Total PVDS Landslide</b>		<b>100,000</b>
<b>Public Buildings</b>		
8501	PVIC Exhibit Replacement/Renovation	216,000
8503	Civic Center Master Plan	227,300
8504	Citywide ADA Transition Plan	142,420
8405	Ladera Linda Community Center Final Design & Construction Drawing	246,534
<b>Total Public Buildings</b>		<b>832,254</b>
<b>Right of Way and Traffic Control Devices</b>		
8801	Sidewalk Repair and Replacement Program	250,000
8807	PVDE at Bronco Intersection Improvements	49,295
8807	PVDE at Bronco Intersection Improvements	452,800
8809	Western Av Traffic Congestion Improvements	200,000
8810	ADA Improvements - removal of sidewalk curb barriers	67,210
8811	Arterial Fences and Walls- Hawthorne Blvd. Removal Program (Phase 1)	285,924
8820	PVDW Median Improvements at Palos Verdes Estates	432,680
8821	Citywide Street Light Acquisition	785,280
8822	Western Avenue ALPR Project	560,000
<b>Total R/W and TCD</b>		<b>3,083,189</b>
<b>Storm Water System – Storm “Water Quality</b>		
8709	Connector Pipe Screens	251,100
8709	Connector Pipe Screens	600,000
<b>Total Storm Water Quality</b>		<b>851,100</b>
<b>Trails</b>		
8410	Conestoga Trail Connection	126,000
<b>Total Trails</b>		<b>126,000</b>
<b>Total</b>		<b>4,992,543</b>

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

The Abalone Cove Sewer Maintenance District is a unique system serving 113 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: 8202</b>	<b>Abalone Cove Sewer System Rehabilitation Program</b>
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**DESCRIPTION:** Abalone Cove Sewer System and Rate Study Rehabilitation Program – In (year), the City Council approved dedicating funds on a continuous basis to maintain the sewer system in Abalone Cove. The Public Works Dept. took this item to the City Council, on December 19, 2018, to consider reducing the City’s subsidy towards the cost of maintaining the sewer system. The future allocation for the rehabilitation of the sewer system will depend on how the rate is structured in the future. A rate analysis and public hearing to adjust the rate is required. Staff is reviewing the system, and the work needed to minimize the risk of a sewer overflow in this area, along with the associated costs as a first order priority.



<b>INFRASTRUCTURE CATEGORY:</b>	Abalone Cove Landslide Abatement District (ACLAD) Sewer System
<b>LOCATION:</b>	Portuguese Bend

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$325,000	125,000	50,000	50,000	50,000	50,000
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:	\$1,725,000	125,000	400,000	400,000	400,000	400,000
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$2,050,000</b>	<b>\$250,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	A Zero tolerance for sanitary sewer overflows has been adopted by the State of California. Accordingly, the City is obligated to maintain and improve the Sewer System to minimize the risk of sewer system overflows.
<b>KEY RISKS AND MITIGATION:</b>	If this program is not implemented, there will be additional maintenance cost in the long run to repair the system.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	12 years
<b>EST ANNUAL OPERATING COST:</b>	\$90,000

## **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 a continuously active landslide. 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: 8302</b>	<b>Annual 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 area.	
<b>INFRASTRUCTURE CATEGORY:</b>	Palos Verdes Drive South (PVDS) Landslide
<b>LOCATION:</b>	Palos Verdes Drive South

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$3,102,000	582,000	582,000	630,000	630,000	678,000
CONST MGMT & INSP:	\$98,000	18,000	18,000	20,000	20,000	22,000
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,200,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$650,000</b>	<b>\$650,000</b>	<b>\$700,000</b>
REVENUE SOURCES						
Proposition C						

<b>JUSTIFICATION:</b>	The City repaves Palos Verdes Drive South on an as needed 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 impacts to public health and safety in the landslide zone and could expose the City to claims due to failure to maintain the Public 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>	2018/2019
<b>USEFUL LIFE:</b>	12 months
<b>EST ANNUAL OPERATING COST:</b>	\$600,000

<b>PROJECT: 8301</b>	<b>PVDS - Realignment - East End</b>
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**DESCRIPTION:** The project consists of reconstructing approximately 800 feet of roadway located along Palos Verdes Drive South, at the east end of the Portuguese Bend Landslide. Due to the movement associated with the landslide, the road has encroached onto private property, and has developed an unsafe "S" configuration that needs to be eliminated. A subsurface/geotechnical analysis is proposed to be performed for the landslide section of Palos Verdes Drive South. This proposed study will determine what future measures can be incorporated to stabilize this 800' section of the Palos Verdes Drive South in the landslide.



<b>INFRASTRUCTURE CATEGORY:</b>	Palos Verdes Drive South (PVDS) Landslide
<b>LOCATION:</b>	Palos Verdes Drive South

<b>PROJECT COST ESTIMATES</b>						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$50,000	50,000	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:	\$1,000,000	0	1,000,000	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,050,000</b>	<b>\$50,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>REVENUE SOURCES</b>	
CIP Reserves	

<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 and remove the encroachment.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$200,000

## 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.”*

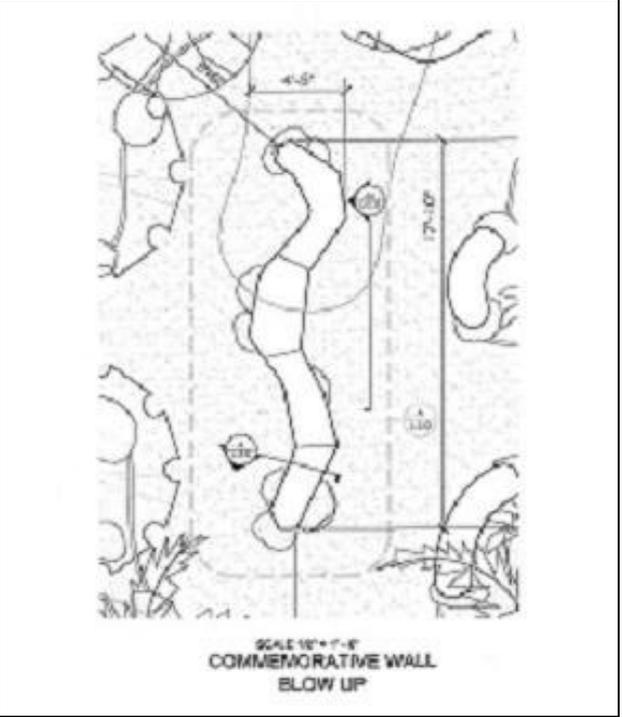
Many park sites and open space areas have been acquired throughout the City, and some have been developed for use by the general public. Other sites remain vacant or underutilized. The City Council approved the Vision Plan in September 2008 which outlines various trail and park projects, included in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

In 2014, the City Council directed staff to complete an update of the City’s 1989 Parks Master Plan. This process provided a comprehensive strategy for addressing the future use of the City’s parks, recreation and open space resources. Adopted in 2015, the Parks Master Plan serves as a long-range vision for the City’s recreation opportunities within a flexible framework, and reflects the changes in technology, demographics, economics, and shifting recreational trends.

The updated Parks Master Plan consolidates plans that existed 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 Conceptual Trails Network Plan.

<b>PROJECT: 8401</b>	<b>Recognition Wall</b>
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**DESCRIPTION:** This project would complete the design and construction of a recognition wall for citizens who have contributed to the betterment of the City of Rancho Palos Verdes. The design of the wall will allow for relocation if needed.



<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites
<b>LOCATION:</b>	City Hall Complex

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$90,000	90,000	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	
CIP Reserves	

<b>JUSTIFICATION:</b>	To provide a venue to recognize citizens who have provided meaningful contributions resulting in a betterment of life in Rancho Palos Verdes.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	30 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8404</b>	<b>Coastal Bluff Fence Replacement Program</b>
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**DESCRIPTION:** The scope of this project is to remove and replace all deteriorating fencing with a more durable material matching existing fence design and aesthetics.



<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites
<b>LOCATION:</b>	Entire length of cliff- and bluff-edges

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$100,000	20,000	20,000	20,000	20,000	20,000
CONTINGENCY:	\$0	0	0	0	0	0
<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>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	Safety of public along bluff top trails and as an identifying structure to allow area users to quickly identify bluff tops.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8420</b>	<b>Signage Program</b>	
<p><b>DESCRIPTION:</b> The City has established a Sign Replacement Program which consists of an inventory and assessment of all City-owned signs: regulatory, warning, guide, recreational, general information and street name signs located within the City rights-of-way. Data from this program will allow for better sign management and replacement.</p> <p><b>Is this work being performed in the Preserve? Yes</b></p>		
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites	
<b>LOCATION:</b>	Citywide	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</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:	\$239,000	239,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$249,000</b>	<b>\$249,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves						

<b>JUSTIFICATION:</b>	The City is required by the State of California and the Federal Highway Administration to establish and implement a sign assessment or management method to maintain minimum levels of sign retro-reflectivity.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	10 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8418</b>	<b>Hesse Parking Lot and Lighting Improvements Project</b>
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**DESCRIPTION:** The parking lot at Hesse Park is in need of resurfacing, redesigning and restriping. The scope of the project is to resurface the existing parking lot, construct a storage facility within the parking lot (to replace containers), and to enhance the readability and lighting of the parking lot.



<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites
<b>LOCATION:</b>	Hesse Park

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$75,000	75,000	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:	\$750,000	750,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$825,000</b>	<b>\$825,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
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CIP Reserves	
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<b>JUSTIFICATION:</b>	Several planters no longer have trees and create hazards for maneuvering vehicles.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8419</b>	<b>Hesse Park Athletic Field Improvement Project</b>	
<b>DESCRIPTION:</b> This project will create a sustainable athletic field. Existing turf and underlying soil/rocks will be removed, irrigation system will be improved to provide adequate coverage, top soil will be imported, turf installed and a maintenance program will be established to manage the field.		
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites	
<b>LOCATION:</b>	Hesse Park	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
PRELIM ENGINEERING:	\$50,000	50,000	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:	\$400,000	400,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves						

<b>JUSTIFICATION:</b>	Existing turf at the upper Hesse Park athletic field does not accommodate athletic activities given the existing soil conditions and irrigation configuration.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$6,000

<b>PROJECT: 8417</b>	<b>Bubbles Restoration and Installation</b>
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**DESCRIPTION:** The scope of this project is to restore and install the whale (Bubble) from Marineland which is currently being stored at the City waiting for a new home!



<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites
<b>LOCATION:</b>	Please add location

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$25,000	25,000	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:	\$50,000	50,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	To preserve local history and artifacts, the icon of Bubbles is to be on permanent display at PVIC.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	30 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 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: 8504</b>	<b>Citywide ADA Transition Plan</b>	
<b>DESCRIPTION:</b> The project will update the City's current ADA Transition Plan. Subsequent to the preparation of the Transition Plan, projects will be scheduled, cost determined and projects will be implemented annually.		
<b>INFRASTRUCTURE CATEGORY:</b>	Public Building	
<b>LOCATION:</b>	Various Locations	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
PRELIM ENGINEERING:	\$100,000	20,000	20,000	20,000	20,000	20,000
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:	\$650,000	130,000	130,000	130,000	130,000	130,000
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						

<b>JUSTIFICATION:</b>	This project will identify needed improvements in order to comply with ADA requirements. All City owned infrastructure including facilities are to be included in the updated compliance plan.
<b>KEY RISKS AND MITIGATION:</b>	State and Federal requirements require improvements to be addressed in accordance with the City's ADA accessibility plan.
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	30 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8405</b>	<b>Ladera Linda Community Center</b>
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**DESCRIPTION:** The scope of this project is to finalize the conceptual design and to prepare construction documents based on approved Master Plan.



<b>INFRASTRUCTURE CATEGORY:</b>	Public Buildings
<b>LOCATION:</b>	Ladera Linda Community Center

**PROJECT COST ESTIMATES**

CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$300,000	300,000	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>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
Quimby Funds	

<b>JUSTIFICATION:</b>	Inadequate infrastructure to meet the existing and future needs of the community. Park grounds and existing Community Center is not ADA compliant. Ladera Linda Community Center received an "F" rating during a recent building analysis assessment including electrical, mechanical, plumbing, roofing and structural systems.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	Contract out for design and construction documents
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	50 years
<b>EST ANNUAL OPERATING COST:</b>	\$5,000

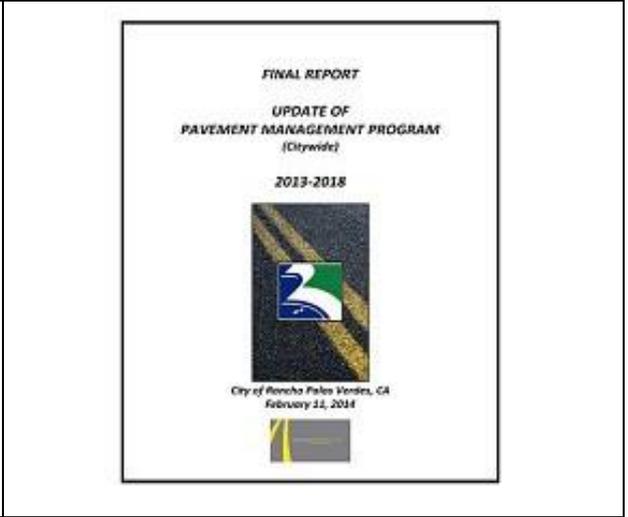
## **RIGHT OF WAY AND TRAFFIC CONTROL DEVICES**

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. 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 84.6 based upon the PMP report prepared by Bucknam Infrastructure Group, Inc. in 2016. 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: 8001</b>	<b>Pavement Management Program Biennial Update</b>
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**DESCRIPTION:** The Pavement Management Plan (PMP) is updated every two years to evaluate the condition of the City's roadway system and to identify Citywide Arterial and Residential Street Rehabilitation projects. The Metropolitan Transit Authority (Metro) requires the PMP update in order for the City to continue receiving Proposition C funds.



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Citywide

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$360,000	120,000	0	120,000	0	120,000
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>\$360,000</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$120,000</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	Evaluation of roadway surface condition and to satisfy Proposition C funding requirements.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	2 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8801</b>	<b>Sidewalk Repair and Replacement Program</b>
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**DESCRIPTION:** This project will repair damaged and uplifted sidewalk at various locations throughout the city



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Citywide

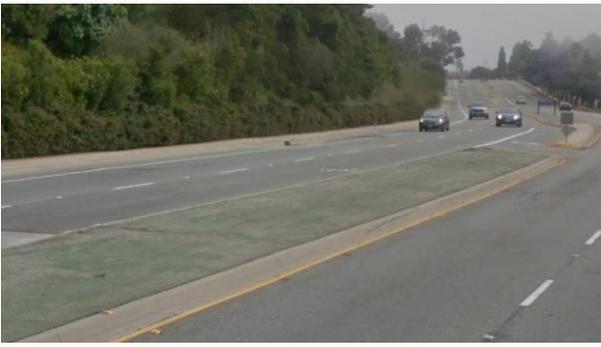
PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$0	0	0	0	0	0
ENVIRONMENTAL:	\$0	0	0	0	0	0
RIGHT-OF-WAY:	\$0	0	0	0	0	0
CAPITAL EQUIPMENT:	\$0	0	0	0	0	0
CONSTRUCTION:	\$1,000,000	0	250,000	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>\$1,000,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>

REVENUE SOURCES	
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Measure R	
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<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>	2019/2020
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$0

<b>PROJECT: 8804</b>	<b>Hawthorne Blvd Beautification Project</b>	
<b>DESCRIPTION:</b> The scope of this project to design for the beautification of Hawthorne Boulevards by removing the existing green asphalt in the median and installing drought tolerant landscaping with a series of bio-swales or other environmentally green design features to divert and to treat, pursuant to state water quality requirements and runoff from Hawthorne Blvd. There will be no irrigation system proposed as part of the improvements.		
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices	
<b>LOCATION:</b>	Hawthorne Blvd between PVDW to Crest Road	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</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:	\$1,300,000	0	1,300,000	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,500,000</b>	<b>\$200,000</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves						

<b>JUSTIFICATION:</b>	Beautification along arterial corridor, project requested by City Council.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$8,000

<b>PROJECT: 8824</b>	<b>Silver Spur Road Transit Improvement Project</b>	
<b>DESCRIPTION:</b> Proposition A (Transit) funds can only be used for transit related improvements. The City will utilize \$500,000 of the Proposition A funds on Silver Spur Road to construct bus landing areas, bus shelters, benches and ADA ramps. That road services Peninsula High School and the shopping center. Therefore, City of RHE and PV Transit have agreed that they would collaborate with RPV to make transit improvements along Silver Spur Road, however RPV will need to be the lead on this project.		
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices	
<b>LOCATION:</b>	Silver Spur Road from Montemalaga to Beechgate Drive	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
PRELIM ENGINEERING:	\$50,000	50,000	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:	\$450,000	450,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Proposition A						

<b>JUSTIFICATION:</b>	The scope will enhance the services that are provided to the Transit (Bus) users,
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8808</b>	<b>Crenshaw Blvd - Arterial Roads Rehab Project</b>
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**DESCRIPTION:** The scope of this project is to overlay Crenshaw Blvd with a rubber asphalt surface and make necessary repairs to existing curbs & gutter and sidewalks. Minor root pruning and ADA compliant access ramps will also be included. The infrastructure improvement project will also include updating traffic signs/signals, striping and curb painting. Typically, the City rehabilitates arterial roads every other year (every two years). Construction on this project may be a delayed since Cal Water is going to install new water mains/pipelines within the limits of this project. The City's project will start after Cal Water finishes their work which is currently scheduled to be done by summer of 2019.



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Crenshaw Blvd

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$200,000	0	200,000	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:	\$1,800,000	0	0	1,800,000	0	0
CONST MGMT & INSP:	\$200,000	0	0	200,000	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$2,200,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
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CIP Reserves	
Measure R	

<b>JUSTIFICATION:</b>	Maintaining the City's arterial roads...
<b>KEY RISKS AND MITIGATION:</b>	Project maintains council PCI directive.
<b>PROJECT BACKGROUND:</b>	Bi-annual Arterial resurfacing project.
<b>CONSTRUCTION START/FINISH:</b>	2019/2020
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

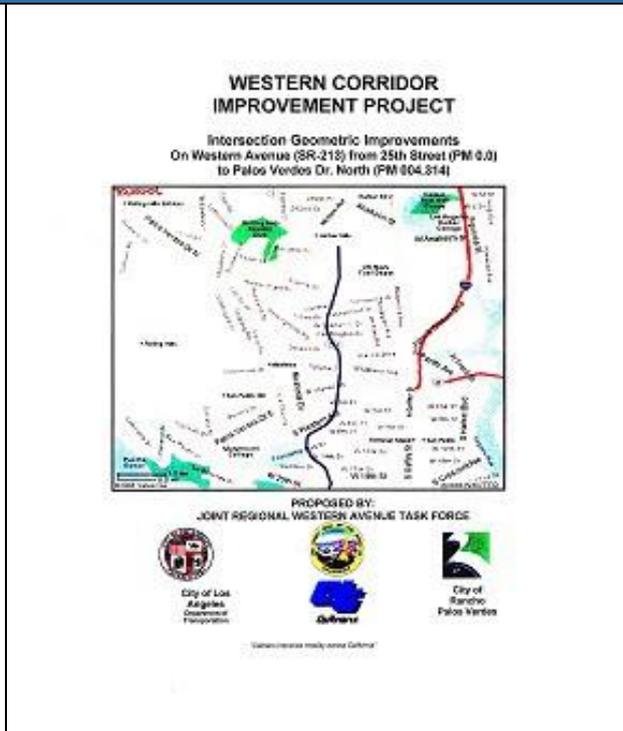
<b>PROJECT: 8802</b>	<b>Arterial Roads Rehab Project - Indian Peak</b>
<b>DESCRIPTION:</b> The project will resurface Indian Peak Road with a rubber asphalt surface and will include curb, gutter and sidewalk repairs. Minor root pruning and ADA compliant access ramps will also be included. The infrastructure improvement project will also include updating traffic signs, striping and curb painting. Typically, the City rehabilitates arterial roads every other year (every two years).	
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Indian Peak Road

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
PRELIM ENGINEERING:	\$200,000	0	200,000	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:	\$1,600,000	0	0	1,600,000	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$1,600,000</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves						

<b>JUSTIFICATION:</b>	Maintaining the City's arterial roads and maintaining a City Council directed Pavement Condition Index above 82 Citywide.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2019/2020
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8809</b>	<b>Western Avenue Traffic Congestion Improvements</b>
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**DESCRIPTION:** The project will implement the improvements as identified in the Western Avenue Corridor Study. The City will take a lead role in working with the Cities of Lomita and Los Angeles. The scope of this project consists of traffic signal equipment updates, traffic signal timing plan and interconnecting signals, computerized signal systems, potential alterations to the existing intersection geometrics, access improvements and parking management.



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Western Avenue from northern limits near Peninsula Verde to southern limits near Summerland

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$0	0	0	0	0	0
CONSTRUCTION:	\$3,000,000	0	3,000,000	0	0	0
CONST MGMT & INSP:	\$200,000	0	200,000	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,300,000</b>	<b>\$100,000</b>	<b>\$3,200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
Measure R	

<b>JUSTIFICATION:</b>	Delay reduction, improved mobility through the corridor.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$7,000

<b>PROJECT: 8811</b>	<b>Arterial Fences and Walls Standards (Phase 2), City Wide</b>
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**DESCRIPTION:** The arterial Fencing and Walls project consists of short-term and long-term solutions. The short-term solution, which is currently being implemented, is to remove deteriorating and unsafe fences and walls (including pilasters, dirt and debris) along Hawthorne Blvd. This project involves the long-term solution of developing an Arterial Fences and Walls Master Plan that initially identifies standards (height, material, & location), establishes the design for the replacement fencing and/or walls and preparing construction plans along Hawthorne or any arterial for future consideration by the City Council. The engineering will be performed in two stages: the first stage will establish standards (height, materials, and locations), the second stage will establish the structural design of the wall including the foundation of the wall.



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Major Arterials

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$100,000	25,000	75,000	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:	\$950,000	0	0	950,000	0	0
CONST MGMT & INSP:	\$50,000	0	0	50,000	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$1,100,000</b>	<b>\$25,000</b>	<b>\$75,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	City Council driven project to accomplish beautification of major arterials within the City.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	25 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8815</b>	<b>Residential Street Rehabilitation Program Area 5</b>
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**DESCRIPTION:** 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. Every year the City rehabilitates the residential roads on a 7-year cycle.



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Area 5

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$500,000	0	500,000	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:	\$3,340,000	0	0	3,340,000	0	0
CONST MGMT & INSP:	\$160,000	0	0	160,000	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$4,000,000</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$3,500,000</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
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CIP Reserves	
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<b>JUSTIFICATION:</b>	Failure to properly maintain residential roadways 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>	
<b>CONSTRUCTION START/FINISH:</b>	2019/2020
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8818</b>	<b>Residential Roadways Rehabilitation Program - Area 8</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. Every year the City rehabilitates the residential roads on a 7-year cycle.	
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Area 8 (Residential neighborhoods near Palos Verdes Drive East)

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$3,340,000	3,340,000	0	0	0	0
CONST MGMT & INSP:	\$160,000	160,000	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$3,500,000</b>	<b>\$3,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
REVENUE SOURCES						
CIP Reserves						

<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, one of 7 Zones of the residential rehabilitation program are scheduled for implementation annually. These projects will include micro-surfacing, slurry seal, overlay, curb and gutter repairs, sidewalk repairs and installation of ADA access ramps.
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8819</b>		<b>Residential Street Rehabilitation Program Area 9</b>	
<p><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. Every year the City rehabilitates the residential roads on a 7-year cycle.</p>			
<b>INFRASTRUCTURE CATEGORY:</b>		Right of Way & Traffic Control Devices	
<b>LOCATION:</b>		Area 9	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
PRELIM ENGINEERING:	\$500,000	0	0	500,000	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:	\$3,340,000	0	0	0	3,340,000	0
CONST MGMT & INSP:	\$160,000	0	0	0	160,000	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$4,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$3,500,000</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
CIP Reserves						

<b>JUSTIFICATION:</b>	Failure to properly maintain residential roadways 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>	
<b>CONSTRUCTION START/FINISH:</b>	2021/2022
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8826</b>	<b>Residential Street Rehabilitation Program Area 2&amp;6</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. Every year the City rehabilitates the residential roads on a 7-year cycle.	
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Area 2&6

PROJECT COST ESTIMATES						
CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$500,000	0	0	0	500,000	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:	\$3,340,000	0	0	0	0	3,340,000
CONST MGMT & INSP:	\$160,000	0	0	0	0	160,000
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$4,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$3,500,000</b>
REVENUE SOURCES						
CIP Reserves						

<b>JUSTIFICATION:</b>	Failure to properly maintain residential roadways 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>	
<b>CONSTRUCTION START/FINISH:</b>	2021/2022
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8834</b>	<b>Residential Roadways Rehabilitation Program - Area 3 &amp; 4</b>
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**DESCRIPTION:** The scope is to design the rehab the streets within area 3 & 4, including overlay, slurry, concrete repair on sidewalks, C&G, ramps and striping



<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Area 3 & 4

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$500,000	500,000	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:	\$3,340,000	0	3,340,000	0	0	0
CONST MGMT & INSP:	\$160,000	0	160,000	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$4,000,000</b>	<b>\$500,000</b>	<b>\$3,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	Failure to properly maintain residential roadways 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>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$1,000

<b>PROJECT: 8828</b>	<b>Traffic/Transportation Improvements</b>	
<b>DESCRIPTION:</b> This program pays for design and construction of any Traffic/ Transportation related items; such as speed analysis, traffic impact analysis, installation of traffic signal lights, actuated pedestrian crossings, etc.		
	<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way & Traffic Control Devices
<b>LOCATION:</b>	Please add location(s)	

<b>PROJECT COST ESTIMATES</b>						
<b>CATEGORY</b>	<b>TOTAL</b>	<b>2018/2019</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
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:	\$0	0	0	0	0	0
CONSTRUCTION:	\$400,000	400,000	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUE SOURCES</b>						
Proposition C						

<b>JUSTIFICATION:</b>	Traffic/ Transportation related improvements are necessary periodically.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	30 years
<b>EST ANNUAL OPERATING COST:</b>	\$5,000

## **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, in 2004 and updated it 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 City's first Master Plan of Drainage was completed in 1998 and updated in 2004. The 2004 update identified 38 potential projects, excluding storm drain lining, that required attention. These projects were completed in whole or in part as needed. In 2015, a new Master Plan of Drainage was completed. The new plan provides a comprehensive and current analysis of the drainage needs in the community and incorporates the new engineering standards disseminated by the LA County Flood Control District. The 2015 Plan identified 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.

The

table below 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 14,875 linear feet are corrugated metal pipes (CMP) and rank at the 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.

Storm Drain Video Inspection Summary				
Level Number	Condition	Linear Feet Inspected	% of Total	% CMP % RCP
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%	30% CMP
				70% RCP
Level 5	Severe defect	12,475	11%	80% CMP
				20% RCP
<b>Total Linear Footage</b>		<b>116,488</b>	<b>100%</b>	

<b>PROJECT: 8707</b>	<b>SDDIP Storm Drain Deficiency Improvements Various Locations - Design</b>
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**DESCRIPTION:** Design for the replacement or rehabilitation of existing underground storm sewer system (lateral pipes, main storm sewer pipes and box culverts) and drainage inlets, catch basins, and manholes which were identified in the 2015 Master Plan of Drainage.



<b>INFRASTRUCTURE CATEGORY:</b>	Storm Water System
<b>LOCATION:</b>	Various locations

PROJECT COST ESTIMATES						
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CATEGORY	TOTAL	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
PRELIM ENGINEERING:	\$250,000	250,000	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>\$250,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SOURCES	
CIP Reserves	

<b>JUSTIFICATION:</b>	The Master Plan of Drainage determined storm drain deficiencies. Design is necessary for rehabilitation.
<b>KEY RISKS AND MITIGATION:</b>	
<b>PROJECT BACKGROUND:</b>	
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	30 years
<b>EST ANNUAL OPERATING COST:</b>	\$5,000

<b>PROJECT: 8709</b>	<b>Connector Pipe Screen Project (SM Bay Prop 84 Program)</b>
<p><b>DESCRIPTION:</b> This project will retrofit 1,368 Catch Basins on the Peninsula (as required by the California Regional Water Quality Control Board, 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.</p>	
<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	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
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:	\$161,100	161,100	0	0	0	0
CONST MGMT & INSP:	\$0	0	0	0	0	0
CONTINGENCY:	\$0	0	0	0	0	0
<b>TOTAL:</b>	<b>\$161,100</b>	<b>\$161,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Local Match						
CIP Reserves						

<b>JUSTIFICATION:</b>	Santa Monica Bay Marine Debris TMDL requires CBs in this watershed to be retrofitted with CPS units by 2020. 2018 is year three 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>	Project is a requirement for 2012 MS4 Permit Order R4-2012-0175. The State Board awarded a grant for this on December 1, 2017.
<b>CONSTRUCTION START/FINISH:</b>	2018/2019
<b>USEFUL LIFE:</b>	20 years
<b>EST ANNUAL OPERATING COST:</b>	\$5,000

## **TRAILS**

The City of Rancho Palos Verdes began planning 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. 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.

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

## **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, and includes project status and identified funding sources.





## **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-TTT-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
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

PROGRAM #	PROGRAM NAME
0000	UNASSIGNED
1000	CITY ADMINISTRATION
1110	CITY COUNCIL
1200	LEGAL SERVICES
1210	LEGAL SERVICES - CITY ADMIN
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	TRAILS & OPEN SPACE MAINTENANCE
3151	PARKS MAINTENANCE
3160	SEWER MAINTENANCE
3170	STREET PAVEMENT MAINTENANCE
3180	STREET LANDSCAPE MAINTENANCE
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
4180	ANIMAL CONTROL
5000	RECREATION & PARKS
5110	RECREATION ADMINISTRATION
5120	OTHER RECREATIONAL FACILITIES
5121	EASTVIEW PARK
5122	OPEN SPACE MANAGEMENT

ACTIVITY #	ACTIVITY NAME	EXPENDITURE
400	EXPENDITURE	

PROGRAM #	PROGRAM NAME
5130	FRED HESSE JR. PARK
5171	CITY RUN SPORTS & ACTIVITIES
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
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
8202	ABALONE COVE SEWER REHABILITATION
8301	PVDS REALIGNMENT - EAST END
8302	PORTUGUESE BEND RESURFACING
8401	RECOGNITION WALL
8404	COASTAL BLUFF FENCE REPLACEMENT
8405	LADERA LINDA COMMUNITY CENTER
8417	BUBBLES RESTORATION
8418	HESSE PARKING LOT IMPROVEMENTS
8419	HESSE ATHLETIC FIELD IMPROVEMENTS
8420	SIGNAGE PROGRAM
8504	CITYWIDE ADA TRANSITION PLAN
8707	SDDIP STORM DRAIN DEFICIENCY IMPROVEMENTS
8709	CONNECTOR PIPE SCREENS
8804	HAWTHORNE BLVD BEAUTIFICATION
8809	WESTERN AVENUE TRAFFIC CONGESTION
8811	ARTERIAL FENCES AND WALLS
8818	RESIDENTIAL ROADWAY REHAB - AREA 8
8820	REACH PROGRAM IMPROVEMENTS
8824	SILVER SPUR ROAD TRANSIT IMPROVEMENTS
8828	TRAFFIC/TRANSPORTATION IMPROVEMENTS
8834	RESIDENTIAL ROADWAY REHAB - AREA 3 & 4
9000	EMERGENCY OPERATION
9101	EMERGENCY OPERATION CENTER

OBJECT #	REVENUE OBJECT NAME		
3100	TAXES	3304	STATE GRANTS - SECTION 2103
3101	GOLF TAXES	3305	STATE GRANTS - SECTION 2105
3102	PROPERTY TAXES - SECURED	3306	STATE GRANTS - SECTION 2106
3103	PROPERTY TAXES - UNSECURED	3307	STATE GRANTS - SECTION 2107
3107	PROPERTY TAXES - IN LIEU OF	3308	STATE GRANTS - SECTION 2107.5
3108	PROPERTY TAXES - RPTTF RDA	3309	STATE GAS TAX - SECTION 2031
3109	PROPERTY TAXES - OTHERS	3400	CHARGES FOR SERVICES
3110	PROPERTY TRANSFER TAXES	3401	ENGINEERING FEES
3111	FRANCHISE TAXES	3402	STORM DRAIN USER FEES
3112	SALES TAXES	3403	SEWER USER FEES
3113	SALES TAXES - PW (PSAF)	3404	SIDEWALK REPAIRS
3114	UTILITY USERS TAXES - ELEC.	3405	RECYCLING FEES
3115	UTILITY USERS TAXES - WATER	3406	WASTE REDUCTION FEES
3116	UTILITY USERS TAXES - GAS	3410	HIKING FEES
3117	UTILITY USERS TAXES - PHONE	3411	PARKING LOT FEES
3118	UTILITY USERS TAXES - MISC	3412	PROGRAM/EVENT FEES
3119	MISC. TAXES	3413	PVIC ADMISSION FEES
3120	TRANSIENT OCC. TAXES - MISC	3500	FINES & FORFEITURES
3121	TRANSIENT OCC. TAXES-TERRANEA	3501	TOW FEES
3200	LICENSES & PERMITS	3502	FALSE ALARM
3201	BUSINESS PERMITS	3503	TRAFFIC TICKETS
3202	BUILDING & SAFETY PERMITS	3504	CODE ENFORCEMENT CITATIONS
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	3701	PVIC SALES TAXABLE
3210	BUSINESS LICENSE TAXES	3800	INTER-FUND CHARGES
3211	BUSINESS LICENSE APP. FEES	3801	ADMINISTRATIVE OVERHEAD
3212	BUSINESS LICENSE PENALTY	3802	EMPLOYEE BENEFIT CHARGES
3213	PARKING PERMITS-OVERSIZED VEH.	3803	EQUIPMENT REPLACEMENT CHARGES
3214	PARKING PERMIT DECALS	3900	MISC. REVENUES
3215	PLANNING & ZONING PERMITS	3901	DONATIONS
3216	PLANNING INVESTIGATION FEES	3902	CASP FEES
3217	VIEW RESTORATION PERMITS	3903	DISCOUNT TAKEN
3218	PLANNING MISC. PERMITS	3904	RDA LOAN REPAYMENT
3219	ROW - MISC PERMITS	3905	REIMBURSE FOR PROPERTY DAMAGES
3220	ROW - DUMPSTER PERMITS	3906	SALES OF SIGNS/SERVICES
3300	INTER-GOVERNMENTAL REVENUES	3907	DEVELOPER FEES
3301	FEDERAL GRANTS	3908	RDA ADMINISTRATIVE FEES
3302	STATE GRANTS	3999	MISCELLANEOUS REVENUE
3303	LOCAL GRANTS		

OBJECT #	EXPENDITURE OBJECT NAME		
4100	SALARIES & WAGES	5109	LEGAL SERVICES - LITIGATION
4101	FULL-TIME SALARIES	5110	LEGAL SERVICES - CODE ENFORCE
4102	PART-TIME SALARIES	5111	PUBLIC SAFETY - TRAFFIC
4103	OVER-TIME SALARIES	5112	PUBLIC SAFETY - COASTAL
4104	EMPLOYEE BONUSES	5113	PUBLIC SAFETY- WESTERN
4105	LEAVE BUYOUT	5114	PUBLIC SAFETY - SUMMER
4200	EMPLOYEE BENEFITS	5115	PUBLIC SAFETY - SUPPLEMENTAL
4201	HEALTH/DENTAL/VISION INSURANCE	5116	PUBLIC SAFETY - PRESERVE
4202	FICA/MEDICARE	5200	REPAIR & MAINTENANCE SERVICES
4203	CALPERS RETIREMENT	5201	REPAIR & MAINTENANCE SERVICES
4204	WORKERS' COMPENSATION	5300	UTILITY SERVICES
4205	OTHER BENEFITS	5301	TELEPHONE
4206	H.S.A. CONTRIBUTION	5302	WATER
4207	CALPERS UNFUNDED LIABILITIES	5303	GAS
4300	MATERIALS & SUPPLIES	5304	ELETRIC
4310	OPERATING MATERIALS & SUPPLIES	5305	WIRELESS
4311	POSTAGE	6000	TRAVEL & CONFERENCES
4312	INVENTORY	6001	MEETINGS & CONFERENCES
4313	FUELS/GASOLINE	6002	TRAVEL/MILEAGE REIMBURSEMENT
4400	NON-CAPITAL EQUIPMENT	6100	TRAINING & EDUCATION
4401	COMPUTERS	6101	TRAINING
4402	AUDIO VISUALS	6102	PUBLICATIONS/JOURNALS
4600	DUES & MEMBERSHIPS	6103	TUITION REIMBURSEMENT
4601	DUES & MEMBERSHIPS	6200	INTER-FUND CHARGES
4700	LIABILITIES INSURANCE	6201	EQUIPMENT REPLACEMENT CHARGES
4701	INSURANCE PREMIUM	6202	EMPLOYEE BENEFIT CHARGES
4800	DEPRECIATION EXPENSES	6203	ADMINISTRATIVE OVERHEAD
4801	FURNITURE & EQUIPMENT DEP	7000	DEBT SERVICES
4802	VEHICLES DEPRECIATION	7101	PRINCIPAL
4803	INFRASTRUCTURE DEPRECIATION	7102	INTEREST EXPENSES
4900	OTHER MISC. EXPENSES	8000	CIP/FIXED ASSETS
4901	MISC. EXPENSES	8100	EQUIPMENT & FURNITURE
5000	SERVICES	8101	EQUIPMENT & FURNITURE
5100	PROFESSIONAL/TECHNICAL SERVICE	8200	VEHICLES
5101	PROFESSIONAL/TECHNICAL SERVICE	8201	VEHICLES
5102	ADVERTISING	8400	BUILDINGS & IMPROVEMENTS
5103	PRINTING/BINDING	8401	BUILDINGS
5104	MERCHANT FEES	8402	BUILDING IMPROVEMENTS
5105	INTEREST EXPENSES	8800	INFRASTRUCTURES
5106	RENTS & LEASES	8801	INFRASTRUCTURES
5107	LEGAL SERVICES - GENERAL	8802	OTHER IMPROVEMENTS
5108	LEGAL SERVICES - LABOR NEG.	8803	LAND

**RESOLUTION NO. 2018-36**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES APPROVING A BUDGET APPROPRIATION AND ADOPTING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2018-2019**

WHEREAS, on June 19, 2018, the City Council conducted an advertised Public Hearing to receive public input regarding the budget for FY 18-19;

BE IT, THEREFORE, RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES:

Section 1: That a revenue and expenditure/expense budget is hereby adopted. The adopted budget, by fund, is per Exhibit A with a total Estimated Ending Fund Balance of \$51,965,081 for all City funds as of June 30, 2019, exclusive of the City's Improvement Authorities.

A. The City Manager is authorized to transfer certain Budget Appropriation Balances within functions and/or programs when deemed necessary to do so in accordance with Chapter 3.32 of the Rancho Palos Verdes Municipal Code.

B. City Council approval will be required for any significant changes involving increased or decreased service levels.

C. The Director of Finance shall be responsible for constant monitoring of the budget and shall establish and implement appropriate control mechanisms necessary for said purpose, after approval by the City Manager.

Section 2: The FY 18-19 Revenue Budget is hereby adopted, establishing the following revenue and internal service fund contribution levels:

GENERAL	\$ 30,923,100
BEAUTIFICATION FUND	5,000
CIP	285,500
GAS TAX	1,798,600
1972 ACT	300
EL PRADO LIGHTING	2,500
CDBG	139,300
1911 ACT	628,000
WASTE REDUCTION	211,700
AIR QUALITY MANAGEMENT	50,900
PROPOSITION C	702,400
PROPOSITION A	849,400
PUBLIC SAFETY GRANTS	131,000
MEASURE R	545,400
MEASURE M	592,100
FEDERAL GRANTS	453,800
STATE GRANTS	600,000
HABITAT RESTORATION	12,400
SUBREGION 1 MAINTENANCE	8,100
MEASURE A	91,100
ABALONE COVE SEWER DISTRICT	57,000
GINSBURG CULTURAL ARTS BUILDING	900
DONOR RESTRICTED CONTRIBUTIONS	17,000
QUIMBY	73,000
LOW-MODERATE INCOME HOUSING	44,700
AFFORDABLE HOUSING IN LIEU	6,200
ENVIRONMENTAL EXCISE TAX	116,800
BICYCLE & PEDESTRIAN ACCESS	34,500
WATER QUALITY/FLOOD PROTECTION	-
<b>TOTAL GOVERNMENTAL &amp; ENTERPRISE FUND REVENUES</b>	<b>\$ 38,380,700</b>

EQUIPMENT REPLACEMENT	\$ 327,200
<b>TOTAL INTERNAL SERVICE FUND REVENUES</b>	<b>\$ 327,200</b>

Section 3: The FY17-18 Budget is hereby adopted, establishing the following transfers into the following funds:

GENERAL	\$ 220,000
CIP	4,835,700
<b>*TOTAL OPERATING TRANSFERS IN</b>	<b>\$ 5,055,700</b>

\*Does not include \$25,000 transfer in for Improvement Authority - Abalone Cove and \$20,000 transfer in for Improvement Authority - Portuguese Bend

Section 4: The FY17-18 Budget is hereby adopted, establishing the following transfers from the following funds:

GENERAL	\$ 4,564,700
PUBLIC SAFETY GRANTS	130,000
FEDERAL GRANTS	316,000
MEASURE A	90,000
<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>\$ 5,100,700</b>

Section 5: The FY17-18 Operating and Capital Improvement Budget Programs are hereby adopted, establishing the following allocations.

City Council	\$ 154,600
City Manager	856,500
Legal Services	925,000
City Clerk	621,200
Community Outreach	75,100
RPV TV	289,400
Personnel	365,600
Finance	1,606,100
Information Technology - Data	1,119,400
Information Technology - Voice	113,000
Public Safety - Sheriff Services	6,318,500
Special Safety Programs	868,600
Emergency Preparedness	196,100
Public Works Administration	2,767,300
Traffic Management	502,000
Storm Water Quality	606,000
Public Building Maintenance	679,900
Parks Maintenance	680,000
Trails & Open Space Maintenance	636,000
Vehicle Maintenance	61,000
Sewer Maintenance	69,000
Community Development Administration	706,400
Planning	1,019,900
Building & Safety Services	995,100
Code Enforcement	307,800
View Restoration/Preservation	371,100
NCCP	50,000
Geology	150,000
Animal Control	136,000
Recreation Administration	1,041,400
Other Recreation Facilities	57,500
Eastview Park	5,000
Open Space Management	264,400
Fred Hesse Jr. Park	225,800
Robert E. Ryan Park	120,700
Ladera Linda Community Center	106,400
Abalone Cove Shoreline Park	123,100
Special Events	237,700
City Run Sports & Activities	9,200
Point Vicente Interpretive Center	546,200
REACH	95,300
Recreation Support Services	22,400
Non-departmental	1,323,200
<b>SUBTOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 27,424,900</b>

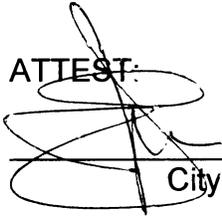
Street Maintenance - Pavement Management	\$ 350,000
Street Maintenance - Non-Pavement	1,158,800
Traffic signal maintenance	40,000
Portuguese Bend Rd. maintenance	70,000
<b>SUBTOTAL GAS TAX FUND EXPENDITURES</b>	<b>\$ 1,618,800</b>

CIP	\$ 7,105,100
BEAUTIFICATION	-
1972 ACT	-
EL PRADO LIGHTING	800
1911 ACT	617,000
WASTE REDUCTION	317,100
AIR QUALITY MANAGEMENT	50,000
PROPOSITION C	1,100,000
PROPOSITION A	1,148,300
MEASURE R	100,000
MEASURE M	536,000
FEDERAL GRANTS	-
STATE GRANTS	-
HABITAT RESTORATION	179,500
SUBREGION 1 MAINTENANCE	46,800
ABALONE COVE SEWER DISTRICT	429,600
DONOR RESTRICTED CONTRIBUTIONS	25,000
COMMUNITY DEVELOPMENT BLOCK GRANT	-
QUIMBY	300,000
BICYCLE & PEDESTRIAN ACCESS	-
WATER QUALITY/FLOOD PROTECTION	-
<b>SUBTOTAL OTHER FUNDS EXPENDITURES</b>	<b>\$ 11,955,200</b>

EQUIPMENT REPLACEMENT	\$ 1,775,200
<b>SUBTOTAL INTERNAL SERVICE FUNDS EXPENDITURES</b>	<b>\$ 1,775,200</b>

PASSED, APPROVED and ADOPTED the 19<sup>th</sup> day of June 2018.

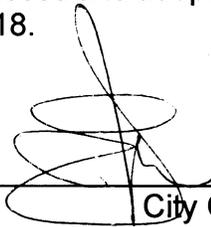
ATTEST:

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Mayor

State of California                    )  
County of Los Angeles            )  
City of Rancho Palos Verdes    )

I, Emily Colborn, City Clerk of the City of Rancho Palos Verdes, hereby certify that the above Resolution No. 2018-36 was duly and regularly passed and adopted by the said City Council at regular meeting thereof held on June 19, 2018.

  
\_\_\_\_\_  
City Clerk

*intentionally left blank*