



CITY OF RANCHO PALOS VERDES

ADOPTED BUDGET  
FISCAL YEAR 2016-2017





RANCHO PALOS VERDES

## **CITY BUDGET FY 2016-2017**

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### **CITY OFFICIALS**

Ken Dyda  
Mayor

Brian Campbell  
Mayor Pro Tem

Susan Brooks  
Councilwoman

Jerry Duhovic  
Councilman

Anthony M. Misetich  
Councilman

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### **CITY STAFF**

Doug Willmore  
City Manager

Gabriella Yap  
Deputy City Manager

Michael Throne  
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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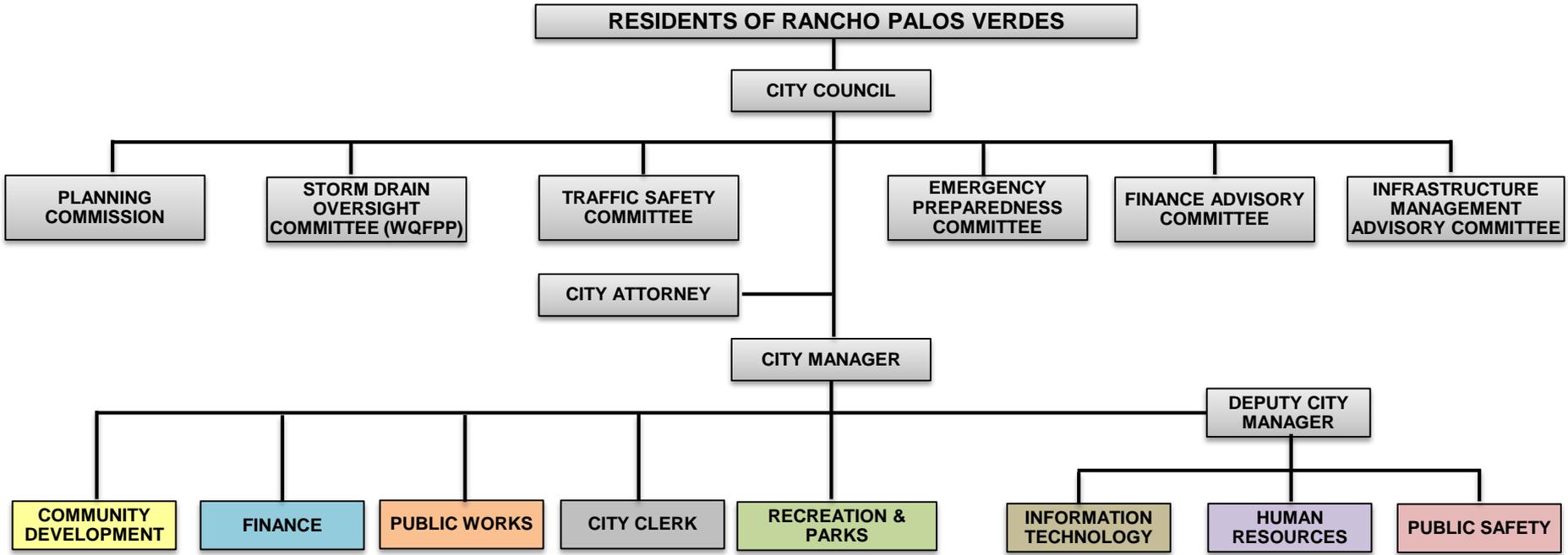
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## **BUDGET OVERVIEW**

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## **FISCAL YEAR 2016-17 BUDGET TRANSMITTAL**

June 21, 2016

Honorable Mayor and Members of the City Council

Re: Submittal of FY 2016-17 Budget

It is with great pleasure that I present to the City Council and community the Fiscal Year 2016-17 Adopted Budget. With the Council's direction, staff was able to produce a balanced budget that prioritizes Fiscal Responsibility, Public Safety, Infrastructure Investment, Transparency, and Exceptional Customer Service. Andy Warhol once wrote: "They say that time changes everything, but you actually have to change them yourself." So, while I am presenting a budget that preserves that best of RPV City Government, it is also about change.

The Adopted Budget, excluding Improvement Authorities, of \$44,197,500 in Expenditures and \$39,853,000 in Revenues. The gap between expenditures and revenues are offset by fund balances. The General Fund Expenditures of \$28,433,900 is offset by General Fund Revenues of \$28,804,000.

The City began the budget process by holding a Budget Workshop on April 11, 2016. During this session, staff presented assumptions and estimates that would be used to develop the FY 16-17 Operating Budget, and identified additional items for funding consideration and projects to be included in the FY 16-17 Preliminary Budget. Based on Council decisions at this workshop, staff created the first draft of the Preliminary Budget. A second Budget Workshop was held on May 31, 2016. At this meeting, staff presented an updated FY 16-17 Preliminary General Fund budget that included the changes Council identified in the April 11th workshop including the Preliminary Budget for all other funds and the Draft Five-Year Capital Improvement Program. The final City-wide Preliminary Budget was presented at the regular Council meeting on June 6, 2016.

### **Economic Outlook**

Based in a 2016 economic forecast developed in a partnership between Loyola Marymount University and Beacon Economics, LLC, researchers at both organizations found evidence of growth at the Los Angeles, California and national level.

The forecast concluded the following:

Nationally, the economy is growing slowly but steadily. Beacon Economics forecasts U.S. GDP growth in the 2.5 percent range for 2016 and a decrease in the unemployment rate to just under 5 percent.

Across California last year, for the fourth year in a row, jobs were added at a faster pace than in the nation. The year ahead promises to be a continuation of that expansion with 2016 job growth in the state forecast at just over 2 percent.

The outlook for the Los Angeles County economy remains positive, with local employment projected to grow by 1.7% through the end of 2016. But unemployment is also forecast to increase slightly, to 6 percent. 35 percent of Angelinos expect unemployment to rise.

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

### **FY 15-16 General Fund**

At the end of FY 15-16, the General Fund revenues will end about \$732,000 or 2.6% higher at yearend than the adopted budget. Primarily driven by increases in Transient Occupancy Tax (TOT), Franchise Tax and Utility Users Tax. During FY 2015-16, the General Fund transferred over \$10 million to Capital Improvement Program Fund. The transfers included, \$5 million of TOT, \$2.2 million from FY 14-15 favorable variance between the adopted budget and actuals and the remaining \$2.8 million is one-time transfer for street maintenance.

At the close of FY 2015-16, General Fund expenditures are expected to total \$20.86 million, approximately \$300,000 below what was appropriated for the budget. Much of the expenditure savings was the result of position vacancies and savings in non-personnel. The estimated ending fund balance after accounting for the required 50% reserve is \$1.7 million. (Table 1)

As we look back at Fiscal Year 2015-16, the City had many accomplishments, notably:

- OpenGov implementation for unprecedented levels of financial transparency.
- Permit Parking installed in Del Cerro neighborhood to maintain quality of life.
- Public Safety Action Plan adopted to aggressively reduce burglary crime in RPV. Included RPV leading the peninsula cities to implement expanded Automated License Plate Recognition (ALPR) program. In addition a joint Surveillance and Apprehension Team (SAT) Detective began April 2016.
- "Zero Tolerance" campaign for motorcycles and speeders in the Switchback area
- Civic Center - Opened discussions with Sheriff (with positive feedback) on creating a new substation to RPV City hall site.
- Memorandum of Understanding (MOU) adopted between the City and the Rancho Palos Verdes Employee Association that was budget neutral.

- Through successful negotiation, the City reduced the cost of overtime by ending the practice of paying overtime to senior exempt professionals, saving the City over \$100,000/year.
- Recruited accomplished executive staff including Deputy City Manager, Finance Director, and Community Development Director.
- Capital project implementation – Successfully on track to fully plan, expend, and implement CIP appropriated budget and complete projects as opposed to rolling over projects year after year after year. RPV is on track to obligate and/or complete all budgeted CIP projects for the first time in many years.
- Wireless ordinance drafted and enacted with maximum community input.
- Graffiti Protective Coatings contract implemented to provide rapid response and mobile phone app to RPV.
- Laserfiche Document Portal installed with virtually all City documents and contracts available and searchable online.
- City Council Agenda published on Tuesdays – two days earlier than previous practice.
- City Attorney RFP issued and new City Attorney appointed by Council
- IT service Provider RFP resulting in Prosum providing expertise, capacity, and systems to support City services to residents
- GIS System implemented as a repository for land based City asset information, including a portal with information of interest to the public.
- Cityworks Computerized Maintenance Management System deployed allowing Public Works to better track and report on work orders and maintenance activities.
- Broadcast equipment upgrades to modern digital recording and broadcast equipment at Hesse Park and RPVtv station.

Table 1

<b>General Fund (in millions)</b>	
Estimated Beginning Fund Balance	\$15.1
Add: Revenues (including transfers in)	28.5
Subtotal	43.6
Less: Year-end Estimated Expenditures	(20.9)
Less: TOT Transfers Out	(5.0)
Less: Prior Year Favorable Expenditure Variance (Transferred to CIP)	(2.2)
Less: Other Transfers Out	(3.3)
Estimated General Fund Balance 6/30/2016	12.2
Less: 50% Policy Reserve	(10.5)
<b>Estimated Unrestricted Surplus/(Deficit)</b>	<b>1.7</b>

## **FY 16-17 General Fund Budget**

The General Fund continues to be the largest City fund, bolstered primarily by robust property values and steady increase growth in Transient Occupancy Tax (TOT). Property Tax growth within the City will remain strong and consistent for the next fiscal year. The estimated growth forecasted for 16-17 is approximately 4.0%, a slightly higher growth than the normal 2.0% CPI growth estimated by the assessor. This is a very reliable revenue source and comprises about 41% of the General Fund revenues. TOT is expected to increase by more than 6% based on the growth trend the past three years and forecasted amounts from the local industry. Additionally, according to the Los Angeles County Economic Development Corporation's February 2016 report, California's major tourism markets are expected to see gains through 2016.

On the expenditure side, the City has set conservative fiscal policies including transferring TOT to capital projects to invest in the City's infrastructure. For FY 16-17, this is equivalent to a transfer of \$5 million from the General Fund to the Capital Program Fund. The FY 16-17 expenditure budget is increasing approximately 9%, with a majority of the increase in the Law Enforcement category. Additional personnel and patrols were added to the contract, heightening the Sheriff presence in the City as outlined below:

### **Public Safety**

- Added a Surveillance and Apprehension Team (SAT) Detective of \$326,000.
- The SAT Detective was added in April 2016 and is jointly shared by the RPV, Rolling Hills, and Rolling Hills Estates. This item was added as part of the City's Public Safety Strategic Plan and also recommended by the Regional Law Enforcement Committee to continue combating crime on the Peninsula.
- Increased hours of law enforcement in the Preserve which increased expenditures of \$354,000.
- The Preserve Enforcement was changed from the Mountains Recreation and Conservation Authority to the Sheriff's Department over and above ranger costs, including a one-time increase for vehicle and equipment of \$82,000
- Added a Public Safety Administrative Analyst II for an increase of \$92,000 because the Council requested a position to support public safety efforts and lead the Neighborhood Watch program, ensuring that more residents are being reached through technology and social media efforts.

The FY 16-17 Adopted Budget for the General Fund is revenues of \$28,804,000 and expenditures of \$28,433,900, including all transfers. As shown below in Table 2 the estimated excess Fund Balance at the end of FY 16-17 is \$1.1 million (net of the 50% reserve).

Table 2

General Fund (in millions)	
Estimated Beginning Fund Balance	\$12.2
Add: Revenues (including transfers in)	28.8
Subtotal	41.0
Less: FY 2016-17 Preliminary Expenditures, net of transfers out	(23.0)
Less: TOT Transfers out	(5.2)
Less: Other transfers out	(0.2)
Estimated General Fund Balance 6/30/2017	12.6
Less: 50% Policy Reserve	(11.5)
Estimated Unrestricted Surplus/(Deficit)	1.1

### **Potential Challenges**

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

- Separate Storm Sewer Systems (MS4) requirements will continue to pose a challenge as more resources will be required to meet these high standards. In FY 16-17, the City is required to implement the Coordinated Integrated Monitoring Program (CIMP) costing \$178,000 to monitor, analyze and report water quality wet and dry events, as well as the Enhanced Watershed Management Program (EWMP) costing \$137,700.
- Some experts expect inflation to increase moderately, which could lower construction and building activity. Correspondingly, it could also make pricing for capital projects more competitive.
- The beauty of RPV, along with social media, has made RPV a destination in Southern California and brought about significantly more visitors. This has produced dramatic negative impacts on certain neighborhoods. The City will need to continue to make efforts to channel tourists to specific areas like the hotels and golf courses and manage parking and visitation to maintain the quality of life for residents.

### **Capital Improvement Plan**

Recognizing the need for preventative maintenance and repairs to preserve City facilities and infrastructure, the City Council conscientiously funded many capital projects. The FY 16-17 budget contains \$18.9 million in capital improvements, \$11.2 million of which is new projects and the remainder are encumbered from FY 15-16. Almost \$7 million of the funding for new projects is from Capital Reserve funds.

The Infrastructure Management Advisory Committee (IMAC) and Staff spent significant efforts preparing project data sheets to clearly lay out each project in great depth for the Council's consideration. The objectives of the CIP include: Streets with a Pavement Condition Index (PCI)

grade of “very good” with no deferred maintenance; A safe and reliable sewer system in the Abalone Cove Landslide Abatement District; Rehabilitating or replacing old, worn-out, failure-prone local stormwater drainage systems; Constructing and completing Council-approved local park developments; and Master planning of the Civic Center/public safety site.

**Summary**

Staff has prepared a balanced budget for FY 2016-17. This document provides a funding plan that will allow the City to continue to provide enhanced level of services to the community. The FY16-17 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 want to point to something that Hellen Keller once said: “Alone we can do so little; together we can do so much.” The strength of RPV has always been in its shared commitment and shared values. The Committees and Commissions, and the residents all gave significant input on the budget to help make it a better document. Informed by that input, the City Council provided direction and guidance to staff. I thank all of you for your collaboration. And, finally, I would also like to thank our Staff for their continued professionalism, commitment and hard work. Working together, you all played a valuable part in helping the City to prepare this budget.

Sincerely,



Doug Willmore  
City Manager



## PROFILE OF RANCHO PALOS VERDES

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



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



## City Governance

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

## Demographics

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

## Service Delivery

The City maintains a small staff of 64 full-time employees, and about 38 part-time employees working about 59,300 hours annually (about 29 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.



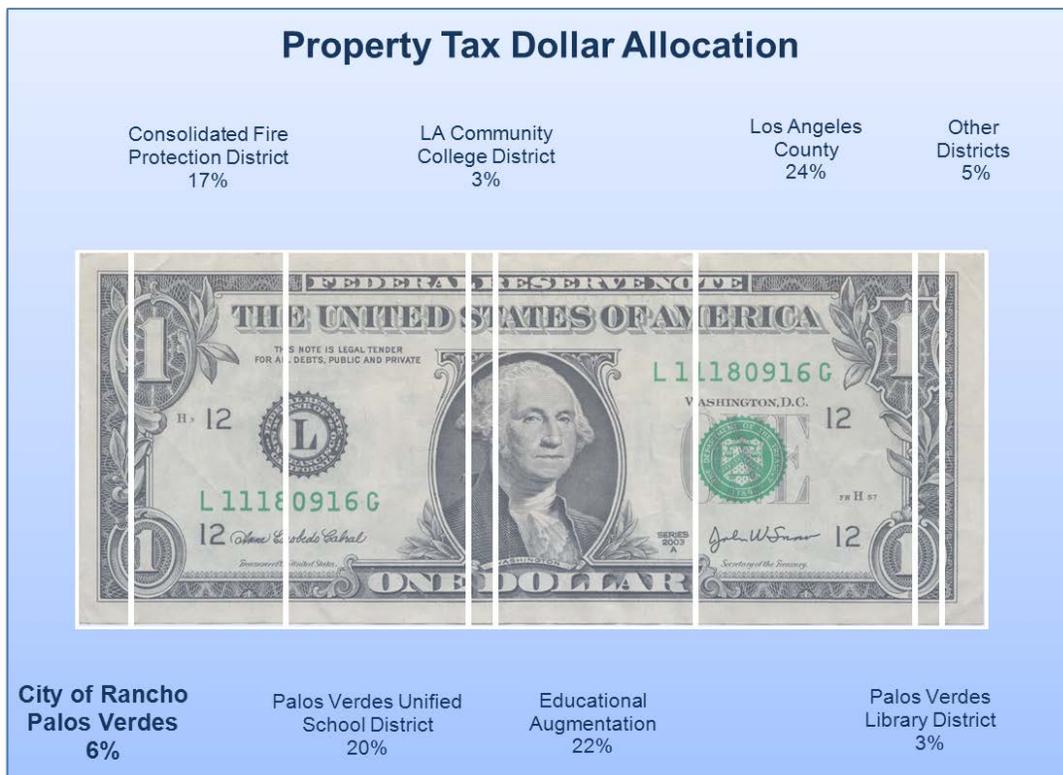
## Reporting Entity

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 \$28.6 million. About \$11.7 million (or 41%) 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 \$8.8 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). Although about \$5.5 million of this revenue is transient occupancy tax, it is not used for the operating budget, rather this revenue source is used for infrastructure improvements. The City Council has a history of conservative fiscal practices, including balanced annual operating budgets.

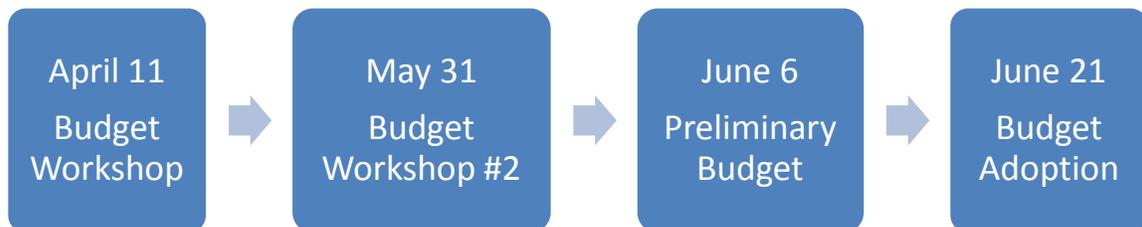
The City Council adopts budgets for 27 other funds (4 restricted by the City Council and 23 legally restricted) that are expected to account for annual revenue of about \$5.6 million in FY16-17 (excluding inter-fund transactions). The Improvement Authority Board adopts budgets for 2 legally restricted funds that are primarily funded with General Fund transfers and interest earnings, and are expected to expend about \$0.2 million in FY16-17.

At June 30, 2015, the City had total assets of \$223.6 million, including \$61.6 million of cash and \$150.6 million of capital assets (net of depreciation). Total liabilities were \$12.6 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 many current service levels. The City Council builds the remainder of the draft budget.

On April 11, 2016, the City Council provided direction regarding preparation of the draft FY16-17 General Fund budget. On May 31, 2016, the City Council provided further direction on the draft FY16-17 General Fund budget along with reminder of the budget, including the five-year Capital Improvement Plan (CIP). On June 6, 2016, the City Council conducted a review of the entire draft budget document and provided additional direction. On June 21, 2016, the City Council held a public hearing and adopted the budget for FY16-17.



### 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 2017 Five-Year Capital Improvement Plan adopted by the City Council is included in the Capital Improvement Plan section. The Appendix has additional references to assist the public with Finance terminologies, funds, chart of accounts and the Budget Resolution.

## FINANCIAL ANALYSIS & ECONOMIC OUTLOOK

### Recognition of Revenues & Expenditures

#### *Governmental Funds*

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

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

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

### Financial Policies

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

#### *Reserve Policy*

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

<b>Fund</b>	<b>Reserve Policy</b>	<b>Amount</b>	<b>June 30, 2017</b>	<b>(Deficiency)</b>
General Fund	50% of budgeted annual expenditures.	11,493,950	13,308,325	1,814,375
Prop C (formerly in Street Maintenance Fund)	One year of road maintenance in the landslide area of the City.	538,000	954,098	416,098
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.	165,880	1,283,112	1,117,232
Subregion 1	Nonspendable developer endowment.	750,000	756,196	6,196
CIP	Emergency or future projects. Funded with General Fund money equivalent to annual transient occupancy tax and prior year favorable General Fund expenditure variance (if applicable).	3,000,000	19,569,407	16,569,407
Equipment Replacement	Estimated replacement cost of capitalized equipment held.	2,310,834	2,310,834	-

### *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 FY15-16 General Fund budget follows.

<b>FY16-17 General Fund Budget</b>	<b>Recurring</b>	<b>One-Time</b>	<b>Total</b>
Revenue	\$ 28,549,000	\$ 65,000	\$ 28,614,000
Transfers From Other Funds	190,000	-	190,000
Expenditures	(22,744,600)	(243,300)	(22,987,900)
Transfers to Other Funds	(5,446,000)	-	(5,446,000)
<b>FY16-17 Net Excess General Fund Reserve</b>	<b>\$ 548,400</b>	<b>\$ (178,300)</b>	<b>\$ 370,100</b>

### *Annual Investment Policy*

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

### *Five-Year Financial Model*

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

### *Five-Year Capital Improvement Plan*

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

### *Audit Committee*

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

### *Purchasing Ordinance*

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

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

### *Travel and Meetings*

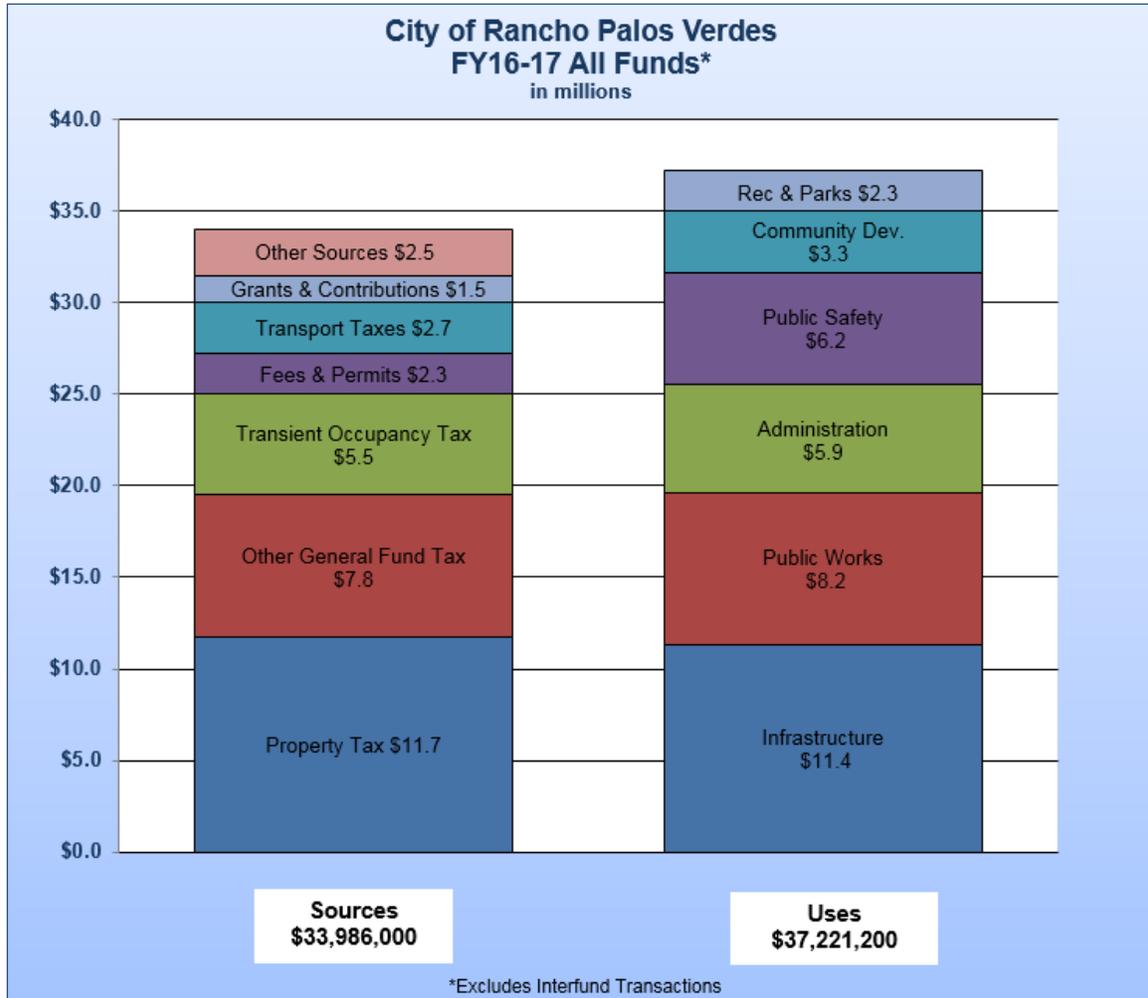
To assure the needs of the City are being met while limiting unnecessary expenditures, the City Council adopted Policy No. 16 outlining the procedures for travel and meeting expenses incurred by the City Council and its Committees/Commissions.

### *Midyear Budget Review*

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

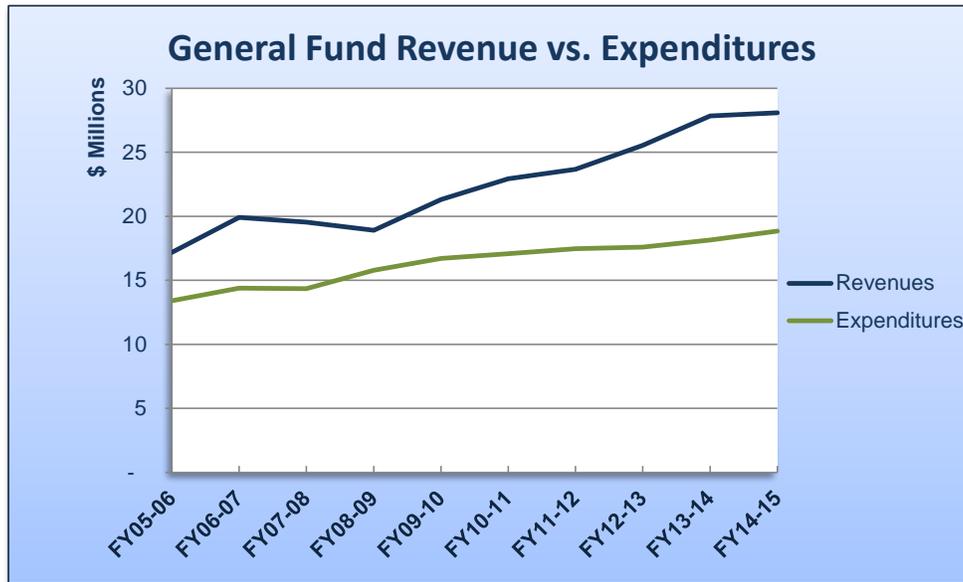
## Overview of Sources & Uses

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



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

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



City Council and Staff have worked together to manage costs, balancing expenditures against revenue. Over the last ten years, General Fund revenue has increased an average of 5.5% annually, and expenditures have increased an average of 4.9% annually; enabling the City to fund infrastructure improvements with excess revenue.

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

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

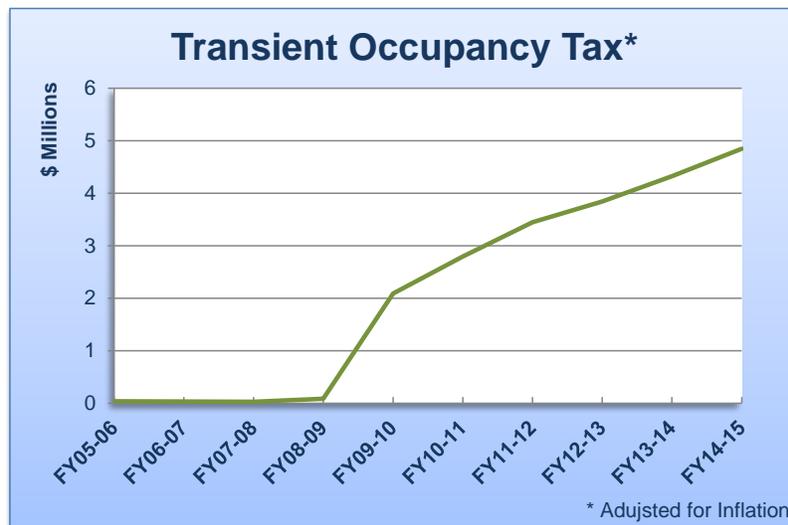
### Primary General Fund Revenues

The revenue sources discussed herein are summarized below and account for 82% of total General Fund Revenue of \$28.6 million.

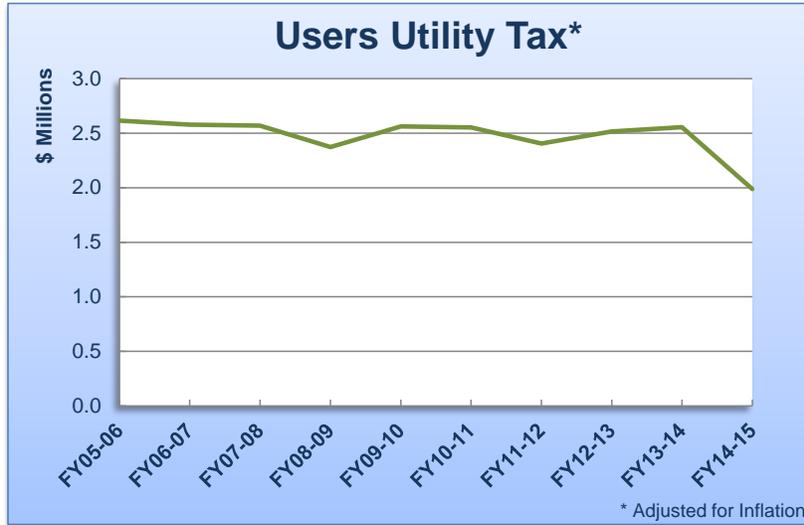
	FY16-17	
Property Tax	41%	\$ 11,708,600
Transient Occupancy Tax	19%	5,495,000
Utility Users Tax	7%	1,981,900
Franchise Tax	7%	2,127,100
Sales Tax	7%	2,122,800
Other Revenue	18%	5,178,600
<b>Total General Fund Revenues</b>	<b>100%</b>	<b>\$ 28,614,000</b>



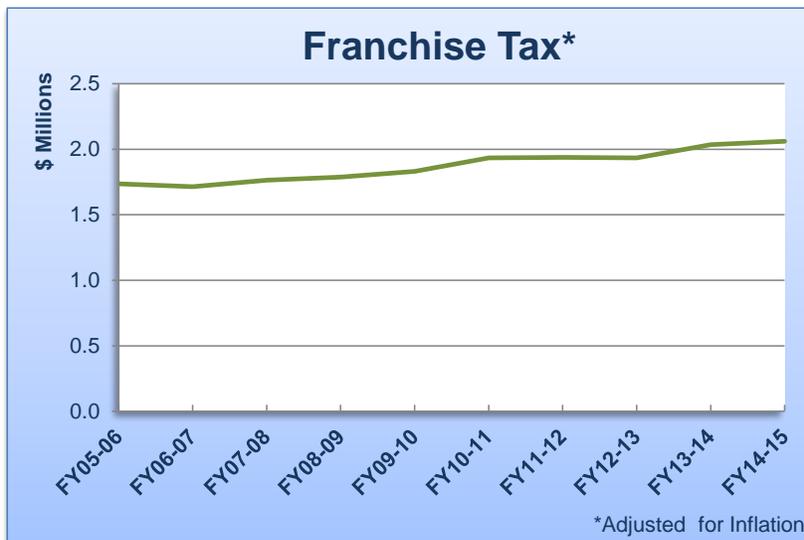
Property tax is the City's largest source of revenue. The City receives an approximate 6% share of the 1% property assessment. The base property tax revenue has grown an average of 5.3% annually over the last 10 years. On average, property assessments are much lower than property values in the City; and the City benefits greatly each time a property is sold and re-assessed. Property tax is expected to grow by another 2.3% for FY16-17.



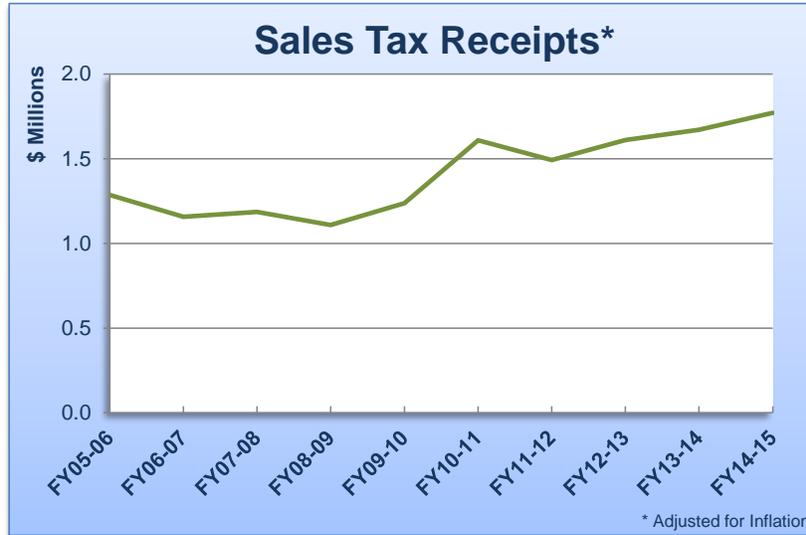
Terranea Resort, the primary source of Transient Occupancy Tax (TOT) revenue, opened in 2009. Instead of increasing the operating budget, the City Council directed that this General Fund revenue be used as a source of funding for repairs and improvements to the City's infrastructure. Though the Resort has been open for 7 years, Staff has forecasted the growth rate of TOT will not slow next year. Based on industry information, the FY16-17 budget includes an assumption that TOT will increase by 6.7%.



The 3% utility users' tax (UUT) is levied on customers of water, electricity and gas utilities. Weather conditions and conservation efforts cause minor revenue fluctuations; but this source of General Fund money has remained fairly consistent over the last ten years. The decline in FY14-15 UUT revenue was based on City Council action to remove collection of UUT for telecommunications services from the City's Municipal Code. An overall 2% increase from FY15-16 UUT revenue has been included in the FY16-17 budget based on a mixture of water conservation impacts, and rate increases.



Franchise tax is levied on the providers of utility, refuse and cable services in exchange for use of the City's right-of-way. The City's revenue has steadily increased over the last ten years due to increasing utility rates and the expansion of cable services. An overall 2.5% increase has been included in the FY16-17 budget.



The City's primary sources of sales tax include restaurants, service stations and food markets. Unlike other cities that heavily rely on sales tax from big-box stores and auto malls, the City's sales tax was only minimally impacted during the recession that began in 2008. With the opening of the Terranea Resort in 2009, the City's sales tax grew significantly. In FY11-12, there were substantial decreases in sales of wholesale building materials, business to business heavy supplies, and used auto sales. Although these sectors comprised a small portion of the City's sales tax revenue, the impact was substantial enough to cause an overall 5% decrease in total sales tax revenue. A 2.6% increase has been included in the FY16-17 budget based upon information received from a California economic research firm.

#### Primary General Fund Uses (Expenditures & Transfers Out)

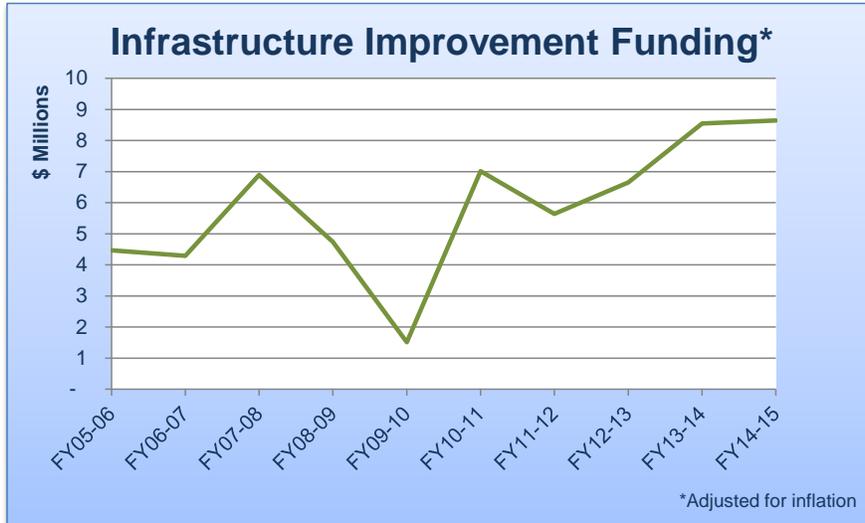
The expenditures discussed herein are summarized below and account for 82% of total General Fund Uses.

		<b>FY16-17</b>
Wages & Benefits	33%	\$ 9,387,085
Infrastructure Improvements	18%	5,200,000
Sheriff Contract	19%	5,369,200
Park & Building Maintenance	5%	1,448,300
Legal Services	3%	940,000
Other Expenditures & Transfers	21%	6,089,315
<b>Total General Fund Uses</b>	<b>100%</b>	<b>\$28,433,900</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 15-16, 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 new MOU was ratified between the Employees Association and City Council. City Management and the City Council also came to terms on an agreement. The result of these labor negotiations was employees receiving a 2.5% wage increase retroactive to November 2015.

For 16-17, the City Council authorized that 2.5 positions be added and 5 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. Wages in FY16-17 are expected to increase by the March Consumer Price Index (CPI-U) of 1.7% and salary merit adjustments based upon each employee's annual performance.



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

In FY12-13, the City Council established a policy to transfer prior year expenditure savings from the General Fund to the CIP Reserve for project funding. The first such transfer occurred in FY12-13 for \$1.2 million.

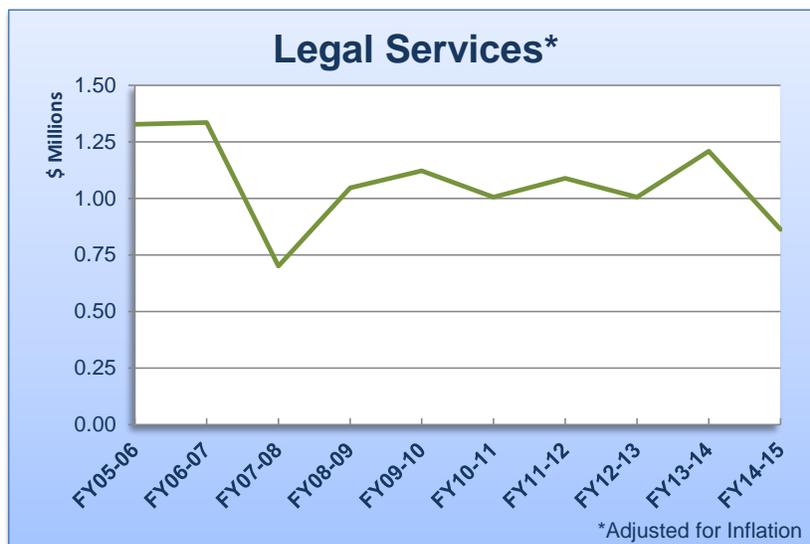


The City provides police services through its contract with the Los Angeles County Sheriff Department. The City has made minor changes to service levels over the years. In FY15-16, three (3) Sheriff units dedicated to the City (two patrol and one

detective) were added along with a 2.5% rate increase, and increase to the required Liability Trust Fund contribution (from 5% of services to 6%). For FY16-17, an increase to the Liability Trust Fund contribution from 6% of services to 9.5% is anticipated.



The City contracts with outside vendors to provide parks and building maintenance, which includes the maintenance of open space. Expenditure increases through FY10-11 are primarily attributable to the acquisition of additional open space, aging facilities, and increased efforts to reduce fire hazards. Expenditure decreases beginning in FY11-12 are primarily due to employee turnover, and the unavailability of staff to manage maintenance efforts. The FY16-17 budget is 9% less than actual FY14-15 expenditures based on actual maintenance activity performed in FY15-16.



A large portion of the cost of legal services is driven by litigation, which is unpredictable. The City has a history of vigorously defending itself. General legal services (e.g. contract review, general advice, meeting attendance) have remained fairly steady for a number of years, typically about \$0.6 million annually.

Financial Ratios

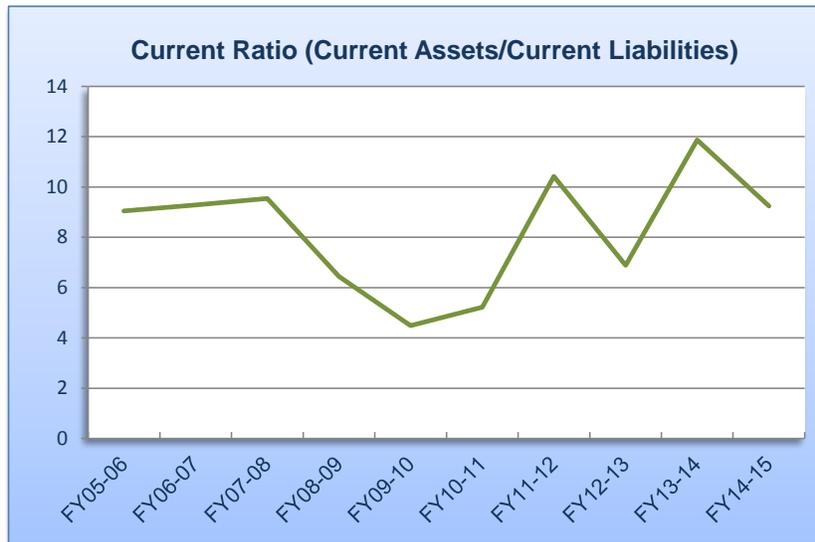
*Net Operating Results per Capita*

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

	FY13-14	FY14-15
Population	42,358	42,547
Net Operating Revenue	\$ 32,847,000	\$ 32,557,800
<b>Net Operating Revenue per Capita</b>	<b>\$ 775</b>	<b>\$ 765</b>
Net Operating Expense	\$ 21,049,600	\$ 22,601,600
<b>Net Operating Expense per Capita</b>	<b>\$ 497</b>	<b>\$ 531</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. The Infrastructure Management Advisory Committee (IMAC), established in FY14-15 was actively involved in testing the capital project prioritization system in FY15-16. The IMAC is expected to begin making recommendations for long-term infrastructure planning and project prioritization in spring 2017.

### *Quick Ratio*

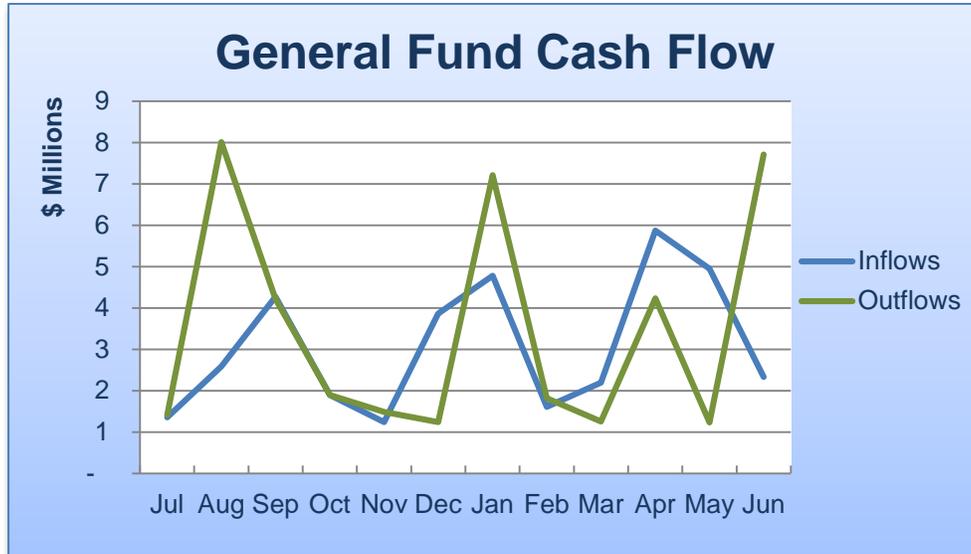
The quick ratio, or acid-test ratio, is calculated by dividing cash and investments by current liabilities, and is the most conservative measure of the City's liquidity.



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

### Cash Inflow/Outflow

The following graphic illustrates the General Fund cash inflow and outflow during the fiscal year. This example is based on FY14-15. The inflows line is representative of normal activity.



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

Improvement Authority Summary

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

Maintenance within the Abalone Cove landslide area is funded in accordance with the 1987 Landslide Settlement Agreement between the City, the former Redevelopment Agency, and Los Angeles County. The agreement required that \$1,000,000 of the original \$10,000,000 bond proceeds from the County be set aside as a non-spendable deposit from which investment earnings are to be used for the aforementioned maintenance. Investment earnings in recent years have not been sufficient to fund ongoing maintenance. The General Fund subsidy is expected to be \$38,000 for FY16-17.

Unlike Abalone Cove, maintenance within the Portuguese Bend landslide area has no independent source of funding. However, no General Fund subsidy will be needed in FY16-17 as this fund has accumulated a sufficient fund balance from prior years to cover maintenance costs.

Redevelopment Dissolution

Pursuant to state law, on January 31, 2012 all California redevelopment agencies were dissolved. The Rancho Palos Verdes Redevelopment Agency (RPVRDA)

was originally formed in 1984 with the purpose to mitigate hazardous landslides. Property tax increment was primarily used to repay debt to Los Angeles County issued for the construction of landslide mitigation facilities. As required by redevelopment law, 20% of the tax increment revenue was set aside to provide housing for low and moderate income persons.

The former property tax revenue source is now distributed by the county twice annually from the Redevelopment Property Tax Trust Fund (RPTTF) to pay obligations of the RPVRDA, which include a \$3.4 million debt to the county and a \$10.5 million debt to the City at June 30, 2015. 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, allowing it to be repaid from RPTTF. Repayments began in FY14-15, subject to a formula outlined in dissolution law. The FY16-17 repayment is expected to be \$221,500; of which, 20% must be deposited into the City's low-moderate income housing fund.

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 FY16-17 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.

Additional detailed information about dissolution of the RPVRDA may be found in the Notes to the Financial Statements within the City's June 30, 2015 Comprehensive Annual Financial Report (CAFR). The City's CAFR may be viewed on the City's website at the following address.

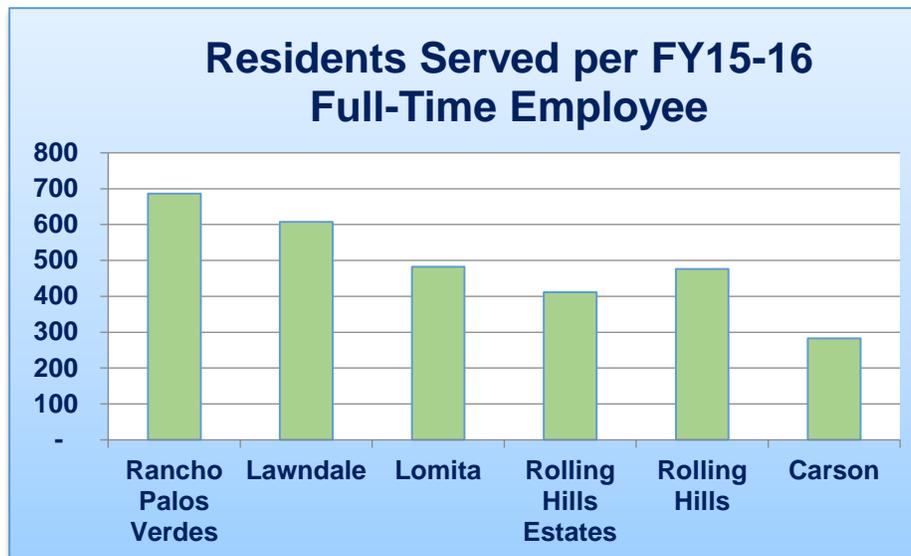
<http://www.rpvca.gov/712/Audited-Financial-Statements>

## CITY PERSONNEL

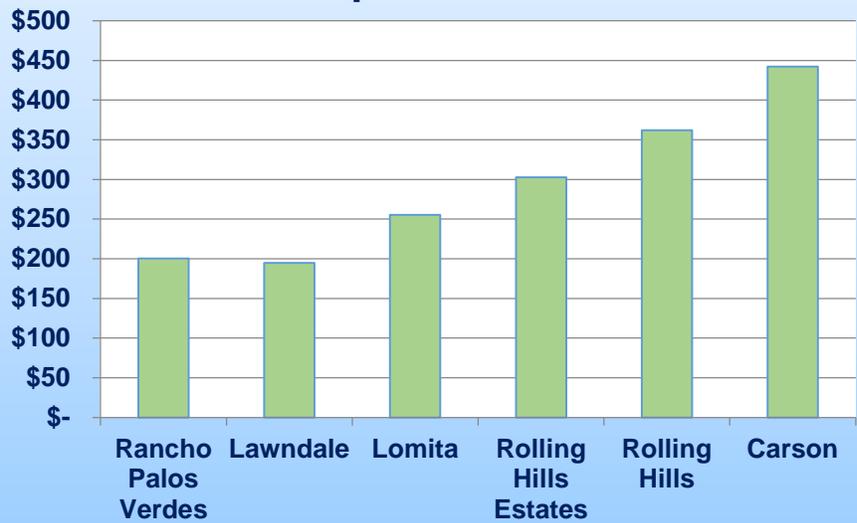
The City of Rancho Palos Verdes is a contract city utilizing third party vendors for most of its major services, including public works, police and fire protection. The Community Development and Recreation departments provide the City's in-house operational services including building inspection, code enforcement, planning, and recreation programs. The City has a total staff of 65 authorized full-time employees and about 38 part-time employees who work about 59,300 hours annually (about 29 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.



## FY15-16 Employee Compensation per Resident



	FY16-17	Benefit Ratio
Full-Time Wages	\$ 6,306,800	
Full-Time Overtime	\$ 25,200	
Full-Time Benefits	2,120,400	33%
<b>Subtotal Full-Time Compensation</b>	<b>\$ 8,452,400</b>	
Part-Time Wages	\$ 913,800	
Part-Time Benefits	159,000	17%
<b>Subtotal Part-Time Compensation</b>	<b>\$ 1,072,800</b>	
Elected & Appointed Official Stipends	32,100	
Elected & Appointed Official Benefits	69,190	
<b>Subtotal Elected &amp; Appointed Officials</b>	<b>\$ 101,290</b>	
<b>Grand Total Employee Compensation</b>	<b>\$ 9,626,490</b>	

<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>
<b>ADMINISTRATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	-	-	1.0
Administrative Analyst II	-	-	-	-	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
City Council Liaison	-	-	1.0	-	-
City Manager	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Executive Staff Assistant	1.0	1.0	1.0	1.0	1.0
GIS Coordinator	0.5	0.5	0.5	0.5	1.0
Human Resources Analyst	-	-	-	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
Senior Administrative Analyst	1.5	2.5	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	1.0	1.0	-
<b>SUBTOTAL</b>	<b>10.0</b>	<b>11.0</b>	<b>12.5</b>	<b>12.5</b>	<b>14.0</b>
<b>FINANCE</b>					
Account Clerk	-	-	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Supervisor	-	-	-	1.0	1.0
Accounting Technician	1.0	1.0	-	-	1.0
Deputy Director of Finance	1.0	1.0	1.0	1.0	1.0
Director of Finance	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	1.0	1.0	-	-	-
Senior Accountant	1.0	1.0	1.0	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.5	1.5	1.0	1.0	1.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>8.5</b>	<b>8.5</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	1.0
Assistant Planner	1.0	1.0	1.0	1.0	3.0
Associate Planner	3.0	3.0	3.0	3.0	3.0
Building Inspector I	-	-	2.0	1.0	1.0
Building Inspector II	1.0	1.0	-	1.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	2.0	2.0	1.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Community Development Director	2.0	2.0	1.0	1.0	1.0
Permit Technician	2.0	2.0	2.0	2.0	2.0
Planning Technician	-	-	1.0	1.0	-
Senior Planner	2.0	2.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	1.0	1.0	-
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>
<b>RECREATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Staff Assistant	1.0	-	1.0	1.0	1.0
Deputy Director of Recreation & Parks	-	-	-	-	1.0
Director of Recreation & Parks	1.0	1.0	1.0	1.0	1.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	1.0	1.0	-
Senior Administrative Analyst	-	-	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>6.0</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>
<b>PUBLIC WORKS</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	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
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Facilities Technician	-	-	-	-	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 Worker I	-	-	1.0	1.0	1.0
Maintenance Worker II	1.0	1.0	1.0	1.0	-
Permit Clerk	1.0	1.0	-	-	-
Permit Technician	-	-	1.0	1.0	1.0
Principal Engineer	-	-	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Senior Engineer	3.0	3.0	2.0	2.0	2.0
<b>SUBTOTAL</b>	<b>15.0</b>	<b>16.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	<b>56.5</b>	<b>57.5</b>	<b>62.5</b>	<b>62.5</b>	<b>65.0</b>

## **FUND SUMMARY**

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**CITY OF RANCHO PALOS VERDES FY 16-17 FUND SUMMARY**

Fund	Fund Balance 6/30/2016	FY16-17 Estimated Resources		FY16-17 Estimated Appropriations		Fund Balance 6/30/2017
		Revenues	Transfers In	Expenditures	Transfers Out	
General Fund Balance	12,224,036					12,594,136
Restricted Amount (Policy Reserve)	(10,531,405)					(11,443,950)
<b>GENERAL FUND Unrestricted Surplus</b>	<b>1,692,631</b>	<b>28,614,000</b>	<b>190,000</b>	<b>(22,987,900)</b>	<b>(5,446,000)</b>	<b>1,150,186</b>
<b><i>Restricted by Council Action</i></b>						
BEAUTIFICATION FUND	1,255	900	-	-	-	2,155
CIP	20,402,507	1,054,400	5,200,000	(6,902,500)	-	19,754,407
EQUIPMENT REPLACEMENT	2,865,804	132,000	-	(687,000)	-	2,310,804
BUILDING REPLACEMENT	-	-	-	-	-	-
EMPLOYEE BENEFITS	-	-	-	-	-	-
Subtotal	23,269,566	1,187,300	5,200,000	(7,589,500)	-	22,067,366
<b><i>Restricted by Law or External Agencies</i></b>						
GAS TAX	952,336	842,600	-	(1,635,500)	-	159,436
1972 ACT	27,898	260,200	-	(241,500)	-	46,598
EL PRADO LIGHTING	24,010	2,300	-	(800)	-	25,510
CDBG	-	192,400	-	(192,400)	-	0
1911 ACT	1,784,350	555,600	-	(487,000)	-	1,852,950
WASTE REDUCTION	436,067	208,100	-	(278,600)	-	365,567
AIR QUALITY MANAGEMENT	103,382	50,300	-	(50,000)	-	103,682
PROPOSITION C	304,998	649,100	-	(538,000)	-	416,098
PROPOSITION A	381,666	781,300	-	(638,300)	-	524,666
PUBLIC SAFETY GRANTS	27,202	100,200	-	-	(100,000)	27,402
MEASURE R	1,631,622	489,600	-	-	-	2,121,222
HABITAT RESTORATION	1,444,712	4,900	-	(166,500)	-	1,283,112
SUBREGION 1 MAINTENANCE	798,296	2,700	-	(44,800)	-	756,196
MEASURE A	-	90,000	-	-	(90,000)	0
ABALONE COVE SEWER DISTRICT	55,929	55,400	208,000	(249,400)	-	69,929
GINSBURG CULTURAL ARTS BUILDING	102,329	300	-	-	-	102,629
DONOR RESTRICTED CONTRIBUTIONS	873,200	2,800	-	(460,000)	-	416,000
QUIMBY	2,431,981	5,900	-	(575,000)	-	1,862,881
LOW-MOD INCOME HOUSING	55,519	44,400	-	-	-	99,919
AFFORDABLE HOUSING IN LIEU	589,132	1,900	-	-	-	591,032
ENVIRONMENTAL EXCISE TAX	139,348	23,200	-	-	-	162,548
BIKEWAYS	97	82,500	-	(82,500)	-	97
WATER QUALITY/FLOOD PROTECTION	2,526,248	8,000	-	(2,343,800)	-	190,448
Subtotal	14,690,322	4,453,700	208,000	(7,984,100)	(190,000)	11,177,922
<b>Subtotal for City's Funds</b>	<b>50,183,924</b>	<b>34,255,000</b>	<b>5,598,000</b>	<b>(38,561,500)</b>	<b>(5,636,000)</b>	<b>45,839,424</b>
<b><i>Improvement Authorities</i></b>						
IMPROV AUTH - PORTUGUESE BEND	279,509	1,100	-	(114,900)	-	165,709
IMPROV AUTH - ABALONE COVE	1,034,006	3,400	38,000	(74,600)	-	1,000,806
<b>Subtotal for Improvement Authorities</b>	<b>1,313,515</b>	<b>4,500</b>	<b>38,000</b>	<b>(189,500)</b>	<b>-</b>	<b>1,166,515</b>
<b>GRAND TOTAL</b>	<b>51,497,439</b>	<b>34,259,500</b>	<b>5,636,000</b>	<b>(38,751,000)</b>	<b>(5,636,000)</b>	<b>47,005,939</b>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b><u>GENERAL FUND</u></b>					
<b>PROPERTY TAXES</b>					
311-10 Property Tax	6,300,110	6,726,496	6,962,419	7,009,300	7,251,000
312-20 Property Tax in Lieu of Sales	453,908	536,579	540,611	88,910	-
312-30 Property Tax in Lieu of VLF	3,694,229	3,890,110	4,061,473	4,252,416	4,430,600
312-40 Redevelopment Property Tax Trust	23,689	24,541	44,710	40,457	27,000
318-10 Property Transfer Tax	371,373	385,600	344,357	430,432	406,900
TOTAL PROPERTY TAXES	10,843,309	11,563,326	11,953,570	11,821,515	12,115,500
<b>OTHER TAXES</b>					
316-10 Business License Tax	737,481	764,494	808,668	825,650	794,500
313-10 Sales and Use Tax	1,496,029	1,569,230	1,682,131	2,000,000	2,047,800
313-30 Sales Tax - PW (PSAF)	69,385	73,151	75,758	75,602	75,000
314-10 Transient Occupancy Tax	3,790,359	4,250,086	4,812,130	5,149,029	5,495,000
315-XX Utility Users Tax	2,480,966	2,509,524	1,972,671	1,663,644	1,981,900
317-XX Franchise Taxes	1,906,613	1,998,213	2,044,398	2,043,393	2,127,100
318-20 Golf Tax	383,015	439,166	411,362	377,850	350,500
TOTAL OTHER TAXES	10,863,848	11,603,864	11,807,118	12,135,168	12,871,800
<b>OTHER LICENSE &amp; PERMIT</b>					
325-10 Film Permits	41,313	58,865	76,658	74,274	60,000
326-10 Animal Control Fees	32,644	41,647	42,898	40,450	40,000
324-10 Right of Way Permits	78,192	75,787	97,747	112,244	100,000
324-20 Dumpster Permits	980	1,470	1,078	2,058	1,600
327-10 Parking Permits	680	280	500	380	300
327-20 Parking Decals	546	188	183	1,183	1,400
322-10 Plan & Zone Permits	332,832	360,412	423,304	399,154	410,000
322-20 Plan - Investigation	1,340	6,219	18,563	21,656	10,000
322-30 Plan - Misc. Fees	2,849	1,345	953	321	1,000
322-40 Plan - Data Processing Fees	7,311	7,741	8,783	9,284	7,800
322-50 Plan - Historical Data Fees	7,614	7,470	6,372	6,966	7,800
323-10 Building & Safety Plan Check	307,454	354,154	344,380	349,499	320,000
323-20 Building & Safety Permits	1,040,314	869,713	1,304,850	1,435,929	1,100,000
323-30 Building & Safety Investigations	-	-	132	-	-
323-40 Geology Fees	5,254	-	(3,294)	4	-
323-50 Building & Safety Fees	1,922	1,381	2,170	2,043	2,000
323-60 Building & Safety State Building Standard	715	78	435	376	400
321-10 Massage Permits	144	-	115	-	-
322-60 View Restoration Fees	2,064	8,882	6,824	5,106	3,500
323-40 Building & Safety Geology Fees	162,833	155,105	181,921	169,919	150,000
TOTAL OTHER LICENSE & PERMIT	2,027,001	1,950,737	2,514,572	2,630,846	2,215,800
<b>FINES &amp; FORFEITURES</b>					
351-10 Misc. Court Fines	105,186	118,185	121,626	94,134	107,000
351-20 False Alarm Fines	6,000	4,700	4,200	6,400	5,000
351-30 Tow Fines	5,346	5,862	9,230	8,427	9,500
TOTAL FINES & FORFEITURES	116,532	128,747	135,056	108,961	121,500
<b>RENTALS</b>					
364-10-1 Rent - City Hall	12,170	12,948	23,063	17,116	7,000
364-XX-X Rent - Rec & Parks	95,744	95,260	88,353	1,627	800
364-10-2 Rent - Hesse Park	-	-	-	35,817	53,000
364-10-5 Rent - Ryan Park	-	-	-	4,782	12,000
364-10-4 Rent - Ladera Linda	-	-	-	5,694	7,500
364-10-3 Rent - PVIC	194,406	223,502	236,359	260,700	200,000
363-XX-X Rent - Citywide	169,354	197,127	74,823	171,464	181,900
364-30 Other Rental Income	830	932	160	-	-
TOTAL RENTALS	472,504	529,769	422,758	497,200	462,200

**CITY OF RANCHO PALOS VERDES  
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FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b>INTERESTS</b>	41,945	38,168	43,053	51,687	53,800
<b>CHARGES FOR SERVICES</b>					
344-10 Engineering Fees	42,989	29,412	36,477	53,362	9,000
344-20 Sale of Signs/Services	10,925	3,535	1,645	1,720	1,900
347-60 Hike Fees	-	-	25	-	-
347-70 Shoreline Parking Lot Fees	67,259	117,734	121,713	257,479	200,000
347-90 Program Fees	7,953	6,886	11,799	10,538	8,000
347-80 REACH - Program Fees	10,301	10,764	10,839	9,880	3,500
TOTAL CHARGES FOR SERVICES	139,427	168,331	182,498	332,979	222,400
<b>INTERGOVERNMENTAL REVENUE</b>					
331-10 Federal Grant Income	-	-	17,025	2,378	-
334-10 Grant Income	21,485	1,987	1,350	1,350	-
331-10 NCCP Grant Income	640	11,630	-	-	-
335-10 Motor Vehicle in Lieu	22,312	18,466	17,837	17,174	-
TOTAL INTERGOVERNMENTAL	44,437	32,083	36,212	20,902	-
<b>OTHER REVENUE</b>					
369-10 Misc. Revenues	635,316	1,451,705	410,124	379,009	10,000
381-10 Special Fund Administration	157,400	152,700	155,800	155,800	155,800
369-40 CASP Fees	1,363	1,046	1,498	1,526	500
365-40 Donations - 4th of July	3,050	5,275	2,450	4,100	3,000
365-70 Donations - Special Events	3,700	1,600	1,600	-	10,000
365-20 Donations - PVIC	11,916	12,096	15,972	14,793	12,000
369-20-1 PVIC Gift Shop	100,806	111,986	119,314	122,021	120,000
365-30 Donations - REACH	3,737	12,295	2,767	3,470	2,500
365-10 Donations - General	266	116	5	1,018	-
369-20 State Mandate Cost Reimbursement	3,431	5,196	190,844	24,528	-
369-50 RDA Loan Payment	-	-	58,332	19,154	177,200
381-40 Successor Agency Administration	62,139	60,750	31,311	33,102	60,000
TOTAL OTHER REVENUE	983,124	1,814,765	990,017	758,521	551,000
<b>TOTAL OPERATING REVENUE</b>	<b>25,532,127</b>	<b>27,829,790</b>	<b>28,084,854</b>	<b>28,357,779</b>	<b>28,614,000</b>
<b>INTER-FUND TRANSFERS</b>					
Transfer In Public Safety Grant	100,000	100,000	100,000	100,000	100,000
Transfer In Waste Reduction - Park Maintenance	12,000	-	3,000	3,000	-
Transfer in Measure A Maintenance	82,000	67,441	261,049	57,698	90,000
<b>TOTAL TRANSFERS IN</b>	<b>194,000</b>	<b>167,441</b>	<b>364,049</b>	<b>160,698</b>	<b>190,000</b>
<b>TOTAL GENERAL FUND</b>	<b>25,726,127</b>	<b>27,997,231</b>	<b>28,448,903</b>	<b>28,518,477</b>	<b>28,804,000</b>

**CITY OF RANCHO PALOS VERDES  
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FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b>ALL OTHER FUNDS</b>					
<b><u>STATE GAS TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
335-30-30 State Gas Tax - 2103	341,944	600,900	402,920	202,000	202,000
335-30-50 State Gas Tax - 2105	188,321	293,345	235,758	207,000	207,000
335-30-60 State Gas Tax - 2106	135,560	138,880	143,807	128,000	128,000
335-30-70 State Gas Tax - 2107	308,590	313,802	301,727	280,000	280,000
335-30-75 State Gas Tax - 2107.5	6,000	6,000	6,000	6,000	6,000
TOTAL INTERGOVERNMENTAL REVENUE	<u>980,415</u>	<u>1,352,927</u>	<u>1,090,212</u>	<u>823,000</u>	<u>823,000</u>
<b>CHARGES FOR SERVICE</b>					
344-30 Sidewalk Repair	2,000	3,000	250	3,000	3,000
<b>OTHER REVENUE</b>					
369-10 Misc. Revenues	32,724	25,945	25,649	14,500	12,000
<b>INTEREST</b>					
361-10 Interest on Investments	2,471	1,389	2,472	2,287	4,600
<b>TRANSFERS IN</b>					
391-10 Transfer in from 1911 Act Fund	69,705	99,000	99,000	117,000	-
391-10 Transfer in from 1972 Act Fund	199,077	190,000	200,000	200,000	-
391-10 Transfer in from Proposition C	227,658	522,000	518,749	526,000	-
391-10 Transfer in from Beautification Fund	193,000	211,404	224,000	97,791	-
391-10 Transfer in from Waste Reduction Fund	10,000	41,292	37,000	95,000	-
TOTAL TRANSFERS IN	<u>699,440</u>	<u>1,063,696</u>	<u>1,078,749</u>	<u>1,035,791</u>	<u>-</u>
TOTAL STATE GAS TAX FUND	<u>1,717,050</u>	<u>2,446,957</u>	<u>2,197,332</u>	<u>1,878,578</u>	<u>842,600</u>
<b><u>1972 ACT FUND</u></b>					
<b>OTHER TAXES</b>					
311-10 Assessments	260,329	260,452	259,520	261,014	260,000
<b>INTEREST</b>					
361-10 Interest on Investments	414	330	357	224	200
TOTAL 1972 ACT FUND	<u>260,743</u>	<u>260,782</u>	<u>259,877</u>	<u>261,238</u>	<u>260,200</u>
<b><u>EL PRADO FUND</u></b>					
<b>OTHER TAXES</b>					
311-10 Assessments	2,206	2,168	2,269	2,148	2,200
<b>INTEREST</b>					
361-10 Interest on Investments	49	43	49	76	100
TOTAL EL PRADO FUND	<u>2,255</u>	<u>2,211</u>	<u>2,318</u>	<u>2,224</u>	<u>2,300</u>
<b><u>1911 ACT FUND</u></b>					
<b>OTHER TAXES</b>					
311-10 Assessments	524,670	550,800	580,630	587,960	550,000
<b>INTEREST</b>					
361-10 Interest on Investments	4,774	3,795	4,248	5,644	5,600
TOTAL 1911 ACT FUND	<u>529,444</u>	<u>554,595</u>	<u>584,878</u>	<u>593,604</u>	<u>555,600</u>
<b><u>BEAUTIFICATION FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
367-10 Hauler Recycle Fee	148,000	-	-	-	-
<b>INTEREST</b>					
361-10 Interest on Investments	3,263	2,193	1,935	939	900
TOTAL EL PRADO FUND	<u>151,263</u>	<u>2,193</u>	<u>1,935</u>	<u>939</u>	<u>900</u>

**CITY OF RANCHO PALOS VERDES  
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FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b><u>WASTE REDUCTION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3705 Reimbursement LA County TRAP	-	-	-	-	-
334-10 State Grant	36,276	-	-	-	-
334-10 Used Oil Payment	22,552	23,347	11,879	20,000	26,000
TOTAL INTERGOVERNMENTAL	<u>58,828</u>	<u>23,347</u>	<u>11,879</u>	<u>20,000</u>	<u>26,000</u>
<b>CHARGES FOR SERVICE</b>					
368-10 AB 939 Fees	216,581	230,313	236,486	180,500	180,500
<b>INTEREST</b>					
361-10 Interest on Investments	902	869	1,077	1,600	1,600
TOTAL ASSET FORFEITURE	<u>276,311</u>	<u>254,529</u>	<u>249,442</u>	<u>202,100</u>	<u>208,100</u>
<b><u>AIR QUALITY MANAGEMENT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
338-30 AB 2766 Revenue	50,807	38,612	66,122	50,000	50,000
<b>INTEREST</b>					
361-10 Interest on Investments	305	277	203	300	300
TOTAL AQMD FUND	<u>51,112</u>	<u>38,889</u>	<u>66,325</u>	<u>50,300</u>	<u>50,300</u>
<b><u>PROPOSITION "C" TRANSPORTATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
338-10 Proposition "C" Sales Tax	551,623	593,536	618,572	640,500	646,900
<b>INTEREST</b>					
361-10 Interest on Investments	4,795	4,078	4,092	2,100	2,200
TOTAL PROPOSITION "C" FUND	<u>556,418</u>	<u>597,614</u>	<u>622,664</u>	<u>642,600</u>	<u>649,100</u>
<b><u>PROPOSITION "A" TRANSPORTATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
3751 Proposition "A" Sales Tax	662,802	714,750	744,798	771,054	779,900
<b>OTHER REVENUE</b>					
369-10 Misc Revenues	60,000	-	-	-	-
<b>INTEREST</b>					
361-10 Interest on Investments	912	737	1,203	1,340	1,400
TOTAL PROPOSITION "A" FUND	<u>723,714</u>	<u>715,487</u>	<u>746,001</u>	<u>772,394</u>	<u>781,300</u>
<b><u>PUBLIC SAFETY FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
334-10 CA Brulte (COPS)	100,000	100,000	106,230	114,618	100,000
<b>INTEREST</b>					
361-10 Interest on Investments	211	170	212	180	200
TOTAL PUBLIC SAFETY FUND	<u>100,211</u>	<u>100,170</u>	<u>106,442</u>	<u>114,798</u>	<u>100,200</u>
<b><u>MEASURE "R" TRANSIT SALES TAX FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
338-40 Measure "R" Sales Tax	411,838	442,452	463,448	480,160	485,100
<b>INTEREST</b>					
361-10 Interest on Investments	1,885	2,156	3,518	4,460	4,500
TOTAL MEASURE "R" FUND	<u>413,723</u>	<u>444,608</u>	<u>466,966</u>	<u>484,620</u>	<u>489,600</u>

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CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b><u>HABITAT RESTORATION FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
334-10 State Grant Income	184	10	-	-	-
<b>INTEREST</b>					
381-10 Interest on Investments	658	820	3,634	4,860	4,900
<b>OTHER REVENUES</b>					
369-10 Misc Revenues	37,079	1,211,610	1,666	-	-
<b>TRANSFERS IN</b>					
391-10 Transfer in from General Fund	90,000	150,000	157,000	-	-
TOTAL HABITAT RESTORATION FUND	<u>127,921</u>	<u>1,362,440</u>	<u>162,300</u>	<u>4,860</u>	<u>4,900</u>
<b><u>SUBREGION 1 FUND</u></b>					
<b>INTEREST</b>					
361-10 Interest on Investments	2,260	1,695	1,946	2,700	2,700
<b>TRANSFERS IN</b>					
391-10 Transfer in from General Fund	65,000	61,000	46,000	40,000	-
TOTAL SUBREGION 1 FUND	<u>67,260</u>	<u>62,695</u>	<u>47,946</u>	<u>42,700</u>	<u>2,700</u>
<b><u>MEASURE A FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
337-10 Measure A	100,000	67,441	261,049	105,000	90,000
<b>INTEREST</b>					
361-10 Interest on Investments	47	5	331	198	-
TOTAL MEASURE A FUND	<u>100,047</u>	<u>67,446</u>	<u>261,380</u>	<u>105,198</u>	<u>90,000</u>
<b><u>ABALONE COVE SEWER MAINTENANCE FUND</u></b>					
<b>OTHER TAXES</b>					
311-10 Assessments	48,415	54,450	56,373	55,830	55,100
<b>CHARGES FOR SERVICE</b>					
344-60 Sewer User Fees	1,241	1,257	1,270	-	-
<b>INTEREST</b>					
361-10 Interest on Investments	121	92	119	284	300
<b>TRANSFERS IN</b>					
391-10 Transfer in from General Fund	10,700	50,700	50,700	80,700	208,000
TOTAL ABALONE COVE SEWER MAINT. FUND	<u>60,477</u>	<u>106,499</u>	<u>108,462</u>	<u>136,814</u>	<u>263,400</u>
<b><u>GINSBURG CULTURAL ARTS BUILDING</u></b>					
<b>INTEREST</b>					
361-10 Interest on Investments	410	271	258	320	300
TOTAL GINSBURG CULTURAL ARTS FUND	<u>410</u>	<u>271</u>	<u>258</u>	<u>320</u>	<u>300</u>
<b><u>DONOR RESTRICTED DONATIONS FUND</u></b>					
<b>INTEREST</b>					
361-10 Interest on Investments	1,144	1,775	2,079	2,800	2,800
<b>OTHER REVENUE</b>					
365-90 Donations - Restricted	445,468	25,500	25,500	18,168	-
TOTAL DONOR RESTRICTED DONATIONS FUND	<u>446,612</u>	<u>27,275</u>	<u>27,579</u>	<u>20,968</u>	<u>2,800</u>
<b><u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
331-10 Grant Income	99,151	9,661	82,855	240,387	192,400
<b>TRANSFERS IN</b>					
391-10 Transfer In General Fund	9,302	-	-	11,624	-
TOTAL CDBG FUND	<u>108,453</u>	<u>9,661</u>	<u>82,855</u>	<u>252,011</u>	<u>192,400</u>

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CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b><u>CAPITAL IMPROVEMENT FUND</u></b>					
<b>INTERGOVERNMENTAL REVENUE</b>					
331-10 Federal Grant	138,676	1,191,697	312,272	450,270	687,500
334-10 State Grant	-	500,000	-	-	-
337-10 Local Grant	-	-	-	-	300,000
TOTAL INTERGOVERNMENTAL REVENUE	<u>138,676</u>	<u>1,691,697</u>	<u>312,272</u>	<u>450,270</u>	<u>987,500</u>
<b>INTEREST</b>					
361-10 Interest on Investments	43,646	25,415	36,014	66,858	66,900
<b>OTHER REVENUE</b>					
369-10 Misc Revenues	1,032	-	-	-	-
<b>TRANSFERS IN</b>					
9001 Transfer In General Fund					
391-10 Transfer in from General Fund	6,550,256	8,396,111	11,420,155	10,292,545	5,200,000
391-10 Transfer in from TDA Article 3	(1,536)	95,257	-	-	-
391-10 Transfer in from Measure R	-	-	564,000	-	-
391-10 Transfer in from Measure A (Capital)	150,000	-	-	-	-
391-10 Transfer in from Quimby	-	-	-	50,000	-
391-10 Transfer in from EET	-	-	97,199	200,000	-
391-10 Transfer in from Prop A	-	-	310,886	-	-
391-10 Transfer in from Prop C	78,208	350,184	1,228,719	526,000	-
391-10 Transfer in from Water Quality/Flood Protection	-	-	362,360	-	-
TOTAL TRANSFERS IN	<u>6,776,928</u>	<u>8,841,552</u>	<u>13,983,319</u>	<u>11,068,545</u>	<u>5,200,000</u>
TOTAL CAPITAL IMPROVEMENT FUND	<u>6,960,282</u>	<u>10,558,664</u>	<u>14,331,605</u>	<u>11,585,673</u>	<u>6,254,400</u>
<b><u>QUIMBY FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
366-10 Quimby Developer Fee	-	57,276	1,278,322	1,125,441	-
9301 Transfer in Capital Improvement Fund					
<b>INTEREST</b>					
361-10 Interest on Investments	84	81	1,326	5,942	5,900
TOTAL QUIMBY FUND	<u>84</u>	<u>57,357</u>	<u>1,279,648</u>	<u>1,131,383</u>	<u>5,900</u>
<b><u>CITY LOW-MOD INCOME HOUSING FUND</u></b>					
<b>INTEREST</b>					
381-10 Interest on Investments	3	14	71	148	100
<b>OTHER REVENUES</b>					
369-10 Misc Revenues	12,408	11,095	22,350	-	-
<b>PROPERTY TAX</b>					
312-40 Redevelopment Property Tax Trust	-	-	-	9,578	44,300
TOTAL CITY LOW-MOD INCOME HOUSING FUND	<u>12,411</u>	<u>11,109</u>	<u>22,421</u>	<u>9,726</u>	<u>44,400</u>
<b><u>AFFORDABLE HOUSING PROJECTS FUND</u></b>					
<b>INTEREST</b>					
381-10 Interest on Investments	1,407	1,064	1,339	1,864	1,900
<b>OTHER REVENUES</b>					
369-10 Misc Revenues	3,102	2,774	83,355	-	-
TOTAL AFFORDABLE HOUSING PROJECTS FUND	<u>4,509</u>	<u>3,838</u>	<u>84,694</u>	<u>1,864</u>	<u>1,900</u>
<b><u>ENVIRONMENTAL EXCISE TAX (EET)</u></b>					
<b>CHARGES FOR SERVICE</b>					
366-10 EET Developer Fee	33,105	14,404	20,012	22,000	22,000
9301 Transfer in Capital Improvement Fund					
<b>INTEREST</b>					
361-10 Interest on Investments	1,221	929	1,001	1,172	1,200
TOTAL QUIMBY FUND	<u>34,326</u>	<u>15,333</u>	<u>21,013</u>	<u>23,172</u>	<u>23,200</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF REVENUES - ALL FUNDS  
FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b><u>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</u></b>					
<b>INTEREST</b>					
361-10 Interest on Investments	39	141	25	-	-
<b>OTHER REVENUE</b>					
369-10 Misc Revenue	9,750	-	-	-	-
<b>INTERGOVERNMENTAL REVENUE</b>					
337-10 TDA Article 3 - SB 821	52,740	34,133	-	-	82,500
TOTAL TDA ARTICLE 3 FUND	<u>62,529</u>	<u>34,274</u>	<u>25</u>	<u>-</u>	<u>82,500</u>
<b><u>WATER QUALITY/FLOOD PROTECTION FUND</u></b>					
<b>INTEREST</b>					
361-10 Interest on Investments	9,762	10,982	10,260	16,000	8,000
<b>CHARGES FOR SERVICES</b>					
344-50 Storm Drain User Fees	1,312,989	1,360,907	1,368,568	1,238,000	-
<b>INTERGOVERNMENTAL REVENUE</b>					
334-10 State Grant Income	2,136,775	6,114,956	1,212,995	-	-
TOTAL WATER QUALITY FUND	<u>3,459,526</u>	<u>7,486,845</u>	<u>2,591,823</u>	<u>1,254,000</u>	<u>8,000</u>
<b><u>EQUIPMENT REPLACEMENT FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
392-10 Sales of Surplus Property	-	14,655	-	-	-
381-20 Interfund Charges	568,600	731,300	906,300	332,700	117,700
TOTAL CHARGES FOR SERVICE	568,600	745,955	906,300	332,700	117,700
<b>TRANSFERS IN</b>					
391-10 Transfer in from AQMD	-	54,910	-	-	-
<b>INTEREST</b>					
361-10 Interest on Investments	7,773	5,712	7,037	10,100	14,300
TOTAL EQUIPMENT REPLACEMENT FUND	<u>576,373</u>	<u>806,577</u>	<u>913,337</u>	<u>342,800</u>	<u>132,000</u>
<b><u>EMPLOYEE BENEFITS FUND</u></b>					
<b>CHARGES FOR SERVICE</b>					
381-30 Employee Benefit Charges	1,867,575	1,993,425	2,030,970	2,166,924	-
<b>INTEREST</b>					
361-10 Interest on Investments	573	-	580	2,420	-
TOTAL EMPLOYEE BENEFITS FUND	<u>1,868,148</u>	<u>1,993,425</u>	<u>2,031,550</u>	<u>2,169,344</u>	<u>-</u>
<b>TOTAL OTHER FUNDS REVENUES</b>	18,671,612	28,021,744	27,271,076	22,084,228	11,049,000
<b>TOTAL CITY REVENUES</b>	<u>44,397,739</u>	<u>56,018,975</u>	<u>55,719,979</u>	<u>50,602,705</u>	<u>39,853,000</u>

Revenue Source	Deposited to Fund	FY16-17 RPV Budget	RPV Restricted?	Description	Authority
Property Tax	General	\$ 7,251,000	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	\$ 4,430,600	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	\$ 2,047,800	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. Prior to 2004, the City received the basic 1% Bradley-Burns rate. In 2004, the state reduced the City allocation by 1/4 and replaced it with additional shares of property tax. The tax swap is scheduled to end December 31, 2015	California Constitution Article XIII §§25.5(a)(2), 29; Revenue and Tax Code §7200.
Business License Tax	General	\$ 794,500	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	\$ 1,981,900	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	\$ 5,495,000	No	Locally levied tax imposed on occupants for privilege of occupying rooms in a hotel or similar for 30 days or less. The RPV tax is 10% of the room charge.	Municipal Code Chapter 3.16 (1973). General purpose requires majority vote of voters, special purpose requires 2/3 vote.
Documentary Transfer Tax	General	\$ 406,900	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	\$ 350,500	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.

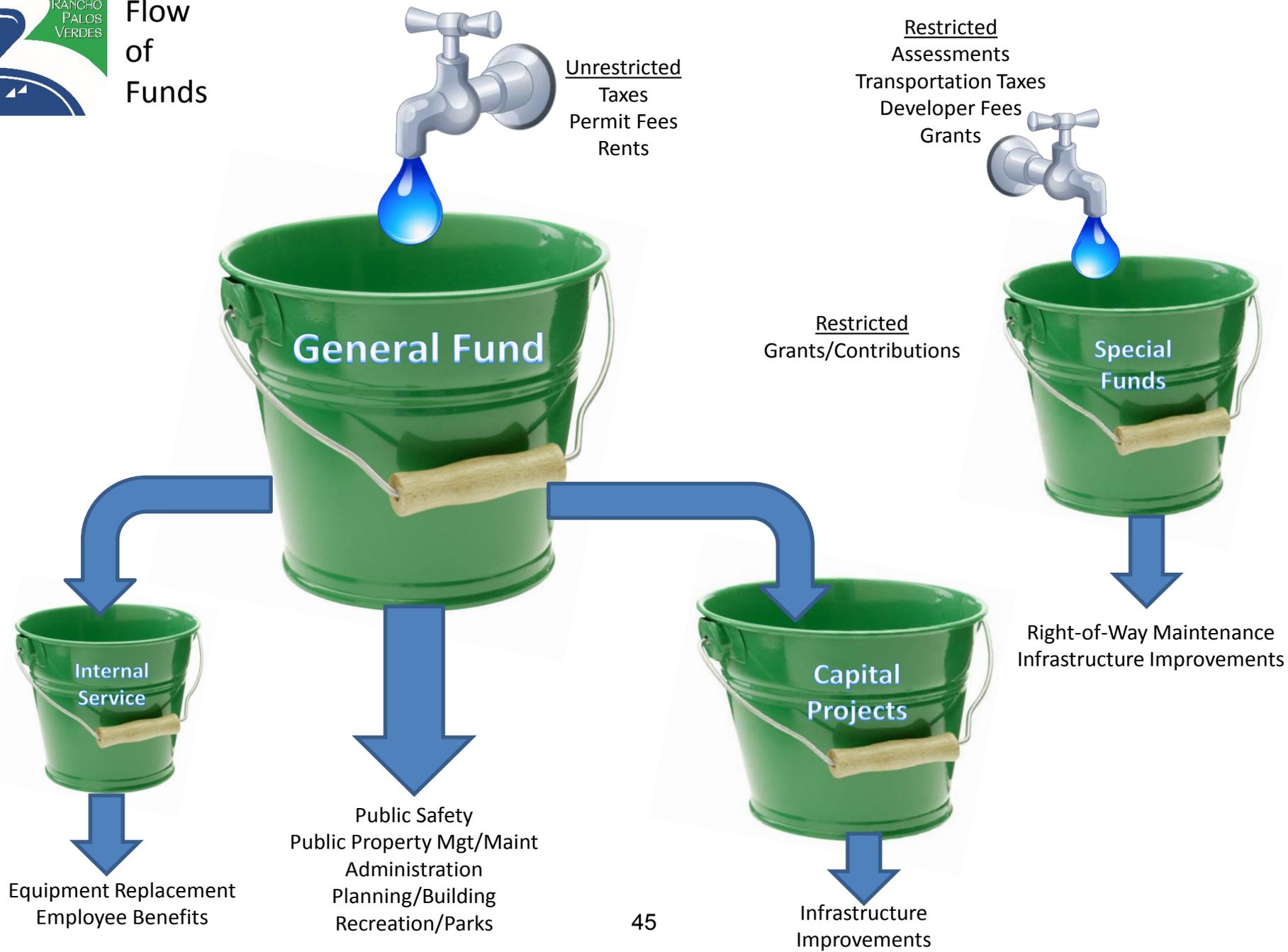
Revenue Source	Deposited to Fund	FY16-17 RPV Budget	RPV Restricted?	Description	Authority
Construction/Development Tax	EET	\$ 22,000	Yes	Excise tax imposed on the privilege or activity of development and/or the availability or use of municipal services. Rate for 2015 is \$1,839 per bedroom with a maximum 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	\$ 646,900	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	\$ 779,900	Yes	Half-cent sales tax partially (25%) distributed to cities on a per-capita basis.	Los Angeles County voter approved measure of 1980.
Measure R Sales Tax	Measure R	\$ 485,100	Yes	Half-cent sales tax partially (15%) distributed to cities.	Los Angeles County voter approved measure of 2008.
Benefit Assessments on Property	1972 Act, 1911 Act & El Prado	\$ 812,200	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	\$ 94,000	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	\$ -	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.
Regulatory Fees	General	\$ 2,021,500	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	\$ 728,900	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).

Revenue Source	Deposited to Fund	FY16-17 RPV Budget	RPV Restricted?	Description	Authority
Solid Waste Franchises	General & Waste Reduction	\$ 817,400	Both	Payment from a solid waste management franchisee as "rent" or "toll" for the use of the municipality right of way. The City has also imposed recycling fees and AB939 fees on waste haulers.	Franchise fees are imposed by a majority vote of governing body. AB939 fees are authorized by the California Integrated Waste Management Act of 1989.
Electric, Gas, Water & Oil Franchises	General	\$ 761,300	No	Payment from a franchisee as "rent" or "toll" for the use of the municipality right of way.	Majority vote of governing body.
Licenses & Permits	General	\$ 203,300	No	Issued to regulate activities within a local jurisdiction.	Majority vote of governing body. Resolution No. 2010-77.
Fines, Forfeitures & Penalties	General	\$ 121,500	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	\$ 782,200	No	Revenues from rental or use of city property and/or resources.	Majority vote of governing body.
Investment Earnings	Various	\$ 189,200	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	\$ 27,500	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	\$ 823,000	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	\$ 100,000	Yes	Revenue granted from the state General Fund for supplemental public safety services.	Government Code §30061-30065.
Proposition 172 Public Safety Sales Tax	General	\$ 75,000	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.

Revenue Source	Deposited to Fund	FY16-17 RPV Budget	RPV Restricted?	Description	Authority
Homeowners Property Tax Relief Reimbursement	General		No	Revenue to offset city loss of property tax for state imposed homeowner exemption of \$7,000 per dwelling.	California Constitution article XIII §3(k), Revenue and Tax Code §218, and Government Code §§16120-16123, 29100.6.
State Mandate Reimbursement	General	\$ -	No	State reimbursement to cities and counties for the cost of programs and services mandated by the state.	California Constitution article XIII B §6 and Revenue and Tax Code §2201.
Grants & Aid	CIP, CDBG & Various	\$ 1,378,400	Yes	Various annual and one-time awards from federal, state and county agencies vary from year to year.	Various for the granting agency.
Miscellaneous	General	\$ 308,500	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>\$ 33,986,000</b>			
<b>**Excludes interfund transactions</b>					



# Flow of Funds



**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b>TRANSFERS OUT</b>	6,831,258	8,747,811	8,574,614	10,421,869	5,446,000
<b>CITY COUNCIL</b>	137,801	137,169	120,557	121,174	126,500
<b>CITY ATTORNEY</b>	992,324	1,186,947	856,190	1,046,185	940,000
<b>PUBLIC SAFETY</b>					
Sheriff	4,154,039	4,177,601	4,345,828	4,416,330	5,369,200
Special Programs	54,610	61,839	98,528	420,200	676,800
Animal Control	49,204	81,346	81,180	110,000	117,000
TOTAL PUBLIC SAFETY	<u>4,257,853</u>	<u>4,320,786</u>	<u>4,525,536</u>	<u>4,946,530</u>	<u>6,163,000</u>
<b>CITY ADMINISTRATION</b>					
City Manager	1,008,681	973,379	731,613	902,245	795,700
City Clerk	403,467	643,145	486,496	644,710	575,900
Community Outreach	93,586	80,017	121,021	78,787	81,500
Emergency Preparedness	89,920	171,526	235,705	216,096	205,100
RPVtv	119,478	153,443	175,200	211,276	228,400
Personnel	217,479	314,837	399,980	418,801	417,400
Risk Management	685,845	467,248	399,980	510,830	-
Information Technology - Data	377,980	356,593	551,772	970,590	1,133,500
Information Technology - Voice	80,834	72,238	87,672	100,000	105,000
TOTAL CITY ADMINISTRATION	<u>3,077,270</u>	<u>3,232,426</u>	<u>3,189,439</u>	<u>4,053,335</u>	<u>3,542,500</u>
<b>FINANCE</b>					
Finance	1,284,652	1,407,325	1,208,680	1,241,973	1,296,900
Non-departmental	-	35,000	190,467	242,678	837,100
TOTAL CITY ADMINISTRATION	<u>1,284,652</u>	<u>1,442,325</u>	<u>1,399,147</u>	<u>1,484,651</u>	<u>2,134,000</u>
<b>COMMUNITY DEVELOPMENT</b>					
Planning	1,337,345	1,311,995	1,375,122	1,350,711	1,545,600
Building & Safety	540,934	626,386	744,830	766,335	886,800
Code Enforcement	198,363	212,381	207,064	165,958	136,300
View Restoration	366,350	335,870	394,210	305,503	347,200
NCCP	9,280	15,260	-	75,000	75,000
Geology	135,441	131,672	149,201	138,082	150,000
TOTAL COMMUNITY DEVELOPMENT	<u>2,587,713</u>	<u>2,633,564</u>	<u>2,870,427</u>	<u>2,801,589</u>	<u>3,140,900</u>
<b>PUBLIC WORKS</b>					
Public Works Administration	1,940,468	1,966,202	2,097,473	2,223,195	2,282,200
Traffic Management	218,999	76,611	91,847	112,396	298,000
Storm Water Quality	110,200	212,053	278,332	304,557	579,600
Building Maintenance	439,752	402,120	576,139	579,368	578,700
Parks, Trails & Open Space Maintenance	1,005,288	904,917	988,184	929,259	869,600
Sewer Maintenance	13,246	51,126	31,780	40,125	69,000
TOTAL PUBLIC WORKS	<u>3,727,953</u>	<u>3,613,029</u>	<u>4,063,755</u>	<u>4,188,900</u>	<u>4,677,100</u>
<b>RECREATION AND PARKS</b>					
Recreation Administration	529,154	653,202	780,059	938,325	838,000
Other Recreational Facilities	469,493	463,195	437,375	165,748	214,000
Fred Hesse Jr. Park	-	-	-	161,269	186,900
Robert E. Ryan Park	-	-	-	84,698	110,600
Ladera Linda Community Center	-	-	-	69,233	90,600
Abalone Cove Shoreline Park	-	-	-	75,463	105,800
Special Events and Programs	109,675	91,629	89,722	138,085	216,700
Point Vicente Interpretive Center	385,059	330,967	434,064	381,863	375,700
REACH	43,410	34,121	38,154	41,824	41,300
Support Services	-	-	39,472	58,738	84,300
TOTAL RECREATION & PARKS	<u>1,536,791</u>	<u>1,573,114</u>	<u>1,818,846</u>	<u>2,115,246</u>	<u>2,263,900</u>
<b>TOTAL GENERAL FUND</b>	<u>24,433,615</u>	<u>26,887,171</u>	<u>27,418,511</u>	<u>31,179,479</u>	<u>28,433,900</u>

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b>ALL OTHER FUNDS</b>					
<b>STATE GAS TAX</b>					
Street Pavement Maintenance	-	-	-	100,000	245,000
Street Landscape Maintenance	1,310,284	1,277,808	1,328,677	1,175,000	1,082,000
Traffic Signal Maintenance	57,766	58,915	97,396	175,000	10,000
Portuguese Bend Rd. Maintenance	458,383	524,977	518,749	572,000	48,500
Street Landscape Maintenance (CIP)	17,849	186,478	192,390	250,000	250,000
<b>TOTAL STATE GAS TAX</b>	<u>1,844,282</u>	<u>2,048,178</u>	<u>2,137,212</u>	<u>2,272,000</u>	<u>1,635,500</u>
<b>1972 ACT</b>					
Street Lights Maintenance	63,500	78,182	75,337	78,200	241,500
Transfers Out	199,077	190,000	200,000	200,000	-
<b>TOTAL 1972 ACT</b>	<u>262,577</u>	<u>268,182</u>	<u>275,337</u>	<u>278,200</u>	<u>241,500</u>
<b>EL PRADO</b>	30	30	689	1,031	800
<b>1911 ACT</b>					
Street Lights Maintenance	478,282	467,456	545,084	514,000	487,000
Transfers Out	69,705	99,000	99,000	117,000	-
<b>TOTAL 1911 ACT</b>	<u>547,987</u>	<u>566,456</u>	<u>644,084</u>	<u>631,000</u>	<u>487,000</u>
<b>BEAUTIFICATION</b>					
Operating Expenses	20,614	-	-	-	-
Street Maintenance	-	-	-	473,600	-
Transfers Out	193,000	211,404	224,000	97,791	-
<b>TOTAL BEAUTIFICATION</b>	<u>213,614</u>	<u>211,404</u>	<u>224,000</u>	<u>571,391</u>	<u>-</u>
<b>WASTE REDUCTION</b>					
Operating Expenses	157,113	181,598	114,321	157,300	278,600
Transfers Out	22,000	41,292	40,000	98,000	-
<b>TOTAL WASTE REDUCTION</b>	<u>179,113</u>	<u>222,890</u>	<u>154,321</u>	<u>255,300</u>	<u>278,600</u>
<b>AIR QUALITY</b>					
Operating Expenses	-	50,000	50,000	50,000	50,000
Transfers Out	-	54,910	-	-	-
<b>TOTAL WASTE REDUCTION</b>	<u>-</u>	<u>104,910</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>PROP "C" TRANSPORTATION</b>					
Street Maintenance (CIP)	-	-	-	-	538,000
Transfers Out	305,866	872,184	1,747,468	526,000	-
<b>TOTAL PROPOSITION "C"</b>	<u>305,866</u>	<u>872,184</u>	<u>1,747,468</u>	<u>526,000</u>	<u>538,000</u>
<b>PROP "A" TRANSPORTATION</b>					
Dial-a-Ride	583,144	584,953	640,567	591,900	638,300
Transfers out	-	-	310,886	-	-
<b>TOTAL PROPOSITION "A"</b>	<u>583,144</u>	<u>584,953</u>	<u>951,453</u>	<u>591,900</u>	<u>638,300</u>
<b>PUBLIC SAFETY</b>					
Transfers out	100,000	100,000	100,000	100,000	100,000
<b>TOTAL MEASURE R</b>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<b>SUBREGION 1</b>	49,119	32,428	51,319	55,800	44,800
<b>MEASURE A</b>					
Transfers out	82,000	67,441	261,049	57,698	90,000
<b>TOTAL MEASURE A</b>	<u>82,000</u>	<u>67,441</u>	<u>261,049</u>	<u>57,698</u>	<u>90,000</u>
<b>ABALONE COVE SEWER MAINTENANCE</b>	63,842	84,171	112,145	178,700	249,400

**CITY OF RANCHO PALOS VERDES  
STATEMENT OF EXPENDITURES - ALL FUNDS  
FISCAL YEAR 2016-2017**

CLASSIFICATION	ACTUALS FY 2012-13	ACTUALS FY 2013-14	ACTUALS FY 2014-15	PROJECTED YEAR-END FY 2015-16	ADOPTED FY 2016-17
<b>GINSBURG CULTURAL ARTS BUILDING</b>	20,000	20,000	18,000	-	-
<b>DONOR RESTRICTED DONATIONS</b>					
Operating Expenses	9,973	5,042	22,519	35,000	5,000
Capital Improvements	-	-	-	-	455,000
<b>TOTAL DONOR RESTRICTED DONATIONS</b>	<u>9,973</u>	<u>5,042</u>	<u>22,519</u>	<u>35,000</u>	<u>460,000</u>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>	66,066	77,971	26,170	447,816	192,400
<b>CAPITAL IMPROVEMENT PROGRAM FUND</b>					
Administration	16,530	77,307	25,277	297,500	270,000
Street Improvements	1,833,394	2,127,240	6,419,874	1,832,900	4,917,500
Parks, Trails & Open Space Improvements	637,315	1,875,455	1,952,382	448,000	225,000
Sewer Improvements	-	7,332	25,738	-	200,000
Building Improvements	24,432	25,692	273,338	207,000	305,000
Storm Water Quality Improvements	-	-	-	100,000	460,000
Landslide Improvements	-	-	-	955,000	525,000
Transfers Out	8,293,009	-	820,000	-	-
<b>TOTAL CAPITAL IMPROVEMENT</b>	<u>10,804,680</u>	<u>4,113,026</u>	<u>9,516,609</u>	<u>3,840,400</u>	<u>6,902,500</u>
<b>QUIMBY</b>	-	29,000	-	50,000	575,000
<b>ENVIRONMENTAL EXCISE TAX (EET)</b>					
Capital Improvements	-	51,000	-	-	-
Transfers Out	-	-	97,199	200,000	-
<b>TOTAL ENVIRONMENTAL EXCISE TAX (EET)</b>	<u>-</u>	<u>51,000</u>	<u>97,199</u>	<u>200,000</u>	<u>-</u>
<b>TDA ARTICLE 3 - SB 821 BIKEWAY FUND</b>					
Capital Improvements	-	-	-	-	82,500
Transfers Out	1,536	95,257	-	-	-
<b>TOTAL TDA ARTICLE 3 - SB 821 BIKEWAY</b>	<u>1,536</u>	<u>95,257</u>	<u>-</u>	<u>-</u>	<u>82,500</u>
<b>WATER QUALITY/FLOOD PROTECTION</b>					
Capital Improvements	347,097	406,310	782,017	2,083,400	2,343,800
Transfers Out	-	-	362,360	-	-
<b>TOTAL WATER QUALITY/FLOOD PROTECTION</b>	<u>347,097</u>	<u>406,310</u>	<u>1,144,377</u>	<u>2,083,400</u>	<u>2,343,800</u>
<b>EQUIPMENT REPLACEMENT</b>	433,653	374,043	539,011	1,480,034	687,000
<b>EMPLOYEE BENEFITS</b>	1,847,521	1,955,447	2,049,468	2,321,394	-
<b>TOTAL ALL OTHER FUNDS</b>	<u>17,896,421</u>	<u>12,423,943</u>	<u>20,258,489</u>	<u>16,190,064</u>	<u>15,763,600</u>
<b>TOTAL ALL FUNDS</b>	<u>42,330,036</u>	<u>39,311,114</u>	<u>47,677,000</u>	<u>47,369,543</u>	<u>44,197,500</u>

## INTER-FUND TRANSFERS SUMMARY

	<u>Transfers-In</u>	<u>Transfers-Out</u>
101 - General Fund	190,000	5,446,000
217 - Public Safety Grant	-	100,000
224 - Measure A Maintenance	-	90,000
225 - Abalone Cove Sewer	208,000	-
330 - Capital Improvement Fund	5,200,000	-
795 - Improvement Authority - Abalone	<u>38,000</u>	<u>-</u>
	<u>5,636,000</u>	<u>5,636,000</u>

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## **GENERAL FUND SUMMARY**

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## GENERAL FUND SUMMARY

The General Fund is the primary operating fund of the City, and accounts for about three-quarters of the Citywide budget. Below is a summary of General Fund activity, and changes in the 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 FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
Beginning Reserve	\$ 12,464,439	\$ 13,968,268	\$ 13,839,226	\$ 15,133,238	\$ 12,224,036
Revenue	25,531,952	27,829,789	28,084,853	28,357,779	28,614,000
Expenditures	(17,600,916)	(18,139,185)	(18,840,208)	(20,962,810)	(22,987,900)
Transfers In	194,000	167,441	364,049	157,698	190,000
Transfers Out	(6,831,258)	(8,747,811)	(8,574,614)	(10,461,869)	(5,446,000)
Changes in Reserve, Restricted, Committed & Assigned Balances	210,051	(1,239,276)	259,932	-	-
<b>Ending Reserve</b>	<b>\$ 13,968,268</b>	<b>\$ 13,839,226</b>	<b>\$ 15,133,238</b>	<b>\$ 12,224,036</b>	<b>\$ 12,594,136</b>
Policy Level (50% of Expenditures)	8,800,458	9,069,593	9,420,104	10,481,405	11,493,950
<b>Excess Reserve</b>	<b>\$ 5,167,810</b>	<b>\$ 4,769,634</b>	<b>\$ 5,713,134</b>	<b>\$ 1,742,631</b>	<b>\$ 1,100,186</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.

101 - GENERAL FUND

FY 2016-17 RECURRING VS. ONE-TIME REVENUES AND EXPENDITURES

Revenue Type	Recurring	One-time	Total
Property Tax	12,088,500	27,000	12,115,500
<i>RDA Property tax trust</i>		<b>27,000</b>	
Sales Tax	2,122,800		2,122,800
TOT	5,495,000		5,495,000
Franchise taxes	2,127,100		2,127,100
UUT	1,981,900		1,981,900
Business License or Golf Tax	1,145,000		1,145,000
Charges for services	2,567,500		2,567,500
Other revenue	1,021,200	38,000	1,059,200
<i>Donations</i>		<b>27,500</b>	
<i>CASP fees</i>		<b>500</b>	
<i>Miscellaneous revenues</i>		<b>10,000</b>	
Transfers in	190,000	-	190,000
<b>TOTAL REVENUES</b>	<b>28,739,000</b>	<b>65,000</b>	<b>28,804,000</b>

Expenditure by Program	Recurring	One-time	Total
City Council	126,500	-	126,500
City Attorney	940,000	-	940,000
Public Safety/Law Enforcement	6,163,000	-	6,163,000
City Administration	3,444,200	98,300	3,542,500
<i>Dual systems maintenance</i>		<b>52,500</b>	
<i>Security cameras &amp; achieve</i>		<b>45,800</b>	
Finance	1,296,900		1,296,900
Community Development	3,140,900	-	3,140,900
Public Works	4,677,100	-	4,677,100
Recreation & Parks	2,218,900	45,000	2,263,900
<i>Accessible Restroom Trailer</i>		<b>45,000</b>	
Non-department	737,100	100,000	837,100
<i>Phase 2 Security Cameras</i>		<b>100,000</b>	
TOT Transfer Out	5,200,000	-	5,200,000
Transfers out	246,000	-	246,000
<b>TOTAL EXPENDITURES</b>	<b>28,190,600</b>	<b>243,300</b>	<b>28,433,900</b>
<b>SURPLUS/(DEFICITS)</b>	<b>548,400</b>	<b>(178,300)</b>	<b>370,100</b>

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
<b>Taxes</b>						
101-2020-316-10-0	BUSINESS LICENSE TAX	737,481	764,494	808,668	825,650	794,500
101-6000-311-10-0	PROPERTY TAX	6,300,110	6,726,496	6,962,419	7,009,300	7,251,000
101-6000-312-20-0	PROP TAX IN LIEU OF SALES	453,908	536,579	540,611	88,910	0
101-6000-312-30-0	PROP TAX IN LIEU OF VLF	3,694,229	3,890,110	4,061,473	4,252,416	4,430,600
101-6000-312-40-0	REDEV PROP TAX TRUST	23,689	24,541	44,710	40,457	27,000
101-6000-313-10-0	SALES AND USE TAX	1,496,029	1,569,230	1,682,131	2,000,000	2,047,800
101-6000-313-30-0	SALES TAX - PW (PSAF)	69,385	73,151	75,758	75,602	75,000
101-6000-314-10-0	TRANSIENT OCC TAX	3,790,359	4,250,086	4,812,130	5,149,029	5,495,000
101-6000-315-XX-0	UTILITY USERS TAX	2,480,966	2,509,524	1,972,671	1,663,644	1,981,900
101-6000-317-XX-0	FRANCHISE TAXES	1,906,613	1,998,213	2,044,398	2,043,393	2,127,100
101-6000-318-10-0	PROPERTY TRANSFER TAX	371,373	385,600	344,357	430,432	406,900
101-6000-318-20-0	GOLF TAX	383,015	439,166	411,362	377,850	350,500
<b>Taxes</b>		<b>21,707,158</b>	<b>23,167,189</b>	<b>23,760,687</b>	<b>23,956,683</b>	<b>24,987,300</b>

### **License/Permits**

101-1002-325-10-0	FILM PERMITS	41,313	58,865	76,658	74,274	60,000
101-1025-326-10-0	ANIMAL CONTROL FEES	32,644	41,647	42,898	40,450	40,000
101-3001-324-10-0	RIGHT OF WAY PERMITS	78,192	75,787	97,747	112,244	100,000
101-3001-324-20-0	DUMPSTER PERMITS	980	1,470	1,078	2,058	1,600
101-3006-327-10-0	PARKING PERMITS	680	280	500	380	300
101-3006-327-20-0	PARKING DECALS	546	188	183	1,183	1,400
101-4001-322-10-0	PLAN & ZONE PERMIT	332,832	360,412	423,304	399,154	410,000
101-4001-322-20-0	PLAN - INVESTIGATION	1,340	6,219	18,563	21,656	10,000
101-4001-322-30-0	PLAN - MISC FEES	2,849	1,345	953	321	1,000
101-4001-322-40-0	PLAN - DATA PROCESS	7,311	7,741	8,783	9,284	7,800
101-4001-322-50-0	PLAN - HIST DATA FEE	7,614	7,470	6,372	6,966	7,800
101-4002-323-10-0	B&S PLAN CHECK	307,454	354,154	344,380	349,499	320,000
101-4002-323-20-0	B&S PERMITS	1,040,314	869,713	1,304,850	1,435,929	1,100,000
101-4002-323-30-0	B&S INVESTIGATIONS	0	0	132	0	0
101-4002-323-40-0	GEOLOGY FEES	5,254	0	-3,294	4	0

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
101-4002-323-50-0	B&S SMIP FEES	1,922	1,381	2,170	2,043	2,000
101-4002-323-60-0	B&S STATE BLDG STD	715	78	435	376	400
101-4003-321-10-0	MASSAGE PERMITS	144	0	115	0	0
101-4004-322-60-0	VIEW RESTORATION FEES	2,064	8,882	6,824	5,106	3,500
101-4006-323-40-0	B&S GEOLOGY FEES	162,833	155,105	181,921	169,919	150,000
<b>License/Permits</b>		<b>2,026,999</b>	<b>1,950,736</b>	<b>2,514,572</b>	<b>2,630,846</b>	<b>2,215,800</b>
<b><i>Fine/Forfeitures</i></b>						
101-1021-351-10-0	MISC COURT FINES	105,186	118,185	121,626	94,134	107,000
101-1021-351-20-0	FALSE ALARM FINES	6,000	4,700	4,200	6,400	5,000
101-1021-351-30-0	TOW FEES	5,346	5,862	9,230	8,427	9,500
<b>Fine/Forfeitures</b>		<b>116,532</b>	<b>128,747</b>	<b>135,056</b>	<b>108,961</b>	<b>121,500</b>
<b><i>Rents</i></b>						
101-3001-364-10-1	RENT - CITY HALL	12,170	12,948	23,063	17,116	7,000
101-5030-364-XX-X	RENT - REC & PARKS	95,744	95,260	88,353	1,627	800
101-5031-364-10-2	RENT - HESSE PARK	0	0	0	35,817	53,000
101-5032-364-10-5	RENT - RYAN PARK	0	0	0	4,782	12,000
101-5033-364-10-4	RENT - LADERA LINDA	0	0	0	5,694	7,500
101-5060-364-10-3	RENT - PVIC	194,406	223,502	236,359	260,700	200,000
101-6000-363-XX-X	RENT - CITYWIDE	169,354	197,127	74,823	171,464	181,900
101-6000-364-30-0	RENTAL INCOME OTHER	830	932	160	0	0
<b>Rents</b>		<b>472,504</b>	<b>529,768</b>	<b>422,759</b>	<b>497,200</b>	<b>462,200</b>
<b><i>Interest</i></b>						
101-6000-361-10-0	INTEREST EARNINGS	41,945	38,168	43,053	51,687	53,800
<b>Interest</b>		<b>41,945</b>	<b>38,168</b>	<b>43,053</b>	<b>51,687</b>	<b>53,800</b>
<b><i>Charges for Services</i></b>						
101-3001-344-10-0	ENGINEERING FEES	42,989	29,412	36,477	53,362	9,000
101-3006-344-20-0	SALE OF SIGNS/SERVICES	10,925	3,535	1,645	1,720	1,900
101-5030-347-60-0	HIKE FEES	0	0	25	0	0
101-5034-347-70-0	SHORELINE PKNG LOT FEES	67,259	117,734	121,713	257,479	200,000
101-5034-347-90-0	AB COVE PROGRAM FEES	0	0	11,799	10,538	0

## GENERAL FUND REVENUES

Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
101-5040-347-90-0	PROGRAM FEES	7,953	6,886	0	0	8,000
101-5070-347-80-0	REC FEES - REACH	10,301	10,764	10,839	9,880	3,500
<b>Charges for Services</b>		<b>139,427</b>	<b>168,331</b>	<b>182,497</b>	<b>332,979</b>	<b>222,400</b>
<b><i>From Other Agency</i></b>						
101-1026-331-10-0	FEDERAL GRANT INCOME	0	0	17,025	2,378	0
101-3006-334-10-0	GRANT INCOME	21,485	1,987	1,350	1,350	0
101-4005-331-10-0	NCCP GRANT INCOME	640	11,630	0	0	0
101-6000-335-10-0	MOTOR VEHICLE IN-LIEU	22,312	18,466	17,837	17,174	0
<b>From Other Agency</b>		<b>44,437</b>	<b>32,083</b>	<b>36,212</b>	<b>20,902</b>	<b>0</b>
<b><i>Other Revenue</i></b>						
101-1005-369-10-0	MISC REVENUES	0	0	2,128	400	0
101-1026-369-10-0	MISC REVENUES	919	743	1,063	1,542	0
101-3001-381-10-0	SPECIAL FUND ADMIN	157,400	152,700	155,800	155,800	155,800
101-3008-369-40-0	CASP FEES	1,363	1,046	1,498	1,526	500
101-5030-365-XX-0	DONATIONS	158	0	0	0	0
101-5040-365-40-0	DONATIONS - JULY 4TH	3,050	5,275	2,450	4,100	3,000
101-5040-365-70-0	DONATIONS - SPEC EVENT	3,700	1,600	1,600	0	10,000
101-5040-369-10-0	MISC REVENUES	47,889	2,580	0	411	0
101-5060-365-20-0	DONATIONS - PVIC	11,916	12,096	15,972	14,793	12,000
101-5060-369-20-1	PVIC GIFT SHOP	100,806	111,986	119,314	122,021	120,000
101-5070-365-30-0	DONATIONS - REACH	3,737	12,295	2,767	3,470	2,500
101-6000-365-10-0	DONATIONS - GENERAL	108	116	5	1,018	0
101-6000-369-10-0	MISC REVENUES	586,508	1,448,382	406,933	376,656	10,000
101-6000-369-20-0	ST MANDATE COST REIMB	3,431	5,196	190,844	24,528	0
101-6000-369-50-0	RDA LOAN REPAYMENT	0	0	58,332	19,154	177,200
101-6000-381-40-0	SUCCESSOR AGY ADMIN	62,139	60,750	31,311	33,102	60,000
<b>Other Revenue</b>		<b>983,124</b>	<b>1,814,766</b>	<b>990,017</b>	<b>758,521</b>	<b>551,000</b>
<b>General Fund Revenue Totals</b>		<b>25,532,124</b>	<b>27,829,788</b>	<b>28,084,853</b>	<b>28,357,779</b>	<b>28,614,000</b>

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
1001 City Council	137,801	137,169	120,557	121,174	126,500
<i>Subtotal for City Council</i>	137,801	137,169	120,557	121,174	126,500
1003 Legal Services	992,324	1,186,947	856,190	1,046,185	940,000
<i>Subtotal for Legal Services</i>	992,324	1,186,947	856,190	1,046,185	940,000
1002 City Manager	1,008,681	973,379	731,613	902,245	795,700
1004 City Clerk	403,467	643,145	486,496	644,710	575,900
1005 Community Outreach	93,586	80,017	121,021	78,787	81,500
1006 RPVtv	119,478	153,443	175,200	211,276	228,400
1010 Risk Management	685,845	467,248	399,980	510,830	0
1011 Personnel	217,479	314,837	399,980	418,801	417,400
1026 Emergency Preparedness	89,920	171,526	235,705	216,096	205,100
2030 Information Technology - Data	377,980	356,593	551,772	970,590	1,133,500
2035 Information Technology - Voice	80,834	72,238	87,672	100,000	105,000
<i>Subtotal for Administration</i>	3,077,271	3,232,426	3,189,439	4,053,335	3,542,500
1021 Sheriff	4,154,039	4,177,601	4,345,828	4,416,330	5,369,200
1024 Special Programs	54,610	61,839	98,528	420,200	676,800
1025 Animal Control	49,204	81,346	81,180	110,000	117,000
<i>Subtotal for Public Safety</i>	4,257,853	4,320,786	4,525,536	4,946,530	6,163,000
2020 Finance	1,284,652	1,407,325	1,208,680	1,241,973	1,296,900
6000 General Non-Program Expenditures	0	35,000	190,467	242,678	837,100
<i>Subtotal for Finance</i>	1,284,652	1,442,325	1,399,147	1,484,651	2,134,000
3001 Public Works Administration	1,940,468	1,966,202	2,097,473	2,223,195	2,282,200
3006 Traffic Management	218,999	76,611	91,847	112,396	298,000
3007 Storm Water Quality	110,200	212,053	278,332	304,557	579,600
3008 Building Maintenance	439,752	402,120	576,139	579,368	578,700
3009 Parks, Trails & Open Space Maintenance	1,005,288	904,917	988,184	929,259	869,600
3026 Sewer Maintenance	13,246	51,126	31,780	40,125	69,000
<i>Subtotal for Public Works</i>	3,727,954	3,613,028	4,063,754	4,188,900	4,677,100
4001 Planning	1,337,345	1,311,995	1,375,122	1,350,711	1,545,600
4002 Building & Safety	540,934	626,386	744,830	766,335	886,800
4003 Code Enforcement	198,363	212,381	207,064	165,958	136,300
4004 View Restoration	366,350	335,870	394,210	305,503	347,200
4005 NCCP	9,280	15,260	0	75,000	75,000

## GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
4006 Geology	135,441	131,672	149,201	138,082	150,000
<i>Subtotal for Community Development</i>	<i>2,587,712</i>	<i>2,633,563</i>	<i>2,870,428</i>	<i>2,801,589</i>	<i>3,140,900</i>
5010 Recreation Administration	529,154	653,202	780,059	938,325	838,000
5030 Other Recreational Facilities	469,493	463,195	437,375	165,748	214,000
5031 Fred Hesse Jr. Park	0	0	0	161,269	186,900
5032 Robert E. Ryan Park	0	0	0	84,698	110,600
5033 Ladera Linda Community Center	0	0	0	69,233	90,600
5034 Abalone Cove Shoreline Park	0	0	0	75,463	105,800
5040 Special Events and Programs	109,675	91,629	89,722	138,085	216,700
5060 Point Vicente Interpretive Center	385,059	330,967	434,064	381,863	375,700
5070 REACH	43,410	34,121	38,154	41,824	41,300
5080 Support Services	0	0	39,472	58,738	84,300
<i>Subtotal for Recreation</i>	<i>1,536,790</i>	<i>1,573,113</i>	<i>1,818,846</i>	<i>2,115,246</i>	<i>2,263,900</i>
<b>General fund Expenditure Totals</b>	<b>17,602,357</b>	<b>18,139,356</b>	<b>18,843,897</b>	<b>20,757,610</b>	<b>22,987,900</b>

## GENERAL FUND TRANSFERS

Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
<b><i>TRANSFERS IN</i></b>					
Fr Measure A Maintenance	82,000	67,441	261,049	57,698	90,000
Fr PS Grants	100,000	100,000	100,000	100,000	100,000
Fr Waste Reduction - Park Maint	12,000	0	3,000	3,000	0
<b>TRANSFERS IN</b>	<b>194,000</b>	<b>167,441</b>	<b>364,049</b>	<b>160,698</b>	<b>190,000</b>
<b><i>TRANSFERS OUT</i></b>					
To Abalone Cove Sewer Maint	10,700	50,700	50,700	80,700	208,000
To CDBG	9,302	0	0	11,624	0
To Habitat Restoration	65,000	150,000	157,000	0	0
To Improv Authority Ab Cove	0	20,000	35,000	37,000	38,000
To Improv Authority Port Bend	106,000	70,000	40,000	0	0
To Infrastructure Improv Admin	4,975,256	6,522,697	6,016,514	8,430,545	5,200,000
To Street Improvements	1,575,000	1,873,414	2,229,400	1,862,000	0
To Subregion 1	90,000	61,000	46,000	0	0
<b>TRANSFERS OUT</b>	<b>6,831,258</b>	<b>8,747,811</b>	<b>8,574,614</b>	<b>10,421,869</b>	<b>5,446,000</b>

**Department:** General Fund

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

Account #	Account Description	Budget FY16-17
<b><i>Fr PS Grants</i></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>100,000</b>
<b><i>Fr Measure A Maintenance</i></b>		
	Transfer from the Measure A Maintenance Fund to Parks, Trails & Open Space Maintenance within the General Fund for fuel modification in the Open Space areas.	<b>90,000</b>

**Department:** General Fund  
**Budget Program:** General Non-Program Transfers Out

Account #	Account Description	Budget FY16-17
<b><i>To Abalone Cove Sewer Maint</i></b>		
	Transfer to the Abalone Cove Sewer District fund for the City's sewer system maintenance contribution.	<b>208,000</b>
<b><i>To Improv Authority Ab Cove</i></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.	<b>38,000</b>
<b><i>To Infrastructure Improv Admin</i></b>		
	Funding for the Reserve for future Capital Projects. (\$5,200,000)	<b>5,200,000</b>

**CITY COUNCIL**

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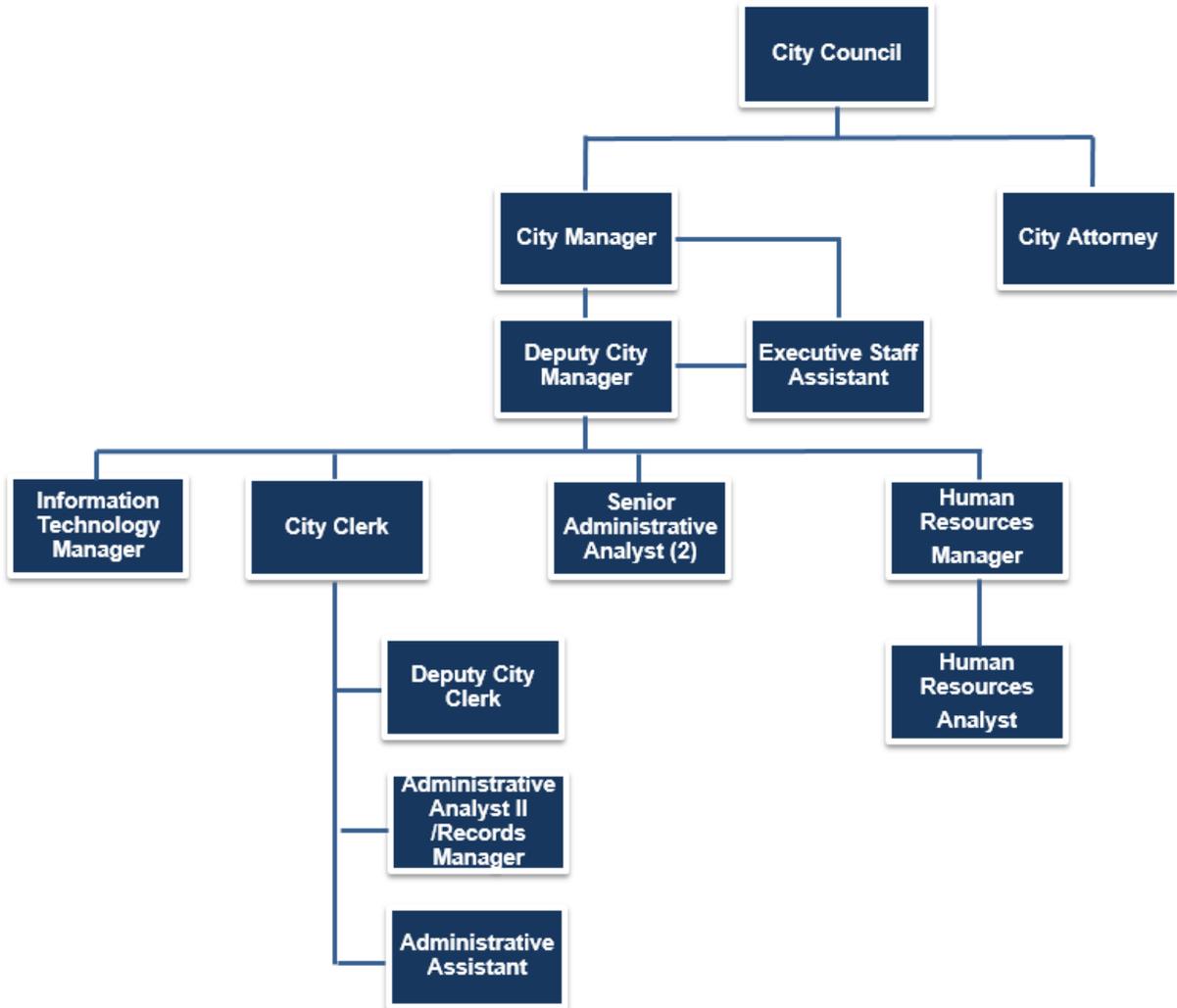
## CITY COUNCIL

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



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

# ORGANIZATIONAL CHART



**Department:** City Council

**Budget Program:** City Council

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1001-411-12-00	SALARY & WAGES - PT	24,001	24,001	23,078	24,462	24,000
	101-1001-411-29-00	EMPLOYEE BENEFITS	76,000	79,600	82,300	82,090	69,000
	101-1001-411-32-00	PROF/TECH SERVICE	0	0	0	9	0
	101-1001-411-54-00	LEGAL NOTICES AND AD	0	0	0	150	0
	101-1001-411-56-00	MILEAGE REIMBURSE	0	0	540	0	0
	101-1001-411-57-00	MEETINGS/CONFERENC	13,723	8,408	10,335	10,205	30,000
	101-1001-411-59-20	MEMBERSHIPS & DUES	21,422	22,189	200	0	0
	101-1001-411-61-00	OP SUPP/MINOR EQUIP	2,656	2,971	4,105	4,258	3,500
<b>Expenditure Subtotals</b>			<b>137,801</b>	<b>137,169</b>	<b>120,557</b>	<b>121,174</b>	<b>126,500</b>
<b>Total Program Expenditures</b>			<b>137,801</b>	<b>137,169</b>	<b>120,557</b>	<b>121,174</b>	<b>126,500</b>

**Department:** City Council

**Budget Program:** City Council

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-1001-411-12-00</b>	<b>SALARY &amp; WAGES - PT</b> The City Council Members are each paid a part-time salary of \$400 per month.	<b>24,000</b>
<b>101-1001-411-29-00</b>	<b>EMPLOYEE BENEFITS</b> The cost for the City Council's participation in the City's medical, dental, vision and life insurance programs. The City pays 100% of the health insurance premiums for City Council Members, and 50% of the premiums for their dependents. In addition, this appropriation provides for federal and state payroll taxes on the Council Members' part-time salaries as required by law.	<b>69,000</b>
<b>101-1001-411-57-00</b>	<b>MEETINGS/CONFERENCES</b> \$6,000 is allocated for each member of City Council for travel, training, and conference expenses.	<b>30,000</b>
<b>101-1001-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> Stationery items for City Council such as business cards, letterhead and binders.	<b>3,500</b>

## **LEGAL SERVICES**

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## LEGAL SERVICES

The City contracts with Aleshire & Wynder LLP for general legal services, with Dave J. Aleshire serving as the City Attorney. Since incorporation, the City has chosen to contract with a law firm due to the variety of legal expertise that a firm can typically provide in comparison with a singular attorney. Aleshire & Wynder also represents the City in litigation, code enforcement, and labor negotiations with the City's Employee Association. About 16% in fees were spent for litigation in fiscal year 2014-15, and about 25% has been spent year-to-date in fiscal year 2015-16. Periodically, the City retains the services of other legal firms when special expertise is required.

### City Attorney's Office

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



Dave J. Aleshire



**Department:** Legal Services

**Budget Program:** Legal Services

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1003-411-32-00	PROF/TECH SERVICE	124,478	302,231	326,390	184,833	0
	101-1003-411-33-00	LEGAL SERVICES-GENE	867,846	884,716	529,800	737,959	610,000
	101-1003-411-33-10	LEGAL SERVICES-LABO	0	0	0	19,065	60,000
	101-1003-411-33-20	LEGAL SERVICES-LITIGA	0	0	0	88,793	245,000
	101-1003-411-33-30	LEGAL SERVICES-CODE	0	0	0	15,535	25,000
<b>Expenditure Subtotals</b>			<b>992,324</b>	<b>1,186,947</b>	<b>856,190</b>	<b>1,046,185</b>	<b>940,000</b>
<b>Total Program Expenditures</b>			<b>992,324</b>	<b>1,186,947</b>	<b>856,190</b>	<b>1,046,185</b>	<b>940,000</b>

**Department:** Legal Services

**Budget Program:** Legal Services

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-1003-411-33-00</b>	<b>LEGAL SERVICES-GENERAL</b> General legal services provided by the City Attorney firm.	<b>610,000</b>
<b>101-1003-411-33-10</b>	<b>LEGAL SERVICES-LABOR NEGOTIATION</b> Labor negotiation services provided by the City Attorney firm.	<b>60,000</b>
<b>101-1003-411-33-20</b>	<b>LEGAL SERVICES-LITIGATION</b> Litigation services provided by the City Attorney firm.	<b>245,000</b>
<b>101-1003-411-33-30</b>	<b>LEGAL SERVICES-CODE ENFORCEMENT</b> Code enforcement services provided by the City Attorney firm.	<b>25,000</b>

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## **PUBLIC SAFETY**

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## **PUBLIC SAFETY**

The public safety program provides for the overall protection and preservation of the City, including its residents, business owners and visitors. The majority of the City's public safety programs are administered by the City Manager's Office and include Sheriff, Special Programs, Public Safety Grants and Emergency Preparedness. Animal Control is 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 school crossing guard and traffic control services, the parking citation-processing contract, and focused traffic safety and crime prevention programs.

### **PUBLIC SAFETY GRANTS**

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

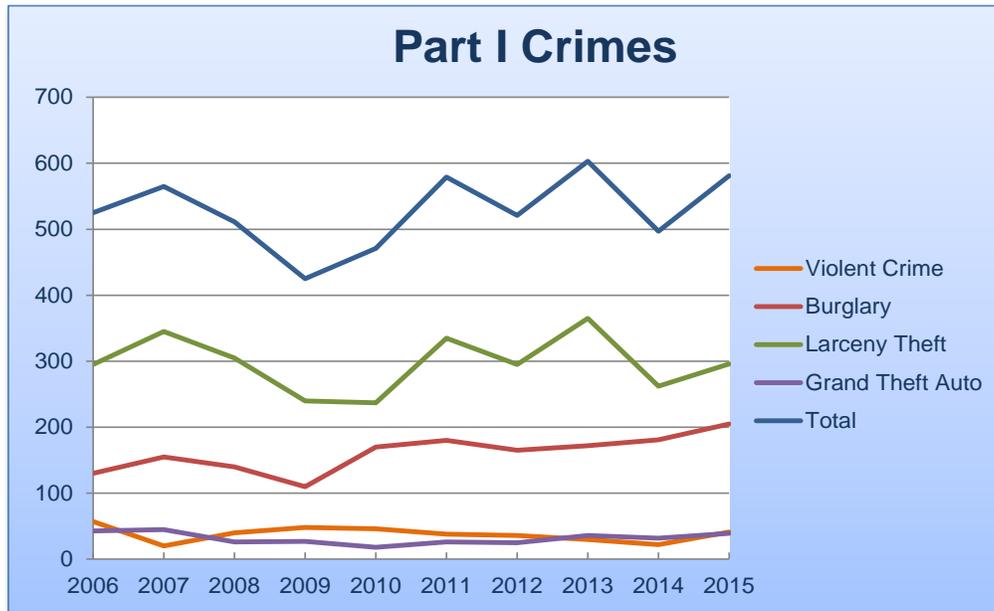
### **ANIMAL CONTROL**

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

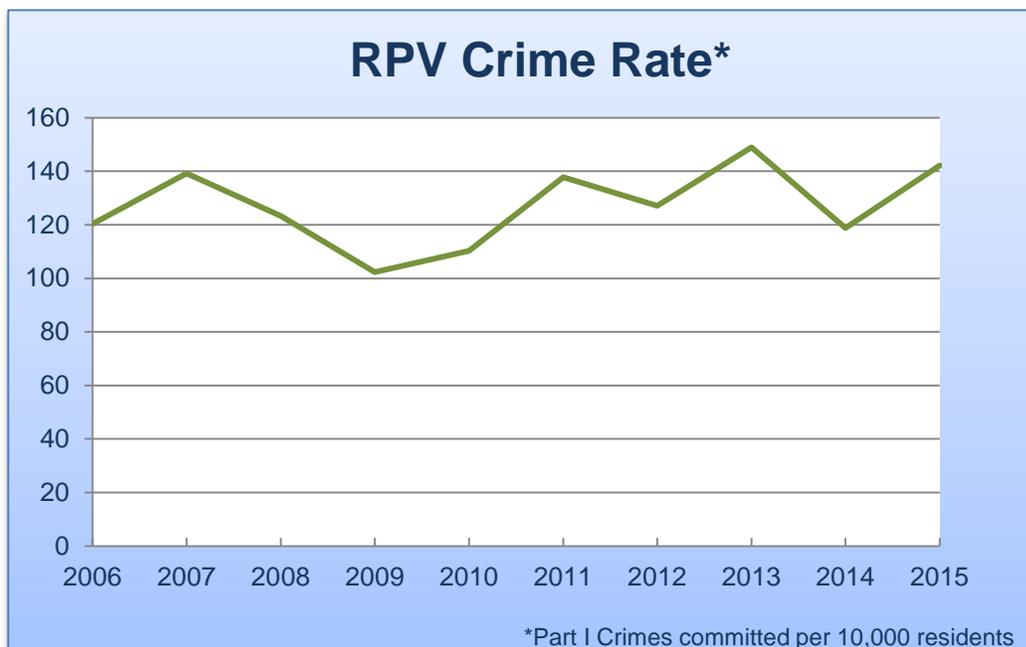
## PUBLIC SAFETY PERFORMANCE INDICATORS

### PART I CRIMES

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



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 2006:



In 2015, about 142 people out of every 10,000 in Rancho Palos Verdes were victims of a Part I Crime, compared to 225 for the unincorporated areas served by the Lomita Sheriff's Station.

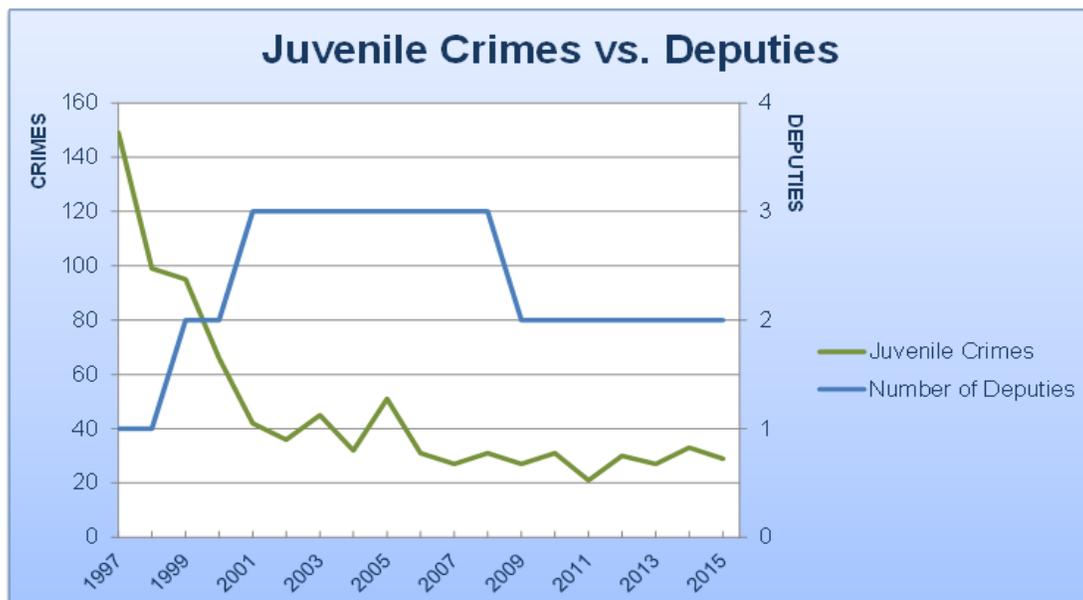
### SHERIFF'S RESPONSE TIME

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

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

### CORE DEPUTY TEAM

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



According to the Sheriff's Department, the criteria consisted of all crime reports involving a subject between the ages of five and seventeen. This included both identified subjects and unidentified

subjects with a description provided by a witness (based on information provided by the Los Angeles County Sheriff's Department, Lomita Station).

**ANIMAL CONTROL**

The agency's target response times are identified below.

**Animal Control  
Target Response Times by Priority**

LAC DACC Policy: OPF 130

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

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

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

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

**Department:** Public Safety

**Budget Program:** Sheriff

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1021-421-32-00	PROF/TECH SERVICE	4,154,039	4,177,601	4,345,828	4,416,330	5,369,200
Expenditure Subtotals			4,154,039	4,177,601	4,345,828	4,416,330	5,369,200
<b>Total Program Expenditures</b>			<b>4,154,039</b>	<b>4,177,601</b>	<b>4,345,828</b>	<b>4,416,330</b>	<b>5,369,200</b>

**Department:** Public Safety

**Budget Program:** Sheriff

Account #	Account Description	Budget FY16-17
<b>101-1021-421-32-00</b>	<p data-bbox="397 378 649 409"><b>PROF/TECH SERVICE</b></p> <p data-bbox="397 420 1291 451">The FY16-17 allocation reflects a 3.7% increase from actual FY15-16 rates.</p> <p data-bbox="397 483 1291 819">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. Beginning in FY15-16, the City added two RPV-dedicated patrol units (cost of \$163,226 each) and jointly added a SAT Detective (cost of \$177,846 for 68% share) to the Sheriff's contract at the "growth" rate, which will increase by about 50% to the standard rate in FY17-18. (\$4,684,600)</p> <p data-bbox="397 850 1291 1092">2. Grant Deputy Program: Provides for the Community Resource (CORE) policing team that primarily focuses on juvenile crime and drug abuse prevention, neighborhood conflict resolution and other quality of life policing issues. The team also teaches Student &amp; the Law classes at Peninsula High School and Rancho del Mar High School. First established in FY96-97 with one deputy, the Team was increased in size until it had three deputies beginning in FY99-00. Beginning in FY09-10, the regional contract CORE team was reduced to two deputies. (\$222,000)</p> <p data-bbox="397 1123 1291 1266">The total cost of the Sheriff's services includes a 9.5% 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. (\$462,600)</p>	<b>5,369,200</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1024-421-11-00	SALARY & WAGES - FT	0	0	0	0	71,700
	101-1024-421-29-00	EMPLOYEE BENEFITS	0	0	0	0	20,600
	101-1024-421-32-00	PROF/TECH SERVICE	54,351	60,833	95,136	173,800	564,000
	101-1024-421-55-00	PRINTING & BINDING	0	0	2,499	2,500	4,000
	101-1024-421-61-00	OP SUPP/MINOR EQUIP	259	1,007	892	243,900	16,500
<b>Expenditure Subtotals</b>			<b>54,610</b>	<b>61,839</b>	<b>98,528</b>	<b>420,200</b>	<b>676,800</b>
<b>Total Program Expenditures</b>			<b>54,610</b>	<b>61,839</b>	<b>98,528</b>	<b>420,200</b>	<b>676,800</b>

**Department:** Public Safety

**Budget Program:** Special Programs

Account #	Account Description	Budget FY16-17
101-1024-421-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	71,700
101-1024-421-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	20,600
101-1024-421-32-00	<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. (\$1,700)  2. Traffic Control at Rancho Vista Elementary School: This item pays for the City's share of the Sheriff's traffic control at Rancho Vista Elementary School. The three regional cities share the cost: RPV 68%, RHE 28% and RH 4%. (\$16,000)  3. Explorer Scouts: This program allows Sheriff Explorer Scouts to provide traffic control at the City's annual Whale of a Day celebration and other special events. (\$900)  4. Annual targeted enforcement and outreach programs recommended by the Sheriff. (\$72,000 total)  (a) Coastal Area Patrol \$39,000 (b) Western Avenue Patrol \$8,000 (c) Summer Evening Patrol \$10,000 (d) Supplemental Patrol \$15,000  5. Los Angeles Regional Interoperable Communications System (LA-RICS) administration fee. (\$5,200)  6. One-time audit of service level provided by the Sheriff. (\$25,000)  7. Bi-annual Public Safety Meetings with the Sheriff's Department (\$3,000)  8. 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. (\$440,200)	564,000
101-1024-421-55-00	<b>PRINTING &amp; BINDING</b> This item covers the cost of printing parking citation books for the Regional	4,000

**Department:** Public Safety

**Budget Program:** Special Programs

Account #	Account Description	Budget FY16-17
	Law Enforcement Area. The increase is due to the number of citations increasing in the permitted parking areas of the City. The cost is shared on a 68% - 28% - 4% basis with the other contract cities.	
<b>101-1024-421-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> This item covers the costs associated with ongoing maintenance and miscellaneous supplies for:  1. Peninsula Region's radar units. This cost is shared: RPV 68%, RHE 28% and RH 4%. (\$1,000)  2. The City's speed trailer. (\$500)  3. Uniforms and equipment for the Lomita Sheriff's Station Volunteers on Patrol (VOP) participants who are Rancho Palos Verdes residents. (\$5,000)  4. Annually cellular costs (\$10,000).	<b>16,500</b>

**Department:** Public Safety  
**Budget Program:** Animal Control

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1025-421-32-00	PROF/TECH SERVICE	49,204	81,346	81,180	110,000	117,000
<b>Expenditure Subtotals</b>			<b>49,204</b>	<b>81,346</b>	<b>81,180</b>	<b>110,000</b>	<b>117,000</b>
<b>Total Program Expenditures</b>			<b>49,204</b>	<b>81,346</b>	<b>81,180</b>	<b>110,000</b>	<b>117,000</b>

**Department:** Public Safety

**Budget Program:** Animal Control

Account #	Account Description	Budget FY16-17
<b>101-1025-421-32-00</b>	<b>PROF/TECH SERVICE</b>  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. (\$80,000)  2. The City contracts with Wildlife Services for the implementation of the City's peafowl trapping program. Based on the Council-adopted Peafowl Management Plan, the City anticipates trapping of up to 150 birds and conducting a census survey for the 16/17 fiscal calendar. (\$37,000)	<b>117,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
To Gen'l Fund	217-1027-491-91-00	TRANSFERS OUT	100,000	100,000	100,000	100,000	100,000
<b>Transfers Out Subtotals</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Total Program Expenditures</b>			<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

**Department:** Public Safety

**Budget Program:** Public Safety Grants

Account #	Account Description	Budget FY16-17
<i>To Gen'l Fund</i>		
217-1027-491-91-00	<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>100,000</b>

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## **CITY ADMINISTRATION**

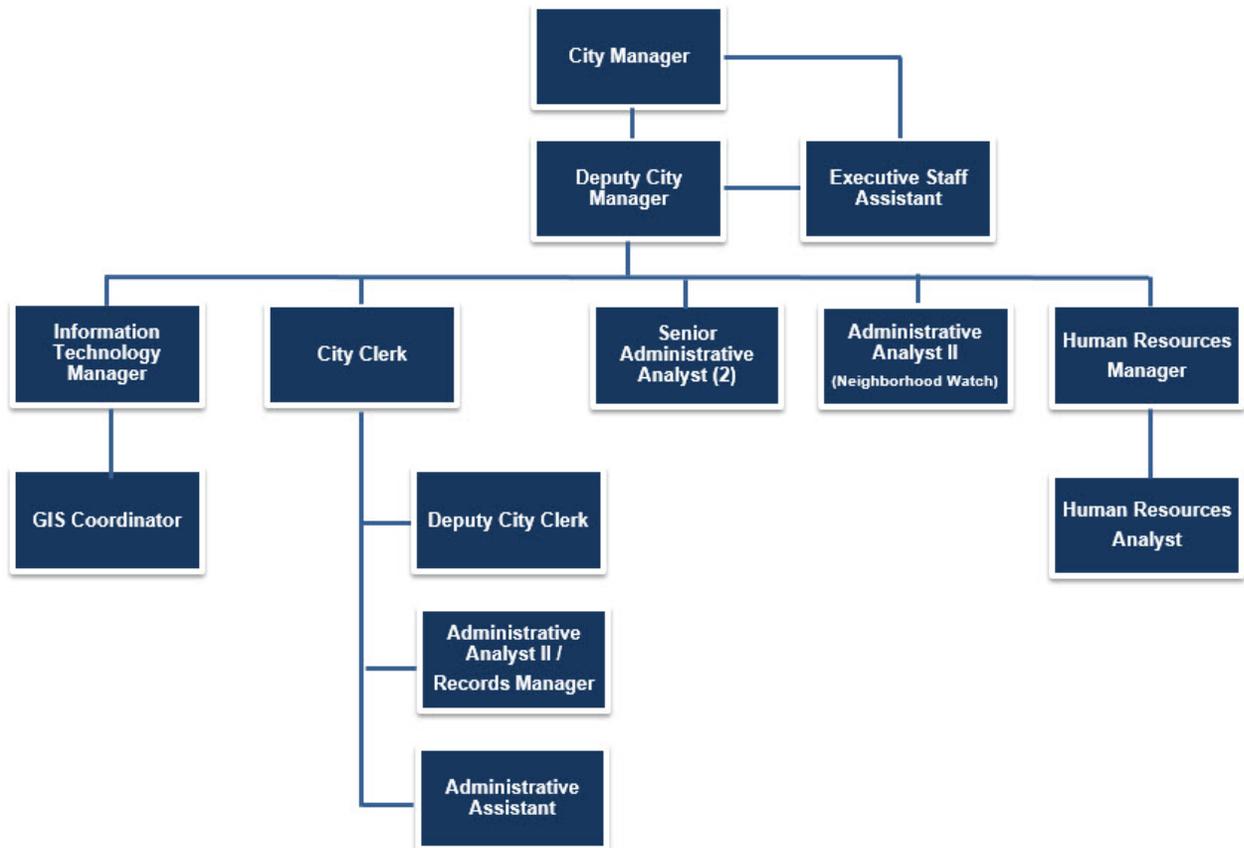
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## CITY ADMINISTRATION

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
- 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





FULL-TIME EMPLOYEE POSITIONS	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17
<b>ADMINISTRATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	-	-	-	-	1.0
Administrative Analyst II	-	-	-	-	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
City Council Liaison	-	-	1.0	-	-
City Manager	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Executive Staff Assistant	1.0	1.0	1.0	1.0	1.0
GIS Coordinator	0.5	0.5	0.5	0.5	1.0
Human Resources Analyst	-	-	-	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
Senior Administrative Analyst	1.5	2.5	2.0	2.0	2.0
Staff Assistant II	1.0	1.0	1.0	1.0	-
<b>SUBTOTAL</b>	<b>10.0</b>	<b>11.0</b>	<b>12.5</b>	<b>12.5</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 Staff 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.

#### 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 II (Neighborhood Watch)

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

#### City Clerk

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

#### Administrative Analyst II/Records Manager

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

#### Deputy City Clerk

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

#### Staff Assistant II

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

## EMERGENCY PREPAREDNESS

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

## CITY ADMINISTRATION PERFORMANCE INDICATORS

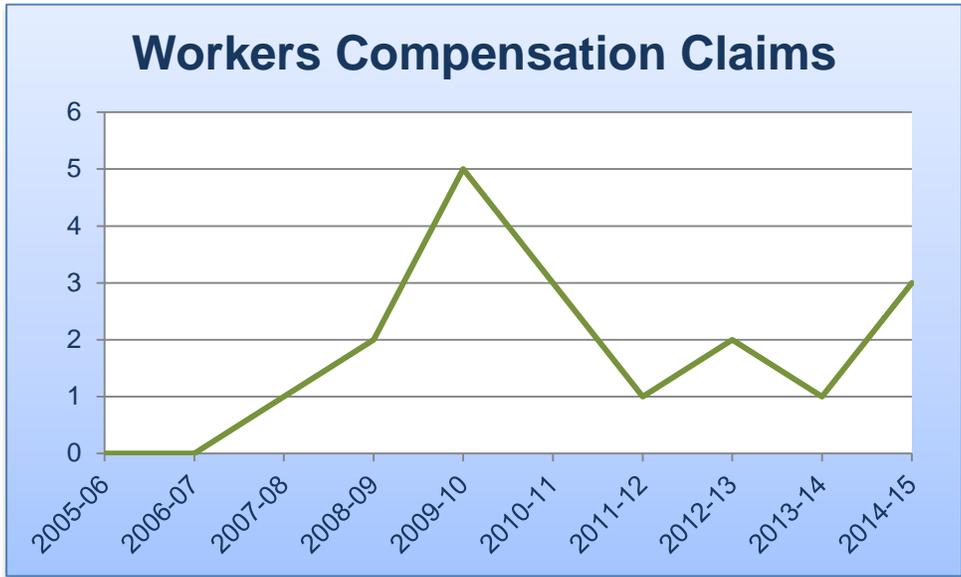
### Personnel

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



### Risk Management

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



The majority of liability claims filed against the City tend to be related to City trees, traffic accidents and trip-and-fall incidents at City facilities. The City's liability claims tend to average fewer than fifteen claims annually. However, the number of claims increased substantially in 2005-2006 as a result of the 2004-2005 disaster rainstorms. Our claim experience compared with other cities of our size and risk is about average. Since that time, claims have averaged approximately 10 per year.



**City Council Minutes**

As reflected in the following graph, there has been a marked decrease in turnaround time for the production of the minutes, in spite of increasing work demands in the City Clerk's Office. 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 2014,

there were 40 Council meetings with an average turnaround time of approximately 29 days. The improved performance was the result of the City Council authorizing the City Clerk's Office in June 2009 to convert from preparing summary minutes to action minutes for televised City Council meetings. Since 2010, the average time between the meeting date and the date of approval of the minutes has been maintained at less than 30 days (27.1).



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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1002-411-11-00	SALARY & WAGES - FT	664,738	651,604	450,837	555,850	555,500
	101-1002-411-12-00	SALARY & WAGES - PT	151	0	923	0	0
	101-1002-411-13-00	SALARY & WAGES - OT	0	0	1,149	1,717	1,000
	101-1002-411-29-00	EMPLOYEE BENEFITS	197,600	194,300	133,920	162,970	150,600
	101-1002-411-32-00	PROF/TECH SERVICE	72,917	28,759	45,074	48,091	50,000
	101-1002-411-53-00	POSTAGE	0	6	0	0	100
	101-1002-411-54-00	LEGAL NOTICES AND AD	77	0	0	255	0
	101-1002-411-55-00	PRINTING & BINDING	636	156	2,013	482	600
	101-1002-411-56-00	MILEAGE REIMBURSE	145	462	471	490	500
	101-1002-411-57-00	MEETINGS/CONFERENC	5,899	7,660	7,595	14,623	15,000
	101-1002-411-59-20	MEMBERSHIPS & DUES	24,921	23,975	3,735	2,900	3,600
	101-1002-411-59-30	PUBLICATIONS	254	335	335	337	400
	101-1002-411-61-00	OP SUPP/MINOR EQUIP	969	1,756	4,438	17,330	10,000
	101-1002-411-71-00	LAND	7,474	22,766	12,223	73,000	0
	101-1002-411-94-10	EQUIP REPLACE CHARG	32,900	41,600	68,900	24,200	8,400
<b>Expenditure Subtotals</b>			<b>1,008,681</b>	<b>973,379</b>	<b>731,613</b>	<b>902,245</b>	<b>795,700</b>
<b>Total Program Expenditures</b>			<b>1,008,681</b>	<b>973,379</b>	<b>731,613</b>	<b>902,245</b>	<b>795,700</b>

**Department:** City Administration

**Budget Program:** City Manager

Account #	Account Description	Budget FY16-17
101-1002-411-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	555,500
101-1002-411-13-00	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	1,000
101-1002-411-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	150,600
101-1002-411-32-00	<b>PROF/TECH SERVICE</b> Professional contract services for grant writing consultant services by Blais and Associates (\$50,000). The other funds in this budget would be used for as-needed professional services.	50,000
101-1002-411-53-00	<b>POSTAGE</b> Charges for express mail, messenger and delivery services.	100
101-1002-411-55-00	<b>PRINTING &amp; BINDING</b> Charges for outside printing and/or binding for letterhead, business cards, forms, brochures and other published documents.	600
101-1002-411-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement for use of employees' private automobiles for City business.	500
101-1002-411-57-00	<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 attendance at miscellaneous local and regional meetings.	15,000
101-1002-411-59-20	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the following organizations:  1. International City Managers Association (ICMA) (\$3,000) 2. American Planning Association (APA) (\$600)	3,600

**Department:** City Administration

**Budget Program:** City Manager

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-1002-411-59-30</b>	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	<b>400</b>
<b>101-1002-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office supplies.	<b>10,000</b>
<b>101-1002-411-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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>8,400</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1004-411-11-00	SALARY & WAGES - FT	267,339	293,450	295,699	315,027	329,300
	101-1004-411-12-00	SALARY & WAGES - PT	0	1,365	0	0	0
	101-1004-411-13-00	SALARY & WAGES - OT	0	0	669	1,785	2,400
	101-1004-411-29-00	EMPLOYEE BENEFITS	94,800	116,200	123,200	134,134	149,400
	101-1004-411-32-00	PROF/TECH SERVICE	6,094	188,661	7,879	152,884	65,000
	101-1004-411-54-00	LEGAL NOTICES AND AD	1,072	1,487	5,769	8,558	5,500
	101-1004-411-55-00	PRINTING & BINDING	778	0	0	912	1,000
	101-1004-411-56-00	MILEAGE REIMBURSE	175	1,185	416	514	600
	101-1004-411-57-00	MEETINGS/CONFERENC	909	1,263	251	2,536	3,000
	101-1004-411-59-10	TRAINING	4,050	10,291	4,041	3,427	7,000
	101-1004-411-59-20	MEMBERSHIPS & DUES	759	1,130	1,227	995	600
	101-1004-411-59-30	PUBLICATIONS	64	0	935	6,620	5,000
	101-1004-411-61-00	OP SUPP/MINOR EQUIP	1,728	1,115	1,410	2,718	1,500
	101-1004-411-94-10	EQUIP REPLACE CHARG	25,700	27,000	45,000	14,600	5,600
<b>Expenditure Subtotals</b>			<b>403,467</b>	<b>643,145</b>	<b>486,496</b>	<b>644,710</b>	<b>575,900</b>
<b>Total Program Expenditures</b>			<b>403,467</b>	<b>643,145</b>	<b>486,496</b>	<b>644,710</b>	<b>575,900</b>

**Department:** City Administration

**Budget Program:** City Clerk

Account #	Account Description	Budget FY16-17
101-1004-411-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	329,300
101-1004-411-13-00	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time employees allocated to this program.	2,400
101-1004-411-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	149,400
101-1004-411-32-00	<b>PROF/TECH SERVICE</b> 1. Election expenses include the cost of the Special Mail Ballot Election (Storm Drain User Fee) and consulting services (Harris & Assoc.) (\$55,000); the early expenses for the 2017 General Municipal Election, which is consolidated with Los Angeles County; consulting services (Martin & Chapman), translation services (five foreign languages) and other election supplies (7,500). 2. Other Professional/Technical Services. (\$2,500)	65,000
101-1004-411-54-00	<b>LEGAL NOTICES AND ADS</b> 1. Publication of legal notices and advertisements for advisory board recruitments (\$2,500). 2. Publication of legal notices for elections in the local newspaper and five (5) foreign language newspapers (\$3,000).	5,500
101-1004-411-55-00	<b>PRINTING &amp; BINDING</b> City Clerk office stationery, business cards, and archival paper.	1,000
101-1004-411-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement to staff for use of personal vehicles for attending training, conferences and seminars.	600
101-1004-411-57-00	<b>MEETINGS/CONFERENCES</b> Attendance at various City Clerks Association and Records Management Association meetings and conferences.	3,000
101-1004-411-59-10	<b>TRAINING</b> Training and continuing education focusing on City Clerk technical training	7,000

**Department:** City Administration

**Budget Program:** City Clerk

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
	(Master Municipal Clerk level training), election laws, records management, Laserfiche training, management of claims (CJPIA training), and notary commission.	
<b>101-1004-411-59-20</b>	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the following organizations:  1. International Institute of Municipal Clerks 2. City Clerks Association of California 3. Association of Records Managers & Administrators (ARMA International) 4. National Notary Association	<b>600</b>
<b>101-1004-411-59-30</b>	<b>PUBLICATIONS</b> Municipal Code, County Code, and Government Code updates and maintenance.	<b>5,000</b>
<b>101-1004-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office supplies.	<b>1,500</b>
<b>101-1004-411-94-10</b>	<b>EQUIP REPLACE CHARGE</b> Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	<b>5,600</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1005-411-43-00	MAINTENANCE SERVICE	808	1,053	779	984	1,000
	101-1005-411-53-00	POSTAGE	6,668	7,457	8,220	7,815	8,400
	101-1005-411-55-00	PRINTING & BINDING	11,649	12,305	8,766	14,019	15,000
	101-1005-411-56-00	MILEAGE REIMBURSE	16	48	0	0	100
	101-1005-411-57-00	MEETINGS/CONFERENC	10,036	9,495	14,281	6,717	7,000
	101-1005-411-59-20	MEMBERSHIPS & DUES	1,390	1,415	40,713	43,609	45,800
	101-1005-411-61-00	OP SUPP/MINOR EQUIP	2,521	3,470	3,488	5,643	4,200
	101-1005-411-93-00	CITY GRANTS	60,500	44,774	44,774	0	0
<b>Expenditure Subtotals</b>			<b>93,586</b>	<b>80,017</b>	<b>121,021</b>	<b>78,787</b>	<b>81,500</b>
<b>Total Program Expenditures</b>			<b>93,586</b>	<b>80,017</b>	<b>121,021</b>	<b>78,787</b>	<b>81,500</b>

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

Account #	Account Description	Budget FY16-17
101-1005-411-43-00	<b>MAINTENANCE SERVICES</b> The cost of the weekly cable television channel guide.	1,000
101-1005-411-53-00	<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
101-1005-411-55-00	<b>PRINTING &amp; BINDING</b> Charges for outside printing and/or binding for letterhead, business cards, forms, brochures and other published documents (\$1,000).  This budget also reflects the cost of printing a quarterly City Newsletter. The Waste Reduction fund pays for one-third of this cost to promote recycling activities. (\$14,000)	15,000
101-1005-411-56-00	<b>MILEAGE REIMBURSE</b> The city reimburses staff for use of personal vehicles when conducting business on behalf of the city.	100
101-1005-411-57-00	<b>MEETINGS/CONFERENCES</b> Expenses are included for the following events:  1. Annual Holiday Reception. (\$5,000)  2. Mayors Luncheons with mayors from the other three Peninsula cities and a member from the Palos Verdes Peninsula Unified School District Board. (\$500)  3. Mayor/Committee Chair breakfasts, City Council meetings and workshops, as well as agenda preparation meetings. (\$1,500)	7,000
101-1005-411-59-20	<b>MEMBERSHIPS &amp; DUES</b> This item provides for City memberships in the following organizations:  1. Peninsula Chamber of Commerce (\$700) 2. San Pedro Chamber of Commerce (\$1,000) 3. Palos Verdes Peninsula Coordinating Council (\$100) 4. California Coastal Coalition (\$2,000) 5. California Contract Cities Association (\$4,300) 6. South Bay Cities Council of Governments (\$12,400) 7. West Basin Municipal Water District (\$500) 8. Southern California Association of Governments (\$4,200) 9. League of California Cities (\$19,600) 10. Local Agency Formation Commission (LAFCO) participation fee	45,800

**Department:** City Administration

**Budget Program:** Community Outreach

Account #	Account Description	Budget FY16-17
	(\$1,000)	
101-1005-411-61-00	<b>OP SUPP/MINOR EQUIP</b> This item includes City tiles, lapel pins, engraving and proclamations.	4,200

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1026-421-11-00	SALARY & WAGES - FT	25,247	74,469	76,427	75,717	77,500
	101-1026-421-13-00	SALARY & WAGES - OT	0	0	1,070	302	0
	101-1026-421-29-00	EMPLOYEE BENEFITS	8,400	28,100	30,500	36,505	36,600
	101-1026-421-32-00	PROF/TECH SERVICE	10,419	4,317	25,132	39,171	37,000
	101-1026-421-41-40	TELEPHONE SERVICE	2,380	2,643	3,332	2,700	2,700
	101-1026-421-55-00	PRINTING & BINDING	0	1,097	0	500	500
	101-1026-421-56-00	MILEAGE REIMBURSE	378	408	120	69	200
	101-1026-421-57-00	MEETINGS/CONFERENC	815	1,966	3,775	4,702	4,800
	101-1026-421-59-10	TRAINING	0	9	581	0	9,100
	101-1026-421-59-20	MEMBERSHIPS & DUES	809	5,333	10,321	11,400	11,400
	101-1026-421-61-00	OP SUPP/MINOR EQUIP	14,972	18,284	24,147	25,030	17,800
	101-1026-421-94-10	EQUIP REPLACE CHARG	26,500	34,900	60,300	20,000	7,500
<b>Expenditure Subtotals</b>			<b>89,920</b>	<b>171,526</b>	<b>235,705</b>	<b>216,096</b>	<b>205,100</b>
<b>Total Program Expenditures</b>			<b>89,920</b>	<b>171,526</b>	<b>235,705</b>	<b>216,096</b>	<b>205,100</b>

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

Account #	Account Description	Budget FY16-17
101-1026-421-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	77,500
101-1026-421-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	36,600
101-1026-421-32-00	<b>PROF/TECH SERVICE</b> This budget provides for professional services to support emergency preparedness.  1. Media training consultant (Brad Ritter) for City Council Media Training. (\$6,000)  2. Executive Training for City Council, recommended by Federal Government. (\$1,500)  3. Emergency Communications Center (ECC), ECC antenna and San Pedro Hill repeater maintenance. (\$1,000)  4. Annual Emergency Operations Center (EOC) City staff training. (\$1,000)  5. Emergency Cache Program - Temp Contractor to maintain cache operation, inventory and supplies - \$25/hour - 100 hours. (\$2,500)  6. RPtv - Produce two (2) Public Service Announcements for the Emergency Preparedness Committee. (\$4,000)  7. Emergency Preparedness Committee USGS presentation. (\$2,000)  8. Emergency communications (Emergency Operations Center staff call in and reverse 911 for community). (\$19,000)	37,000
101-1026-421-41-40	<b>TELEPHONE SERVICE</b> 1. Emergency cellular (phones in emergency caches). (\$1,500) 2. Satellite telephone service. (\$1,200)	2,700
101-1026-421-55-00	<b>PRINTING &amp; BINDING</b> 1. Emergency caches binder update printing. (\$250) 2. Emergency Operations Plan (EOP) printing. (\$250)	500
101-1026-421-56-00	<b>MILEAGE REIMBURSE</b>	200

**Department:** City Administration

**Budget Program:** Emergency Preparedness

Account #	Account Description	Budget FY16-17
	1. Reimbursement to Emergency Manager for use of personal vehicle for attending regional meetings related to emergency preparedness. (\$200)	
<b>101-1026-421-57-00</b>	<b>MEETINGS/CONFERENCES</b>	<b>4,800</b>
	1. Annual California Emergency Services Association (CESA). (\$2,300)	
	2. Annual International Association of Emergency Managers (IAEM). (\$2,500)	
<b>101-1026-421-59-10</b>	<b>TRAINING</b>	<b>9,100</b>
	1. Provides funding for a California Emergency Manager (CEM) certification course. (\$600)	
	2. Emergency Management training (CA Specialized Training Institute at San Luis Obispo Campus) for five (5) Emergency Operations Center (EOC) Section Chiefs at \$1,700/each. (\$8,500)	
<b>101-1026-421-59-20</b>	<b>MEMBERSHIPS &amp; DUES</b>	<b>11,400</b>
	1. Membership dues for the Los Angeles County Area G Disaster Council. (\$11,000)	
	2. California Emergency Services Association (CESA). (\$200)	
	3. International Association of Emergency Managers (IAEM). (\$200)	
<b>101-1026-421-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>	<b>17,800</b>
	This item provides for emergency preparedness supplies and equipment.	
	1. Emergency Operations Center and Emergency Cache supplies. (\$5,000)	
	2. 3-Day personal preparedness kits for monthly City Council drawings, local presentations, and city vehicles. (\$2,800)	
	3. Takeaways for Emergency Preparedness Committee special events (4th of July & Whale of a Day). (\$5,000)	
	4. Palos Verdes Amateur Network (PVAN) equipment & supplies. (\$1,500)	
	5. Personal Protection Equipment for City Staff. (\$1,000)	
	6. 2016 Peninsula Emergency Preparedness Expo. (\$2,500)	
<b>101-1026-421-94-10</b>	<b>EQUIP REPLACE CHARGE</b>	<b>7,500</b>
	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	

**Department:** City Administration

**Budget Program:** Emergency Preparedness

Account #	Account Description	Budget FY16-17
	acquired.	

**Department:** City Administration

**Budget Program:** RPVtv

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1006-411-12-00	SALARY & WAGES - PT	18,450	18,617	20,806	0	0
	101-1006-411-29-00	EMPLOYEE BENEFITS	2,000	500	2,000	0	0
	101-1006-411-32-00	PROF/TECH SERVICE	86,079	100,345	115,397	174,430	203,000
	101-1006-411-59-20	MEMBERSHIPS & DUES	80	80	80	80	700
	101-1006-411-61-00	OP SUPP/MINOR EQUIP	6,669	12,500	13,418	24,066	20,000
	101-1006-411-94-10	EQUIP REPLACE CHARG	6,200	21,400	23,500	12,700	4,700
<b>Expenditure Subtotals</b>			<b>119,478</b>	<b>153,443</b>	<b>175,200</b>	<b>211,276</b>	<b>228,400</b>
<b>Total Program Expenditures</b>			<b>119,478</b>	<b>153,443</b>	<b>175,200</b>	<b>211,276</b>	<b>228,400</b>

**Department:** City Administration

**Budget Program:** RPVtv

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-1006-411-32-00</b>	<b>PROF/TECH SERVICE</b> Professional services for Station Manager and Producers/Talent, as well as editing content and production labor.  Approximately \$10,000 of the increase is to manage the second cable channel. This cost is offset by the fees collected from the other public agencies on the Peninsula. The remaining increase is to fund a person to take over the line-up, programming, and managing that was done by Cox previously and also assist with Audio/Visual problems that occur during live meeting tapings.	<b>203,000</b>
<b>101-1006-411-59-20</b>	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in governmental cable access professional organizations and annual entry fee for Telly awards.	<b>700</b>
<b>101-1006-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous operating supplies and minor equipment for production purposes, including camcorders, microphones, data cards, cables, monitors and tripods.	<b>20,000</b>
<b>101-1006-411-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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>4,700</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1011-411-11-00	SALARY & WAGES - FT	83,156	190,012	189,669	216,086	245,500
	101-1011-411-12-00	SALARY & WAGES - PT	55,370	0	16,450	10,650	0
	101-1011-411-13-00	SALARY & WAGES - OT	0	0	0	2,478	300
	101-1011-411-29-00	EMPLOYEE BENEFITS	50,200	38,800	47,300	69,072	72,000
	101-1011-411-32-00	PROF/TECH SERVICE	17,646	46,547	99,153	47,366	55,000
	101-1011-411-54-00	LEGAL NOTICES AND AD	439	2,288	5,563	9,096	10,000
	101-1011-411-55-00	PRINTING & BINDING	493	0	638	1,023	1,000
	101-1011-411-56-00	MILEAGE REIMBURSE	0	0	85	184	200
	101-1011-411-57-00	MEETINGS/CONFERENC	322	2,639	9,011	3,217	4,500
	101-1011-411-59-10	TRAINING	0	699	7,277	5,000	5,000
	101-1011-411-59-20	MEMBERSHIPS & DUES	1,144	2,998	175	1,000	1,000
	101-1011-411-59-30	PUBLICATIONS	729	854	851	1,000	1,000
	101-1011-411-61-00	OP SUPP/MINOR EQUIP	1,958	14,512	7,019	29,974	20,000
	101-1011-411-69-00	OTHER MISCELLANEOU	722	1,988	1,488	17,255	0
	101-1011-411-94-10	EQUIP REPLACE CHARG	5,300	13,500	15,300	5,400	1,900
<b>Expenditure Subtotals</b>			<b>217,479</b>	<b>314,837</b>	<b>399,980</b>	<b>418,801</b>	<b>417,400</b>
<b>Total Program Expenditures</b>			<b>217,479</b>	<b>314,837</b>	<b>399,980</b>	<b>418,801</b>	<b>417,400</b>

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Budget FY16-17
101-1011-411-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	245,500
101-1011-411-13-00	<b>SALARY &amp; WAGES - OT</b>	300
101-1011-411-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	72,000
101-1011-411-32-00	<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. ADP (Human Resources/Benefits Management System) (\$17,000)</li><li>2. Fingerprint Administration Services (\$19 each) (\$1,400)</li><li>3. DOJ Livescan background checks (\$32 each) (\$2,400)</li><li>4. Pre-employment physical exams (\$30 each) (\$2,300)</li><li>5. Professional Services for personnel objectives (\$12,400)</li><li>6. Fraud, Waste &amp; Abuse Program (\$7,500)</li><li>7. Applicant Tracking System est. (\$12,000)</li></ol>	55,000
101-1011-411-54-00	<b>LEGAL NOTICES AND ADS</b> Advertisement for job vacancies in professional publications, websites & career sites.	10,000
101-1011-411-55-00	<b>PRINTING &amp; BINDING</b> Printing employment applications, handbooks and other personnel related materials.	1,000
101-1011-411-56-00	<b>MILEAGE REIMBURSE</b> The city reimburses staff for use of personal vehicles when conducting business on behalf of the city.	200
101-1011-411-57-00	<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:	4,500

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Budget FY16-17
	<ol style="list-style-type: none"><li>1. NPELRA/PELRA</li><li>2. SCPLRC</li><li>3. LCW Legal Update</li><li>4. CalPERS Forum</li><li>5. IPMA HR</li><li>6. MMASC</li></ol>	
<b>101-1011-411-59-10</b>	<b>TRAINING</b> Training and continuing education focusing on personnel law, team building and benefits administration.  <ol style="list-style-type: none"><li>1. Liebert, Cassidy, Whitmore Consortium (\$4,000)</li><li>2. Various webinars and other training session (\$1,000)</li></ol>	<b>5,000</b>
<b>101-1011-411-59-20</b>	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in human resources professional organizations and local government associations.  Some memberships include:  <ol style="list-style-type: none"><li>1. NPELRA</li><li>2. SCPLRC</li><li>3. IPMA-HR Online</li><li>4. MMASC</li><li>5. SCPMA-HR</li></ol>	<b>1,000</b>
<b>101-1011-411-59-30</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 on changing rules/laws. Publications include those related to employment law, performance, leadership, as well as the Top Health newsletter.	<b>1,000</b>
<b>101-1011-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> Items included under operational supplies are, but not limited to:  <ol style="list-style-type: none"><li>1. Council lapels, Citizen recognition, plaques, etc.</li><li>2. Cal Chamber Compliance Posters w/protection (\$62 each/7 needed)</li><li>3. Employee Service Pins/Plaques</li><li>4. CPR 1 Devices</li><li>5. First Aid Kit Supplies ONLY for all City facilities</li></ol>	<b>20,000</b>
<b>101-1011-411-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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	<b>1,900</b>

**Department:** City Administration

**Budget Program:** Personnel

Account #	Account Description	Budget FY16-17
	increases the Equipment Replacement charge in the year the equipment is acquired.	

**Department:** City Administration

**Budget Program:** Risk Management

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-1010-411-52-00	INSURANCE	685,845	467,248	396,292	510,830	0
Expenditure Subtotals			685,845	467,248	396,292	510,830	0
<b>Total Program Expenditures</b>			<b>685,845</b>	<b>467,248</b>	<b>396,292</b>	<b>510,830</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-2030-411-11-00	SALARY & WAGES - FT	0	16,810	105,252	107,421	200,200
	101-2030-411-12-00	SALARY & WAGES - PT	0	0	1,058	67,967	15,900
	101-2030-411-29-00	EMPLOYEE BENEFITS	17,700	25,900	33,500	39,192	66,000
	101-2030-411-32-00	PROF/TECH SERVICE	324,032	288,600	366,968	313,647	260,000
	101-2030-411-43-00	MAINTENANCE SERVICE	55	0	2,957	336,175	434,400
	101-2030-411-55-00	PRINTING & BINDING	0	0	0	503	0
	101-2030-411-56-00	MILEAGE REIMBURSE	0	0	88	0	300
	101-2030-411-57-00	MEETINGS/CONFERENC	116	214	1,919	2,452	5,000
	101-2030-411-59-10	TRAINING	10,176	84	8,711	10,000	10,000
	101-2030-411-59-20	MEMBERSHIPS & DUES	80	1,054	840	1,000	3,500
	101-2030-411-59-30	PUBLICATIONS	0	30	212	1,000	500
	101-2030-411-61-00	OP SUPP/MINOR EQUIP	15,121	10,401	14,967	85,833	135,800
	101-2030-411-94-10	EQUIP REPLACE CHARG	10,700	13,500	15,300	5,400	1,900
<b>Expenditure Subtotals</b>			<b>377,980</b>	<b>356,593</b>	<b>551,772</b>	<b>970,590</b>	<b>1,133,500</b>
<b>Total Program Expenditures</b>			<b>377,980</b>	<b>356,593</b>	<b>551,772</b>	<b>970,590</b>	<b>1,133,500</b>

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Budget FY16-17
101-2030-411-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	200,200
101-2030-411-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	15,900
101-2030-411-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	66,000
101-2030-411-32-00	<b>PROF/TECH SERVICE</b> Consulting services for administration of the City's data network, audio/visual, business systems and GIS systems and governance.  1. Information Technology Services Provider (Prosum) (\$190,000) 2. Hardware - Network, Cabling and equipment support (\$20,000) 3. Software - Server, network, GIS, management (\$20,000) 4. Security/management audit and consulting (\$30,000)	260,000
101-2030-411-43-00	<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.  1. ERP Licensing (based upon Tyler proposal) 2. Cityworks Licensing 3. Land Management System Licensing 4. MS Enterprise SW 5. Accela - Community Development 6. SunGard and ACOM - Finance 7. ACOM print SW for SunGard - Finance 8. ESRI server licenses & support 9. GIS Geocortex 10. Granicus Streaming 11. CivicPlus Website 12. Activenet - Rec & Parks 13. Cougar Mountain support - PVIC 14. Laserfiche licensing/support - City Clerk 15. Assureon - C Clerk 16. CoreLogic - parcel data 17. Firewall and Networking support	434,400

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Budget FY16-17
	18. Lync voice support 19. Annual support/maintenance - 6 scanners 20. Incidental software and MS licenses 21. Device maintenance (e.g. printers, scanners, audio/visual) 22. AutoCAD - Public Works 23. OpenGov - Finance 24. Application management - Human Resources 25. CitySourced - Mobile app / Rec & Parks work orders 26. IT management/security system support 27. Telview - RPVtv 28. Micropaver and RSMeans - Public Works	
101-2030-411-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement of staff for use of personal vehicles to attend off-site meetings, conferences, training events, etc.	300
101-2030-411-57-00	<b>MEETINGS/CONFERENCES</b> Expenses related to attendance at meetings and conferences related to the City's Information Technology and GIS functions.	5,000
101-2030-411-59-10	<b>TRAINING</b> This budget provides for employee training to support the Information Technology and GIS function, as well as user training for various software systems used by the City.	10,000
101-2030-411-59-20	<b>MEMBERSHIPS &amp; DUES</b> This item is for membership dues in various Information Technology and GIS associations.	3,500
101-2030-411-59-30	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals and technical publications which assist City employees with Information Technology and GIS maintenance and management.	500
101-2030-411-61-00	<b>OP SUPP/MINOR EQUIP</b> This budget item provides for purchasing new computer equipment with a cost less than the \$5,000 capitalization threshold. Examples include workstations, laptops, printers, scanners, monitors, UPS devices, and software licenses.	135,800
101-2030-411-94-10	<b>EQUIP REPLACE CHARGE</b> 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	1,900

**Department:** City Administration

**Budget Program:** Information Technology - Data

Account #	Account Description	Budget FY16-17
	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 FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-2035-411-32-00	PROF/TECH SERVICE	10,200	870	1,400	0	0
	101-2035-411-41-40	TELEPHONE SERVICE	70,551	71,368	85,631	90,000	90,000
	101-2035-411-43-00	MAINTENANCE SERVICE	50	0	0	5,000	10,000
	101-2035-411-61-00	OP SUPP/MINOR EQUIP	33	0	641	5,000	5,000
<b>Expenditure Subtotals</b>			<b>80,834</b>	<b>72,238</b>	<b>87,672</b>	<b>100,000</b>	<b>105,000</b>
<b>Total Program Expenditures</b>			<b>80,834</b>	<b>72,238</b>	<b>87,672</b>	<b>100,000</b>	<b>105,000</b>

**Department:** City Administration

**Budget Program:** Information Technology - Voice

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-2035-411-41-40</b>	<b>TELEPHONE SERVICE</b> Local and long distance telephone services, cell phones, television services and data circuits.  1. Verizon circuits, analog and DID voice, television, and long distance.  2. Windstream T-1 and backup voice circuits and long distance.  3. Cox circuits at sites supporting data, voice, television, RPVtv and credit card machines.  4. ATT long distance.  5. MCI long distance.	<b>90,000</b>
<b>101-2035-411-43-00</b>	<b>MAINTENANCE SERVICES</b> Costs associated with hardware and software maintenance and support of the City's phone and voice messaging system.	<b>10,000</b>
<b>101-2035-411-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> Supplies, equipment, incidental software and minor repairs of the phone and voice messaging systems. (Mitel / other vendors for Aastra and Polycom replacements.)	<b>5,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	685-1015-499-21-00	INSURANCE-EMPLOYEE	770,497	818,654	1,012,052	1,051,137	0
	685-1015-499-22-00	FICA/MEDICARE	71,785	81,475	85,664	113,632	0
	685-1015-499-23-00	RETIREMENT (PERS)	712,488	847,847	725,028	892,652	0
	685-1015-499-24-00	TUITION REIMBURSE	500	1,000	0	3,500	0
	685-1015-499-25-00	DEFERRED COMP MATC	15,000	15,000	0	0	0
	685-1015-499-27-00	BONUS POOL	87,550	0	0	0	0
	685-1015-499-28-00	RETIREMENT HEALTHC	73,083	68,767	74,348	89,692	0
	685-1015-499-52-00	INSURANCE	116,617	122,703	152,374	170,781	0
<b>Expenditure Subtotals</b>			<b>1,847,521</b>	<b>1,955,447</b>	<b>2,049,468</b>	<b>2,321,394</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,847,521</b>	<b>1,955,447</b>	<b>2,049,468</b>	<b>2,321,394</b>	<b>0</b>

## **FINANCE**

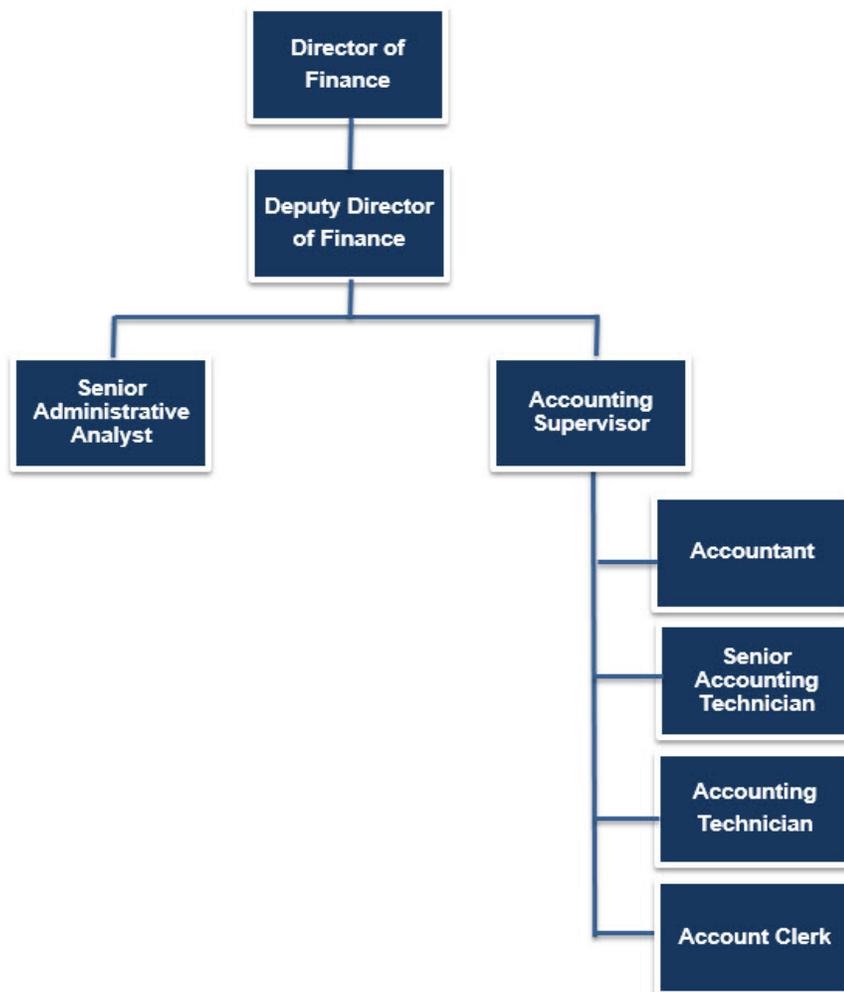
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## FINANCE

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

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

### ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>
<b>FINANCE</b>					
Account Clerk	-	-	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Supervisor	-	-	-	1.0	1.0
Accounting Technician	1.0	1.0	-	-	1.0
Deputy Director of Finance	1.0	1.0	1.0	1.0	1.0
Director of Finance	1.0	1.0	1.0	1.0	1.0
Information Technology Manager	1.0	1.0	-	-	-
Senior Accountant	1.0	1.0	1.0	-	-
Senior Accounting Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.5	1.5	1.0	1.0	1.0
Staff Assistant II	-	-	-	-	-
<b>SUBTOTAL</b>	<b>8.5</b>	<b>8.5</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Director

- 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

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

### Accounting Supervisor

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

### Senior Administrative Analyst

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

### Accountant

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

### Senior Accounting Technician

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

### Accounting Technician

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

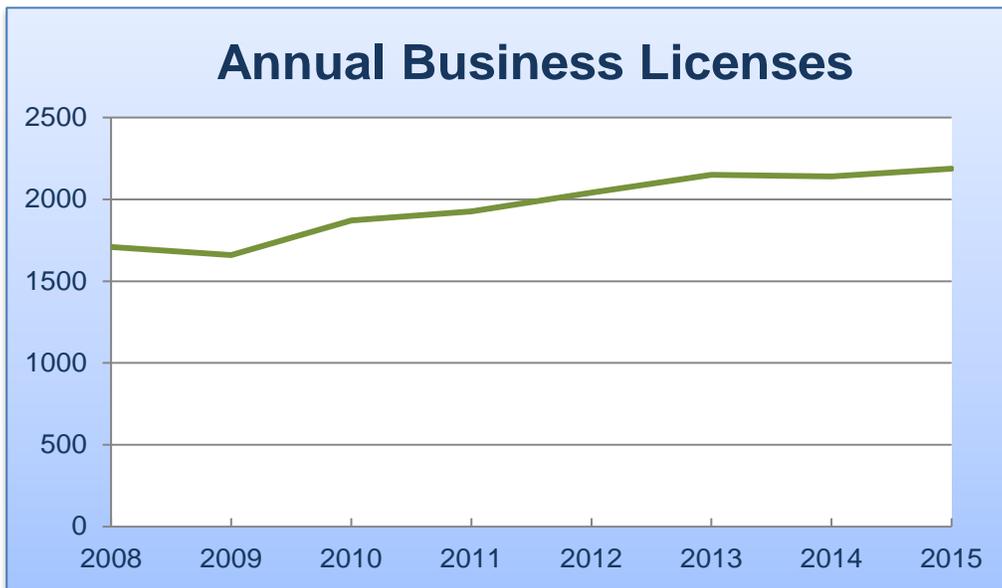
### Account Clerk

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

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

### FINANCE PERFORMANCE INDICATORS

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



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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-2020-411-11-00	SALARY & WAGES - FT	729,499	759,227	611,167	676,919	803,200
	101-2020-411-12-00	SALARY & WAGES - PT	27,907	32,301	36,829	42,691	37,300
	101-2020-411-13-00	SALARY & WAGES - OT	0	0	656	1,946	0
	101-2020-411-29-00	EMPLOYEE BENEFITS	219,600	271,400	207,300	228,284	244,800
	101-2020-411-32-00	PROF/TECH SERVICE	183,600	199,410	184,231	195,553	112,000
	101-2020-411-44-10	BUILDING & LAND RENT	3,455	2,584	2,584	2,383	2,500
	101-2020-411-54-00	LEGAL NOTICES AND AD	725	646	182	650	1,000
	101-2020-411-55-00	PRINTING & BINDING	4,545	4,150	3,679	4,650	5,000
	101-2020-411-56-00	MILEAGE REIMBURSE	430	244	2,037	741	1,000
	101-2020-411-57-00	MEETINGS/CONFERENC	4,056	3,963	3,358	5,220	20,000
	101-2020-411-59-10	TRAINING	995	1,237	1,734	3,688	5,000
	101-2020-411-59-20	MEMBERSHIPS & DUES	3,316	2,850	2,085	1,600	2,500
	101-2020-411-59-30	PUBLICATIONS	442	578	714	105	500
	101-2020-411-61-00	OP SUPP/MINOR EQUIP	2,824	3,889	8,814	4,959	10,000
	101-2020-411-69-00	OTHER MISCELLANEOU	30,557	33,947	44,712	39,184	40,000
	101-2020-411-94-10	EQUIP REPLACE CHARG	72,700	90,900	98,600	33,400	12,100
<b>Expenditure Subtotals</b>			<b>1,284,652</b>	<b>1,407,325</b>	<b>1,208,680</b>	<b>1,241,973</b>	<b>1,296,900</b>
<b>Total Program Expenditures</b>			<b>1,284,652</b>	<b>1,407,325</b>	<b>1,208,680</b>	<b>1,241,973</b>	<b>1,296,900</b>

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-2020-411-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	803,200
101-2020-411-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	37,300
101-2020-411-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	244,800
101-2020-411-32-00	<b>PROF/TECH SERVICE</b> This budget provides for professional and technical services required to support Finance operations, and includes the following:  1. Independent audit of the City's financial statements, and other audit procedures (\$40,000).  3. Contracted services for payroll processing (\$35,000).  4. City Financial Advisor (\$15,000).  5. Actuarial reports required for new financial reporting standard for employee pension in the financial statements (\$3,000).  6. Other professional services including sales tax review, third-party audits of various revenue sources, statistical information for the Comprehensive Annual Financial Report, Dunn & Bradstreet reports, and state mandated cost reimbursement claims (\$19,000).	112,000
101-2020-411-44-10	<b>BUILDING &amp; LAND RENTAL</b> The department uses a mobile storage unit for non-active record retention.	2,500
101-2020-411-54-00	<b>LEGAL NOTICES AND ADS</b> Per state law, the City must annually publish a summary of financial transactions in the local newspaper. The City also publishes notices for public hearings for the budget process.	1,000
101-2020-411-55-00	<b>PRINTING &amp; BINDING</b> This budget item provides for financial document printing; including annual budget, budget-in-brief, Comprehensive Annual Financial Report, and letterhead.	5,000

**Department:** Finance

**Budget Program:** Finance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-2020-411-56-00	<b>MILEAGE REIMBURSE</b> The city reimburses staff for use of personal vehicles when conducting business on behalf of the city.	1,000
101-2020-411-57-00	<b>MEETINGS/CONFERENCES</b> This budget enables Finance Staff to attend local meetings and the annual conferences hosted by California Society of Municipal Finance Officers (CSMFO) and Government Finance Officers Association (GFOA). Tyler annual conference for Munis, new financial system. This item also provides for refreshments for Finance Advisory Committee meetings.	20,000
101-2020-411-59-10	<b>TRAINING</b> Training is offered to Finance Staff to maintain a current working knowledge of applicable financial laws and practices, and improve use of finance-related software. And additional training for new Finance system.	5,000
101-2020-411-59-20	<b>MEMBERSHIPS &amp; DUES</b> Certain department employees are members of the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), and the American Institute of Certified Public Accountants (AICPA).	2,500
101-2020-411-59-30	<b>PUBLICATIONS</b> The department purchases annual financial publications (e.g. guides for Generally Accepted Accounting Principles, and municipal finance guides) for use within the department.	500
101-2020-411-61-00	<b>OP SUPP/MINOR EQUIP</b> This item provides for office supplies, minor equipment and miscellaneous items.	10,000
101-2020-411-69-00	<b>OTHER MISCELLANEOUS</b> This budget item provides for bank fees and merchant credit card processing fees.	40,000
101-2020-411-94-10	<b>EQUIP REPLACE CHARGE</b> 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.	12,100

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-6000-411-14-00	LEAVE BUYOUT	0	0	0	80,561	50,000
	101-6000-411-32-00	PROF/TECH SERVICE	0	0	0	13,117	13,000
	101-6000-411-43-00	MAINTENANCE SERVICE	0	0	0	0	50,000
	101-6000-411-52-00	INSURANCE	0	0	0	0	394,100
	101-6000-411-53-00	POSTAGE	0	0	0	0	35,000
	101-6000-411-61-00	OP SUPP/MINOR EQUIP	0	0	0	0	125,000
	101-6000-411-69-00	OTHER MISCELLANEOU	0	0	0	0	45,000
	101-6000-411-69-00	OTHER MISCELLANEOU	0	35,000	190,467	149,000	100,000
	101-6000-411-71-00	LAND	0	0	0	0	25,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>35,000</b>	<b>190,467</b>	<b>242,678</b>	<b>837,100</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>35,000</b>	<b>190,467</b>	<b>242,678</b>	<b>837,100</b>

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

Account #	Account Description	Budget FY16-17
101-6000-411-14-00	<b>LEAVE BUYOUT</b> Vacation buy back.	50,000
101-6000-411-32-00	<b>PROF/TECH SERVICE</b> HDL services for property tax audit.	13,000
101-6000-411-43-00	<b>MAINTENANCE SERVICES</b> This item provides for maintenance of office equipment (i.e. copiers, postage machine, etc.). Prior to FY16-17, this expenditure was charged to the Equipment Replacement Fund (681) in the Furniture & Equipment program (6083).	50,000
101-6000-411-52-00	<b>INSURANCE</b> Cost for the City's general liability and property insurance coverage through the California Joint Powers Insurance Authority (CJPIA). Prior to FY16-17, this expenditure was charged to the General Fund (101) in the Risk Management program (1010).	394,100
101-6000-411-53-00	<b>POSTAGE</b> Citywide postage needs. Prior to FY16-17, this expenditure was charged to the Equipment Replacement Fund (681) in the Furniture & Equipment program (6083).	35,000
101-6000-411-61-00	<b>OP SUPP/MINOR EQUIP</b> Supplies such as paper, toner, and ink cartridges are purchased with this account. (\$25,000)  Phase 2 security camera. (\$100,000)  Prior to FY16-17, this expenditure was charged to the Equipment Replacement Fund (681) in the Furniture & Equipment program (6083).	125,000
101-6000-411-69-00	<b>OTHER MISCELLANEOUS</b> Retirees PERS & health benefits.	100,000
101-6000-411-69-00	<b>OTHER MISCELLANEOUS</b> Unemployment claims for City employee separations. Prior to FY16-17, this expenditure was charged to the General Fund (101) in the Personnel program (1011).	45,000
101-6000-411-71-00	<b>LAND</b>	25,000

**Department:** General Fund

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

Account #	Account Description	Budget FY16-17
	Funds for the City to purchase tax-defaulted real property that becomes available. Prior to FY16-17, this expenditure was charged to the General Fund (101) in the City Manager program (1002).	

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	681-2082-499-43-00	MAINTENANCE	176,190	168,524	317,544	0	72,000
	681-2082-499-61-00	OP SUPP/MINOR EQUIP	38,439	41,054	111,453	0	210,000
	681-2082-499-75-20	COMP/VOICE EQUIP - CA	141,690	81,831	50,944	1,359,834	405,000
<b>Expenditure Subtotals</b>			<b>356,319</b>	<b>291,409</b>	<b>479,941</b>	<b>1,359,834</b>	<b>687,000</b>
<b>Total Program Expenditures</b>			<b>356,319</b>	<b>291,409</b>	<b>479,941</b>	<b>1,359,834</b>	<b>687,000</b>

**Department:** Finance

**Budget Program:** Equipment Replacement - Computers

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>681-2082-499-43-00</b>	<b>MAINTENANCE</b> Costs associated with hardware and software maintenance and support for the City's data network, City enterprise and business systems, website, Graphic Information System (GIS), document imaging, copier maintenance and supplies, Microsoft Enterprise licensing.	<b>72,000</b>
<b>681-2082-499-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> 1. Website Upgrade (\$2,000) 2. Equipment Replacement (\$15,000) 3. Telephone Equipment Replacement (\$80,000) 4. Annual Computer Replacement (\$113,000)	<b>210,000</b>
<b>681-2082-499-75-20</b>	<b>COMP/VOICE EQUIP - CAP</b> FY16-17 purchases and upgrades:  Major new requests: 1. Finance System and Permitting, Planning, Code Enforcement and Business License System (\$200,000) 3. System Implementation Support (\$100,000) 4. Electronic Document Conversion for Business Systems (\$105,000)	<b>405,000</b>

**Department:** Finance

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	681-6083-499-43-00	MAINTENANCE SERVICE	41,450	41,044	14,402	45,200	0
	681-6083-499-53-00	POSTAGE	24,449	23,690	33,906	35,000	0
	681-6083-499-61-00	OP SUPP/MINOR EQUIP	11,435	17,900	10,762	25,000	0
Expenditure Subtotals			77,334	82,634	59,070	105,200	0
<b>Total Program Expenditures</b>			<b>77,334</b>	<b>82,634</b>	<b>59,070</b>	<b>105,200</b>	<b>0</b>

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## **COMMUNITY DEVELOPMENT**

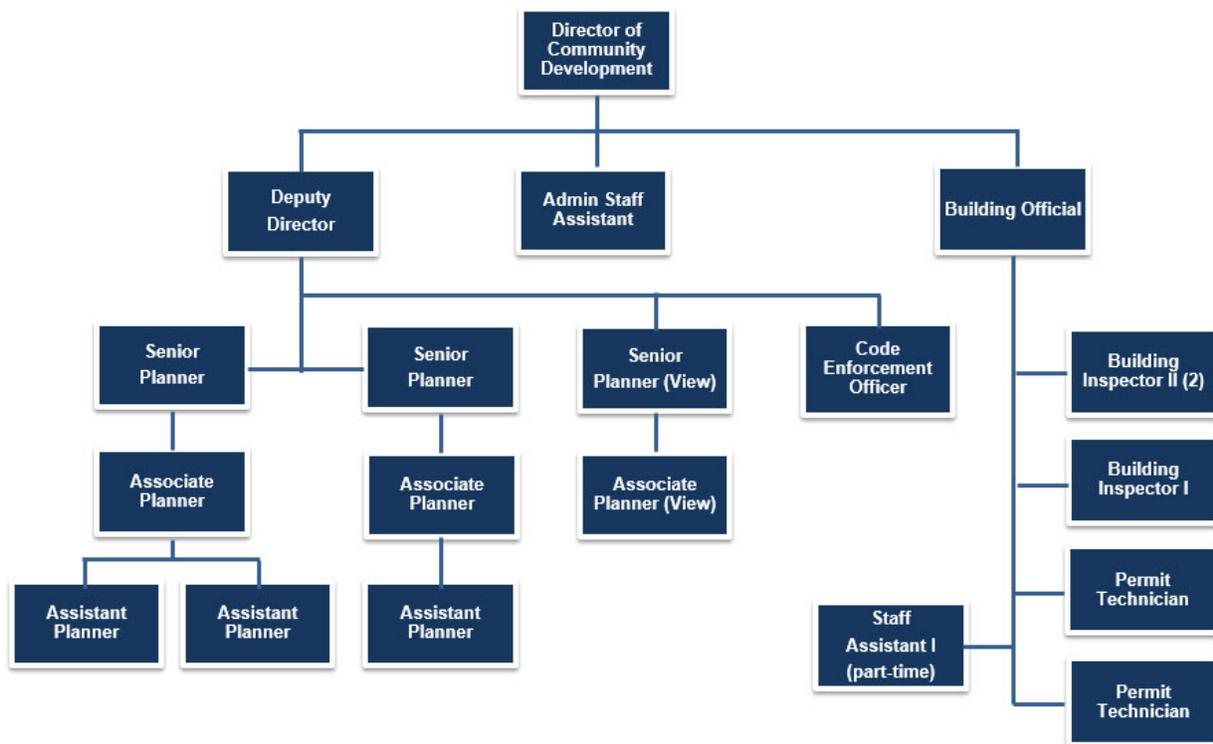
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## COMMUNITY DEVELOPMENT

The Community Development Department is responsible for managing the City's developed and open space environments and creating a livable community that balances the needs of residents, businesses, property owners and visitors. There are four divisions in the Department that assist in creating and implementing the community vision: Planning, Building & Safety, Code Enforcement and View Restoration. The Community Development Department manages the following capacities:

- Land use approvals
- Building and Safety permits
- Code Enforcement cases
- View Restoration permits
- Land use studies and master plans
- The City's General Plan
- The City's Nature Preserve Management
- The City's Trails Network Plan
- California Environmental Quality Act
- Equestrian Uses and Animal Control

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>
<b>COMMUNITY DEVELOPMENT</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	1.0
Assistant Planner	1.0	1.0	1.0	1.0	3.0
Associate Planner	3.0	3.0	3.0	3.0	3.0
Building Inspector I	-	-	2.0	1.0	1.0
Building Inspector II	1.0	1.0	-	1.0	2.0
Building Official	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	2.0	2.0	1.0
Community Development Director	1.0	1.0	1.0	1.0	1.0
Deputy Community Development Director	2.0	2.0	1.0	1.0	1.0
Permit Technician	2.0	2.0	2.0	2.0	2.0
Planning Technician	-	-	1.0	1.0	-
Senior Planner	2.0	2.0	3.0	3.0	3.0
Staff Assistant II	1.0	1.0	1.0	1.0	-
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>

**EMPLOYEE DESCRIPTIONS**

Community Development Director

- Responsible for executive oversight and administration of department
- Responsible for meeting goals and objectives of the City’s programs
- Supervises and administers city codes related to planning, building codes, code compliance and view restoration.

Deputy Director

- Supervises all department Staff and administration of department

- Directs department operations in the Director's absence
- Responsible for managing complex projects
- Assists planners with their projects

#### Senior Planners

- Supervise planning staff (Associate Planners, Assistant Planners, and the Planning Technician)
- Handle complex land use development applications
- Interpret, apply and explain complex City planning policies, ordinances and codes
- Assist with General Plan update

#### Associate Planners

- Handle land use development applications
- Interpret, apply and explain City planning policies, ordinances and codes
- Handle front counter activity for Division
- Assist with General Plan update
- Manages City's Air Space issues

#### Assistant Planners

- Handles basic land use development applications
- Interprets, applies and explains basic City planning policies, ordinances and codes.
- Handles front counter activity for Division
- Assists with General Plan update

#### Planning Technician

- Handles basic land use development applications
- Interprets, applies and explains basic City planning policies, ordinances and codes.
- Handles front counter activity for Division

#### 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.

#### 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

- Performs plan reviews for submitted building permit plans
- Conducts field inspections
- Participates, as required, in coordination of projects through development review process.
- Assists customers in understanding building codes and permit procedures

Permit Technicians

- Handle front counter activity for Division
- Responsible for processing of permits and plans
- Assist with routing and processing of plans.

**PERFORMANCE INDICATORS**

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

**PLANNING**

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



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

Planning Decisions Rendered	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	FY14-15
Decisions rendered over the counter (cases)	342	308	337	403	416	483
Decisions rendered by the Director (cases)	95	48	52	37	51	50
Median processing time (days)	88	106	85	113	96	135
Decisions rendered by Planning Commission and/or City Council (cases)	57	43	32	25	28	25
Median processing time (days)	228	253	198	286	223	151

**BUILDING & SAFETY**

Building permits issued over-the-counter typically involve minor improvements such as plumbing, electrical or mechanical work, 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.

<b>Building Permits Processed</b>	<b>FY09-10</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY13-14</b>
Permits issued over the counter (cases)	1,108	1,293	1,247	1,203	1,282	1,353
Plan checked permits (cases)	142	154	155	268	248	227
Median processing time (days)	61	52	46	26	26	36

### **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. 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>FY09-10</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>
Municipal Code violations closed (cases)	145	194	172	200	246	218
Median processing time (days)	31	32	20	28	18	19
Building Code violations closed (cases)	8	7	12	6	6	7
Median processing time (days)	34	75	14	23	23	28
Zoning Code violations closed (cases)	135	107	109	104	118	119
Median processing time (days)	25	23	11	16	17	25

### **VIEW RESTORATION**

View Restoration Permits are requests for the restoration of a view that has been impaired by foliage and no documentation of the view since November 1989 exists. The processing of these permits typically involves a pre-application meeting and depending on the success of the pre-application meeting, may require a hearing before the Planning Commission. View Preservation Permits are requests for the preservation of a view that has existed sometime since November 1989 (as documented in a photograph) and which now has been impaired by foliage. The

processing of these permits typically involves staff site visits, a staff analysis and a determination by the Director. City Tree Review Permits are requests for the restoration of a view that has been impaired by City trees. The processing of these permits typically involves a site visit, the preparation of a staff report, input from the City arborist, notice of the decision and the trimming or removal of the City tree(s) by City work crews. The City Tree review process moved to the Department of Public Works during FY 15-16.

<b>View Permits Processed</b>	<b>FY09-10</b>	<b>FY10-11</b>	<b>FY11-12</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>
View Restoration permits processed (cases)	7	18	23	18	11	14
View Preservation permits processed (cases)	10	8	12	12	11	20
City Tree Review permits processed (cases)	4	10	8	4	7	3
View Maintenance requests processed (cases)	12	31	32	25	24	28

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4001-441-11-00	SALARY & WAGES - FT	829,010	833,739	769,389	763,786	929,500
	101-4001-441-12-00	SALARY & WAGES - PT	17,870	14,717	8,653	10,224	0
	101-4001-441-13-00	SALARY & WAGES - OT	0	0	5,774	3,688	0
	101-4001-441-29-00	EMPLOYEE BENEFITS	283,900	291,500	337,900	297,972	320,900
	101-4001-441-32-00	PROF/TECH SERVICE	85,949	37,367	69,670	166,226	185,000
	101-4001-441-41-40	TELEPHONE SERVICE	2,197	0	0	0	0
	101-4001-441-44-10	BUILDING & LAND RENT	3,375	2,317	2,503	2,800	3,500
	101-4001-441-54-00	LEGAL NOTICES AND AD	17,652	20,461	17,095	21,639	25,000
	101-4001-441-55-00	PRINTING & BINDING	6,155	2,628	5,415	11,076	25,000
	101-4001-441-56-00	MILEAGE REIMBURSE	1,027	731	1,242	800	800
	101-4001-441-57-00	MEETINGS/CONFERENC	9,609	10,883	11,450	8,800	9,000
	101-4001-441-59-10	TRAINING	558	0	0	1,200	17,000
	101-4001-441-59-20	MEMBERSHIPS & DUES	4,285	4,513	4,511	4,800	4,800
	101-4001-441-59-30	PUBLICATIONS	635	984	1,334	1,200	1,200
	101-4001-441-61-00	OP SUPP/MINOR EQUIP	3,971	5,855	10,886	8,000	8,000
	101-4001-441-69-00	OTHER MISCELLANEOU	-250	0	0	0	0
	101-4001-441-94-10	EQUIP REPLACE CHARG	71,400	86,300	129,300	48,500	15,900
<b>Expenditure Subtotals</b>			<b>1,337,345</b>	<b>1,311,995</b>	<b>1,375,122</b>	<b>1,350,711</b>	<b>1,545,600</b>
<b>Total Program Expenditures</b>			<b>1,337,345</b>	<b>1,311,995</b>	<b>1,375,122</b>	<b>1,350,711</b>	<b>1,545,600</b>

**Department:** Community Development

**Budget Program:** Planning

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-4001-441-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	929,500
101-4001-441-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	320,900
101-4001-441-32-00	<b>PROF/TECH SERVICE</b> 1. Temporary personnel, on an as-needed contractual basis, for coverage of front-line staff due to illness, vacations, or as otherwise required. (\$2,000) 2. Ongoing Graphic Information System (GIS) updates. (\$10,000) 3. Preparation of the graphics for the City's updated Trails Network Plan. (\$3,000) 4. Consultant work for miscellaneous advanced planning projects, such as the Arterial Fences and Walls project and/or park and trail projects. (\$10,000) 5. Update to the General Plan (consultant services (to be determined) to complete technical studies and legal review). (\$150,000) 6. Workspace reconfiguration to accommodate additional department staff in FY16-17. (\$10,000)	185,000
101-4001-441-44-10	<b>BUILDING &amp; LAND RENTAL</b> Rental of a mobile storage container for historical records. Due to lack of storage space for historical records, this budget item includes renting another mobile storage container to increase storage space. (\$3,480)	3,500
101-4001-441-54-00	<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.	25,000
101-4001-441-55-00	<b>PRINTING &amp; BINDING</b> This budget item covers miscellaneous printing (informational brochures, reproduction of maps and various documents, business cards, public notice envelopes, etc.).	25,000
101-4001-441-56-00	<b>MILEAGE REIMBURSE</b>	800

**Department:** Community Development

**Budget Program:** Planning

Account #	Account Description	Budget FY16-17
	Reimbursement to Staff for use of personal vehicles.	
<b>101-4001-441-57-00</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.  4. Monthly Southwest Area Planning Council meetings.  5. Miscellaneous regional and other professional meetings.	<b>9,000</b>
<b>101-4001-441-59-10</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>17,000</b>
<b>101-4001-441-59-20</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>4,800</b>
<b>101-4001-441-59-30</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>1,200</b>
<b>101-4001-441-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> This budget provides for miscellaneous office and operating supplies such as photo supplies, stationery, color printer cartridges, and office equipment (\$7,000), as well as kitchen supplies (\$1,000).	<b>8,000</b>
<b>101-4001-441-94-10</b>	<b>EQUIP REPLACE CHARGE</b> Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment	<b>15,900</b>

**Department:** Community Development

**Budget Program:** Planning

Account #	Account Description	Budget FY16-17
	Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.	

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4002-441-11-00	SALARY & WAGES - FT	318,950	330,173	397,519	405,014	455,400
	101-4002-441-12-00	SALARY & WAGES - PT	5,894	3,892	0	20,137	25,200
	101-4002-441-13-00	SALARY & WAGES - OT	0	0	165	1,000	0
	101-4002-441-29-00	EMPLOYEE BENEFITS	115,900	135,600	171,400	185,626	187,500
	101-4002-441-32-00	PROF/TECH SERVICE	48,369	81,122	96,050	114,558	195,000
	101-4002-441-41-40	TELEPHONE SERVICE	1,563	1,996	3,491	4,000	4,000
	101-4002-441-44-10	RENTALS - BUILDINGS	1,050	2,122	2,596	1,800	1,800
	101-4002-441-55-00	PRINTING & BINDING	1,101	2,512	338	1,000	1,000
	101-4002-441-56-00	MILEAGE REIMBURSE	775	594	479	700	700
	101-4002-441-57-00	MEETINGS/CONFERENC	96	0	0	0	0
	101-4002-441-59-10	TRAINING	2,015	2,112	6,858	5,500	4,000
	101-4002-441-59-20	MEMBERSHIPS & DUES	460	340	888	700	700
	101-4002-441-59-30	PUBLICATIONS	629	3,698	848	1,000	1,500
	101-4002-441-61-00	OP SUPP/MINOR EQUIP	2,831	4,025	4,300	3,500	3,500
	101-4002-441-94-10	EQUIP REPLACE CHARG	41,300	58,200	59,900	21,800	6,500
<b>Expenditure Subtotals</b>			<b>540,934</b>	<b>626,386</b>	<b>744,830</b>	<b>766,335</b>	<b>886,800</b>
<b>Total Program Expenditures</b>			<b>540,934</b>	<b>626,386</b>	<b>744,830</b>	<b>766,335</b>	<b>886,800</b>

**Department:** Community Development

**Budget Program:** Building & Safety

Account #	Account Description	Budget FY16-17
101-4002-441-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	455,400
101-4002-441-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	25,200
101-4002-441-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	187,500
101-4002-441-32-00	<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 and inspection services (structural, mechanical, electrical and plumbing). The costs are offset by the plan check and inspection fees that are charged to the applicants (\$55,000).  2. Estimated consultant contract cost that provide Building and Safety ADA access compliance, fire and life-safety plan review, green building, casp services, plan check, and inspection services on an as needed basis. The costs are offset by the plan check and inspection fees that are charged to the applicants (\$55,000).  3. Geo-technical and other professional building and safety consultants to assist in the review of projects not otherwise funded by development project trust deposits and/or which may be initiated by the City. These may be projects in which the City desires an expert opinion, but may not be possible to recover these funds from a private party (\$15,000).  4. As required by law, the Department must retain certain Building and Safety Division records, such as geology records, plans, and permit documents. This budget item is needed to assess the Division's costs to convert geology records, plans, and permit documents to electronic copies. This cost will likely increase in the coming years as the Division moves forward with digitizing many of its records to enhance public inquiries (\$35,000).  5. Plans Examiner to provide plan check services at the public counter on a part-time basis. (\$35,000)	195,000
101-4002-441-41-40	<b>TELEPHONE SERVICE</b> Funding for the costs of cellular phones with data plans for 4 staff members in order to facilitate and increase mobile communication while out in the field.	4,000

**Department:** Community Development

**Budget Program:** Building & Safety

Account #	Account Description	Budget FY16-17
101-4002-441-44-10	<b>RENTALS - BUILDINGS</b> As required by law, the department must retain certain Building and Safety Division records, such as commercial, institutional and multi-family residential structures. This budget item is needed to cover the Division's costs related to storing those records at an on-site storage container.	1,800
101-4002-441-55-00	<b>PRINTING &amp; BINDING</b> Outside printing of various forms and publications related to the Building & Safety function.	1,000
101-4002-441-56-00	<b>MILEAGE REIMBURSE</b> Monthly reimbursement to the Building Division Staff for use of personal cars on site visits and off-site training classes.	700
101-4002-441-59-10	<b>TRAINING</b> Professional and continuing education seminars that focus on specific aspects of California building and development, together with improving customer service and Division operations.	4,000
101-4002-441-59-20	<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.	700
101-4002-441-59-30	<b>PUBLICATIONS</b> Publications are purchased annually to assist the Building Inspectors in their duties; including California code books, monthly publications and other needed journals.	1,500
101-4002-441-61-00	<b>OP SUPP/MINOR EQUIP</b> Miscellaneous office supplies and operating equipment.	3,500
101-4002-441-94-10	<b>EQUIP REPLACE CHARGE</b> 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.	6,500

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4003-441-11-00	SALARY & WAGES - FT	135,439	136,153	135,781	90,739	87,900
	101-4003-441-13-00	SALARY & WAGES - OT	0	0	0	1,000	0
	101-4003-441-29-00	EMPLOYEE BENEFITS	46,000	52,600	55,800	57,419	34,600
	101-4003-441-32-00	PROF/TECH SERVICE	4,887	9,552	33	10,000	10,000
	101-4003-441-55-00	PRINTING & BINDING	199	0	0	500	500
	101-4003-441-56-00	TRAVEL	68	11	0	0	0
	101-4003-441-57-00	MEETINGS/CONFERENC	920	414	0	500	1,000
	101-4003-441-59-20	MEMBERSHIPS & DUES	150	150	150	400	400
	101-4003-441-94-10	EQUIP REPLACE CHARG	10,700	13,500	15,300	5,400	1,900
<b>Expenditure Subtotals</b>			<b>198,363</b>	<b>212,381</b>	<b>207,064</b>	<b>165,958</b>	<b>136,300</b>
<b>Total Program Expenditures</b>			<b>198,363</b>	<b>212,381</b>	<b>207,064</b>	<b>165,958</b>	<b>136,300</b>

**Department:** Community Development

**Budget Program:** Code Enforcement

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-4003-441-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>87,900</b>
101-4003-441-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>34,600</b>
101-4003-441-32-00	<b>PROF/TECH SERVICE</b> 1. Costs of miscellaneous use of technical consultants, including noise consultants, antenna reception technicians, and geological consultants for code enforcement purposes (\$5,000).  2. Costs of code enforcement nuisance abatement activities, including those related to view restoration. These abatement costs will ultimately be recovered through placement of liens on real property subject to the abatement actions. (\$5,000).	<b>10,000</b>
101-4003-441-55-00	<b>PRINTING &amp; BINDING</b> Outside printing of various forms and publications related to Code Enforcement functions, such as handouts for the Peafowl Management Plan, Animal Control Services, and massage permits.	<b>500</b>
101-4003-441-57-00	<b>MEETINGS/CONFERENCES</b> Funds for expenses incurred by department staff attendance at meetings and conferences.	<b>1,000</b>
101-4003-441-59-20	<b>MEMBERSHIPS &amp; DUES</b> Funds membership in the Southern California Association of Code Enforcement Officers (CACEO) and any other appropriate professional association. \$200 per officer	<b>400</b>
101-4003-441-94-10	<b>EQUIP REPLACE CHARGE</b> 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>1,900</b>

**Department:** Community Development

**Budget Program:** View Restoration

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4004-441-11-00	SALARY & WAGES - FT	193,022	183,045	222,509	194,418	208,200
	101-4004-441-13-00	SALARY & WAGES - OT	0	0	0	882	0
	101-4004-441-29-00	EMPLOYEE BENEFITS	60,900	64,000	68,300	62,571	90,200
	101-4004-441-32-00	PROF/TECH SERVICE	40,218	23,281	37,018	39,532	44,000
	101-4004-441-43-00	MAINTENANCE SERVICE	61,312	45,308	43,384	0	0
	101-4004-441-61-00	OP SUPP/MINOR EQUIP	199	35	0	0	2,000
	101-4004-441-94-10	EQUIP REPLACE CHARG	10,700	20,200	23,000	8,100	2,800
<b>Expenditure Subtotals</b>			<b>366,350</b>	<b>335,870</b>	<b>394,210</b>	<b>305,503</b>	<b>347,200</b>
<b>Total Program Expenditures</b>			<b>366,350</b>	<b>335,870</b>	<b>394,210</b>	<b>305,503</b>	<b>347,200</b>

**Department:** Community Development

**Budget Program:** View Restoration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-4004-441-11-00</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>208,200</b>
<b>101-4004-441-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>90,200</b>
<b>101-4004-441-32-00</b>	<b>PROF/TECH SERVICE</b> Contract professional consultant services to assist in the mediation of View Restoration/Preservation cases (\$40,000), and for an Arborist (\$4,000). The view restoration fees associated with this program are collected when a case is not resolved through mediation.	<b>44,000</b>
<b>101-4004-441-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>	<b>2,000</b>
<b>101-4004-441-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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>2,800</b>

**Department:** Community Development

**Budget Program:** NCCP

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4005-441-32-00	PROF/TECH SERVICE	9,280	15,260	0	75,000	75,000
Expenditure Subtotals			9,280	15,260	0	75,000	75,000
<b>Total Program Expenditures</b>			<b>9,280</b>	<b>15,260</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>

**Department:** Community Development

**Budget Program:** NCCP

Account #	Account Description	Budget FY16-17
101-4005-441-32-00	<b>PROF/TECH SERVICE</b> 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. The document is expected to be completed in FY16-17.	<b>75,000</b>

**Department:** Community Development

**Budget Program:** Geology

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-4006-441-32-00	PROF/TECH SERVICE	135,441	131,672	149,201	138,082	150,000
Expenditure Subtotals			135,441	131,672	149,201	138,082	150,000
<b>Total Program Expenditures</b>			<b>135,441</b>	<b>131,672</b>	<b>149,201</b>	<b>138,082</b>	<b>150,000</b>

**Department:** Community Development

**Budget Program:** Geology

Account #	Account Description	Budget FY16-17
<b>101-4006-441-32-00</b>	<b>PROF/TECH SERVICE</b> Geotechnical consultant services to review and make recommendations regarding the need for, and/or adequacy of, privately initiated project geotechnical reports. The actual cost for geologic services will vary depending upon the level of activity that occurs during the year. The expenditure is offset directly by the geologic review fees collected.	<b>150,000</b>

**Department:** Community Development

**Budget Program:** Habitat Restoration

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	222-3022-431-32-00	PROF/TECH SERVICE	117,321	116,280	118,580	145,000	148,000
	222-3022-431-43-00	MAINTENANCE SERVICE	17,000	17,340	17,479	18,000	18,500
Expenditure Subtotals			134,321	133,620	136,059	163,000	166,500
<b>Total Program Expenditures</b>			<b>134,321</b>	<b>133,620</b>	<b>136,059</b>	<b>163,000</b>	<b>166,500</b>

**Department:** Community Development

**Budget Program:** Habitat Restoration

Account #	Account Description	Budget FY16-17
<b>222-3022-431-32-00</b>	<b>PROF/TECH SERVICE</b>  1. The City's NCCP includes a City funding commitment to the Palos Verdes Peninsula Land Conservancy (PVPLC) for management of the NCCP Preserve in accordance with the City's approved NCCP Subarea Plan. In December 2005, the City entered into an agreement with the PVPLC to begin managing the Preserve for a cost of \$100,000/year, adjusted annually for inflation based on the CPI for February (2.4%). (\$122,000)  2. Miscellaneous habitat restoration activities such as for geological investigation for habitat irrigation/planting, habitat restoration due to fires, etc. (\$26,000)	<b>148,000</b>
<b>222-3022-431-43-00</b>	<b>MAINTENANCE SERVICES</b>  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.	<b>18,500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	337-4037-441-32-00	PROF/TECH SERVICE	71	2,159	0	0	0
	337-4037-441-43-00	MAINTENANCE SERVICE	3,439	3,939	0	0	0
<b>Expenditure Subtotals</b>			<b>3,510</b>	<b>6,098</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>3,510</b>	<b>6,098</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **PUBLIC WORKS**

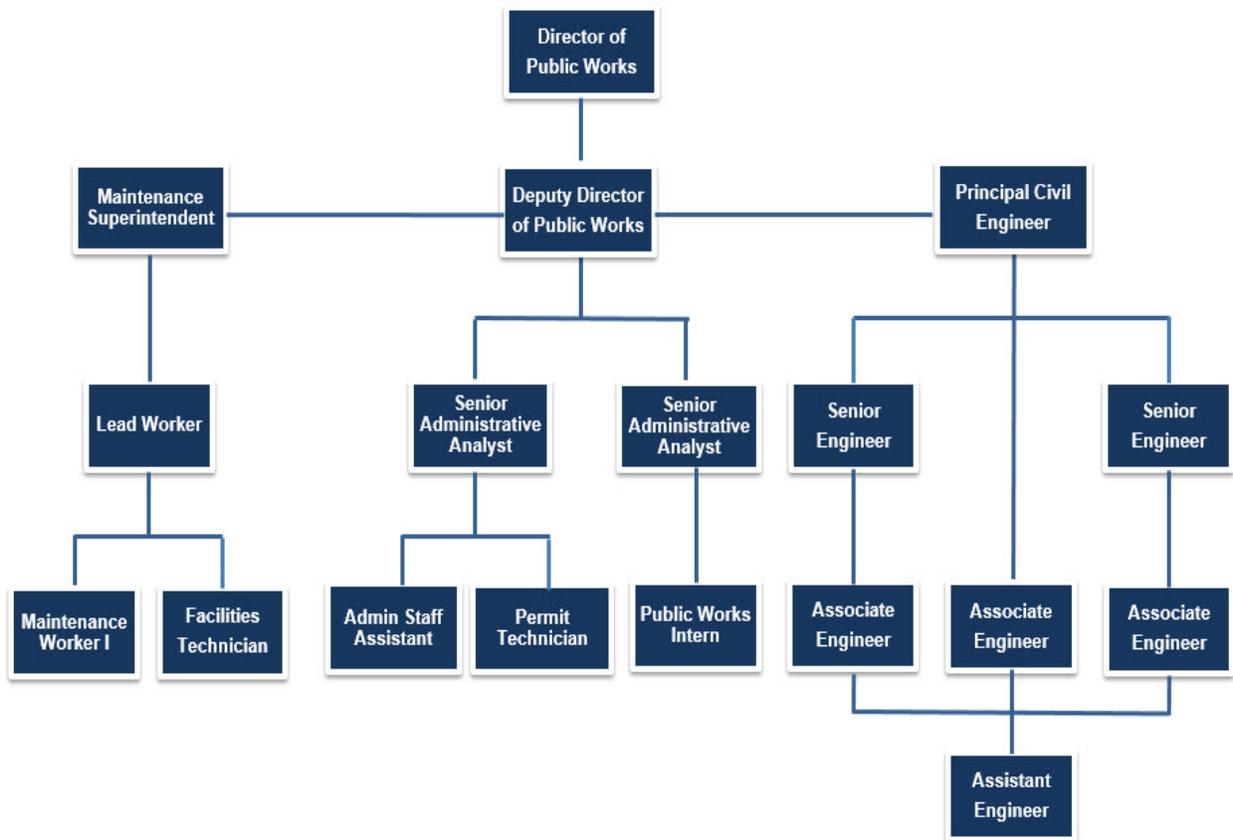
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# PUBLIC WORKS DEPARTMENT

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

- Grant Management
- Traffic Management
- Storm Water Quality Management
- Project and Contract Management
- Facility Maintenance
- Building Improvements, Alterations, Repairs
- Parks, Trails & Open Space Maintenance
- Infrastructure Maintenance (i.e. roadways, storm drains, sewers)
- Street Maintenance
- Street Lighting Maintenance
- Waste reduction & recycling programs
- Managing City's transit contributions
- Improvement Authority Administration
- Fleet Maintenance
- Infrastructure Improvements

## ORGANIZATIONAL CHART





<b>FULL-TIME EMPLOYEE POSITIONS</b>	<b>FY12-13</b>	<b>FY13-14</b>	<b>FY14-15</b>	<b>FY15-16</b>	<b>FY16-17</b>
<b>PUBLIC WORKS</b>					
Administrative Staff Assistant	1.0	1.0	1.0	1.0	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
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Facilities Technician	-	-	-	-	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 Worker I	-	-	1.0	1.0	1.0
Maintenance Worker II	1.0	1.0	1.0	1.0	-
Permit Clerk	1.0	1.0	-	-	-
Permit Technician	-	-	1.0	1.0	1.0
Principal Engineer	-	-	1.0	1.0	1.0
Senior Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Senior Engineer	3.0	3.0	2.0	2.0	2.0
<b>SUBTOTAL</b>	<b>15.0</b>	<b>16.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>

## **EMPLOYEE DESCRIPTIONS**

### Public Works Director

- Oversees the administration of all aspects of the department.
- Communicates with City leadership on departmental matters.
- Oversees personnel and staff work.
- Manages various special projects.

#### Deputy Director of Public Works

- Responsible for the administration of training programs and civic engagement events, management of public counter staff and supervision of senior administrative analysis.
- Assists with implementation of city council goals and emergency preparedness activities.
- Manages various special projects.

#### Principal Civil Engineer

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

#### Senior Engineers

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

#### Associate Engineers

- Each Associate Engineer:
  - Supports one Senior Engineer and that particular discipline.
  - Manages capital improvement projects.
  - Fulfills City's various permitting requirements.

#### Assistant Engineer

- Processes and issues Encroachment Permits.
- Develops construction specific standards, including final drafting.
- Develops plans, specifications and estimates for Public Works projects.
- Assists Engineers and Project Managers.

#### Senior Administrative Analysts

- Prepares Departmental budget.
- Provides grant management.
- Monitors purchase orders and adherence to City purchasing guidelines.
- Administers solid waste and recycling programs.
- Provides general department administration.

#### Administrative Staff Assistant & Permit Clerk

- Assists with processing service requests.
- Assists with public inquiries, public counter and permit requests.
- Assists with departmental, clerical, and administrative needs.

#### Maintenance Superintendent

- Oversees contracts for facility, street, fleet, and ground maintenance activities.
- Responsible for responding to service requests throughout the City's facilities and grounds.

### Lead Worker

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

### Maintenance Workers

- Handles minor and routine repairs and maintenance of City's facilities.
- Responds to emergency situations.

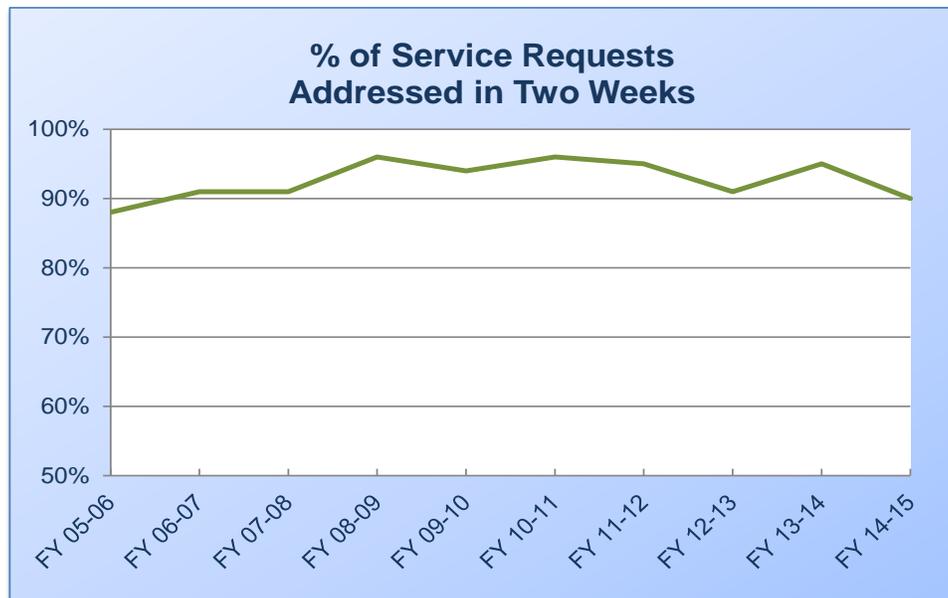
### Public Works Intern

- Prepares bid packages, processes invoices, conducts vendor and product research for procurements.
- Conducts infrastructure asset surveys for GIS system, provides public outreach at City-sponsored special events, and helps test new automated systems.

## **PUBLIC WORKS PERFORMANCE INDICATORS**

### Maintenance Program

A large part of the Public Works Department's activity is focused on responding to service requests from residents. The department strives to resolve requests promptly and efficiently, with the goal of addressing 85% of all service requests within two weeks. Based on the data collected over the past ten years, the percentage of service requests that were addressed within two weeks are as follows:



### Recycling Program

California State law (AB 939) requires all cities in the State to divert from landfills a minimum of 50 percent of waste generated. In 2012, AB 341 was signed into law, which mandates all commercial businesses generating four cubic yards of waste or more, as well as multi-family complexes with five or more units, to implement a recycling program. Additionally, AB 341

established a State-wide diversion goal of 75 percent by the year 2020. In 2016, the new AB 1826, Mandatory Commercial Organics Recycling, went into effect. Public Works has been working closely with the various haulers to assure the implementation of this new mandate.

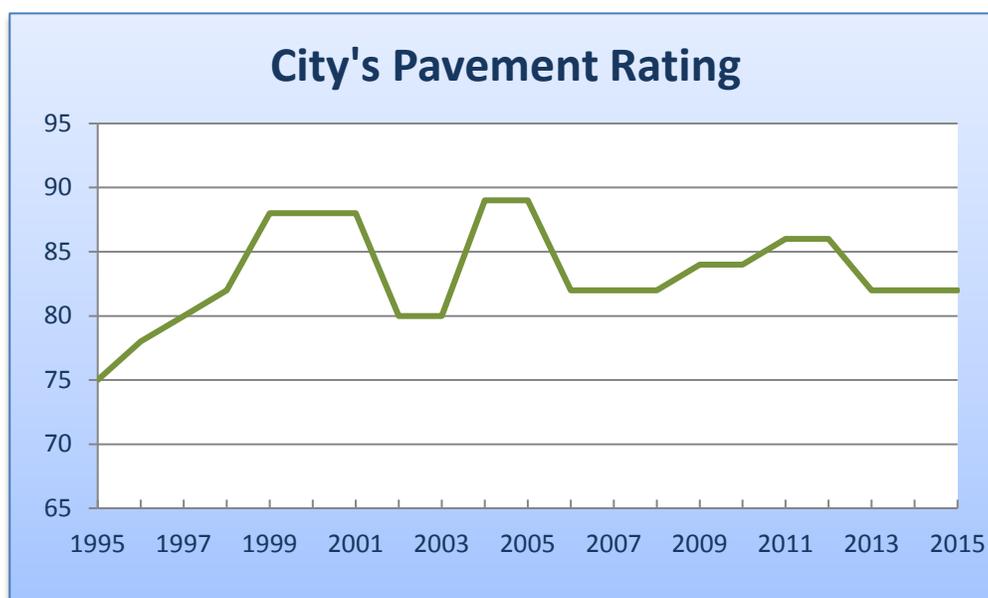
Rancho Palos Verdes has implemented an increasing number of programs over the past several years to promote recycling among residents and businesses in order to meet and surpass State requirements. Since 2007, the City has exceeded the 50 percent diversion mandate every year by at least 10 points.

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 RPV.

Reporting Year	2010	2011	2012	2013	2014
RPV's % Diversion*	64%	68%	76%	75%	66%
LARA's % Diversion	70%	70%	70%	68%	64%
<small>* The percentages are based on the City's per capita disposal equivalent target of 4.5 and per capita generation of 9.1, which translates to the State required 50% diversion rate. LARA has a per capita disposal equivalent target of 7.1, and a per capita generation of 14.2.            Note - The diversion rates for 2015 will be submitted for approval in August 2016.</small>					

### Roadway Maintenance Program

The City invests considerable resources to maintain the high quality of its roadways. A Pavement Management Report is updated every three years to determine the condition of the City's roadways by calculating a pavement rating. The pavement rating is a number between 0 and 100 that measures the quality of pavement. A new roadway has a pavement rating of 100. The average pavement rating for the City's roadways for the past eighteen 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 Pacific Ocean. The City's Street sweeping program is one such program. The following table displays the average amount of trash picked up each month to reduce the amount entering our surface water systems.



## Traffic Enforcement

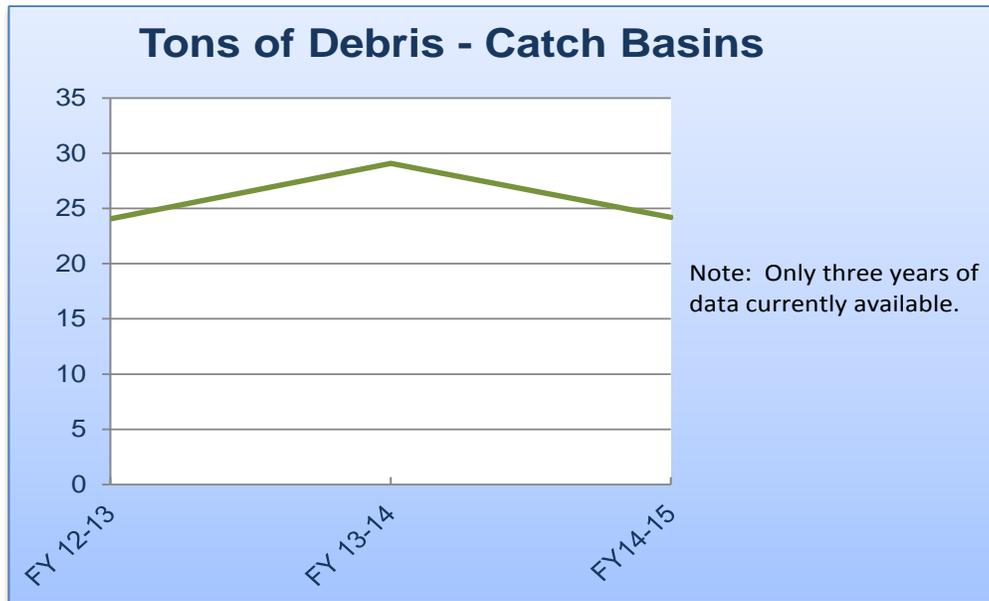
The Public Works Department works closely with the Los Angeles County Sheriff's Department on traffic safety matters. The City monitors and reports the monthly average number of traffic collisions, determines how many of those were injury collisions, and compares the number of injury collisions to the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

Index	Monthly Average								
	2007	2008	2009	2010	2011	2012	2013	2014	2015
<b>Total Collisions</b>	21	20	21	24	23	26	17	15	21
<b>Injury Collisions</b>	7	6	8	7	8	8	5	6	8
<b>Hazardous Citations Issued</b>	526	460	448	406	423	229	205	242	163
<b>Enforcement Index*</b>	72	76	73	87	82	89	54	40	25

\* 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 permittee to the Los Angeles Regional Water Quality Board's MS4 Permit program, the City is responsible to prevent pollution from entering the receiving waters to which the pipes discharge. One practice that keeps both visible pollutants, like trash, sediment, and smaller chemicals, from entering the storm drains is to clean the City's catch basins before and during the rainy season. The City keeps track of the tons of material removed throughout the season for reporting purposes.



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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3001-431-11-00	SALARY & WAGES - FT	1,158,969	1,179,746	1,327,400	1,373,545	1,463,800
	101-3001-431-12-00	SALARY & WAGES - PT	61,836	78,722	9,841	20,275	25,200
	101-3001-431-13-00	SALARY & WAGES - OT	0	0	14,962	7,558	18,900
	101-3001-431-29-00	EMPLOYEE BENEFITS	413,750	431,700	422,150	471,681	479,100
	101-3001-431-32-00	PROF/TECH SERVICE	84,908	97,976	88,626	177,000	155,000
	101-3001-431-41-40	TELEPHONE SERVICE	0	0	3,908	4,900	5,000
	101-3001-431-44-10	BUILDING & LAND RENT	5,778	5,225	5,020	5,000	7,300
	101-3001-431-53-00	POSTAGE	0	36	0	0	0
	101-3001-431-54-00	LEGAL NOTICES AND AD	18,859	13,801	9,800	33,354	36,000
	101-3001-431-55-00	PRINTING & BINDING	14,794	11,817	10,285	17,000	25,000
	101-3001-431-56-00	MILEAGE REIMBURSE	512	709	1,011	1,183	1,500
	101-3001-431-57-00	MEETINGS/CONFERENC	400	2,630	15,446	18,100	15,000
	101-3001-431-59-10	TRAINING	37	1,006	773	6,000	10,000
	101-3001-431-59-20	MEMBERSHIPS & DUES	2,468	3,911	5,287	4,083	5,000
	101-3001-431-59-30	PUBLICATIONS	1,201	391	2,373	1,800	1,800
	101-3001-431-61-00	OP SUPP/MINOR EQUIP	10,614	15,070	21,891	13,000	13,000
	101-3001-431-69-00	OTHER MISCELLANEOU	45,044	162	0	4,716	0
	101-3001-431-94-10	EQUIP REPLACE CHARG	121,300	123,300	158,700	64,000	20,600
<b>Expenditure Subtotals</b>			<b>1,940,468</b>	<b>1,966,202</b>	<b>2,097,473</b>	<b>2,223,195</b>	<b>2,282,200</b>
<b>Total Program Expenditures</b>			<b>1,940,468</b>	<b>1,966,202</b>	<b>2,097,473</b>	<b>2,223,195</b>	<b>2,282,200</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-3001-431-11-00</b>	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	<b>1,463,800</b>
<b>101-3001-431-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Part-time salary provide for the Public Works Engineering Intern position that assists staff in preparing bid packages, processing invoices, conducting product research and procurement and other related duties.	<b>25,200</b>
<b>101-3001-431-13-00</b>	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	<b>18,900</b>
<b>101-3001-431-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>479,100</b>
<b>101-3001-431-32-00</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. (\$20,000)  2. Engineering Studies: Contracted services for engineering investigations and surveys. (\$15,000)  3. Inspection Services: Inspections for encroachment permits, traffic projects, and Right-of-Way (ROW) maintenance projects. Permit fees collected as General Fund revenue partially offset the cost of this program. (\$80,000)  4. Temporary Clerical Assistance: Temporary office assistance for front office staff vacancies, vacations, illnesses, or other absences, and for courier services. (\$5,000)  5. Administration of Community Development Block Grant (CDBG) Program: The City's CDBG funding does not cover the entire cost of the consultant who administers the City's CDBG program; and, therefore, a portion of that cost is charged to this budget program. (\$10,000)  6. Professional Engineering and Project Management Services: Consultant support to assist in addressing the engineering and project management workload during staffing shortages. (\$25,000)	<b>155,000</b>
<b>101-3001-431-41-40</b>	<b>TELEPHONE SERVICE</b> Cell service for City-owned phones used by Public Works field personnel.	<b>5,000</b>

**Department:** Public Works

**Budget Program:** Public Works Administration

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-3001-431-44-10	<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.	7,300
101-3001-431-54-00	<b>LEGAL NOTICES AND ADS</b> Legal notice advertising for Public Works projects that are going out to bid, as well as noticing for public hearings and other public meetings.	36,000
101-3001-431-55-00	<b>PRINTING &amp; BINDING</b> Printing of permits, maintenance service request forms, materials for public meetings, bid documents, and blueprints for Public Works projects.	25,000
101-3001-431-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement of staff for use of personal vehicles to attend off-site meetings, conferences, training events, etc.	1,500
101-3001-431-57-00	<b>MEETINGS/CONFERENCES</b> Charges for expenses incurred for off-site City meetings, conferences, and training events. Expenses include registration fees, lodging, meals, transportation, and other miscellaneous expenses.	15,000
101-3001-431-59-10	<b>TRAINING</b> This item provides for specialized and technical training and professional development for Public Works staff.	10,000
101-3001-431-59-20	<b>MEMBERSHIPS &amp; DUES</b> Annual dues for professional organizations and the cost of professional licensing for department staff in order for them to maintain their professional status.	5,000
101-3001-431-59-30	<b>PUBLICATIONS</b> Provides for subscriptions to periodicals, educational materials, and technical publications, which assist City staff in the performance of their duties by enhancing their technical knowledge and skills.	1,800
101-3001-431-61-00	<b>OP SUPP/MINOR EQUIP</b> Office supplies, minor equipment, and miscellaneous items.	13,000
101-3001-431-94-10	<b>EQUIP REPLACE CHARGE</b>	20,600

**Department:** Public Works

**Budget Program:** Public Works Administration

**Account #**

**Account Description**

**Budget  
FY16-17**

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3006-431-32-00	PROF/TECH SERVICE	91,731	73,010	86,571	83,472	190,000
	101-3006-431-43-00	MAINTENANCE SERVICE	80,549	3,101	3,277	13,924	106,000
	101-3006-431-55-00	PRINTING & BINDING	1,100	500	1,999	2,000	2,000
	101-3006-431-61-00	OP SUPP/MINOR EQUIP	496	0	0	13,000	0
	101-3006-431-73-00	IMPROVEMENTS	45,124	0	0	0	0
<b>Expenditure Subtotals</b>			<b>218,999</b>	<b>76,611</b>	<b>91,847</b>	<b>112,396</b>	<b>298,000</b>
<b>Total Program Expenditures</b>			<b>218,999</b>	<b>76,611</b>	<b>91,847</b>	<b>112,396</b>	<b>298,000</b>

**Department:** Public Works

**Budget Program:** Traffic Management

Account #	Account Description	Budget FY16-17
101-3006-431-32-00	<p><b>PROF/TECH SERVICE</b></p> <p>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. (\$100,000)</p> <p>(a) Traffic control plan reviews for various City projects; and smaller scale traffic engineering studies for various locations throughout the City (\$23,000)</p> <p>(b) Review of land maps and development plans for traffic-related issues (\$20,000)</p> <p>(c) Right-of-Way (ROW) project engineering services (\$25,000)</p> <p>(d) Citywide cell site documentation services (\$32,000)</p> <p>2. Neighborhood Traffic Safety Program: Pursuant to the Neighborhood Traffic Calming Program, adopted by the City Council in August 2014, neighborhoods may request traffic calming improvements from the City. This budget allocation provides for the initial analysis to determine the recommended traffic calming measures for a neighborhood, as well as the installation of small measures, subject to review and approval by the City Council. (\$90,000)</p> <p>(a) Traffic engineering studies for various locations throughout the City (\$25,000)</p> <p>(b) Traffic engineering studies for various locations throughout the City (\$21,000)</p> <p>(c) Crossing guard services at certain City intersections (\$30,000)</p> <p>(d) Traffic circulation analyses at various City locations (\$10,000)</p> <p>(e) Traffic circulation analyses at various City locations (\$4,000)</p>	190,000
101-3006-431-43-00	<p><b>MAINTENANCE SERVICES</b></p> <p>1. Radar Speed Trailer Program: In order to maintain an effective traffic enforcement program for the City, radar speed trailers are set up at various locations throughout the City on a contracted basis. (\$6,000)</p> <p>2. Annual Pavement Striping Program: Contracted services for pavement striping, marking, and roadway signage. This program includes annual enhancements to school zones and refreshing of roadway markers and legends. (\$100,000)</p>	106,000
101-3006-431-55-00	<p><b>PRINTING &amp; BINDING</b></p> <p>The cost of printing parking program permits.</p>	2,000

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3007-431-32-00	PROF/TECH SERVICE	65,645	155,026	236,199	207,700	462,000
	101-3007-431-33-00	LEGAL SERVICES	5,672	0	0	0	0
	101-3007-431-43-00	MAINTENANCE SERVICE	38,784	56,166	40,719	94,857	115,600
	101-3007-431-57-00	MEETINGS/CONFERENC	100	0	0	0	0
	101-3007-431-59-10	TRAINING	0	861	0	0	0
	101-3007-431-61-00	OP SUPP/MINOR EQUIP	0	0	1,414	2,000	2,000
<b>Expenditure Subtotals</b>			<b>110,200</b>	<b>212,053</b>	<b>278,332</b>	<b>304,557</b>	<b>579,600</b>
<b>Total Program Expenditures</b>			<b>110,200</b>	<b>212,053</b>	<b>278,332</b>	<b>304,557</b>	<b>579,600</b>

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Budget FY16-17
101-3007-431-32-00	<b>PROF/TECH SERVICE</b> <p>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. FY16-17 is the first year of the current multi-year contract. (\$70,000)</p> <p>2. State Water Resources Control Board (SWRCB) Fees: Annual fees for waste discharge and the City's storm water permit. The State Water Code mandates these fees for the State's administration of the Clean Water Act/NPDES program. Fees are anticipated to increase nominally in FY16-17. (\$22,000)</p> <p>3. Urban Runoff and Storm Water Quality Monitoring: Contractual services and Memorandum of Understanding (MOU) participation costs to implement scheduled (dry weather) and rain event water quality monitoring, analysis, and reporting. In April 2016, the City Council approved the City's participation in these MOU's, including funding of the total program costs. The Los Angeles Harbor MOU is for a total of \$24,000 and the Coordinated Integrated Monitoring Program (CIMP) MOU is for a total of \$365,000. The City will be receiving \$170,000 in reimbursements from the participating agencies at the completion of the project. (\$219,000)</p> <p>4. Watershed Management Program Implementation: The Regional Water Quality Control Board has approved the Enhanced Watershed Management Program (EWMP), which was developed over the last several years. The City's share of the \$151,000 cost to implement the EWMP will need to be appropriated. (\$151,000)</p>	462,000
101-3007-431-43-00	<b>MAINTENANCE SERVICES</b> <p>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 (\$55,000), and replacement of filtration media packs on certain retrofitted catch basins in the City. (\$15,000) (\$70,000 total)</p> <p>2. Street/Parking Lot Sweeping and Bus Shelter Maintenance: Contracted services, of \$30,000, 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 (\$15,600), as required by the NPDES program permit. (\$45,600)</p>	115,600
101-3007-431-61-00	<b>OP SUPP/MINOR EQUIP</b> <p>Citywide Overflow and Flood Clean-Up: Spill kits and other equipment are</p>	2,000

**Department:** Public Works

**Budget Program:** Storm Water Quality

Account #	Account Description	Budget FY16-17
	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.	

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3008-431-32-00	PROF/TECH SERVICE	0	4,500	8,944	4,000	4,000
	101-3008-431-41-10	WATER UTILITY SERVIC	34,517	36,459	17,276	7,284	15,000
	101-3008-431-41-20	GAS UTILITY SERVICE	1,355	1,727	1,730	2,000	1,900
	101-3008-431-41-30	LIGHT AND POWER	100,719	72,707	113,862	105,084	113,000
	101-3008-431-43-00	MAINTENANCE SERVICE	237,791	223,627	325,970	360,000	358,500
	101-3008-431-44-20	VEHICLE & EQUIP RENT	0	0	0	5,000	5,000
	101-3008-431-61-00	OP SUPP/MINOR EQUIP	50,670	37,500	75,856	82,000	78,500
	101-3008-431-94-10	EQUIP REPLACE CHARG	14,700	25,600	32,500	14,000	2,800
<b>Expenditure Subtotals</b>			<b>439,752</b>	<b>402,120</b>	<b>576,139</b>	<b>579,368</b>	<b>578,700</b>
<b>Total Program Expenditures</b>			<b>439,752</b>	<b>402,120</b>	<b>576,139</b>	<b>579,368</b>	<b>578,700</b>

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

Account #	Account Description	Budget FY16-17
101-3008-431-32-00	<p><b>PROF/TECH SERVICE</b></p> <p>1. Costs associated with small scale office reconfiguration projects. Costs are incurred for office reconfigurations when new staff are hired. (\$2,500)</p> <p>2. Certified Access Specialists (CASp) Services: Effective January 1, 2013, State law required the City to collect a \$1 fee from business license applicants to fund CASp programs. Local agencies are allowed to retain 70% of the fees, which must be used for CASp services that will facilitate</p>	4,000
101-3008-431-41-10	<p><b>WATER UTILITY SERVICE</b></p> <p>Water utility service for all City buildings.</p>	15,000
101-3008-431-41-20	<p><b>GAS UTILITY SERVICE</b></p> <p>Gas utility service for all City buildings.</p>	1,900
101-3008-431-41-30	<p><b>LIGHT AND POWER</b></p> <p>Electricity utility service for all City buildings.</p>	113,000
101-3008-431-43-00	<p><b>MAINTENANCE SERVICES</b></p> <p>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.</p> <p>The following are ongoing maintenance efforts:</p> <ol style="list-style-type: none"> <li>1. Custodial Services: Contracted custodial services for all City buildings. (\$90,000)</li> <li>2. Graffiti Abatement: Contracted services to remove graffiti from public areas. (\$75,000)</li> <li>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. (\$70,000)</li> <li>4. Building Security: Electronic building security monitoring, access control, and maintenance at all monitored park buildings and the Civic Center complex is provided by a contracted security company. (\$25,000)</li> <li>5. Pest Control: Monthly pest control in and around all City buildings. (\$4,000)</li> <li>6. Heating, Ventilation, and Air Conditioning (HVAC) Maintenance: Preventive and reactive maintenance of HVAC systems at Hesse Park,</li> </ol>	358,500

**Department:** Public Works

**Budget Program:** Building Maintenance

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
	the Point Vicente Interpretive Center (PVIC), Ladera Linda Community Center, RPV TV Studio, the Emergency Operations/Communications Center, and the Civic Center complex. (\$20,000)	
	7. Elevator Maintenance: The annual maintenance service provides for elevator inspection, maintenance, and license certification required by the State. (\$4,000)	
	8. Fire Extinguisher Service: The Fire Code requires the City to annually inspect and certify all fire extinguishers located at City facilities. (\$4,500)	
	9. Building Fire Systems: Annual inspection and maintenance of sprinkler systems at all City facilities. (\$2,000)	
	10. Emergency Generator Maintenance: Annual maintenance of the emergency generators at the Civic Center complex, the Point Vicente Interpretive Center (PVIC), and Hesse Park. (\$8,000)	
	11. Unanticipated one-time projects. (\$7,500)	
	12. Annual Maintenance Projects:	
	(a) Painting Program: Funds are set aside for painting of City facilities that are requested as a result of deteriorating or damaged paint surfaces. (\$25,000)	
	(b) Flooring Replacement Program: Funds are set aside for replacement of carpeting, tile, and linoleum floor surfaces at City facilities that are requested as a result of deteriorating or damaged flooring. Staff is currently developing a plan to address flooring replacement of all facilities on a scheduled basis.(\$10,000)	
	(c) Water and Backflow Valve Replacement Program: Water and backflow valves are replaced on an as-needed basis due to failure or damage. (\$13,500)	
<b>101-3008-431-44-20</b>	<b>VEHICLE &amp; EQUIP RENTAL</b>	<b>5,000</b>
	Rental of specialty vehicles and equipment to support Building Maintenance activities.	
<b>101-3008-431-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>	<b>78,500</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. (\$63,500)	
	2. Fuel for emergency generators located at the Civic Center complex, the Point Vicente Interpretive Center (PVIC), and Hesse Park. (\$15,000)	
<b>101-3008-431-94-10</b>	<b>EQUIP REPLACE CHARGE</b>	<b>2,800</b>

**Department:** Public Works

**Budget Program:** Building Maintenance

**Account #**

**Account Description**

**Budget  
FY16-17**

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:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3009-431-32-00	PROF/TECH SERVICE	21,335	15,040	41,024	35,000	35,000
	101-3009-431-41-10	WATER UTILITY SERVIC	158,541	196,345	171,156	72,936	75,000
	101-3009-431-41-20	GAS UTILITY SERVICE	0	42	0	0	1,500
	101-3009-431-41-30	LIGHT AND POWER	1,158	1,116	1,014	1,500	1,500
	101-3009-431-43-00	MAINTENANCE SERVICE	662,334	548,574	492,131	585,000	558,000
	101-3009-431-59-20	MEMBERSHIPS & DUES	83,636	84,929	88,829	0	0
	101-3009-431-61-00	OP SUPP/MINOR EQUIP	64,303	44,345	100,998	103,723	82,600
	101-3009-431-69-00	OTHER MISCELLANEOU	13,980	14,526	17,457	131,100	116,000
	101-3009-431-73-00	IMPROVEMENTS	0	0	59,575	0	0
	101-3009-431-94-10	EQUIP REPLACE CHARG	0	0	16,000	0	0
<b>Expenditure Subtotals</b>			<b>1,005,288</b>	<b>904,917</b>	<b>988,184</b>	<b>929,259</b>	<b>869,600</b>
<b>Total Program Expenditures</b>			<b>1,005,288</b>	<b>904,917</b>	<b>988,184</b>	<b>929,259</b>	<b>869,600</b>

**Department:** Public Works

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

Account #	Account Description	Budget FY16-17
101-3009-431-32-00	<b>PROF/TECH SERVICE</b> 1. Ongoing Maintenance: Contracted administration and inspection services for parks, trails, and open space areas. (\$10,000)  2. Security services at City Parks and Open Space Locations: Services include security inspections of remote City areas, securing park entrance gates, and opening and closing restroom facilities. (\$25,000)	35,000
101-3009-431-41-10	<b>WATER UTILITY SERVICE</b> Water utility service for all park irrigation systems.	75,000
101-3009-431-41-20	<b>GAS UTILITY SERVICE</b> Gas utility service at City parks.	1,500
101-3009-431-41-30	<b>LIGHT AND POWER</b> Electrical utility (light and power) charges for landscape irrigation control boxes at City parks.	1,500
101-3009-431-43-00	<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. (\$336,000)  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 \$90,000 in Measure A grant funds. (\$160,000)  (b) Annual County Discing Areas: The County Agricultural Commissioner's Office performs annual discing of Grandview Park, Sunnyside Ridge, and West Indian Peak Road. (\$10,000)  (c) Palos Verdes Peninsula Land Conservancy (PVPLC) Trail Maintenance: Service requests from PVPLC for trail maintenance that is	558,000

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
	not covered by its service agreement with the City. (\$15,000)	
	3. Annual Backflow Testing: The California Water Service Company requires annual testing of backflow valves. (\$6,000)	
	4. Portable Toilets: Rental and servicing of portable toilets located at various park and open space locations and for special events. (\$12,000)	
	5. Annual Maintenance Programs:	
	(a) Ladera Linda Paddle Tennis Courts: Maintenance of two paddle tennis courts to ensure safe playing surfaces. (\$4,000)	
	(b) Annual Play Surface Maintenance Program: Play surfaces at the various park sites will be resurfaced, repaired, or replenished, as needed. (\$15,000)	
<b>101-3009-431-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>	<b>82,600</b>
	1. Supplies and Equipment: Materials and equipment to maintain and repair City parks, trails, and open space areas. This includes repair and replacement of park, trail, and open space amenities, fences, signs, and playground equipment. (\$61,000)	
	2. Trash/Recycling Receptacles: Replacement of trash receptacles as needed. (\$2,000)	
	3. Park Rules Signs Replacement: Updating and replacement of worn and damaged park rules signs at various City facilities. (\$10,000)	
	4. Security Cameras: Monitoring and maintenance of security cameras at City facilities to deter crime, vandalism, and illegal dumping. (\$9,600)	
<b>101-3009-431-69-00</b>	<b>OTHER MISCELLANEOUS</b>	<b>116,000</b>
	1. Klondike Canyon Landslide Abatement District assessments for City-owned parcels: (\$53,400)	
	2. Abalone Cove Landslide Abatement District (ACLAD) assessments for City-owned parcels: (\$62,600)	

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-3026-431-32-00	PROF/TECH SERVICE	13,246	49,177	21,504	29,025	59,000
	101-3026-431-43-00	MAINTENANCE SERVICE	0	1,950	10,276	8,000	10,000
	101-3026-431-94-10	EQUIP REPLACE CHARG	0	0	0	3,100	0
<b>Expenditure Subtotals</b>			<b>13,246</b>	<b>51,126</b>	<b>31,780</b>	<b>40,125</b>	<b>69,000</b>
<b>Total Program Expenditures</b>			<b>13,246</b>	<b>51,126</b>	<b>31,780</b>	<b>40,125</b>	<b>69,000</b>

**Department:** Public Works

**Budget Program:** Sewer Maintenance

Account #	Account Description	Budget FY16-17
<b>101-3026-431-32-00</b>	<b>PROF/TECH SERVICE</b>  1. Industrial Waste Monitoring: Throughout the year, the Los Angeles County Department of Public Works charges the City fees for sewer testing for hazardous materials and emergency response. (\$14,000)  2. Sewer Pipe Filming & Investigation: Annual Closed Circuit Television (CCTV) inspections and monitoring of sewer pipes in the overflow area are part of a cleaning and pipe replacement program that supplements the efforts by Los Angeles County. (\$30,000)  3. Sewer System GIS Theme Layer: Adding sewer data to the GIS system. (\$15,000)	<b>59,000</b>
<b>101-3026-431-43-00</b>	<b>MAINTENANCE SERVICES</b>  This account provides for the repair of sewer pipelines as deficiencies are identified through Closed Circuit TV (CCTV) inspections.	<b>10,000</b>

**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
City Roadways	202-3002-431-43-00	MAINTENANCE SERVICE	0	0	0	100,000	245,000
Expenditure Subtotals			0	0	0	100,000	245,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>245,000</b>

**Department:** Public Works

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

Account #	Account Description	Budget FY16-17
<b>City Roadways</b>		
202-3002-431-43-00	<b>MAINTENANCE SERVICES</b> Contract services for roadway maintenance and repairs, including roadway patching, crack-filling, pothole repairs, sidewalk grinding and patching, and tree root removal. (\$245,000)	<b>245,000</b>

**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
Medians	202-3003-431-32-00	PROF/TECH SERVICE	12,210	0	0	10,000	10,000
Medians	202-3003-431-41-10	WATER UTILITY SERVIC	85,727	112,234	160,798	78,000	80,000
Medians	202-3003-431-41-30	LIGHT AND POWER	7,022	5,609	7,597	7,000	6,000
Medians	202-3003-431-43-00	MAINTENANCE SERVICE	183,853	125,598	155,235	172,279	170,000
Right-of-Way	202-3003-431-43-00	MAINTENANCE SERVICE	194,095	172,487	194,203	375,840	411,000
Roadways	202-3003-431-43-00	MAINTENANCE SERVICE	421,445	446,167	416,924	0	0
Sidewalk/Ramp	202-3003-431-32-00	PROF/TECH SERVICE	9,020	25,960	0	5,000	5,000
Street Signs	202-3003-431-61-00	OP SUPP/MINOR EQUIP	46,496	47,073	48,942	100,000	160,000
Street Sweep	202-3003-431-43-00	MAINTENANCE SERVICE	127,152	215,417	130,607	140,000	140,000
Tree Trim	202-3003-431-43-00	MAINTENANCE SERVICE	223,264	127,262	214,371	286,881	100,000
<b>Expenditure Subtotals</b>			<b>1,310,284</b>	<b>1,277,808</b>	<b>1,328,677</b>	<b>1,175,000</b>	<b>1,082,000</b>
<b>Total Program Expenditures</b>			<b>1,310,284</b>	<b>1,277,808</b>	<b>1,328,677</b>	<b>1,175,000</b>	<b>1,082,000</b>

**Department:** Public Works

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

Account #	Account Description	Budget FY16-17
<b>Medians</b>		
202-3003-431-32-00	<b>PROF/TECH SERVICE</b> This line item provides for consultant support to assist Public Works in administering maintenance contracts by inspecting maintenance activity in the field on a regular basis.	10,000
<b>Sidewalk/Ramp</b>		
202-3003-431-32-00	<b>PROF/TECH SERVICE</b> Annual Sidewalk Geographic Information System (GIS) Theme Layer: The GIS sidewalk data is updated each time a sidewalk project is completed.	5,000
<b>Medians</b>		
202-3003-431-41-10	<b>WATER UTILITY SERVICE</b> Water utility service to all irrigated medians. Water usage has been restricted due to drought-related water conservation efforts.	80,000
202-3003-431-41-30	<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
202-3003-431-43-00	<b>MAINTENANCE SERVICES</b> 1. Median Maintenance: Contracted maintenance of landscaped center medians and street Right-of-Ways (ROW's). This maintenance work includes turf, ground cover, irrigation systems, shrubs, hardscape, litter patrol, and weed abatement. (\$164,000)  2. Backflow Inspections: To meet the requirements of the California Water Service Company and the Los Angeles County Health Department, all backflow prevention devices are certified annually by a private contractor. (\$6,000)	170,000
<b>Street Sweep</b>		
202-3003-431-43-00	<b>MAINTENANCE SERVICES</b> Street Sweeping: Contracted services for the mechanical sweeping of Citywide streets. Approximately \$10,000 of this cost is reimbursed by Caltrans for sweeping Western Avenue on a weekly basis. The sweeping schedule is as follows:  Western Avenue: Weekly Arterial Roads (Hawthorne Blvd., scenic turnouts, and parking lots): Twice Monthly All Remaining Streets: Monthly NPDES-required Citywide Sweep: In The Fall Various Areas: As-Needed	140,000

**Tree Trim**

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>202-3003-431-43-00</b>	<b>MAINTENANCE SERVICES</b>  1. View Restoration/Preservation: Includes the cost of performing the trimming and/or removal of City trees by contracted work crews. The costs include the trimming and/or removal of City trees that result from City Tree Review Permit decisions, as well as the ongoing annual maintenance of all trimmed trees. (\$60,000)  2. City Tree GIS Survey: Contracted service to survey all City trees and collect data on their geo-location, species, and size to create a baseline that will be incorporated into the City's GIS system. (\$40,000)	<b>100,000</b>
<b>Right-of-Way</b>		
<b>202-3003-431-43-00</b>	<b>MAINTENANCE SERVICES</b>  1. Right-of-Way (ROW) Landscape and Litter Maintenance: Contracted maintenance for ROW areas includes turf and ground cover maintenance, litter and debris pick-up, illegal dumping clean-up, vegetation removal, weed abatement, repairs to ROW amenities, irrigation system maintenance, and removal of view-impairing, non-native vegetation. (\$196,000)  2. Right-of-Way (ROW) Sign and Sidewalk Maintenance: Contracted maintenance for repairs to signs, sidewalk deviation grinding and ramping, general roadside repairs, and curb painting. (\$185,000)  3. Roadway Repairs Due to Accidents: This includes repairs that are not included as part of regular roadway or roadside maintenance. The City attempts to recover repair costs associated with roadway accidents from the parties that caused the damage. (\$30,000)	<b>411,000</b>
<b>Street Signs</b>		
<b>202-3003-431-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>  1. Street Signs: This is an ongoing program to replace aging street signs that are degraded and difficult to read. In addition to replacing aging street signs, non-compliant signs are also replaced. (\$35,000)  2. Roadway Supplies/Equipment: Traffic safety devices and materials required to perform roadway maintenance activities including: signs, sign posts, guardrails, guardrail posts, paint, sandbags, concrete, and asphalt. (\$45,000)  3. Guardrail Replacement Program: This program provides for the replacement of guardrails and guardrail posts that are damaged primarily by motor vehicle collisions. (\$80,000)	<b>160,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	202-3004-431-43-00	MAINTENANCE SERVICE	57,766	58,915	97,396	85,000	10,000
	202-3004-431-73-00	IMPROVEMENTS	0	0	0	90,000	0
<b>Expenditure Subtotals</b>			<b>57,766</b>	<b>58,915</b>	<b>97,396</b>	<b>175,000</b>	<b>10,000</b>
<b>Total Program Expenditures</b>			<b>57,766</b>	<b>58,915</b>	<b>97,396</b>	<b>175,000</b>	<b>10,000</b>

**Department:** Public Works

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

Account #	Account Description	Budget FY16-17
<b>202-3004-431-43-00</b>	<b>MAINTENANCE SERVICES</b> Traffic Signal Accident Repairs: The cost to repair damage to traffic signals caused by traffic accidents, which is reimbursable to the City by the parties involved. (\$10,000)	<b>10,000</b>

**Department:** Public Works

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	202-3005-431-32-00	PROF/TECH SERVICE	10,010	10,373	9,405	22,000	8,500
	202-3005-431-43-00	MAINTENANCE SERVICE	448,373	514,605	509,344	550,000	40,000
Expenditure Subtotals			458,383	524,977	518,749	572,000	48,500
<b>Total Program Expenditures</b>			<b>458,383</b>	<b>524,977</b>	<b>518,749</b>	<b>572,000</b>	<b>48,500</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>202-3005-431-32-00</b>	<b>PROF/TECH SERVICE</b> Annual update of aerial surveys of roadways in the Landslide Area. Flight costs are \$5,400 and ground filming is \$3,100. (\$8,500)	<b>8,500</b>
<b>202-3005-431-43-00</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. (\$40,000)	<b>40,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	203-3010-431-32-00	PROF/TECH SERVICE	6,182	13,382	9,237	11,600	11,600
	203-3010-431-41-00	LIGHT AND POWER	0	0	0	0	1,000
	203-3010-431-43-00	MAINTENANCE SERVICE	0	0	0	0	162,300
	203-3010-431-54-00	LEGAL NOTICES AND AD	0	0	0	500	500
	203-3010-431-94-20	OVERHEAD CHARGES	63,500	64,800	66,100	66,100	66,100
<b>Expenditure Subtotals</b>			<b>69,682</b>	<b>78,182</b>	<b>75,337</b>	<b>78,200</b>	<b>241,500</b>
	203-3010-491-91-00	TRANSFERS OUT	199,077	190,000	200,000	200,000	0
<b>Transfers Out Subtotals</b>			<b>199,077</b>	<b>190,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>268,759</b>	<b>268,182</b>	<b>275,337</b>	<b>278,200</b>	<b>241,500</b>

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

Account #	Account Description	Budget FY16-17
203-3010-431-32-00	<p><b>PROF/TECH SERVICE</b></p> <p>Preparation of the annual Engineer's Report by a consulting engineer for the Citywide Landscaping &amp; Lighting Maintenance District (LLMD)/1972 Act assessments (\$7,500).</p> <p>Los Angeles County Auditor-Controller's Office - Administration fee for collecting the assessment fee on the property tax roll and remitting the assessments to the City (\$4,100)</p>	11,600
203-3010-431-41-00	<p><b>LIGHT AND POWER</b></p> <p>Electrical utility service (light and power) for medians which have electronic irrigation controllers and/or landscape lighting. This account includes electrical power to Ocean Terrace, which is a special benefit median.</p>	1,000
203-3010-431-43-00	<p><b>MAINTENANCE SERVICES</b></p> <p>1. Special Benefit Median Maintenance that includes:</p> <ul style="list-style-type: none"> <li>(a) Rue Beaupre (\$500)</li> <li>(b) Alta Vista (\$900)</li> <li>(c) Ocean Terrace (\$900)</li> </ul> <p>2. Street Tree Trimming: Includes costs for removing tree limbs to provide a 16-foot clearance over streets, clearance over sidewalks, removal of fallen and dead trees and tree limbs, and removal of trees that are causing significant infrastructure damage. This budget program also includes replacement of all removed trees. (\$160,000)</p>	162,300
203-3010-431-54-00	<p><b>LEGAL NOTICES AND ADS</b></p> <p>Notices for public hearings for the Citywide Landscaping &amp; Lighting Maintenance District (LLMD)/1972 Act collection of assessments.</p>	500
203-3010-431-94-20	<p><b>OVERHEAD CHARGES</b></p> <p>The 1972 Act allows for the reimbursement of Public Works administrative overhead costs associated with establishing and administering the Citywide Landscaping &amp; Lighting Maintenance District (LLMD).</p>	66,100

**Department:** Public Works

**Budget Program:** El Prado

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	209-3019-431-32-00	PROF/TECH SERVICE	30	30	30	31	0
	209-3019-431-41-30	LIGHT AND POWER	0	0	659	300	300
	209-3019-431-43-00	MAINTENANCE SERVICE	0	0	0	700	500
Expenditure Subtotals			30	30	689	1,031	800
<b>Total Program Expenditures</b>			<b>30</b>	<b>30</b>	<b>689</b>	<b>1,031</b>	<b>800</b>

**Department:** Public Works

**Budget Program:** El Prado

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>209-3019-431-41-30</b>	<b>LIGHT AND POWER</b> This account provides for electrical utility (light and power) expenses in the El Prado Area.	<b>300</b>
<b>209-3019-431-43-00</b>	<b>MAINTENANCE SERVICES</b> This account provides for miscellaneous repairs, as needed, in the El Prado Area.	<b>500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	211-3011-431-32-00	PROF/TECH SERVICE	11,068	66,561	27,485	47,900	7,900
	211-3011-431-41-30	LIGHT AND POWER	331,548	262,479	339,103	300,000	323,000
	211-3011-431-43-00	MAINTENANCE SERVICE	57,766	58,915	97,396	85,000	75,000
	211-3011-431-94-20	OVERHEAD CHARGES	77,900	79,500	81,100	81,100	81,100
<b>Expenditure Subtotals</b>			<b>478,282</b>	<b>467,456</b>	<b>545,084</b>	<b>514,000</b>	<b>487,000</b>
To Traff Sig Mn	211-3011-491-91-00	TRANSFERS OUT	69,705	99,000	99,000	117,000	0
<b>Transfers Out Subtotals</b>			<b>69,705</b>	<b>99,000</b>	<b>99,000</b>	<b>117,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>547,987</b>	<b>566,456</b>	<b>644,084</b>	<b>631,000</b>	<b>487,000</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>211-3011-431-32-00</b>	<b>PROF/TECH SERVICE</b> Administrative fee paid to the Los Angeles County Auditor-Controller's Office to collect the street lighting assessments on the property tax bill. Vendor: Los Angeles County Auditor-Controller's Office	<b>7,900</b>
<b>211-3011-431-41-30</b>	<b>LIGHT AND POWER</b> 1. Electrical Service for Citywide Street Lighting: This account provides for the electricity costs for Citywide street lighting. (\$300,000)  2. This is a reimbursement to Caltrans for supplying power to traffic signals along Western Avenue within the Caltrans Right-of-Way (ROW). Additionally, the City reimburses the City of Rolling Hills Estates for maintaining traffic signals at intersections where our jurisdictional boundaries meet. (\$23,000)	<b>323,000</b>
<b>211-3011-431-43-00</b>	<b>MAINTENANCE SERVICES</b> Traffic Signal Maintenance: Cost of regular maintenance of all traffic signals. Actual expenditures vary from year to year depending on the number of major repairs needed. (\$75,000)	<b>75,000</b>
<b>211-3011-431-94-20</b>	<b>OVERHEAD CHARGES</b> The 1911 Act allows for the reimbursement of Public Works administrative overhead costs associated with establishing and administering the Street Lighting District.	<b>81,100</b>

**Department:** Public Works  
**Budget Program:** Beautification - Recycling

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	212-3012-431-11-00	SALARY & WAGES - FT	11,414	0	0	0	0
	212-3012-431-29-00	EMPLOYEE BENEFITS	4,600	0	0	0	0
	212-3012-431-43-00	MAINTENANCE SERVICE	0	0	0	473,600	0
	212-3012-431-94-20	OVERHEAD CHARGES	4,600	0	0	0	0
<b>Expenditure Subtotals</b>			<b>20,614</b>	<b>0</b>	<b>0</b>	<b>473,600</b>	<b>0</b>
To Street Maint	212-3012-491-91-00	TRANSFERS OUT	193,000	211,404	224,000	97,791	0
<b>Transfers Out Subtotals</b>			<b>193,000</b>	<b>211,404</b>	<b>224,000</b>	<b>97,791</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>213,614</b>	<b>211,404</b>	<b>224,000</b>	<b>571,391</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	213-3013-431-11-00	SALARY & WAGES - FT	52,155	51,190	52,428	52,400	52,400
	213-3013-431-13-00	SALARY & WAGES - OT	0	0	1,413	0	0
	213-3013-431-29-00	EMPLOYEE BENEFITS	19,700	20,500	21,800	21,800	24,600
	213-3013-431-32-00	PROF/TECH SERVICE	47,791	72,395	-5,898	35,000	48,000
	213-3013-431-33-00	LEGAL SERVICES	1,403	594	2,973	0	0
	213-3013-431-43-00	MAINTENANCE SERVICE	375	0	0	1,500	83,000
	213-3013-431-53-00	POSTAGE	3,193	3,574	4,000	5,500	6,000
	213-3013-431-54-00	LEGAL NOTICES AND AD	1,034	0	0	1,500	5,500
	213-3013-431-55-00	PRINTING & BINDING	9,442	8,791	9,227	12,000	12,000
	213-3013-431-56-00	MILEAGE REIMBURSE	317	184	370	400	500
	213-3013-431-57-00	MEETINGS/CONFERENC	0	18	111	1,200	800
	213-3013-431-59-20	MEMBERSHIPS & DUES	100	100	0	400	700
	213-3013-431-61-00	OP SUPP/MINOR EQUIP	202	4,072	5,487	3,000	22,000
	213-3013-431-93-00	CITY GRANTS	13,202	11,780	13,810	14,000	14,500
	213-3013-431-94-20	OVERHEAD CHARGES	8,200	8,400	8,600	8,600	8,600
<b>Expenditure Subtotals</b>			<b>157,113</b>	<b>181,598</b>	<b>114,321</b>	<b>157,300</b>	<b>278,600</b>
To Parks Maint	213-3013-491-91-00	TRANSFERS OUT	12,000	0	3,000	3,000	0
To Street Maint	213-3013-491-91-00	TRANSFERS OUT	10,000	41,292	37,000	95,000	0
<b>Transfers Out Subtotals</b>			<b>22,000</b>	<b>41,292</b>	<b>40,000</b>	<b>98,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>179,113</b>	<b>222,890</b>	<b>154,321</b>	<b>255,300</b>	<b>278,600</b>

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Budget FY16-17
213-3013-431-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	52,400
213-3013-431-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	24,600
213-3013-431-32-00	<b>PROF/TECH SERVICE</b> Consultant services to assist in implementing the following items:  1. Source Reduction and Recycling Element (SRRE) Program, including implementation of State-mandated programs, such as AB 341 (Mandatory Commercial Recycling), AB 1826 (Mandatory Commercial Organics Recycling), and the Used Oil Opportunity Program. (\$40,000)  2. Los Angeles Regional Agency (LARA): City's annual contribution for representation on the State Board and CalRecycle, as well as annual reporting on recycling and combined outreach efforts. (\$5,000)  3. Public outreach activities for the City's Used Oil Opportunity Program (UOOP). in conjunction with National Pollutant Discharge Elimination System (NPDES) storm water pollution prevention activities. (\$3,000)  The increase is due primarily to a projected rise in the cost of the State-mandated SRRE Program.	48,000
213-3013-431-43-00	<b>MAINTENANCE SERVICES</b> 1. Contracted maintenance services for site preparation for City-sponsored events and traffic control plan implementation, including the Household Hazardous Waste Roundup Event and document shredding events. (\$3,000)  2. Used Oil Opportunity Program (UOOP)-funded catch basin insert cleaning and maintenance. (\$2,000)  3. Mulching costs connected to the replacement or removal of City trees. (\$70,000)  4. As part of the litter abatement program, beverage container recycling is partially funded by a State grant. (\$8,000)	83,000
213-3013-431-53-00	<b>POSTAGE</b> Postage contribution for the City Newsletter. (\$6,000)	6,000

**Department:** Public Works

**Budget Program:** Waste Reduction

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>213-3013-431-54-00</b>	<b>LEGAL NOTICES AND ADS</b>  1. Legal notice advertising for projects funded with Waste Reduction funds, such as rate adjustments, as well as various waste reduction and NPDES programs and events. (\$1,500)  2. Cost for publishing advertisements in local newspapers promoting recycling and Used Oil Opportunity Program (UOOP) activities and public events. (\$4,000)	<b>5,500</b>
<b>213-3013-431-55-00</b>	<b>PRINTING &amp; BINDING</b>  This account provides for the printing of materials related to the following activities:  1. Contribution for information published in the City Newsletter advertising City Recycling Programs. (\$9,500)  2. Recycler-of-the-Month cards. (\$2,500)	<b>12,000</b>
<b>213-3013-431-56-00</b>	<b>MILEAGE REIMBURSE</b>  Reimbursement of staff for use of personal vehicles when conducting Waste Reduction/Recycling business on behalf of the City.	<b>500</b>
<b>213-3013-431-57-00</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. The Los Angeles Regional Agency (LARA) no longer subsidizes the registration fees for these meetings and conferences.	<b>800</b>
<b>213-3013-431-59-20</b>	<b>MEMBERSHIPS &amp; DUES</b>  Dues for the City's membership in various solid waste organizations.	<b>700</b>
<b>213-3013-431-61-00</b>	<b>OP SUPP/MINOR EQUIP</b>  1. Funds are used for the purchase of promotional items for used oil and filter recycling, which are funded by the Used Oil Opportunity Program (UOOP), as well as miscellaneous recycling-related items, such as those using recyclable materials. (\$2,000)  2. Replacement of trash/recycling receptacles in the City's Right-of-Way (\$17,000) and other areas of the City as needed. (\$3,000) (\$20,000 total)	<b>22,000</b>
<b>213-3013-431-93-00</b>	<b>CITY GRANTS</b>  Waste Reduction revenues fund the following grants, rebates, and incentive programs for City residents:	<b>14,500</b>

**Department:** Public Works

**Budget Program:** Waste Reduction

Account #	Account Description	Budget FY16-17
	<ol style="list-style-type: none"><li>1. Composting Bins: Refunds are provided to eligible City residents for the purchase of composting bins. (\$1,000)</li><li>2. School Recycling Drive: This program pays for promotional recycling events at schools through assemblies or special programs. (\$500)</li><li>3. Recycler-of-the-Month: This program encourages residential recycling by providing a monetary reward to eligible City residents. (\$13,000)</li></ol>	
<b>213-3013-431-94-20</b>	<b>OVERHEAD CHARGES</b> The Waste Reduction Program is charged for a share of Public Works Department overhead costs. This overhead charge reflects the Program's use of City facilities and staff costs to manage the program.	<b>8,600</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	214-3014-431-43-00	MAINTENANCE SERVICE	0	50,000	50,000	50,000	50,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
To Prop A	214-3014-491-91-00	TRANSFERS OUT	0	54,910	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>54,910</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>104,910</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

**Department:** Public Works

**Budget Program:** Air Quality Management District

Account #	Account Description	Budget FY16-17
214-3014-431-43-00	<b>MAINTENANCE SERVICES</b> The City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs will be \$661,300 for FY16-17. A combination of \$50,000 of AQMD (AB 2766) funds and \$611,300 of Proposition A funds will be used to fund this transit program. (\$50,000)	<b>50,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	216-3016-431-43-00	MAINTENANCE SERVICE	575,417	548,040	569,823	570,000	616,300
	216-3016-431-55-00	PRINTING & BINDING	2,027	1,829	1,744	1,900	2,000
	216-3016-431-73-00	IMPROVEMENTS	2,500	35,085	69,000	20,000	20,000
	216-3016-431-94-20	OVERHEAD CHARGES	3,200	0	0	0	0
<b>Expenditure Subtotals</b>			<b>583,144</b>	<b>584,953</b>	<b>640,567</b>	<b>591,900</b>	<b>638,300</b>
	216-3016-491-91-00	TRANSFERS OUT	0	0	310,886	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>310,886</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>583,144</b>	<b>584,953</b>	<b>951,453</b>	<b>591,900</b>	<b>638,300</b>

**Department:** Public Works

**Budget Program:** Proposition A

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>216-3016-431-43-00</b>	<b>MAINTENANCE SERVICES</b> 1. The City's annual contribution to the Palos Verdes Peninsula Transit Authority (PVPTA)/Dial-A-Ride-Lift programs will be \$661,300 for FY16-17. A combination of \$611,300 of Proposition A funds and \$50,000 of AQMD (AB 2766) funds will be used to fund this transit program.  2. Proposition A funds are also used to maintain the City's bus stop shelters. (\$5,000)	<b>616,300</b>
<b>216-3016-431-55-00</b>	<b>PRINTING &amp; BINDING</b> Proposition A funds are used to subsidize a portion of the City Newsletter printing costs for advertising City transit programs.	<b>2,000</b>
<b>216-3016-431-73-00</b>	<b>IMPROVEMENTS</b> Bus stop shelter improvements are funded by Proposition A funds. (\$20,000)	<b>20,000</b>

**Department:** Public Works

**Budget Program:** Subregion 1

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	223-3023-431-41-10	WATER UTILITY SERVIC	15,572	15,864	27,311	21,000	20,000
	223-3023-431-41-30	LIGHT AND POWER	639	494	772	800	800
	223-3023-431-43-00	MAINTENANCE SERVICE	32,908	16,069	23,236	34,000	24,000
Expenditure Subtotals			49,119	32,428	51,319	55,800	44,800
<b>Total Program Expenditures</b>			<b>49,119</b>	<b>32,428</b>	<b>51,319</b>	<b>55,800</b>	<b>44,800</b>

**Department:** Public Works

**Budget Program:** Subregion 1

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>223-3023-431-41-10</b>	<b>WATER UTILITY SERVICE</b> Water utility service to the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood).	<b>20,000</b>
<b>223-3023-431-41-30</b>	<b>LIGHT AND POWER</b> Electrical utility service (light and power) to the Subregion 1 Maintenance Program (Oceanfront Estates Neighborhood).	<b>800</b>
<b>223-3023-431-43-00</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>24,000</b>

**Department:** Public Works

**Budget Program:** Measure A

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
To Gen'l Fund	224-3024-491-91-00	TRANSFERS OUT	82,000	67,441	261,049	57,698	90,000
<b>Transfers Out Subtotals</b>			<b>82,000</b>	<b>67,441</b>	<b>261,049</b>	<b>57,698</b>	<b>90,000</b>
<b>Total Program Expenditures</b>			<b>82,000</b>	<b>67,441</b>	<b>261,049</b>	<b>57,698</b>	<b>90,000</b>

**Department:** Public Works

**Budget Program:** Measure A

Account #	Account Description	Budget FY16-17
<i>To Gen'l Fund</i>		
224-3024-491-91-00	<b>TRANSFERS OUT</b> Transfer from the Measure A Maintenance Fund to Parks, Trails & Open Space Maintenance within the General Fund for fuel modification in the Open Space areas.	<b>90,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	225-3025-431-11-00	SALARY & WAGES - FT	10,570	9,983	9,179	9,100	9,100
	225-3025-431-29-00	EMPLOYEE BENEFITS	3,000	3,100	3,100	3,100	3,600
	225-3025-431-32-00	PROF/TECH SERVICE	6,162	7,122	7,250	8,000	9,100
	225-3025-431-41-30	LIGHT AND POWER	2,664	3,612	3,634	4,000	4,000
	225-3025-431-43-00	MAINTENANCE SERVICE	41,447	60,354	88,983	154,000	223,100
	225-3025-431-54-00	LEGAL NOTICES AND AD	0	0	0	500	500
<b>Expenditure Subtotals</b>			<b>63,842</b>	<b>84,171</b>	<b>112,145</b>	<b>178,700</b>	<b>249,400</b>
<b>Total Program Expenditures</b>			<b>63,842</b>	<b>84,171</b>	<b>112,145</b>	<b>178,700</b>	<b>249,400</b>

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Budget FY16-17
225-3025-431-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	9,100
225-3025-431-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	3,600
225-3025-431-32-00	<b>PROF/TECH SERVICE</b> 1. Consultant services to prepare the annual Engineer's Report for the Abalone Cove Sewer Maintenance District fee. (\$5,500) 2. 24-hour answering service for maintenance calls. (\$1,200) 3. Los Angeles County Auditor-Controller's Office administrative fee for collecting and remitting the property assessments. (\$100) 4. Sewer System Management Plan (SSMP) Administrative Costs: Provides for consultant assistance to develop and update the annual SSMP Plan. (\$2,300)	9,100
225-3025-431-41-30	<b>LIGHT AND POWER</b> Electrical utility costs (light and power) to operate the pump station and the communication system.	4,000
225-3025-431-43-00	<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: 1. Sewer mainline cleaning (\$39,500) 2. Tree root removal (\$2,000) 3. Manhole operations (\$10,700) 4. Pump station cleaning (\$4,600) 5. Pump station emergency repairs (\$3,500) 6. Force main system annual maintenance (\$34,800) 7. Lift station pump replacement (\$39,000) 8. Grinder pump replacements (\$35,000) 9. Grinder pump repairs (\$38,000) 10. Grinder pump annual routine maintenance (\$16,000)	223,100
225-3025-431-54-00	<b>LEGAL NOTICES AND ADS</b> Legal notice costs for publication of the annual public hearing on the	500

**Department:** Public Works

**Budget Program:** Abalone Cove Sewer Maintenance

Account #	Account Description	Budget FY16-17
	Abalone Cove Sewer Maintenance District fee.	

**Department:** Public Works

**Budget Program:** Ginsburg Cultural Arts Building

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	227-3027-431-69-00	OTHER MISCELLANEOU	20,000	20,000	18,000	0	0
Expenditure Subtotals			20,000	20,000	18,000	0	0
<b>Total Program Expenditures</b>			<b>20,000</b>	<b>20,000</b>	<b>18,000</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** Community Development Block Grant

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
HIP	310-3092-461-32-00	PROF/TECH SERVICE	143,002	51,000	0	0	0
Expenditure Subtotals			143,002	51,000	0	0	0
<b>Total Program Expenditures</b>			<b>143,002</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Department:** Public Works

**Budget Program:** Equipment Replacement - Vehicles

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	681-3081-499-76-00	VEHICLES	0	0	0	15,000	0
Expenditure Subtotals			0	0	0	15,000	0
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>

**Department:** Public Works  
**Budget Program:** Improv Authority - Portuguese Bend

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	285-3088-431-32-00	PROF/TECH SERVICE	27,272	35,723	46,630	48,000	48,400
	285-3088-431-41-30	LIGHT AND POWER	5,594	4,236	5,422	6,500	7,000
	285-3088-431-43-00	MAINTENANCE SERVICE	16,847	33,596	17,300	75,000	59,500
<b>Expenditure Subtotals</b>			<b>49,712</b>	<b>73,556</b>	<b>69,352</b>	<b>129,500</b>	<b>114,900</b>
<b>Total Program Expenditures</b>			<b>49,712</b>	<b>73,556</b>	<b>69,352</b>	<b>129,500</b>	<b>114,900</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>285-3088-431-32-00</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. (\$2,900) 2. Contract services for GPS monitoring and surveying. (\$45,500)	<b>48,400</b>
<b>285-3088-431-41-30</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>
<b>285-3088-431-43-00</b>	<b>MAINTENANCE SERVICES</b> 1. Contracted services to regularly monitor the dewatering wells in the Portuguese Bend Landslide Area. (\$4,500) 2. Contracted services for storm and well water drainage facility maintenance, erosion control, debris/retention basin cleaning, and other maintenance activities. (\$30,000) 3. Burma Road Annual Maintenance: Grading and repairs to damaged sections of the roadway are done to maintain safe access to this area for the Los Angeles County Fire Department and the utility companies. (\$25,000)	<b>59,500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	795-3089-431-32-00	PROF/TECH SERVICE	12,452	30,675	22,444	22,400	23,900
	795-3089-431-41-30	LIGHT AND POWER	15,855	11,337	15,420	17,000	17,000
	795-3089-431-43-00	MAINTENANCE SERVICE	63,081	2,000	16,441	32,500	33,700
	795-3089-431-69-00	OTHER MISCELLANEOU	2,890	2,987	3,002	0	0
<b>Expenditure Subtotals</b>			<b>94,277</b>	<b>46,999</b>	<b>57,306</b>	<b>71,900</b>	<b>74,600</b>
<b>Total Program Expenditures</b>			<b>94,277</b>	<b>46,999</b>	<b>57,306</b>	<b>71,900</b>	<b>74,600</b>

**Department:** Public Works

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>795-3089-431-32-00</b>	<b>PROF/TECH SERVICE</b> 1. Annual independent auditing services. (\$2,900) 2. Contracted services for GPS monitoring and surveying. (\$21,000)	<b>23,900</b>
<b>795-3089-431-41-30</b>	<b>LIGHT AND POWER</b> Cost of electrical utility (light and power) for dewatering wells.	<b>17,000</b>
<b>795-3089-431-43-00</b>	<b>MAINTENANCE SERVICES</b> As the dewatering wells age, repairs to the equipment will likely increase. This budget allocation provides for the following services: 1. Contracted services to regularly monitor the dewatering wells in the Abalone Cove Landslide Area. (\$3,700) 2. Repair of existing dewatering well drainage lines. (\$30,000)	<b>33,700</b>

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## **RECREATION AND PARKS**

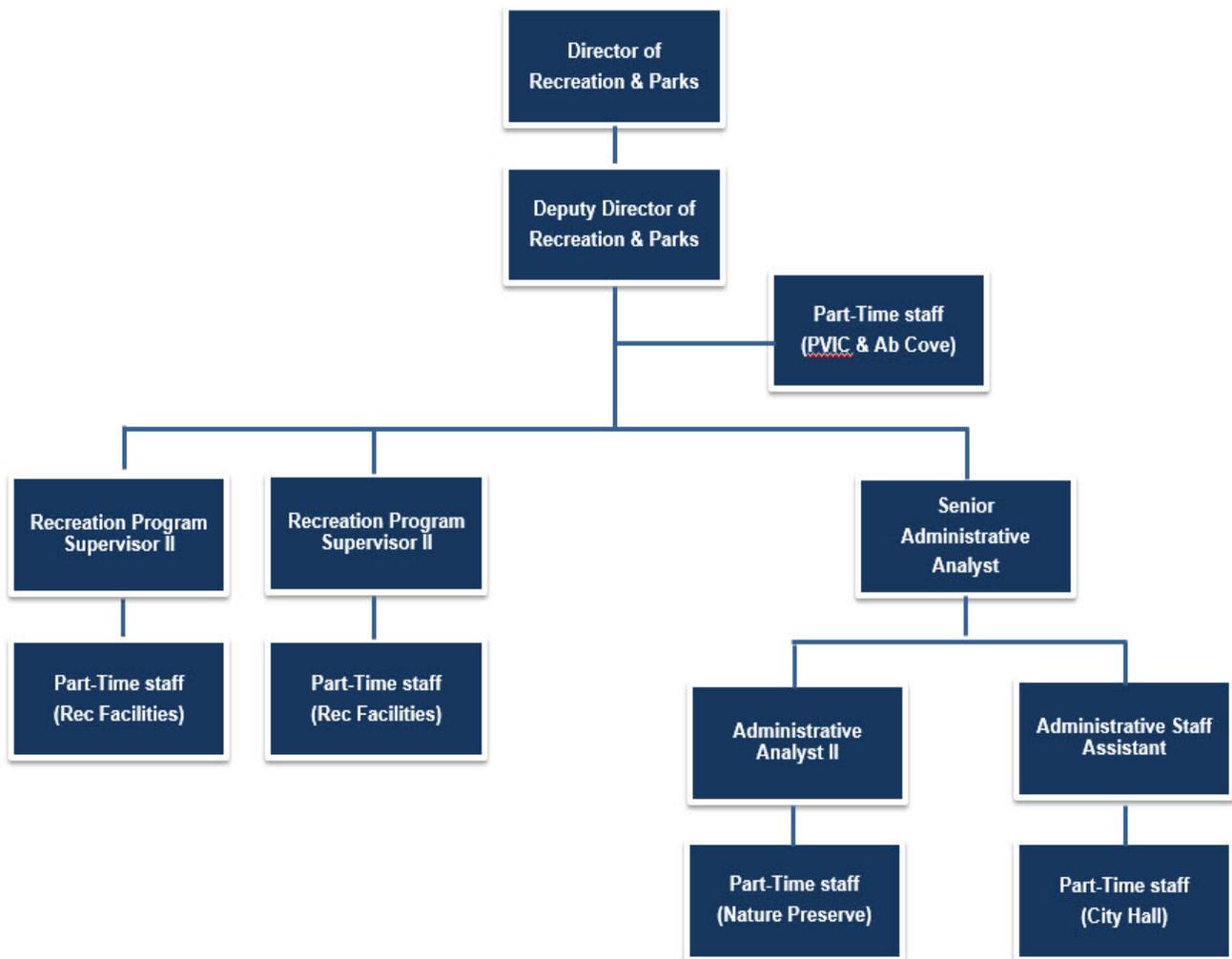
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# RECREATION & PARKS DEPARTMENT

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

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

## DEPARTMENT ORGANIZATIONAL CHART





FULL-TIME EMPLOYEE POSITIONS	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17
<b>RECREATION</b>					
Administrative Analyst II	1.0	1.0	1.0	1.0	1.0
Administrative Staff Assistant	1.0	-	1.0	1.0	1.0
Deputy Director of Recreation & Parks	-	-	-	-	1.0
Director of Recreation & Parks	1.0	1.0	1.0	1.0	1.0
Recreation Program Supervisor II	2.0	2.0	2.0	2.0	2.0
Recreation Services Manager	1.0	1.0	1.0	1.0	-
Senior Administrative Analyst	-	-	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>6.0</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

## EMPLOYEE RESPONSIBILITIES

### Director

- 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

- 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

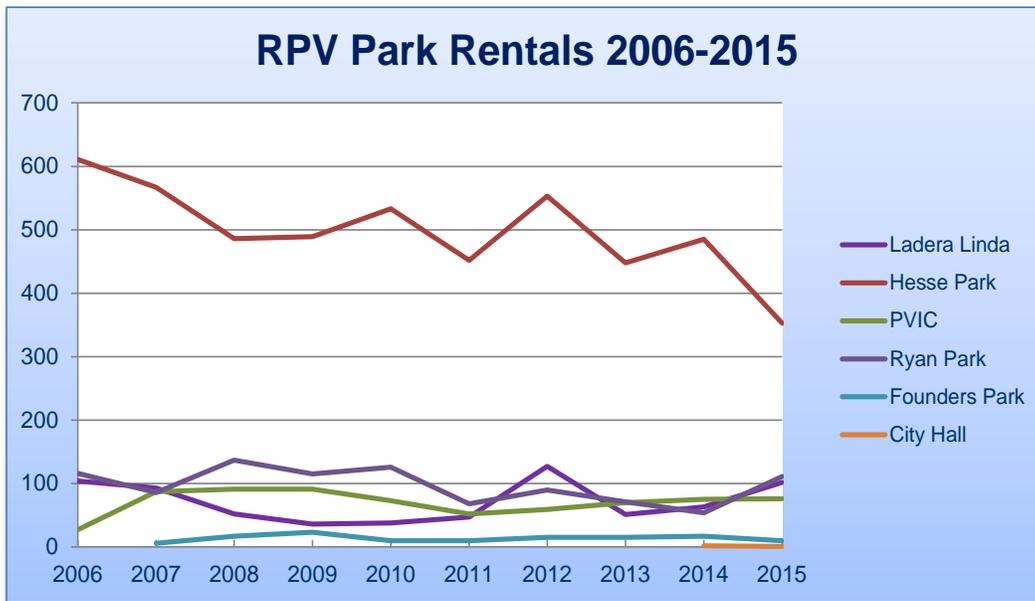
- Provides administrative support to the Department.
- Responds to requests from the public.
- Assists with the Department's public outreach.
- Maintains department website.
- Manages Volunteer Program.
- Manages Reception Desk.

## **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.

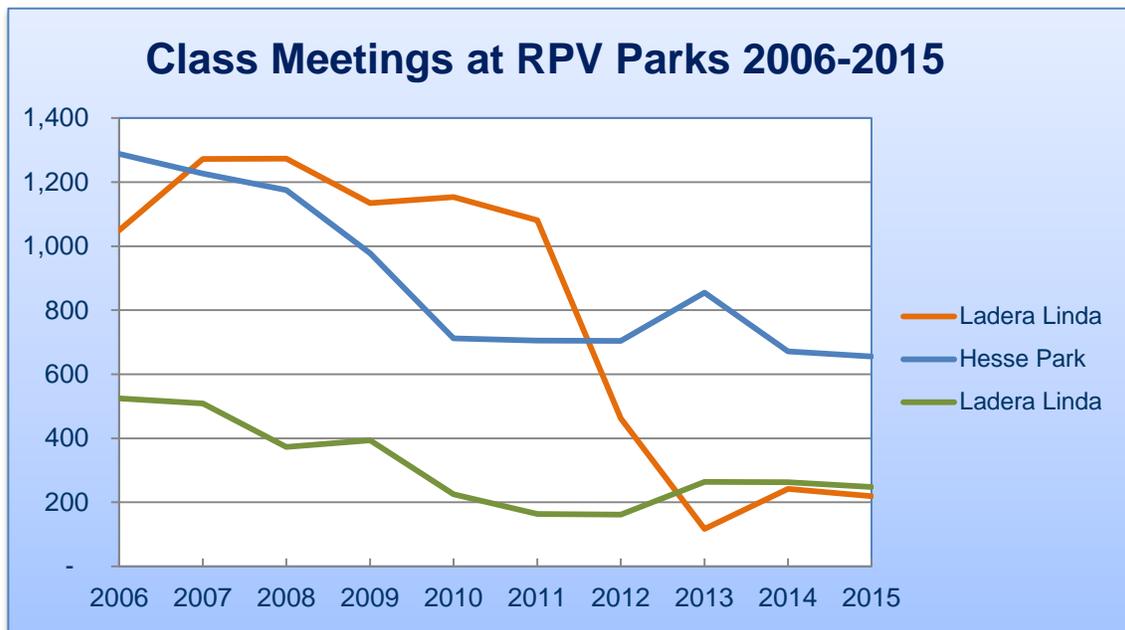
### **Park Rentals**

The following graphs show the number of events that took place at Rancho Palos Verdes parks from 2006-2015. These events include community group meetings, private party rentals, senior lectures and bridge, and youth sports leagues, just to name a few.



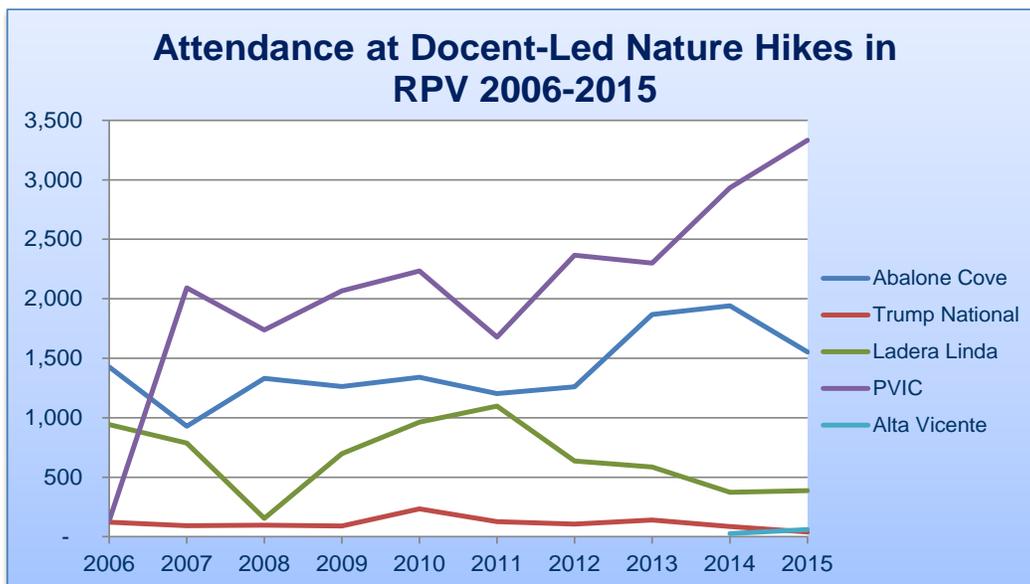
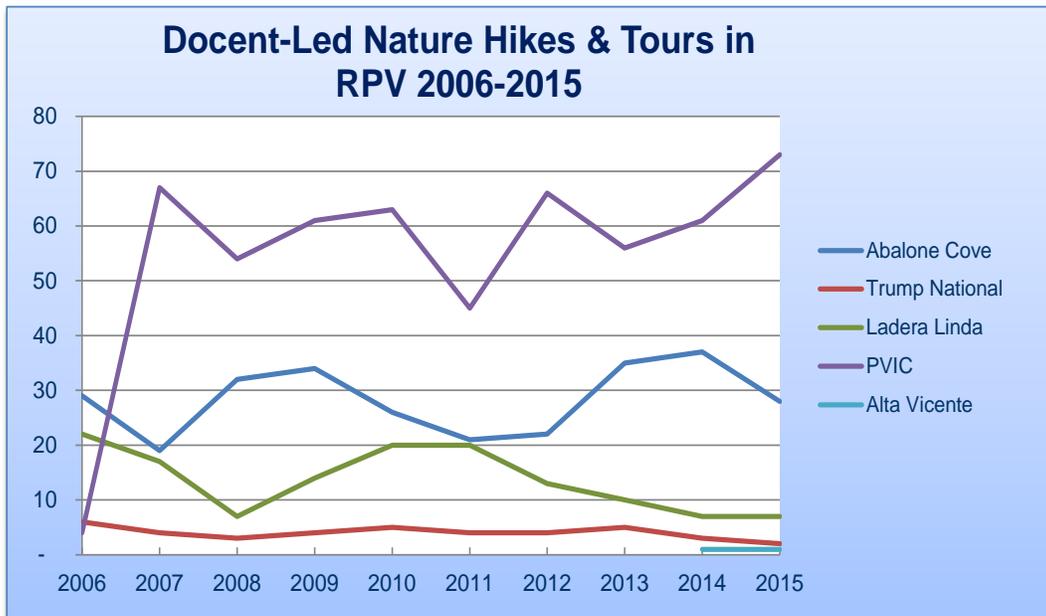
### Privatized Recreation Classes

The following graph shows the number of privatized recreation classes offered by independent instructors at City park sites from 2006-2015. Classes include adult exercise and fitness, preschool and youth classes, duplicate bridge classes, summer sports camps, art and music classes, and amateur radio classes.



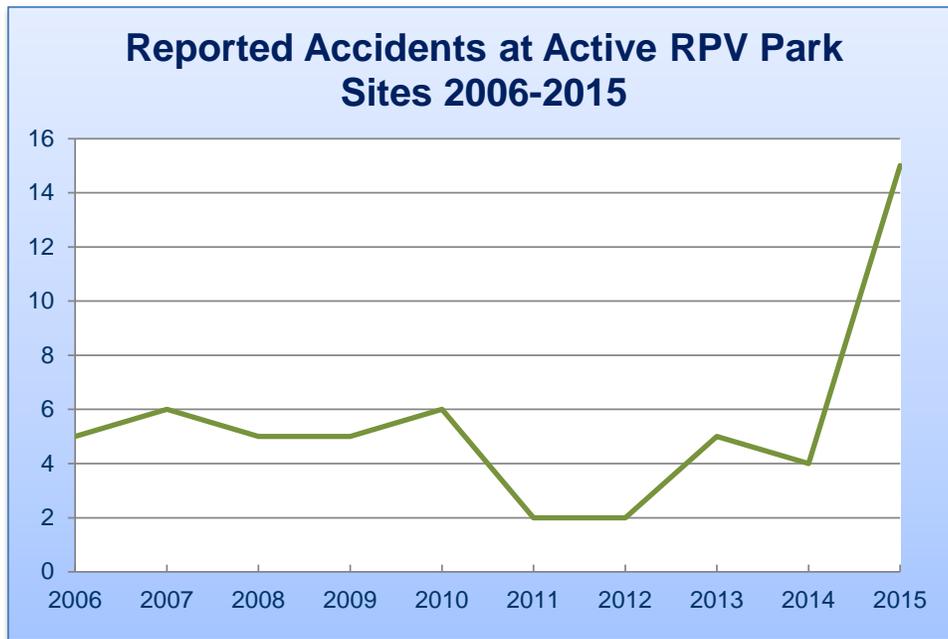
## Docent-Led Educational Hikes and Tours

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 to 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 2006-2015.



### Reported Accidents at Active RPV Parks

The following chart presents the number of reported accidents that occurred in Rancho Palos Verdes parks: 2006-2015.



### 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: 2014-2015.

Volunteer Program	FY2013-14	FY2014-15
Number of Events	30	43
Number of Volunteers	531	863
Total Hours	1,844	3,042
Financial Value*	\$47,500	\$83,900

\*Source for financial estimate: Independent Sector

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5010-451-11-00	SALARY & WAGES - FT	146,637	245,411	354,725	444,783	489,900
	101-5010-451-12-00	SALARY & WAGES - PT	80,747	97,344	60,802	82,559	82,200
	101-5010-451-13-00	SALARY & WAGES - OT	0	0	0	300	1,300
	101-5010-451-29-00	EMPLOYEE BENEFITS	96,925	74,800	111,300	133,290	159,600
	101-5010-451-32-00	PROF/TECH SERVICE	157,513	159,814	161,274	210,292	35,000
	101-5010-451-54-00	ADVERTISING	0	0	748	1,001	12,000
	101-5010-451-55-00	PRINTING & BINDING	0	156	0	3,500	4,500
	101-5010-451-56-00	MILEAGE REIMBURSE	1,724	1,265	930	1,000	2,000
	101-5010-451-57-00	MEETINGS/CONFERENC	1,830	3,900	4,512	9,300	11,000
	101-5010-451-59-10	TRAINING	0	110	470	1,000	1,500
	101-5010-451-59-20	MEMBERSHIPS & DUES	845	675	625	1,100	2,100
	101-5010-451-59-30	PUBLICATIONS	0	229	335	400	400
	101-5010-451-61-00	OP SUPP/MINOR EQUIP	4,734	18,292	12,961	14,000	16,000
	101-5010-451-68-00	TRANSACTION FEES	0	1,505	14,077	14,000	14,000
	101-5010-451-94-10	EQUIP REPLACE CHARG	38,200	49,700	57,300	21,800	6,500
<b>Expenditure Subtotals</b>			<b>529,154</b>	<b>653,202</b>	<b>780,059</b>	<b>938,325</b>	<b>838,000</b>
<b>Total Program Expenditures</b>			<b>529,154</b>	<b>653,202</b>	<b>780,059</b>	<b>938,325</b>	<b>838,000</b>

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

Account #	Account Description	Budget FY16-17
101-5010-451-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees are allocated to this program.	489,900
101-5010-451-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time employees are allocated to this program.	82,200
101-5010-451-13-00	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	1,300
101-5010-451-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	159,600
101-5010-451-32-00	<b>PROF/TECH SERVICE</b> <ol style="list-style-type: none"> <li>1. Temporary assistance due to unforeseen employee absences, and the cost of maintaining a pool of Class B licensed drivers to operate the Department's passenger vehicles. (\$3,000)</li> <li>2. Hotline Services for Palos Verdes Nature Preserve. (\$1,200)</li> <li>3. Music licensing services through ASCAP and BMI. (\$700)</li> <li>4. Staff scheduling software. (\$1,000)</li> <li>5. Professional services required for department projects and programs as needed. (\$3,000)</li> <li>6. Payment of \$10,000 to Los Serenos de Point Vicente Docents and \$10,000 to Peninsula Seniors for services provided to the City's residents that are not otherwise provided by the City. (\$20,000)</li> <li>7. Professional services for outside consultant for PVIC cash register and curation program updates. (\$5,100)</li> <li>8. Ongoing training for recreation registration software, Activenet. (\$1,000)</li> </ol>	35,000
101-5010-451-54-00	<b>ADVERTISING</b> Advertising in local publications to support Recreation programs and facilities.  Increase is due to inclusion of a quarterly recreation program insert with the City's Quarterly newsletter.	12,000

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

Account #	Account Description	Budget FY16-17
101-5010-451-55-00	<p><b>PRINTING &amp; BINDING</b></p> <p>This item reflects printing costs associated with Preserve and open space public education efforts including public information handouts and trail maps (\$2,500). An allocation is included for general Recreation Department printing needs, such as letterhead (\$1,000).</p>	4,500
101-5010-451-56-00	<p><b>MILEAGE REIMBURSE</b></p> <p>Reimbursement for use of full-time and part-time employees' private automobiles for City business.</p> <p>Increase due to use of private vehicles utilized by roving staff inspecting unstaffed City parks as well as Preserve/Open Space staff.</p>	2,000
101-5010-451-57-00	<p><b>MEETINGS/CONFERENCES</b></p> <p>Conferences attended annually by Recreation and Parks staff include National Recreation and Parks Association conferences, California Parks &amp; Recreation Society conferences, California Joint Powers Insurance Authority conferences and additional conferences pertaining to recreation, parks, open space, and staff development. Increase will allow for more part-time staff attendance at conferences.</p>	11,000
101-5010-451-59-10	<p><b>TRAINING</b></p> <p>Provides for CPR/First Aid/AED classes, and supplies and equipment for the department training and provides for department volunteer programs.</p>	1,500
101-5010-451-59-20	<p><b>MEMBERSHIPS &amp; DUES</b></p> <p>Memberships in professional organizations including the National Recreation &amp; Parks Association and California Parks and Recreation Society.</p> <p>Increase due to additional memberships for Recreation Specialists.</p>	2,100
101-5010-451-59-30	<p><b>PUBLICATIONS</b></p> <p>Provides for subscriptions such as the Daily Breeze and Peninsula News newspapers to assist City staff in the performance of their duties.</p>	400
101-5010-451-61-00	<p><b>OP SUPP/MINOR EQUIP</b></p> <p>This increase is due to the rising costs of office supplies, minor equipment, and miscellaneous items as well as additional office support of expanded hours at park sites and in the Palos Verdes Nature Preserve/Open Space.</p>	16,000
101-5010-451-68-00	<p><b>TRANSACTION FEES</b></p>	14,000

**Department:** Recreation & Parks

**Budget Program:** Recreation Administration

Account #	Account Description	Budget FY16-17
	Fees for the City's Recreation registration system for events and facility rentals.	
<b>101-5010-451-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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>6,500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5030-451-11-00	SALARY & WAGES - FT	164,891	125,888	124,004	12,270	0
	101-5030-451-12-00	SALARY & WAGES - PT	192,664	197,795	185,629	52,412	165,500
	101-5030-451-13-00	SALARY & WAGES - OT	0	0	145	197	0
	101-5030-451-29-00	EMPLOYEE BENEFITS	71,100	80,000	82,000	38,469	28,100
	101-5030-451-44-10	BUILDING & LAND RENT	2,241	2,241	2,273	2,400	2,400
	101-5030-451-54-00	LEGAL NOTICES AND AD	0	0	1,220	0	0
	101-5030-451-55-00	PRINTING & BINDING	4,508	3,516	4,418	0	0
	101-5030-451-61-00	OP SUPP/MINOR EQUIP	6,588	18,855	14,687	60,000	18,000
	101-5030-451-94-10	EQUIP REPLACE CHARG	27,500	34,900	23,000	0	0
<b>Expenditure Subtotals</b>			<b>469,493</b>	<b>463,195</b>	<b>437,375</b>	<b>165,748</b>	<b>214,000</b>
<b>Total Program Expenditures</b>			<b>469,493</b>	<b>463,195</b>	<b>437,375</b>	<b>165,748</b>	<b>214,000</b>

**Department:** Recreation & Parks

**Budget Program:** Other Recreational Facilities

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-5030-451-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees who staff school and sports facilities for City programs.	165,500
101-5030-451-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	28,100
101-5030-451-44-10	<b>BUILDING &amp; LAND RENTAL</b> This item is payment for land leased from the Los Angeles County Sanitation Districts for Eastview Park.	2,400
101-5030-451-61-00	<b>OP SUPP/MINOR EQUIP</b> Supplies and equipment needed for recreation programs including Preserve/Open Space staff, park roving crew, Eastview staff, and school site/sports City programs.  1. Eastview Park staff operating supplies. (\$5,000)  2. Roving staff operating supplies for scheduled staff presence and inspections at unstaffed parks. (\$3,000)  3. City-run sports/activities at school sites and other locations. (\$10,000)	18,000

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5031-451-11-00	SALARY & WAGES - FT	0	0	0	30,235	31,000
	101-5031-451-12-00	SALARY & WAGES - PT	0	0	0	92,774	116,700
	101-5031-451-29-00	EMPLOYEE BENEFITS	0	0	0	26,360	30,800
	101-5031-451-61-00	OP SUPP/MINOR EQUIP	0	0	0	6,500	6,500
	101-5031-451-94-10	EQUIP REPLACE CHARG	0	0	0	5,400	1,900
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>161,269</b>	<b>186,900</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>161,269</b>	<b>186,900</b>

**Department:** Recreation & Parks

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-5031-451-11-00</b>	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	<b>31,000</b>
<b>101-5031-451-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	<b>116,700</b>
<b>101-5031-451-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>30,800</b>
<b>101-5031-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games.	<b>6,500</b>
<b>101-5031-451-94-10</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>1,900</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5032-451-11-00	SALARY & WAGES - FT	0	0	0	17,683	17,700
	101-5032-451-12-00	SALARY & WAGES - PT	0	0	0	50,239	70,700
	101-5032-451-29-00	EMPLOYEE BENEFITS	0	0	0	15,526	19,600
	101-5032-451-61-00	OP SUPP/MINOR EQUIP	0	0	0	1,250	2,600
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>84,698</b>	<b>110,600</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>84,698</b>	<b>110,600</b>

**Department:** Recreation & Parks

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

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-5032-451-11-00</b>	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	<b>17,700</b>
<b>101-5032-451-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	<b>70,700</b>
<b>101-5032-451-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>19,600</b>
<b>101-5032-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games. Increase is due to expanded facility hours and increased on-site programming.	<b>2,600</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5033-451-11-00	SALARY & WAGES - FT	0	0	0	21,492	22,200
	101-5033-451-12-00	SALARY & WAGES - PT	0	0	0	31,715	46,400
	101-5033-451-13-00	SALARY & WAGES - OT	0	0	0	214	0
	101-5033-451-29-00	EMPLOYEE BENEFITS	0	0	0	12,312	17,500
	101-5033-451-61-00	OP SUPP/MINOR EQUIP	0	0	0	3,500	4,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>69,233</b>	<b>90,600</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>69,233</b>	<b>90,600</b>

**Department:** Recreation & Parks

**Budget Program:** Ladera Linda Community Center

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-5033-451-11-00</b>	<b>SALARY &amp; WAGES - FT</b> Wages paid to full-time City employees who support the park facility.	<b>22,200</b>
<b>101-5033-451-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	<b>46,400</b>
<b>101-5033-451-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>17,500</b>
<b>101-5033-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of park facility supplies, such as sports equipment and games. Increase is due to expanded facility hours and increased on-site programming.	<b>4,500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5034-451-12-00	SALARY & WAGES - PT	0	0	0	63,676	83,200
	101-5034-451-29-00	EMPLOYEE BENEFITS	0	0	0	8,337	16,700
	101-5034-451-61-00	OP SUPP/MINOR EQUIP	0	0	0	750	5,000
	101-5034-451-94-10	EQUIP REPLACE CHARG	0	0	0	2,700	900
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>75,463</b>	<b>105,800</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>75,463</b>	<b>105,800</b>

**Department:** Recreation & Parks

**Budget Program:** Abalone Cove Shoreline Park

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-5034-451-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Wages paid to part-time City employees who staff the park facility.	<b>83,200</b>
<b>101-5034-451-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>16,700</b>
<b>101-5034-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> The costs of facility supplies, such as project equipment and supplies and educational materials. Increase due to expanded hours and staffing at site. Staff assuming larger role in terms of public education and involvement and performing minor site-improvement projects.	<b>5,000</b>
<b>101-5034-451-94-10</b>	<b>EQUIP REPLACE CHARGE</b> 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>900</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5040-451-11-00	SALARY & WAGES - FT	0	25,032	25,207	36,443	52,300
	101-5040-451-12-00	SALARY & WAGES - PT	6,937	5,729	5,757	10,329	10,300
	101-5040-451-13-00	SALARY & WAGES - OT	0	0	0	171	100
	101-5040-451-29-00	EMPLOYEE BENEFITS	1,100	11,500	10,200	13,206	20,700
	101-5040-451-32-00	PROF/TECH SERVICE	35,730	29,273	35,140	45,000	51,500
	101-5040-451-44-20	VEHICLE & EQUIP RENT	392	3,525	3,476	4,300	4,300
	101-5040-451-54-00	LEGAL NOTICES AND AD	0	0	0	5,000	5,000
	101-5040-451-55-00	PRINTING & BINDING	0	0	0	7,500	7,500
	101-5040-451-61-00	OP SUPP/MINOR EQUIP	65,516	16,570	9,943	16,136	65,000
<b>Expenditure Subtotals</b>			<b>109,675</b>	<b>91,629</b>	<b>89,722</b>	<b>138,085</b>	<b>216,700</b>
<b>Total Program Expenditures</b>			<b>109,675</b>	<b>91,629</b>	<b>89,722</b>	<b>138,085</b>	<b>216,700</b>

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

Account #	Account Description	Budget FY16-17
101-5040-451-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	52,300
101-5040-451-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	10,300
101-5040-451-13-00	<b>SALARY &amp; WAGES - OT</b> Overtime paid to full-time City employees allocated to this program.	100
101-5040-451-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	20,700
101-5040-451-32-00	<b>PROF/TECH SERVICE</b> Professional/technical services for special events including: <ol style="list-style-type: none"><li>1. City's annual Fourth of July Celebration contract (\$25,000)</li><li>2. July 4th - music performances (\$900)</li><li>3. Whale of a Day - parking services (\$2,000)</li><li>4. Whale of a Day - overnight security services (\$300)</li><li>5. Whale of a Day - Health Dept. Fees (\$350)</li><li>6. Whale of a Day - music performances (\$1,000)</li><li>7. Whale of a Day - sound services (\$700)</li><li>8. Whale of a Day - ATM services (\$100)</li><li>9. Shakespeare by the Sea event - Drama production (\$1,200)</li><li>10. Shakespeare by the Sea event - sound/lighting services (\$400)</li><li>11. Coed Adult Softball League - Umpire Fees (\$700)</li><li>12. Breakfast with Santa - Entertainment (\$350)</li><li>13. Breakfast with Santa - Health Dept. Fees (\$350)</li><li>14. Breakfast with Santa - Catered Hot Food (\$500)</li><li>15. Outdoor Movie and other events; increased by \$1,500 from FY15-16 (\$4,000)</li><li>16. Professional sound/lighting services for other various events (\$600)</li><li>17. Junior Ranger Program (\$4,050)</li><li>18. Misc. Professional Technical Services (\$7,000)</li><li>19. First-Aid station at special events. (\$2,000)</li></ol> Increases due to cover additional costs of professional/technical services for outdoor movies and other existing or currently unscheduled special events.	51,500
101-5040-451-44-20	<b>VEHICLE &amp; EQUIP RENTAL</b> Rental of equipment for various special events, including:	4,300

**Department:** Recreation & Parks

**Budget Program:** Special Events and Programs

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
	1. Chemical toilets and hand washing stations for special events. (\$1,000)	
	2. Stages, canopies, tables, and chairs for special events. (\$2,300)	
	3. Radios for special events. (\$1,000)	
<b>101-5040-451-54-00</b>	<b>LEGAL NOTICES AND ADS</b> Advertising in local newspapers for recreation events and activities.	<b>5,000</b>
<b>101-5040-451-55-00</b>	<b>PRINTING &amp; BINDING</b> This item reflects printing costs for event banners and brochures.	<b>7,500</b>
<b>101-5040-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> This budget item allows for replacement of special event equipment and miscellaneous event expenses. (\$20,000)  Purchase a new accessible restroom trailer for special events. (\$45,000)	<b>65,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5060-451-11-00	SALARY & WAGES - FT	96,065	0	90,525	63,215	76,100
	101-5060-451-12-00	SALARY & WAGES - PT	124,713	134,125	138,029	164,864	158,300
	101-5060-451-29-00	EMPLOYEE BENEFITS	46,700	37,225	44,100	42,155	51,000
	101-5060-451-32-00	PROF/TECH SERVICE	150	0	3,142	5,100	0
	101-5060-451-44-20	EQUIPMENT RENTAL	0	0	0	500	500
	101-5060-451-54-00	ADVERTISING	0	1,220	0	1,000	0
	101-5060-451-55-00	PRINTING & BINDING	1,134	295	607	1,000	0
	101-5060-451-56-00	MILEAGE REIMBURSE	224	32	71	61	300
	101-5060-451-57-00	MEETINGS/CONFERENC	24	41	887	640	500
	101-5060-451-59-10	TRAINING	50	0	0	105	0
	101-5060-451-59-20	MEMBERSHIPS & DUES	0	0	0	300	0
	101-5060-451-59-30	PUBLICATIONS	34	0	0	0	0
	101-5060-451-61-00	OP SUPP/MINOR EQUIP	15,271	29,620	35,937	25,614	31,500
	101-5060-451-62-00	PURCHASES FOR RESA	51,893	54,309	59,567	55,809	50,000
	101-5060-451-94-10	EQUIP REPLACE CHARG	48,800	74,100	61,200	21,500	7,500
<b>Expenditure Subtotals</b>			<b>385,059</b>	<b>330,967</b>	<b>434,064</b>	<b>381,863</b>	<b>375,700</b>
<b>Total Program Expenditures</b>			<b>385,059</b>	<b>330,967</b>	<b>434,064</b>	<b>381,863</b>	<b>375,700</b>

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

Account #	Account Description	Budget FY16-17
101-5060-451-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	76,100
101-5060-451-12-00	<b>SALARY &amp; WAGES - PT</b> This item reflects part-time staffing expenses allocated to this program.	158,300
101-5060-451-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	51,000
101-5060-451-44-20	<b>EQUIPMENT RENTAL</b> Miscellaneous equipment rental for various functions at the Point Vicente Interpretive Center (PVIC).	500
101-5060-451-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement for use of employees' private automobiles for City business.	300
101-5060-451-57-00	<b>MEETINGS/CONFERENCES</b> Professional growth of staff and to stay current with museum trends.	500
101-5060-451-61-00	<b>OP SUPP/MINOR EQUIP</b> 1. Anticipated operating needs of the facility including tables and chairs used for rentals, recreation programs and docent activities, miscellaneous equipment, office supplies and exhibits. (\$28,300) 2. The annual Docent Appreciation Luncheon. (\$3,200)	31,500
101-5060-451-62-00	<b>PURCHASES FOR RESALE</b> Purchases of items for resale at the Interpretive Center gift shop, which is expected to generate revenue of about \$120,000.	50,000
101-5060-451-94-10	<b>EQUIP REPLACE CHARGE</b> 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.	7,500

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5070-451-11-00	SALARY & WAGES - FT	7,294	0	462	63	0
	101-5070-451-12-00	SALARY & WAGES - PT	20,248	20,722	22,365	26,871	25,900
	101-5070-451-13-00	SALARY & WAGES - OT	0	0	0	3,890	0
	101-5070-451-29-00	EMPLOYEE BENEFITS	5,200	3,300	3,400	0	5,100
	101-5070-451-56-00	MILEAGE REIMBURSE	175	138	269	300	300
	101-5070-451-57-00	MEETINGS/CONFERENC	0	0	0	0	0
	101-5070-451-61-00	OP SUPP/MINOR EQUIP	6,492	7,261	8,458	10,000	10,000
	101-5070-451-94-10	EQUIP REPLACE CHARG	4,000	2,700	3,200	700	0
<b>Expenditure Subtotals</b>			<b>43,410</b>	<b>34,121</b>	<b>38,154</b>	<b>41,824</b>	<b>41,300</b>
<b>Total Program Expenditures</b>			<b>43,410</b>	<b>34,121</b>	<b>38,154</b>	<b>41,824</b>	<b>41,300</b>

**Department:** Recreation & Parks

**Budget Program:** REACH

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
101-5070-451-12-00	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to this program.	<b>25,900</b>
101-5070-451-29-00	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>5,100</b>
101-5070-451-56-00	<b>MILEAGE REIMBURSE</b> Reimbursement for use of employees' private automobiles for City business.	<b>300</b>
101-5070-451-61-00	<b>OP SUPP/MINOR EQUIP</b> Office supplies, consumable supplies, lodging and transportation associated with the operation of the REACH program.	<b>10,000</b>

**Department:** Recreation & Parks

**Budget Program:** Support Services

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	101-5080-451-11-00	SALARY & WAGES - FT	0	0	0	14,495	14,900
	101-5080-451-12-00	SALARY & WAGES - PT	0	0	33,455	32,879	54,500
	101-5080-451-13-00	SALARY & WAGES - OT	0	0	17	42	0
	101-5080-451-29-00	EMPLOYEE BENEFITS	0	0	6,000	11,322	14,900
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>39,472</b>	<b>58,738</b>	<b>84,300</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>39,472</b>	<b>58,738</b>	<b>84,300</b>

**Department:** Recreation & Parks

**Budget Program:** Support Services

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>101-5080-451-11-00</b>	<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).	<b>14,900</b>
<b>101-5080-451-12-00</b>	<b>SALARY &amp; WAGES - PT</b> Salaries and wages paid to part-time City employees allocated to Support Services, such as staffing the City Hall reception desk and film shoots on City property (cost is partially recovered through film permit fees).	<b>54,500</b>
<b>101-5080-451-29-00</b>	<b>EMPLOYEE BENEFITS</b> The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	<b>14,900</b>

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**CAPITAL IMPROVEMENT PROGRAM**

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## **INFRASTRUCTURE IMPROVEMENTS**

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

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

- Grants and contributions – includes Community Development Block Grant (CDBG) funds, highway safety grants, transportation improvement grants, coastal development grants, and restricted donations. The City uses its annual CDBG allocation primarily for projects to improve compliance with the Americans with Disabilities Act (ADA) in the public right-of-way. Other grants are competitive and may not be awarded to the City each year. Grants typically come with very restrictive requirements and are awarded for specific projects. The City has been awarded grants for various types of infrastructure improvement projects and routinely receives grant awards for roadway safety improvements.
- Transportation sales tax – includes Proposition A, Proposition C, Measure R, Transportation Development Act (TDA)/Article 3, and State Gas Tax funds. These revenue sources total about \$1.9 million annually 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. In addition, over \$500,000 is dedicated each year to 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 Transient Occupancy Tax (TOT) revenue and prior year favorable expenditure variances into the Capital Improvement Plan (CIP) Fund. The City's TOT revenue is expected to be about \$5.5 million in FY 16-17.

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 FY16-17 infrastructure improvements organized by the type of infrastructure. A summary of total infrastructure project expenditures by Fund follows below:

<b>Projects</b>	<b>FY 16-17</b>
Engineering Review/Labor Compliance	\$ 175,000
Grant Administration	70,000
Infrastructure Management Plan	25,000
Arterial Walls and Fences Replacement Program	500,000
Residential Street Rehabilitation Program - Cycle 1/Year 7 (Final Year)	4,017,500
Residential Street Rehabilitation Program - Cycle 2	400,000
Coastal Bluff Fence Replacement Program	200,000
Ladera Linda Community Center Parking Lot	25,000
Abalone Cove Landslide Abatement District (ACLAD) Sewer System Rehabilitation Program	200,000
Civic Center Master Plan	250,000
RPV TV Building Improvements	55,000
Torrance Airport Storm Water Quality Project	460,000
Portuguese Bend Landslide Area Strategic Plan	75,000
Landslide Area Dewatering Well Program	450,000
<b>Subtotal Capital Projects Fund</b>	<b>\$ 6,902,500</b>
Point Vicente Interpretive Center (PVIC) Exhibit Replacement/Renovation	455,000
<b>Subtotal Restricted Donations Fund</b>	<b>\$ 455,000</b>
ADA Improvements at City Hall Bus Stop	192,400
<b>Subtotal Community Development Block Grant Fund (CDBG)</b>	<b>\$ 192,400</b>
Portuguese Bend Landslide Area Resurfacing Program	538,000
<b>Subtotal Proposition C Fund</b>	<b>\$ 538,000</b>
Eastview Park Site and Recreation Improvements	250,000
Ladera Linda Community Center Parking Lot	25,000
Abalone Cove Beach Access Road and Parking Rehabilitation	50,000
Lower Hesse Park Improvements	200,000
Conestoga Trail Improvements	50,000
<b>Subtotal Quimby Fund</b>	<b>\$ 575,000</b>
Sidewalk Repair and Replacement Program	250,000
<b>Gas Tax Fund</b>	<b>\$ 250,000</b>
Residential Street Rehabilitation Program - Cycle 1/Year 7 (Final Year)	82,500
<b>Bicycle &amp; Pedestrian Access Fund</b>	<b>\$ 82,500</b>
Storm Drain Lining Program	350,000
Storm Drain Deficiency Improvement Program	1,769,000
Altamira Canyon Culvert Modifications at Palos Verdes Drive South (PVDS)	75,000
<b>Subtotal Water Quality Flood Protection Fund</b>	<b>\$ 2,194,000</b>
<b>Total Capital Expenditures</b>	<b>\$ 11,189,400</b>
<b>Summary of Resources Used for Funding Capital Spending</b>	<b>FY 16-17</b>
Use of CIP & General Fund Resources	\$ 6,902,500
Use of Restricted Funds and Revenue	4,286,900
<b>Total Resources Used to fund Capital Spending</b>	<b>\$ 11,189,400</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
Sidewalk/Ramp	202-3003-431-43-00	MAINTENANCE SERVICE	17,849	186,478	192,390	250,000	250,000
Expenditure Subtotals			17,849	186,478	192,390	250,000	250,000
<b>Total Program Expenditures</b>			<b>17,849</b>	<b>186,478</b>	<b>192,390</b>	<b>250,000</b>	<b>250,000</b>

**Department:** Infrastructure Improvements

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

Account #	Account Description	Budget FY16-17
<b><i>Sidewalk/Ramp</i></b> 202-3003-431-43-00	<b>MAINTENANCE SERVICES</b> Sidewalk Repair and Replacement Program: Approximately 12,000 square feet of sidewalks are repaired and replaced on an annual basis. Repair methods include grinding, removing, and replacement. (\$250,000)	<b>250,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	215-3015-431-32-00	PROF/TECH SERVICE	0	0	0	0	18,000
	215-3015-431-43-00	MAINTENANCE SERVICE	0	0	0	0	520,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>538,000</b>
Prop C	215-3015-491-91-00	TRANSFERS OUT	227,658	522,000	518,749	526,000	0
Prop C	215-3015-491-91-00	TRANSFERS OUT	78,208	350,184	1,228,719	0	0
<b>Transfers Out Subtotals</b>			<b>305,866</b>	<b>872,184</b>	<b>1,747,468</b>	<b>526,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>305,866</b>	<b>872,184</b>	<b>1,747,468</b>	<b>526,000</b>	<b>538,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Proposition C

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>215-3015-431-32-00</b>	<b>PROF/TECH SERVICE</b> Portuguese Bend Road Maintenance: Inspection services for the Palos Verdes Drive South (PVDS) road repairs. These services are funded by Proposition C funds. (\$18,000)	<b>18,000</b>
<b>215-3015-431-43-00</b>	<b>MAINTENANCE SERVICES</b> Portuguese Bend Road Maintenance: Street maintenance costs for ongoing repairs to Palos Verdes Drive South (PVDS) through the Landslide Area. These maintenance costs are funded by Proposition C funds. (\$520,000)	<b>520,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	228-5028-451-32-00	PROF/TECH SERVICE	6,444	585	18,413	10,000	0
	228-5028-451-43-00	MAINTENANCE SERVICE	0	0	0	20,000	0
	228-5028-451-61-00	OP SUPP/MINOR EQUIP	3,529	4,457	4,106	5,000	5,000
	228-5028-491-91-00	IMPROVEMENTS	0	0	0	0	455,000
<b>Expenditure Subtotals</b>			<b>9,973</b>	<b>5,042</b>	<b>22,519</b>	<b>35,000</b>	<b>460,000</b>
To Pks Improv	228-5028-491-91-00	TRANSFERS OUT	0	0	0	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>9,973</b>	<b>5,042</b>	<b>22,519</b>	<b>35,000</b>	<b>460,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Donor Restricted Contributions

<b>Account #</b>	<b>Account Description</b>	<b>Budget FY16-17</b>
<b>228-5028-451-61-00</b>	<b>OP SUPP/MINOR EQUIP</b> Fabrication of donor plaques for installation at the Point Vicente Interpretive Center (PVIC).	<b>5,000</b>
<b>228-5028-491-91-00</b>	<b>IMPROVEMENTS</b> Point Vicente Interpretive Center (PVIC) Exhibits: This project, which is funded by private restricted donations, will provide enhancements to the existing PVIC museum exhibits for the public's enjoyment. (\$455,000)	<b>455,000</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
ADA 1	310-3093-461-73-00	IMPROVEMENTS	0	54,243	22,730	203,658	0
ADA 2	310-3097-461-73-00	IMPROVEMENTS	0	23,728	3,440	79,750	0
ADA 3	310-3098-461-73-00	IMPROVEMENTS	0	0	0	164,408	0
ADA 4	310-3099-461-73-00	IMPROVEMENTS	0	0	0	0	192,400
Drainage	310-3095-461-73-00	IMPROVEMENTS	66,006	0	0	0	0
<b>Expenditure Subtotals</b>			<b>66,006</b>	<b>77,971</b>	<b>26,170</b>	<b>447,816</b>	<b>192,400</b>
<b>Total Program Expenditures</b>			<b>66,006</b>	<b>77,971</b>	<b>26,170</b>	<b>447,816</b>	<b>192,400</b>

**Department:** Infrastructure Improvements

**Budget Program:** Community Development Block Grant

Account #	Account Description	Budget FY16-17
<b>ADA 4</b> 310-3099-461-73-00	<b>IMPROVEMENTS</b> FY 16-17 Americans with Disabilities Act (ADA) Improvement Project: ADA access improvements at the bus stop location adjacent to the Rancho Palos Verdes City Hall/Civic Center complex, at 30940 Hawthorne Blvd.  20% of the CDBG appropriation (\$38,485) will be used for contract management services to administer this project and the overall CDBG Program. Any administrative costs that are not covered by CDBG funding will be charged to the Public Works Administration budget program in the General Fund (up to a maximum of \$10,000).	<b>192,400</b>

**Department:** Infrastructure Improvements  
**Budget Program:** Infrastructure Improvements Administration

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3030-461-32-00	PROF/TECH SERVICE	12,989	77,240	25,277	204,000	270,000
	330-3030-461-53-00	POSTAGE	0	0	0	8,500	0
	330-3030-461-61-00	OP SUPP/MINOR EQUIP	0	38	0	0	0
	330-3030-461-69-00	OTHER MISCELLANEOU	3,541	0	0	0	0
Art Overlay	330-3030-461-73-00	IMPROVEMENTS	0	30	0	0	0
Other	330-3030-461-73-00	IMPROVEMENTS	0	0	0	85,000	0
<b>Expenditure Subtotals</b>			<b>16,530</b>	<b>77,307</b>	<b>25,277</b>	<b>297,500</b>	<b>270,000</b>
<b>Total Program Expenditures</b>			<b>16,530</b>	<b>77,307</b>	<b>25,277</b>	<b>297,500</b>	<b>270,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Infrastructure Improvements Administration

Account #	Account Description	Budget FY16-17
330-3030-461-32-00	<p data-bbox="397 384 649 411"><b>PROF/TECH SERVICE</b></p> <p data-bbox="397 426 1218 489">The following administrative expenditures are funded from the Capital Improvement Projects (CIP) Reserve and interest earnings.</p> <ol data-bbox="397 520 1266 882" style="list-style-type: none"><li data-bbox="397 520 1266 583">1. Plan engineering reviews, labor compliance, and engineering services for small-scale improvement projects. (\$175,000)</li><li data-bbox="397 615 1266 741">2. Grant Administration for Improvement Projects: Consulting services to administer federally-funded capital projects. These services include all federal grant reporting (including quarterly reporting, audit compliance review, and preparation of reimbursement requests). (\$70,000)</li><li data-bbox="397 772 1266 882">3. Infrastructure Management Plan: Development of a web-based, long-range infrastructure planning tool for use by the City Council, the Infrastructure Management Advisory Committee (IMAC), and the public. (\$25,000)</li></ol>	270,000

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
Arterial Rehabil	330-3031-461-32-00	PROF/TECH SERVICE	1,635	6,320	0	0	0
Arterial Rehabil	330-3031-461-73-00	IMPROVEMENTS	159,595	1,669,337	3,204,861	1,643,300	500,000
Other Projects	330-3031-461-32-00	PROF/TECH SERVICE	18,940	0	8,063	0	0
Other Projects	330-3031-461-73-00	IMPROVEMENTS	42,669	350,184	96,410	0	0
Pavement Mgt	330-3031-461-32-00	PROF/TECH SERVICE	38,863	27,388	0	189,600	0
Residential Re	330-3031-461-73-00	IMPROVEMENTS	1,571,692	74,011	3,110,540	0	4,417,500
<b>Expenditure Subtotals</b>			<b>1,833,394</b>	<b>2,127,240</b>	<b>6,419,874</b>	<b>1,832,900</b>	<b>4,917,500</b>
<b>Total Program Expenditures</b>			<b>1,833,394</b>	<b>2,127,240</b>	<b>6,419,874</b>	<b>1,832,900</b>	<b>4,917,500</b>

**Department:** Infrastructure Improvements

**Budget Program:** Street Improvements

Account #	Account Description	Budget FY16-17
<b>Arterial Rehabilitation</b>		
330-3031-461-73-00	<b>IMPROVEMENTS</b> Arterial Walls and Fence Replacement Program: Replacement of deteriorated and aesthetically unappealing masonry walls and fences. This program will commence with the replacement of walls and fences along Hawthorne Boulevard. (\$500,000)	<b>500,000</b>
<b>Residential Rehabilitation</b>		
330-3031-461-73-00	<b>IMPROVEMENTS</b> 1. Residential Street Rehabilitation Program (Cycle 1, Final Year 7): Design engineering and construction of resurfacing of residential streets within Zones 6 and 7. (\$4,017,500)  2. Residential Street Rehabilitation Program (Cycle 2, Final Year 1): Design engineering of resurfacing of residential streets within Zone 8. (\$400,000)	<b>4,417,500</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Drain Improvements

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
To WQFP	330-3032-491-91-00	TRANSFERS OUT	8,293,009	0	820,000	0	0
Transfers Out Subtotals			8,293,009	0	820,000	0	0
<b>Total Program Expenditures</b>			<b>8,293,009</b>	<b>0</b>	<b>820,000</b>	<b>0</b>	<b>0</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3033-461-32-00	PROF/TECH SERVICE	39,681	62,733	40,350	90,000	0
	330-3033-461-71-00	LAND ACQUISITION	0	1,115,880	0	0	0
	330-3033-461-73-00	IMPROVEMENTS	597,634	696,842	1,912,033	358,000	225,000
Expenditure Subtotals			637,315	1,875,455	1,952,382	448,000	225,000
<b>Total Program Expenditures</b>			<b>637,315</b>	<b>1,875,455</b>	<b>1,952,382</b>	<b>448,000</b>	<b>225,000</b>

**Department:** Infrastructure Improvements

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

Account #	Account Description	Budget FY16-17
<b>330-3033-461-73-00</b>	<b>IMPROVEMENTS</b>  1. Coastal Bluff Fence Replacement: Replacement of all deteriorating cliff and bluff edge fencing. The program will commence with the replacement of fencing along the Oceanfront Estates development. (\$200,000)  2. Ladera Linda Community Center Parking Lot Paving: Design engineering for paving of the existing parking lot at the Ladera Linda Community Center, including drainage plan to address stormwater issues. (\$25,000)	<b>225,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3035-461-32-00	PROF/TECH SERVICE	0	7,332	25,738	0	0
	330-3035-461-73-00	IMPROVEMENTS	0	0	0	0	200,000
Expenditure Subtotals			0	7,332	25,738	0	200,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>7,332</b>	<b>25,738</b>	<b>0</b>	<b>200,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Sewer Improvements

Account #	Account Description	Budget FY16-17
330-3035-461-73-00	<b>IMPROVEMENTS</b> ACLAD Sewer System Rehabilitation Program	<b>200,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3036-461-73-00	IMPROVEMENTS	24,432	25,692	273,338	207,000	305,000
Expenditure Subtotals			24,432	25,692	273,338	207,000	305,000
<b>Total Program Expenditures</b>			<b>24,432</b>	<b>25,692</b>	<b>273,338</b>	<b>207,000</b>	<b>305,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Building Improvements

Account #	Account Description	Budget FY16-17
<b>330-3036-461-73-00</b>	<b>IMPROVEMENTS</b>  1. Civic Center Master Plan: Master site planning and design for the Civic Center complex, including City Hall, the corporation/maintenance yard, and public safety facilities. (\$250,000)  2. RPV TV Building Improvements: Replacement of heating & air conditioning system, relocation of the cable/server system, and conversion of the existing storage room into a waiting room for visitors. (\$55,000)	<b>305,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Water Quality Improvements

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3037-461-73-00	IMPROVEMENTS	0	0	0	100,000	460,000
Expenditure Subtotals			0	0	0	100,000	460,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>460,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Storm Water Quality Improvements

Account #	Account Description	Budget FY16-17
<b>330-3037-461-73-00</b>	<b>IMPROVEMENTS</b> Torrance Airport Stormwater Quality Project: This request represents the City's cost participation in a multi-agency project, with the City of Torrance as lead agency, to improve stormwater quality in Machado Lake. (\$460,000)	<b>460,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Landslide Management

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	330-3043-461-32-00	PROF/TECH SERVICE	0	0	0	75,000	75,000
	330-3043-461-73-00	IMPROVEMENTS	0	0	0	880,000	450,000
Expenditure Subtotals			0	0	0	955,000	525,000
<b>Total Program Expenditures</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>955,000</b>	<b>525,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Landslide Management

Account #	Account Description	Budget FY16-17
330-3043-461-32-00	<b>PROF/TECH SERVICE</b> Strategic Plan for the Portuguese Bend Landslide. While there have been many geological studies performed in the Landslide Area, there has not been a comprehensive master plan that articulates the City's short and long-term goals related to groundwater pumping, public safety, emergency response, and roadway maintenance/replacement. A strategic planning process will enable the City to establish an appropriate budget to address the management of the landslide over the short and long terms. The Plan will be funded from the CIP Reserve.	75,000
330-3043-461-73-00	<b>IMPROVEMENTS</b> 1. Landslide Dewatering Well Installation: As part of the Landslide Mitigation Measures that were adopted by the City Council in December 2012, five (5) new dewatering wells will be constructed to remove groundwater in the Landslide Area. This project will be funded from the CIP Reserve. (\$450,000)	450,000

**Department:** Infrastructure Improvements

**Budget Program:** Quimby

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	334-3034-461-73-00	IMPROVEMENTS	0	29,000	0	0	575,000
<b>Expenditure Subtotals</b>			<b>0</b>	<b>29,000</b>	<b>0</b>	<b>0</b>	<b>575,000</b>
To Pks Improv	334-3034-491-91-00	TRANSFERS OUT	0	0	0	50,000	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>29,000</b>	<b>0</b>	<b>50,000</b>	<b>575,000</b>

**Department:** Infrastructure Improvements

**Budget Program:** Quimby

Account #	Account Description	Budget FY16-17
334-3034-461-73-00	<p><b>IMPROVEMENTS</b></p> <ol style="list-style-type: none"><li>1. Lower Hesse Park Improvements: Improvements to undeveloped park land at Lower Hesse Park. (\$200,000)</li><li>2. Abalone Cove Beach Access Road Improvements and Parking Lot Rehabilitation: Rehabilitation and resurfacing of Abalone Cove beach access road and parking lot. (\$50,000)</li><li>3. Ladera Linda Community Center Parking Lot Paving: Design engineering for paving of the existing parking lot at the Ladera Linda Community Center, including drainage plan to address stormwater issues. (\$25,000)</li><li>4. Eastview Park Site Improvements, including Recreation Enhancements: Design engineering for trail widening and improvements to park amenities, such as installation of exercise stations. (\$250,000)</li><li>5. Conestoga Trail Connection: Design engineering for construction of a connection between the Conestoga Trail to the Sunnyside Ridge Trail and to Rolling Hills Estates. (\$50,000)</li></ol>	<b>575,000</b>

**Department:** Infrastructure Improvements

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	338-3038-461-73-00	IMPROVEMENTS	0	51,000	0	0	0
<b>Expenditure Subtotals</b>			<b>0</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
EET	338-3038-491-91-00	TRANSFERS OUT	0	0	97,199	200,000	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>97,199</b>	<b>200,000</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>0</b>	<b>51,000</b>	<b>97,199</b>	<b>200,000</b>	<b>0</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	340-3040-461-73-00	IMPROVEMENTS	0	0	0	0	82,500
<b>Expenditure Subtotals</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82,500</b>
Bikeways	340-3040-491-91-00	TRANSFERS OUT	1,536	95,257	0	0	0
<b>Transfers Out Subtotals</b>			<b>1,536</b>	<b>95,257</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>1,536</b>	<b>95,257</b>	<b>0</b>	<b>0</b>	<b>82,500</b>

**Department:** Infrastructure Improvements

**Budget Program:** Bicycle & Pedestrian Access

Account #	Account Description	Budget FY16-17
<b>340-3040-461-73-00</b>	<b>IMPROVEMENTS</b> 1. Residential Street Rehabilitation Program (Cycle 1, Final Year 7): Total cost of Design engineering and construction of resurfacing of residential streets within Zones 6 and 7 is \$4,100,000 with a portion paid from TDA Article 3 funds. (\$82,500)	<b>82,500</b>

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

Sub-Program	Account #	Account Description	Actual FY12-13	Actual FY13-14	Actual FY14-15	YE Estimates FY15-16	Budget FY16-17
	501-3052-431-11-00	SALARY & WAGES - FT	114,731	104,067	98,335	98,300	114,500
	501-3052-431-29-00	EMPLOYEE BENEFITS	32,500	32,800	33,500	33,500	35,300
	501-3052-431-32-00	PROF/TECH SERVICE	48,479	244,686	288,547	395,600	0
	501-3052-431-43-00	MAINTENANCE SERVICE	48,290	0	18,157	54,700	0
	501-3052-431-54-00	LEGAL NOTICES AND AD	110	1,143	552	0	0
	501-3052-431-61-00	OP SUPP/MINOR EQUIP	1,076	12	0	0	0
	501-3052-431-73-00	IMPROVEMENTS	101,912	23,603	342,926	1,501,300	2,194,000
<b>Expenditure Subtotals</b>			<b>347,097</b>	<b>406,310</b>	<b>782,017</b>	<b>2,083,400</b>	<b>2,343,800</b>
To CIP	501-3052-491-91-00	TRANSFERS OUT	0	0	362,360	0	0
<b>Transfers Out Subtotals</b>			<b>0</b>	<b>0</b>	<b>362,360</b>	<b>0</b>	<b>0</b>
<b>Total Program Expenditures</b>			<b>347,097</b>	<b>406,310</b>	<b>1,144,377</b>	<b>2,083,400</b>	<b>2,343,800</b>

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

Account #	Account Description	Budget FY16-17
501-3052-431-11-00	<b>SALARY &amp; WAGES - FT</b> Salaries and wages paid to full-time City employees allocated to this program.	114,500
501-3052-431-29-00	<b>EMPLOYEE BENEFITS</b> The costs of employee insurance and other benefits are allocated to this program via the employee benefits charge.	35,300
501-3052-431-73-00	<b>IMPROVEMENTS</b> 1. Storm Drain Lining Project: This multi-year storm drain lining project will rehabilitate several deteriorated Corrugated Metal Pipe (CMP) storm drain lines. (\$350,000)  2. Storm Drain Deficiency Improvement Program: In 2015, the City completed a Storm Drain Master Plan that identified potential projects to correct deficient pipes (either in capacity or condition). The projects were prioritized over a ten-year period. This item is for year 1 of the program to correct these deficiencies. (\$1,769,000)  3. Palos Verdes Drive South (PVDS) at Altamira Canyon Drainage Culvert Modifications: Design engineering work, including geotechnical studies, surveying, and permitting for the construction of the culvert modifications to be completed in FY 17-18. (\$75,000)	2,194,000

**FIVE YEAR CAPITAL IMPROVEMENT PROGRAM**

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## 2017 Five-Year Capital Improvement Program

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## INTRODUCTION

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

### The Capital Improvement Program (CIP)

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

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

The CIP is primarily a document that assists in identifying the City's needs over a 5 to 20 year planning horizon. As such, the projects and their scopes are subject to change from year-to-year as the needs of the community become more defined and projects move closer to final implementation. The adoption of the CIP is neither a commitment to a particular project nor a limitation to a particular cost. As a basic tool for scheduling anticipated capital projects, it is also a key element in controlling future capital financing. For this reason, the CIP includes some

“unfunded” projects in which needs have been identified and quantified, but specific solutions and funding sources have not been determined.

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

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

### The CIP Process

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

The process is undergoing review by the IMAC

### CIP Criteria

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

### The CIP Calendar

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



### **CIP Timeline**

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

### Project List

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

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

## **NEWLY FUNDED PROJECTS**

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

### Five Year Capital Improvement (CIP)

Project ID#	Project	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Infrastructure Improvements Admin</b>						
IA2014-01	Engineering Review/Labor Compliance	175,000	60,000	60,000	60,000	60,000
	Grant Administration	70,000	70,000	70,000	70,000	70,000
	Infrastructure Management Plan	25,000		50,000		
	<b>Total Infrastructure Improvements Admin</b>	<b>270,000</b>	<b>130,000</b>	<b>180,000</b>	<b>130,000</b>	<b>130,000</b>
<b>Abalone Cove Landslide Abatement District Sewer System</b>						
AC2015-01	ACLAD Sewer System Capital Needs Study					
AC2016-01	ACLAD Sewer System Rehabilitation Program (fund 225)	200,000	450,000	450,000	450,000	450,000
	<b>Total ACLAD</b>	<b>200,000</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>						
LS2014-02	PVDS Realignment - East End					
LS2015-01	Landslide Dewatering Well Pgm	450,000	180,000	180,000	180,000	180,000
LS2015-02	Portuguese Bend Landslide Area Strategic Plan	75,000				
LS20XX-XX	Portuguese Bend Landslide Area Resurfacing Program (fund 215)	538,000	550,000	600,000	600,000	650,000
	<b>Total PVDS Landslide</b>	<b>1,063,000</b>	<b>730,000</b>	<b>780,000</b>	<b>780,000</b>	<b>830,000</b>
<b>Park Sites</b>						
PS2014-01	Lower Hesse Park Improvements	200,000				
PS2015-01	Abalone Cove Beach Access Rd. and Parking Rehabilitation	50,000	150,000			
PS2015-01	Recognition Wall		100,000			
PS2015-02	East View Dog Park	250,000	100,000			
PS2017-02	Ladera Linda Community Center Parking Lot	50,000				
PS2016-01	Coastal Bluff Fence Replacement Program	200,000	200,000	200,000	200,000	200,000
	<b>Total Park Sites</b>	<b>750,000</b>	<b>550,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Public Buildings</b>						
PB2010-01	Citywide ADA Transition Plan Implementation Pgm		150,000	150,000	150,000	150,000
PB2014-01	PVIC Exhibit Replacement/Renovation	455,000				
PB2014-02	RPV TV Building Improvements	55,000				
PB2015-01	Corporation Yard Utilization Study					
PB2017-01	Civic Center Master Plan	250,000				
	<b>Total Public Buildings</b>	<b>760,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Right of Way and Traffic Control Devices</b>						
RW2019	Pavement Management Program Biennial Update			120,000		120,000
	Arterial Rehabilitation - Indian Peak Rd.				200,000	1,600,000
RW2017	Arterial Rehabilitation - Crenshaw Blvd.		200,000	800,000	2,000,000	
	Residential Street Rehabilitation Program Cycle 1/Year 7	4,100,000				
	Residential Street Rehabilitation Program Cycle 2	400,000	3,300,000	3,300,000	3,300,000	3,300,000
RW20XX-XX	Sidewalk Repair and Replacement Program (fund 202)	250,000	250,000	250,000	250,000	250,000
RW2017-02	Western Ave. Traffic Improvements		200,000	3,000,000		
RW2016	ADA Improvements at City Hall Bus Stop	192,400				
RW2016	Arterial Walls and Fence Replacement Program	500,000	100,000	100,000	100,000	100,000
	<b>Total R/W and TCD</b>	<b>5,442,400</b>	<b>4,050,000</b>	<b>7,570,000</b>	<b>5,850,000</b>	<b>5,370,000</b>
<b>Sanitary Sewer System</b>						
	None					
<b>Storm Water System</b>						
SW2016-01	Torrance Airport SWQ Project	460,000	4,630,000	1,620,000		
	<b>Total Storm Water System</b>	<b>460,000</b>	<b>4,630,000</b>	<b>1,620,000</b>	-	-
<b>Trails</b>						
T2106-02	Conestoga Trail Connection	50,000	200,000			
	<b>Total Trails</b>	<b>50,000</b>	<b>200,000</b>	-	-	-
<b>Total Governmental Funds</b>		<b>8,995,400</b>	<b>10,890,000</b>	<b>10,950,000</b>	<b>7,560,000</b>	<b>7,130,000</b>
<b>Storm Water System - Repairs &amp; Rehabilitation of Existing System</b>						
SW2014-01	Storm Drain Lining Program	350,000	350,000	350,000	350,000	350,000
SW2014-02	Storm Drain Point Repair Program		500,000			
SW2015-03	Marguerite/Lower Barkentine-Seacove Drainage Improvements		650,000			
		75,000	500,000			
	Storm Drain Deficiency Improvement Program (Master Plan of Drainage Projects)	1,769,000	2,229,000	1,729,000	2,629,000	1,798,000
	<b>Total 501 Storm Drain User Fees</b>	<b>2,194,000</b>	<b>4,229,000</b>	<b>2,079,000</b>	<b>2,979,000</b>	<b>2,148,000</b>
<b>TOTALS</b>		<b>11,189,400</b>	<b>15,119,000</b>	<b>13,029,000</b>	<b>10,539,000</b>	<b>9,278,000</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.

### Continuing Capital Improvement Projects

Project ID#	Project	Continuing Appro. (Funds to be Carried Over into FY 16-17)
	<b>Infrastructure Improvements Admin</b>	
	<b>Total Infrastructure Improvements Admin</b>	-
	<b>Abalone Cove Landslide Abatement District Sewer System</b>	
	<b>Total ACLAD</b>	-
	<b>Palos Verdes Drive South (PVDS) Landslide</b>	
LS2014-02	PVDS Realignment - East End	418,672
	<b>Total PVDS Landslide</b>	<b>418,672</b>
	<b>Park Sites</b>	
PS2014-01	Lower Hesse Park Improvements	427,575
	<b>Total Park Sites</b>	<b>427,575</b>
	<b>Public Buildings</b>	
PB2010-01	Citywide ADA Transition Plan Implementation Pgm	770,137
	<b>Total Public Buildings</b>	<b>770,137</b>
	<b>Right of Way and Traffic Control Devices</b>	
	Hawthorne Blvd. Pedestrian Linkage Improvements	1,090,351
	Miraleste Arterial Street Rehabilitation	2,434,500
	PVDS Safety Improvements - Bikeways	754,975
	PVDE at Bronco - Traffic Safety Improvements	502,095
	<b>Total R/W and TCD</b>	<b>4,781,921</b>
	<b>Sanitary Sewer System</b>	
	None	-
	<b>Storm Water System</b>	
	<b>Total Storm Water System</b>	-
	<b>Trails</b>	
T2016-01	Accessibility Improvements at Del Cerro Park/Burma Rd (fund 310)	150,600
	<b>Total Trails</b>	150,600
	<b>Total Governmental Funds</b>	<b>6,548,905</b>
	<b>Storm Water System - Repairs &amp; Rehabilitation of Existing System</b>	
SW2015-02	Drainage and Roadway Improvements at Sacred Cove	400,000
SW2015-03	Marguerite/Lower Barkentine-Seacove Drainage Improvements	700,340
	<b>Total 501 Storm Drain User Fees</b>	<b>1,100,340</b>
	<b>TOTALS</b>	<b>7,649,245</b>

## INFRASTRUCTURE IMPROVEMENTS ADMINISTRATION

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

<b>PROJECT:</b>	<b>INFRASTRUCTURE IMPROVEMENTS ADMINISTRATION</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Administration				
<b>LOCATION:</b>	Citywide				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Professional/Technical services to support the CIP including Engineering review, Labor Compliance, Grant Administration and Contract compliance with federally funded projects				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT	270,000	130,000	180,000	130,000	130,000
LEGAL					
<b>TOTAL</b>	<b>270,000</b>	<b>130,000</b>	<b>180,000</b>	<b>130,000</b>	<b>130,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserves					

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

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

<b>PROJECT:</b>	<b>ACLAD SEWER SYSTEM REHABILITATION PROGRAM</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	ACLAD Sewer System AC2016-01				
<b>LOCATION:</b>	Abalone Cove Landslide Abatement District				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Construction of the Abalone Cove Sewer system was completed in 2001 to replace property owner's septic tanks in the active landslide area of the City. Minimal maintenance has been performed since that time. Due to the active landslide, the system is now in need of more substantive rehabilitation and upgrades to comply with current engineering, operations, and maintenance standards in Los Angeles County. Rehabilitation of the system will result in reliable system performance and compliance with state requirements. This is expected to decrease maintenance costs.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$100,000				
CONSTRUCTION	\$100,000	\$400,000	\$400,000	\$400,000	\$400,000
PROJECT MANAGEMENT/OVERSIGHT		\$50,000	\$50,000	\$50,000	\$50,000
LEGAL					
<b>TOTAL</b>	<b>\$200,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserve funds (General Fund money).					

## PALOS VERDES DRIVE SOUTH (PVDS) LANDSLIDE

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

<b>PROJECT:</b>	<b>LANDSLIDE DEWATERING WELL PROGRAM</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	PVDS Landslide LS2015-01				
<b>LOCATION:</b>	Portuguese Bend and Abalone Cove				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Dewatering wells are considered to be one method of minimizing runoff from entering the landslide, which helps slow land movement within the landslide area. All runoff that percolates into the ground eventually becomes part of the groundwater and will cause an increase in the depth of the groundwater table. Removing groundwater through dewatering wells helps to lower the groundwater table, relieving soil pressures at depth and minimizing the negative effects groundwater has on the landslide. These new wells should improve the system's effectiveness by increasing the system's water removal capacity and by removing water more rapidly. The cost to install each well is approximately \$90,000.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$450,000	\$180,000	\$180,000	\$180,000	\$180,000
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$450,000</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$180,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserve funds (General Fund).					

<b>PROJECT:</b>	<b>PORTUGUESE BEND LANDSLIDE AREA STRATEGIC PLAN</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	PVDS Landslide LS2015-02				
<b>LOCATION:</b>	Portuguese Bend and Abalone Cove				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The Portuguese Bend Landslide Area Strategic Plan will serve as a roadmap to implementing community-inspired ideas that preserves the use of Palos Verdes Drive South and other critical public utilities that serve the Palos Verdes Peninsula				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$75,000				
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$75,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserve funds (General Fund).					

<b>PROJECT:</b>	<b>PORTUGUESE BEND LANDSLIDE AREA RESURFACING PROGRAM</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	PVDS Landslide LS2015-XX				
<b>LOCATION:</b>	Portuguese Bend and Abalone Cove				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Annual paving of Palos Verdes Drive South to preserve use of roadway through landslide area.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$538,000	\$550,000	\$600,000	\$600,000	\$650,000
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$538,000</b>	<b>\$550,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$650,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Proposition C					

## **PARK SITES**

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

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

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

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

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

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

<b>PROJECT:</b>	<b>LOWER HESSE PARK IMPROVEMENTS</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2014-01				
<b>LOCATION:</b>	Hesse Park				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Implement Option 1 with picnic nodes selected by the community and City Council in 2016, including trails enhancements, drought-tolerant landscaping, and picnic tables				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$200,000				
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$200,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Quimby fees.					

<b>PROJECT:</b>	<b>RECOGNITION WALL</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2015-01				
<b>LOCATION:</b>	Point Vicente Park/Civic Center				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	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.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION		\$100,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$100,000</b>			
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Unknown					

<b>PROJECT:</b>	<b>EASTVIEW PARK DOG PARK</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2015-02				
<b>LOCATION:</b>	Eastview Park				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the Parks Master Plan update, dog park improvements at Eastview park will include a 0.5 acre dog park, trail enhancements and exercise stations.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION		\$100,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$100,000</b>			
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Unknown					

<b>PROJECT:</b>	<b>ABALONE COVE BEACH ACCESS ROAD AND PARKING REHABILITATION</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2016-01				
<b>LOCATION:</b>	Abalone Cove Shoreline Park beach				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The beach access road from PVDS to the beachfront requires re-grading and re-paving to improve accessibility for emergency response and maintenance vehicles. The life expectancy of the access road is 20 years.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$50,000				
CONSTRUCTION		\$150,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$50,000</b>	<b>\$150,000</b>			
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Quimby fees. Maintenance will require new slurry seal every 8 years.					

<b>PROJECT:</b>	<b>COASTAL BLUFF FENCE REPLACEMENT PROGRAM</b>
<b>INFRASTRUCTURE CATEGORY:</b>	Trails T2016-02
<b>LOCATION:</b>	Entire length of cliff- and bluff-edges (approximately 7 miles)
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	<p>Programmatically and systematically remove and replace all deteriorating fencing with new fencing of more durable materials and that match existing fence design and aesthetics</p> 

<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	6,000	6,000	6,000	6,000	6,000
CONSTRUCTION	184,000	184,000	184,000	184,000	184,000
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: CIP Reserves (General Fund)					

<b>PROJECT:</b>	<b>LADERA LINDA COMMUNITY CENTER PARKING LOT</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2016-03				
<b>LOCATION:</b>	Ladera Linda Community Center				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Replace existing gravel parking area near the paddleball courts with an all-weather paved surface that complies with ADA requirements and NPDES regulation. A construction budget would be proposed after detailed plans are prepared.</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$50,000				
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$50,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: Quimby Fees and CIP Reserves					

<b>PROJECT:</b>	<b>EASTVIEW PARK SITE AND RECREATION IMPROVEMENTS</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Park Sites PS2016-05				
<b>LOCATION:</b>	Eastview Park				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Improve and widen existing trails, replace and improve existing playground/recreational facilities and exercise stations and establish a dog park</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION	20,000				
ENGINEERING/DESIGN	20,000				
CONSTRUCTION	200,000				
PROJECT MANAGEMENT/OVERSIGHT	10,000				
LEGAL					
<b>TOTAL</b>	<b>250,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: Quimby Fees					

## **PUBLIC BUILDINGS**

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

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

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

<b>PROJECT:</b>	<b>RPV TV BUILDING IMPROVEMENTS</b>				
<b>TYPE:</b>	Public Buildings PB2014-01				
<b>LOCATION:</b>	Point Vicente Park				
<b>DEPARTMENT:</b>	Recreation & Parks/Public Works				
<b>DESCRIPTION:</b>	Provide for additional office space, resolve cabling issues.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$55,000				
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$55,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserves (General Fund)					

<b>PROJECT:</b>	<b>PVIC EXHIBIT REPLACEMENT/RENOVATION</b>				
<b>TYPE:</b>	Public Buildings PB2014-03				
<b>LOCATION:</b>	Point Vicente Interpretive Center				
<b>DEPARTMENT:</b>	Recreation & Parks/Public Works				
<b>DESCRIPTION:</b>	Private restricted donations have been collected for enhancements to the PVIC museum exhibits.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$455,000				
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$455,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: Private Restricted Donations. Exhibit maintenance will be at a nominal cost; and therefore, should not impact the operating budget.					

<b>PROJECT:</b>	<b>CITYWIDE ADA TRANSITION PLAN IMPLEMENTATION PROGRAM</b>				
<b>TYPE:</b>	Public Buildings PB20XX-XX				
<b>LOCATION:</b>	Various				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>These projects include improvements identified in the Citywide ADA Transition Plan. The projects for any given year are selected based on public need and on the degree of severity reported in the ADA compliance report prepared in 2013.</p> <p>Project examples would include: accessibility path to Hesse Park Community Center building; installation of new audible signals at crosswalks; and building concrete ramps at crosswalks.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN		\$10,000	\$10,000	\$10,000	\$10,000
CONSTRUCTION		\$140,000	\$140,000	\$140,000	\$140,000
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
<p>Funding Information: CIP Reserve funds (General Fund money) and Environmental Excise Tax. These projects are not expected to have any impact on the operating budget.</p>					

<b>PROJECT:</b>	<b>CIVIC CENTER MASTER PLAN</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Public Buildings PB2016-01				
<b>LOCATION:</b>	Upper Point Vicente Park/Civic Center campus				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Develop a master plan for the Civic Center property including a city hall, public safety facilities and corporation yard. Planning work will include establishing a property footprint to adjust the property lines at the park.</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$250,000				
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$250,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: CIP Reserves					

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

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

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

<b>PROJECT:</b>	<b>RESIDENTIAL REHABILITATION CYCLE 1 (YEAR 7)</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way/Traffic Control Devices RW2016-01				
<b>LOCATION:</b>	Zone 7				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the City's Pavement Management Program, Zone 7 of the residential rehabilitation program is scheduled for implementation during the FY15-16 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb repair, root removals, and ADA compliance updates of the streets and sidewalks in Zone 7. This infrastructure enhancement will also include updating traffic signs, striping, curb painting, house numbering, and monument surveying. (Cycle 1, Year 7)				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION	\$4,100,000				
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$4,100,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: General Fund and TDA Article 3 of approximately \$82,000					
<b>OTHER PROJECT INFORMATION:</b>					
This project is part of the annual residential street overlay and slurry seal program and is scheduled for completion in FY16-17. This project is funded by the General Fund, and has a goal to achieve a pavement condition of 86 or higher, which is considered "Very Good Condition."					
<b>LOCATION PHOTO</b>			<b>LOCATION DESCRIPTION</b>		
			Zone 7: The Ladera Linda community, Ganado Area, streets near Mira Catalina School, San Ramon and Calle Aventura.		

<b>PROJECT:</b>	<b>RESIDENTIAL REHABILITATION CYCLE 2 (YEAR 1)</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way/Traffic Control Devices RW2016-02				
<b>LOCATION:</b>	Zone 8				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the City's PMP, Zone 8 of the residential rehabilitation program is scheduled for implementation during the FY16-17 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb repair, root removals, and ADA compliance updates of the streets and sidewalks in Zone 8. This infrastructure enhancement will also include updating traffic signs, striping, curb painting, house numbering, and monument surveying.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$400,000				
CONSTRUCTION		\$3,000,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$400,000</b>	<b>\$3,000,000</b>			
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: General Fund					
<b>OTHER PROJECT INFORMATION:</b>					
This project is part of the annual residential street overlay and slurry seal program and is scheduled for completion in FY17-18. This project is funded by the General Fund, and has a goal to achieve a pavement condition of 86 or higher, which is considered "Very Good Condition."					
<b>LOCATION PHOTO</b>			<b>LOCATION DESCRIPTION</b>		
			Zone 8: Residential neighborhoods off of Palos Verdes Drive East in the northern and eastern parts of the City.		

<b>PROJECT:</b>	<b>RESIDENTIAL REHABILITATION CYCLE 2 (YEAR 2)</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way/Traffic Control Devices RW2017-01				
<b>LOCATION:</b>	Zone 3&4				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the City's PMP, Zones 3 & 4 of the residential rehabilitation program are scheduled for implementation during the FY18-19 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb repair, root removals, and ADA compliance updates of the streets and sidewalks in Zones 3 & 4. This infrastructure enhancement will also include updating traffic signs, striping, curb painting, house numbering, and monument surveying.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN		\$300,000			
CONSTRUCTION			\$3,000,000		
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$300,000</b>	<b>\$3,000,000</b>		
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: General Fund					
<b>OTHER PROJECT INFORMATION:</b>					
This project is part of the annual residential street overlay and slurry seal program and is scheduled for completion in FY18-19. This project is funded by the General Fund, and has a goal to achieve a pavement condition of 86 or higher, which is considered "Very Good Condition."					
<b>LOCATION PHOTO</b>			<b>LOCATION DESCRIPTION</b>		
			<p>Zone 3: Residential streets north of Silver Spur Rd and east of Hawthorne Blvd, including the Blackhorse community, Silver Arrow, Longhill, and Beechgate.</p> <p>Zone 4: Residential streets bordering Crenshaw Blvd and Crest Road, including the Sea Crest, Sea Breeze, Island View, and Ridgecrest communities.</p>		

<b>PROJECT:</b>	<b>RESIDENTIAL REHABILITATION CYCLE 2 (YEAR 3)</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way/Traffic Control Devices RW2018-01				
<b>LOCATION:</b>	Zone 5				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the City's PMP, Zone 5 of the residential rehabilitation program is scheduled for implementation during the FY19-20 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb repair, root removals and ADA compliance updates of the streets and sidewalks in Zone 5. This infrastructure enhancement will also include updating traffic signs, striping, curb painting, house numbering, and monument surveying.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN			\$300,000		
CONSTRUCTION				\$3,000,000	
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>			<b>\$300,000</b>	<b>\$3,000,000</b>	
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: General Fund and TDA Article 3 of approximately \$82,000					
<b>OTHER PROJECT INFORMATION:</b>					
This project is part of the annual residential street overlay and slurry seal program and is scheduled for completion in FY19-20. This project is funded by the General Fund, and has a goal to achieve a pavement condition of 86 or higher, which is considered "Very Good Condition."					
<b>LOCATION PHOTO</b>			<b>LOCATION DESCRIPTION</b>		
			Zone 5: Residential streets in the most western part of the City, off Hawthorne and between Crest and PVDW.		

<b>PROJECT:</b>	<b>RESIDENTIAL REHABILITATION CYCLE 2 (YEAR 4)</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way/Traffic Control Devices RW2020-01				
<b>LOCATION:</b>	Zone 6				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	As part of the City's PMP, Zone 6 of the residential rehabilitation program is scheduled for implementation during the FY20-21 budget cycle. This project will include micro-surfacing, slurry seal, overlay, curb repair, root removals and ADA compliance updates of the streets and sidewalks in Zone 6.. This infrastructure enhancement will also include updating traffic signs, striping, curb painting, house numbering, and monument surveying.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN				300,000	\$3,300,000
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>				<b>\$300,000</b>	<b>\$3,300,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: General Fund and TDA Article 3 of approximately \$82,000					
<b>OTHER PROJECT INFORMATION:</b>					
This project is part of the annual residential street overlay and slurry seal program and is scheduled for completion in FY20-21. This project is funded by the General Fund, and has a goal to achieve a pavement condition of 86 or higher, which is considered "Very Good Condition."					
<b>LOCATION PHOTO</b>			<b>LOCATION DESCRIPTION</b>		
			Zone 6: Residential streets in the southern part of the City, off PVDS.		

<b>PROJECT:</b>	<b>ARTERIAL REHABILITATION – CRENSHAW BLVD</b>
<b>TYPE:</b>	Right of Way RW2017-01
<b>LOCATION:</b>	Crenshaw Blvd.
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	As part of the City's PMP, the Crenshaw Blvd. arterial will be resurfaced. The project will include milling and overlay, roadway patching, crack filling, curb and gutter repair, sidewalk repair, and ADA upgrades.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN		\$200,000			
CONSTRUCTION			\$800,000	\$2,000,000	
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$200,000</b>	<b>\$800,000</b>	<b>\$2,000,000</b>	

**IMPACT ON OPERATING BUDGET**

Funding Information: Proposition A, Proposition C, CIP Reserve funds (General Fund money), Measure R funds, and/or State Transportation Local Program funds.

**OTHER PROJECT INFORMATION:**

The project goal would result in a pavement condition of 86 or higher, which is considered "Very Good Condition."



<b>PROJECT:</b>	<b>ARTERIAL REHABILITATION – INDIAN PEAK ROAD</b>				
<b>TYPE:</b>	Right of Way RW2019-01				
<b>LOCATION:</b>	Indian Peak Road				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>As part of the City's PMP, the Indian Peak Road arterial will be resurfaced. The project will include milling and overlay, roadway patching, crack filling, curb and gutter repair, sidewalk repair, and ADA upgrades. The project goal would result in a pavement condition of 86 or higher, which is considered "Very Good Condition."</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN				\$200,000	
CONSTRUCTION					\$1,600,000
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>				<b>\$200,000</b>	<b>\$1,600,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
<p>Funding Information: Proposition A, Proposition C, CIP Reserve funds (General Fund money), Measure R funds, and/or State Transportation Local Program funds.</p>					

<b>PROJECT:</b>	<b>WESTERN AVENUE TRAFFIC CONGESTION IMPROVEMENTS</b>
<b>TYPE:</b>	Right of Way RW2017-02
<b>LOCATION:</b>	Western Avenue
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	<p>The Western Avenue Task Force group was formed, consisting of City of RPV, City of LA, and Caltrans staff. Since its inception, the working group completed a Western Avenue Corridor Study in 2007, which is a strategic action plan that:</p> <ul style="list-style-type: none"> <li>• Identified the current and future deficiencies in the multi-modal transportation system within the corridor; and</li> <li>• Recommended consensus-based solutions (including required strategies) to address the deficiencies.</li> </ul>

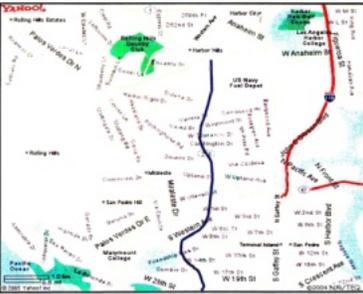
PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN		\$200,000			
CONSTRUCTION			\$3,000,000		
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$200,000</b>	<b>\$3,000,000</b>		

**IMPACT ON OPERATING BUDGET**

Funding Information: Minimal impact to operating budget since right-of-way is primarily maintained by Caltrans. The City is responsible for trees, graffiti, and trash removal. Requirements of the Ponta Vista development project may mitigate some of the traffic needs identified in 2007. This project is eligible for Measure R funding through the South Bay Highway Program administered through the South Bay Council of Governments.

**WESTERN CORRIDOR IMPROVEMENT PROJECT**

Intersection Geometric Improvements  
On Western Avenue (SR-213) from 25th Street (PM 0.0) to Palos Verdes Dr. North (PM 004.314)



PROPOSED BY:  
JOINT REGIONAL WESTERN AVENUE TASK FORCE



City of Los Angeles  
Department of Transportation



Caltrans



City of Rancho Palos Verdes

"Caltrans improves mobility across California"

<b>PROJECT:</b>	<b>ADA IMPROVEMENTS AT CITY HALL BUS STOP</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way RW2016-03				
<b>LOCATION:</b>	30940 Hawthorne Blvd (City Hall driveway)				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Create an accessible connection between the existing METRO bus stop on Hawthorne Blvd and the Community Room at City Hall.</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	10,000				
CONSTRUCTION	177,400				
PROJECT MANAGEMENT/OVERSIGHT	5,000				
LEGAL					
<b>TOTAL</b>	<b>192,400</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: CDBG					

<b>PROJECT:</b>	<b>SIDEWALK REPAIR AND REPLACEMENT PROGRAM</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way RW20XX-XX				
<b>LOCATION:</b>	Citywide				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	This program repairs approximately 12,000 square feet of sidewalks annually. Repairs include root pruning, grinding, removal and replacement.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	40,000	40,000	40,000	40,000	40,000
CONSTRUCTION	185,000	185,000	185,000	185,000	185,000
PROJECT MANAGEMENT/OVERSIGHT	25,000	25,000	25,000	25,000	25,000
LEGAL					
<b>TOTAL</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: HUTA (Gas Tax) Fund					

<b>PROJECT:</b>	<b>ARTERIAL AND FENCES REPLACEMENT PROGRAM</b>
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<b>INFRASTRUCTURE CATEGORY:</b>	Right of Way RW20XX-XX
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<b>LOCATION:</b>	Arterial corridors
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<b>DEPARTMENT:</b>	Public Works
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<b>DESCRIPTION:</b>	<p>Replace deteriorated, failing and unattractive masonry walls and chain link fences generally along and outside of the arterial road public right-of-way through a long-term collaborative effort between the private property owners and the City. The first order of work would be the City removing damaged chain link fencing along Hawthorne Blvd (contingent on private property owner permission and indemnification). Future program years would involve replacement partnership with the affected private property owners.</p> <p>Program commences with chain-link fence removal along Hawthorne Blvd.</p>
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PROJECT COST ESTIMATES (IF KNOWN)					
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CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN	50,000	10,000	10,000	10,000	10,000
CONSTRUCTION	400,000	90,000	90,000	90,000	90,000
PROJECT MANAGEMENT/OVERSIGHT	50,000				
LEGAL					
<b>TOTAL</b>	<b>500,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

IMPACT ON OPERATING BUDGET
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Funding Source: CIP Reserves
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<b>PROJECT:</b>	<b>PAVEMENT MANAGEMENT PROGRAM (PMP) BIENNIAL UPDATE</b>				
<b>TYPE:</b>	Right of Way RW20XX-XX				
<b>LOCATION:</b>	Citywide				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The PMP is updated every 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>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN			\$120,000		\$120,000
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>			<b>\$120,000</b>		<b>\$120,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Information: CIP Reserve funds (General Fund).					

## **SANITARY SEWER SYSTEM**

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

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

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

## STORM WATER SYSTEM

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

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

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

<b>PROJECT:</b>	<b>TORRANCE AIRPORT STORMWATER QUALITY</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Stormwater System SW2016-01				
<b>LOCATION:</b>	Zamperini Field (Torrance Municipal Airport)				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Improve stormwater quality of drainage flows from RPV into Machado Lake. This project would be in partnership with the city of Torrance and other agencies that drain runoff into the lake.</p> <div data-bbox="716 506 1360 999" data-label="Figure"> <p>The map, titled 'Machado Drainage Area', shows a network of storm drains (blue lines) flowing from the north and west towards Machado Lake (a blue waterbody on the right). A red shaded area in the north-central part of the map indicates the 'Torrance Airport Project' location. Other areas shown include 'Machado NAP' (purple shaded), 'Project Drainage Area' (blue shaded), and 'Rancho Palos Verdes' (hatched area). The map also labels 'Rolling Hills Estero' and 'Rolling Hills'. A legend in the top-left corner identifies the symbols for Storm Drain System, Waterbodies, Machado NAP, Project Drainage Area, Torrance Airport Project, and Rancho Palos Verdes.</p> </div>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	460,000				
CONSTRUCTION		4,630,000	1,620,000		
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>460,000</b>	<b>4,630,000</b>	<b>1,620,000</b>		
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: CIP Reserves (as match funding to other participating agencies and potential state grants)					



<b>PROJECT:</b>	<b>STORM DRAIN POINT REPAIR PROJECTS</b>
<b>TYPE:</b>	Storm Drain System
<b>LOCATION:</b>	Citywide
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	During the 2012 Storm Drain Lining and Rehabilitation Project, several pipes were unable to be lined due to local structural failure of the pipes. This project will provide funds to correct the deficient locations in these pipes to prepare them for lining in the future.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION		\$500,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$500,000</b>			

**IMPACT ON OPERATING BUDGET**

Funding Information: Water Quality/Flood Protection, Enterprise Funds.

**OTHER PROJECT INFORMATION:**

Many of these point repairs are difficult to access and may require acquisition of temporary or permanent access easements to address current and future maintenance needs. Locations include Santa Rena pipe inlet, Enrose Avenue CMP, Via Colinita north of Maine, Vista Mesa, and PVDE at Marion Drive.

LOCATION PHOTO	MAP
	

<b>PROJECT:</b>	<b>MARGUERITE/LOWER BARKENTINE/SEACOVE DRAINAGE IMPROVEMENTS</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Stormwater System SW2015-03				
<b>LOCATION:</b>	PVDS at Marguerite Dr				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Modify the culvert diameter and inlet/outlet conditions				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN		\$150,000			
CONSTRUCTION		\$500,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>		<b>\$650,000</b>			
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: Water Quality/Flood Protection, Enterprise Funds.					

<b>PROJECT:</b>	<b>ALTAMIRA CANYON CULVERT MODIFICATIONS AT PVDS</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Stormwater System SW2016-01				
<b>LOCATION:</b>	PVDS at Altamira Canyon				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Raise the outlet of the Altamira Canyon culvert under PVDS to prevent trespassing. A detailed construction cost estimate will be prepared during the design phase, which will be used to set a future construction/construction management budget.</p> 				

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN	\$75,000				
CONSTRUCTION		\$500,000			
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$75,000</b>	<b>\$500,000</b>			
IMPACT ON OPERATING BUDGET					

Funding Source: Water Quality/Flood Protection, Enterprise Funds.

<b>PROJECT:</b>	<b>STORM DRAIN DEFICIENCY IMPROVEMENT PROGRAM</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Stormwater System SW20XX-XX				
<b>LOCATION:</b>	Locations as Outlined in 2015 Master Plan of Drainage				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Replace or rehabilitate existing old neighborhood-area culverts, pipes, drainage inlets, catch basins, manholes identified in the 2015 Master Plan of Drainage as being structurally and/or hydraulically deficient over a 10-year period.</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	150,000	150,000	150,000	150,000	150,000
CONSTRUCTION	1,469,000	1,929,000	1,429,000	2,329,000	1,498,000
PROJECT MANAGEMENT/OVERSIGHT	150,000	150,000	150,000	150,000	150,000
LEGAL					
<b>TOTAL</b>	<b>1,769,000</b>	<b>2,229,000</b>	<b>1,729,000</b>	<b>2,629,000</b>	<b>1,798,000</b>
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: Water Quality/Flood Protection, Enterprise Funds.; CIP Reserves					

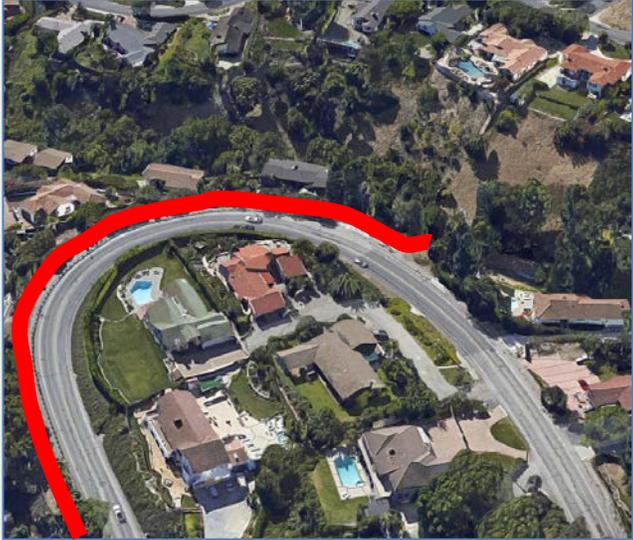
## **TRAILS**

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

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

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

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

<b>PROJECT:</b>	<b>CONESTOGA TRAIL CONNECTION</b>				
<b>INFRASTRUCTURE CATEGORY:</b>	Trails T2016-02				
<b>LOCATION:</b>	PVDE				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>Provide a multi-use trail connection between Sunnyside Ridge trail and Rolling Hills Estates. A construction budget would be proposed after detailed plans are prepared.</p> 				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN	\$50,000				
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>	<b>\$50,000</b>				
<b>IMPACT ON OPERATING BUDGET</b>					
Funding Source: Quimby Fees					

## **FUTURE PROJECTS REQUIRING FUNDING**

The following projects are those which have been identified as capital needs through various planning processes, but currently there are no identified financial resources to complete the projects. As funding becomes available and the City Council prioritizes and approves projects, they may be moved into the funded Five-Year CIP schedule. Additional projects will be identified through the development of the Infrastructure Management Plan (IMP), involvement of the Infrastructure Management Committee (IMAC), and completion of the Storm Drain Master Plan, General Plan and Parks Master Plan.

The following projects may be considered placeholders for future community discussion, evaluation and implementation.

**FUTURE PROJECTS  
PALOS VERDES DRIVE SOUTH LANDSLIDE**

<b>PROJECT:</b>	<b>LANDSLIDE EARLY WARNING SYSTEM (LEWS)</b>
<b>TYPE:</b>	Landslide Project
<b>LOCATION:</b>	Palos Verdes Drive South in the Portuguese Bend Landslide Area
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	The main sewer trunk line owned and operated by the Sanitation Districts of Los Angeles County, and which serves a significant portion of the residential properties in RPV, parallels the PVDS roadway above ground in the landslide area. Both facilities require constant maintenance due to landslide movement, which poses a significant operational hazard should the landslide experience rapid land movement. Closure of these facilities would be highly disruptive to the city's economic vitality, transportation, public health and safety, and use of public open space and trails. Sewer overflows from the trunk line could potentially threaten the ecosystems of the nearby Pacific Ocean coastline. A landslide early warning system (LEWS) would provide critical advanced knowledge of changed landslide conditions by alerting public safety and public works first-responders, who would be able to respond sooner and more proactively with public safety information and preventative measures.

**PROJECT COST ESTIMATES (IF KNOWN)**

CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					

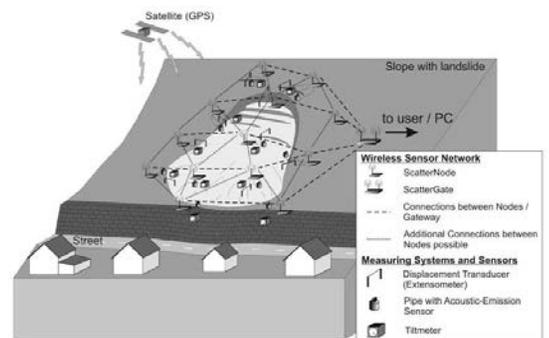
**IMPACT ON OPERATING BUDGET**

It is estimated that LEWS annual operations and maintenance cost would be approximately \$30,000 per year, which would include scheduled on-site equipment inspection and fees for wireless or satellite communication systems.

**OTHER PROJECT INFORMATION:**

Sensors placed in the area would transmit data through a wireless or satellite-based system to a web-hosted application designed to send alerts to public safety and public works first-responders when specified land movement criteria is reached. Many of the existing dewatering wells may be suitable for sensor deployment. The first responders would then be afforded more time to notify users of the public open space and trails in the area, mobilize equipment, establish roadway detours and alternative sewer conveyance, all of which is intended to protect the public and the environment. There are partnership possibilities with the Sanitation Districts of LA County and the LA County Sheriff's and Fire Departments.

**Estimated Cost: \$300,000.**



**FUTURE PROJECTS  
PARK SITES**

<b>PROJECT:</b>	<b>RESTROOM AT DEL CERRO PARK</b>				
<b>TYPE:</b>	Recreation, Parks, & Open Space				
<b>LOCATION:</b>	Del Cerro Park				
<b>DEPARTMENT:</b>	Recreation and Parks/Community Development				
<b>DESCRIPTION:</b>	This project would include the construction of a restroom at Del Cerro park to serve the park visitors and the users of the trails in the Portuguese Bend Open Space area.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$250,000 - \$300,000					

<b>PROJECT:</b>	<b>LOWER POINT VICENTE PARK IMPROVEMENT PROJECT</b>				
<b>TYPE:</b>	Recreation Parks & Trails Improvements				
<b>LOCATION:</b>	Lower Point Vicente				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The park improvement plan for Lower Point Vicente derives from an extensive public outreach process associated with the City Council's adopted Vision Plan. The scope of work consists of constructing new decomposed granite trails, overlooks, reconfigured and new parking spaces (including a new upper terrace parking lot), drainage facilities (including a bioswale), landscaping, fencing, way finding signs and minor site grading to accommodate the improvements (excavation cannot occur in areas capped for lead remediation.)				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD Project not expected to begin until FY22-23.					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$2,400,000.					

<b>PROJECT:</b>	<b>CIVIC CENTER SKATE PLAZA &amp; TENNIS COURT</b>				
<b>TYPE:</b>	Recreation Parks & Trails Improvements				
<b>LOCATION:</b>	Point Vicente Park				
<b>DEPARTMENT:</b>	Public Works & Recreation and Parks				
<b>DESCRIPTION:</b>	<p>This project could include construction of: 1) a 15,000 square-foot skate plaza; 2) a restroom; 3) appropriate parking and benches; 4) landscaping and 5) a single-court tennis court (to replace the existing original court). If a skate plaza is determined to be a feasible use through the program of utilization that controls the site, staff will continue to work with the City Council and Skate Park PV to provide funding for this facility.</p> <p>The plaza/skate area would be constructed of concrete with complimenting walkways, stage, handrails, planters, landscaping, a restroom building, and parking.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
Annual facility maintenance is currently estimated to be \$13,000. Additional staffing and security may be necessary to operate the facility.					
<b>OTHER PROJECT INFORMATION:</b>					
<p><b>Estimated Cost: \$850,000</b> (\$750,000 for skate plaza, \$100,000 for tennis court)</p> <p>Private funding may become available. Skate Park PV has expressed a willingness to fund project construction and ongoing maintenance. However, no commitment has been made at this time. Once this project begins, the City may incur engineering, management and/or oversight costs. Since this is a community-based project, these costs are unknown at this time.</p>					

<b>PROJECT:</b>	<b>TRAILHEAD/OVERLOOK/VISTA POINT DEVELOPMENT</b>				
<b>TYPE:</b>	Recreation, Parks, & Open Space				
<b>LOCATION:</b>	Various Locations				
<b>DEPARTMENT:</b>	Public Works/Community Development				
<b>DESCRIPTION:</b>	<p>The Parks Master Plan and Conceptual Trails Network Plan identifies the construction of trailheads at key entrances to the existing City trail system, along with overlooks and vista points within specific areas of the City. The trailheads would consist of a permeable surface pad, a bench, a plastic bag kiosk for dog owners, trash and recycling receptacles, signage, a freestanding kiosk for trail notices, small native trees for shade, and pockets of native shrubs, where appropriate. The overlook/vista points would be placed on decomposed granite or other permeable material, with flush stone edging and could include a semicircle bench, a stone pilaster displaying pertinent information, a stone clad wall less than 3-feet in height and pockets of native shrubs.</p> <p>Phase 1 would involve a trailhead at Shoreline Park/25<sup>th</sup> Street and overlooks/vista points at Inspiration Point and Eagles Nest. Phase 2 would involve trailheads and overlook/vista points at the cul-de-sac next to St. Paul's Church, Del Cerro Park, and the end of Ocean Terrace. Phase 3 would involve a trailhead at the Switchbacks/PVDE Turnout and overlook/vista points at the Switchbacks/PVDE Turnout, Paintbrush Canyon/Burma Road, and Burma Road above Gateway Park.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
<b>Estimated Cost:</b> \$100,000 to \$130,000 per site x 8 sites = Range of <b>\$800,000 - \$1,040,000</b>					

<b>PROJECT:</b>	<b>CONCRETE STAIRS AT LADERA LINDA AND HESSE PARKS</b>				
<b>TYPE:</b>	Buildings and Other Facility Improvements				
<b>LOCATION:</b>	Various				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Replacement of the wooden stairs at Ladera Linda Park and Hesse Park is desired to minimize tripping hazards and introduce uniformity to the stair tread lengths and heights at these two locations.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$140,000 - 180,000					

**FUTURE PROJECTS  
PUBLIC BUILDINGS**

<b>PROJECT:</b>	<b>CITYWIDE ADA TRANSITION PLAN IMPLEMENTATION</b>				
<b>TYPE:</b>	Buildings and Other Facility Improvements				
<b>LOCATION:</b>	Various				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>The Citywide ADA Transition Plan, adopted by the City Council on June 4, 2013, identified total costs of \$11.85 million for implementation. The cost estimate included improvements to ADA compliance at the Civic Center (buildings and grounds) totaling \$1.36 million, and those at Ladera Linda Park totaling \$1.72 million. Any future improvements at these sites are expected to bring the facilities into ADA compliance. Additionally, the total cost of \$11.85 million includes right-of-way improvements totaling \$2.64 million, including curb ramps and bus stops. Those improvements will be addressed as part of each roadway rehabilitation project. The remaining identified costs of \$6.12 million will be addressed through an annual implementation allocation that began in FY13-14. Project costs "funded" through FY19-20 total \$1.60 million. The remaining portion of the \$5.97 million, which has not been moved to the "funded" list is included here.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD					
<b>OTHER PROJECT INFORMATION:</b>					
<p><b>Estimated Cost: \$4,520,000</b></p> <p>Environmental Excise Tax (EET) funding may become available.</p>					

<b>PROJECT:</b>	<b>POINT VICENTE PARK COMMUNITY CENTER</b>				
<b>TYPE:</b>	Buildings and Other Facility Improvements				
<b>LOCATION:</b>	Point Vicente/Civic Center				
<b>DEPARTMENT:</b>	City Manager/Public Works				
<b>DESCRIPTION:</b>	Originally studied by the Open Space Planning, Recreation and Parks Task Force in 2004, the concept for this facility was later refined during the redevelopment of the Parks Master Plan. Adopted by the City Council in 2008, the latest concept calls for a 20,000 square-foot community center that could accommodate meeting space for community groups, recreational facilities, classroom space, and a full-sized recreational pool.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
Impact will need to be assessed, as projects are considered.					
<b>OTHER PROJECT INFORMATION:</b>					
<b>Estimated Cost: \$3,000,000 - \$8,000,000</b>					
A private donation of \$100,000 has been made and additional donations and/or other outside funding may become available based upon the scope of the project.					

<b>PROJECT:</b>	<b>CORPORATION STORAGE YARD RELOCATION</b>				
<b>TYPE:</b>	Buildings and Other Facility Improvements				
<b>LOCATION:</b>	Various Locations throughout the City				
<b>DEPARTMENT:</b>	City Manager/Public Works				
<b>DESCRIPTION:</b>	<p>It has been proposed that City maintenance services be spread out citywide in strategic locations with a central office at City Hall. The existing corporation/storage yard is located on the Point Vicente Park site, which had been identified for various other community uses due to its prime location.</p> <p>It may be feasible to create a central location for the storage yard with satellite locations throughout the City, serving the storage and construction needs of the Public Works Department. The central location of the storage yard will be situated at or near City Hall for administrative purposes. This central location will control all satellite locations through the use of maintenance personnel and through the efficient use of the City's computer system network.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
<p>The satellite locations will fulfill the following roles: there will be an office trailer at each location; a construction yard for contractors located throughout the City (possibly generating rental income for the City); possible satellite EOC centers for access throughout the City; and storage space for various City equipment items.</p> <p><b>Estimated Cost: \$300,000</b></p>					

**RIGHT OF WAY AND TRAFFIC CONTROL DEVICES  
UNFUNDED PROJECTS**

<b>PROJECT:</b>	<b>HAWTHORNE BLVD. MEDIAN IMPROVEMENTS (VIA RIVERA TO CITY HALL)</b>				
<b>TYPE:</b>	Roadway Infrastructure				
<b>LOCATION:</b>	Hawthorne Blvd. (Via Rivera to City Hall)				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The development of this median would include installing draught tolerant landscaping, which would require minimal maintenance. Development will also include the installation of irrigation systems and controllers, hardscape, and decorative stone.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed. However, a rough estimate of annual maintenance is about 10% of the total project cost.					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$250,000					

<b>PROJECT:</b>	<b>LOWER POINT VICENTE PARK ACCESS MODIFICATION PROJECT</b>				
<b>TYPE:</b>	Traffic Improvements				
<b>LOCATION:</b>	PVDW/PVDS at Lower Point Vicente Park Entrance				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Improve access into and out of the Lower Point Vicente Park area by restricting turn movements to right turn only out of the site at the southern entrance/exit to minimize vehicle conflicts while negotiating turn movements.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
<p><b>Estimated Cost: \$250,000 - \$300,000</b></p> <p>Highway Safety Grant funding may become available.</p>					

<b>PROJECT:</b>	<b>CRENSHAW BOULEVARD EXTENSION PARKING IMPROVEMENTS</b>
<b>TYPE:</b>	Roadway Infrastructure
<b>LOCATION:</b>	Crenshaw Blvd (Valley View Rd to Burma Rd)
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	In an effort to improve safety, parking and access to the Nature Preserve entrance near Del Cerro Park, parking improvements and restrictions are needed to accommodate the growing user demand and need for emergency vehicle access.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					

**IMPACT ON OPERATING BUDGET**

There is no impact on the operating budget.

**OTHER PROJECT INFORMATION:**

**Estimated Cost: \$125,000 - \$150,000**



<b>PROJECT:</b>	<b>HAWTHORNE BLVD RIGHT OF WAY BEAUTIFICATION (Phase 2)</b>
<b>TYPE:</b>	Roadway Infrastructure
<b>LOCATION:</b>	Hawthorne Blvd (City Hall to Northerly City Limits)
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	The City's Right of Way along Hawthorne Blvd will be beautified by landscaping and masking blight conditions created by failed fences, walls and other private improvements. The medians in this area will be improved by landscape and/or hardscape enhancements.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					

**IMPACT ON OPERATING BUDGET**

Unknown at this time. Impact would be contingent on level of beautification and project components.

**OTHER PROJECT INFORMATION:**

**Estimated Cost: \$2,200,000 - \$2,600,000**

	<p>This project is contingent upon the adoption by the City Council of a plan to address the condition and replacement of private walls and fences along the roadside.</p>
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<b>PROJECT:</b>	<b>HAWTHORNE BLVD BIKE LANE GAP CLOSURE</b>
<b>TYPE:</b>	Roadway Infrastructure
<b>LOCATION:</b>	Hawthorne Blvd (Vallon Drive to Dupre Road)
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	This project will improve roadway safety and complete a bike lane gap closure that exists due to on-street parking demand, roadway configuration, and existing median barriers.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					

**IMPACT ON OPERATING BUDGET**

Striping refreshing is minimal and would be funded out of the FY15-16 operating allocation.

**OTHER PROJECT INFORMATION:**

**Estimated Cost: \$1,200,000 - \$1,500,000**

Highway Safety Grant funding may become available.



<b>PROJECT:</b>	<b>TRAFFIC SAFETY IMPROVEMENTS – PALOS VERDES DRIVE EAST AT MIRALESTE DRIVE</b>				
<b>TYPE:</b>	Traffic Improvements				
<b>LOCATION:</b>	PVDE at Miraleste Drive				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Improve intersection operations to create improved traffic flow and vehicle and pedestrian safety. Operational improvements could include a roundabout. If a traffic signal was considered, the cost estimate would increase; however, and Marymount College would likely fund a small share of the project's cost.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
If a traffic signal is contemplated, annual maintenance cost could be about \$7,000.					
<b>OTHER PROJECT INFORMATION:</b>					
<b>Estimated Cost: \$200,000 - \$300,000</b>					
Highway Safety Grant funding could become available.					

**FUTURE PROJECTS  
STORM WATER SYSTEM**

<b>PROJECT:</b>	<b>ALTAMIRA CANYON</b>				
<b>TYPE:</b>	Storm Drain System				
<b>LOCATION:</b>	Project Area 4				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	<p>A project within lower Altamira Canyon to aid in slowing the damage being caused by storm water runoff through the entire reach of the Canyon is needed. The installation of Gabion-type erosion control structures within lower Altamira Canyon are needed to help control runoff velocities and minimize erosion within the canyon.</p> <p>This project includes the installation of protective measures to minimize further erosion in Altamira Canyon. This project could range from stabilization at bends in stream beds, with limited velocity controls, to channel stabilization.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
<p>Note: The Altamira Canyon project has been studied and analyzed over the past decades; however the need to minimize runoff from entering the ground in Altamira Canyon still remains. A project study report has been funded for FY14-15.</p> <p>This estimate does not include right-of-way costs. A previously designed and funded project was abandoned due to right-of-way issues and owners lack of support.</p> <p><b>Estimated Cost: \$1,600,000 - \$5,350,000</b></p>					

<b>PROJECT:</b>	<b>PAINTBRUSH CANYON DRAINAGE</b>				
<b>TYPE:</b>	Storm Drain System				
<b>LOCATION:</b>	Portuguese Bend				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	The Paintbrush Canyon Drainage System project will capture runoff at the head of the Portuguese Bend landslide in three locations, transfer that runoff via surface-mounted High Density Polyethylene (HDPE) pipe under Palos Verdes Drive South, (through an existing steel tunnel), and continue the flow along the existing storm drain pipe alignment to the ocean.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD					
<b>OTHER PROJECT INFORMATION:</b>					
<p>Preventing runoff water from entering the landslide has been shown to directly affect land movement in landslide areas. This project is expected to help slow movement within the Portuguese Bend landslide, eventually affecting the land movement at Palos Verdes Drive South. A project study report has been proposed for FY19-20.</p> <p><b>Estimated Cost: \$2,568,000</b></p>					

<b>PROJECT:</b>	<b>PVDE- MIRALESTE CANYON</b>				
<b>TYPE:</b>	Storm Drain System				
<b>LOCATION:</b>	Project Area 5				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Work within this project area includes storm drainage systems along Palos Verdes Drive East at the northern end of PVDE, South Coach, Rocking Horse, Clevis, North Colt, South Colt, Via Canada, and South Via Canada. This project includes the installation of a number of pipelines and re-setting surface drainage systems to drain into Miraleste Canyon.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$2,500,000 - \$3,200,000					

<b>PROJECT:</b>	<b>SAN PEDRO &amp; AVERILL CANYONS</b>				
<b>TYPE:</b>	Storm Drain Systems				
<b>LOCATION:</b>	Project Area 6				
<b>DEPARTMENT:</b>	Public Works				
<b>DESCRIPTION:</b>	Work within this project area would include storm drainage systems at Miraleste, South Miraleste, North Corsini, Via Colinita, La Vista, Vista Mesa, and a curb and gutter project on Via Frascati. This project would include the installation of a number of pipelines and regrading of roads and surface drainage systems to drain into the San Pedro and Averill Canyons. A project at Miraleste Plaza has been completed.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
TOTAL					
<b>IMPACT ON OPERATING BUDGET</b>					
TBD					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$2,700,000 - \$3,300,000					

<b>PROJECT:</b>	<b>CATCH BASIN SCREEN INSTALLATION</b>
<b>TYPE:</b>	Storm Drain System
<b>LOCATION:</b>	Citywide
<b>DEPARTMENT:</b>	Public Works
<b>DESCRIPTION:</b>	In order to comply with certain water quality regulations imposed by the Regional Water Control Board, the City will need to install catch basin screens to prevent trash and debris from entering the Santa Monica Bay and LA Harbor. It is not clear yet how many of the City's catch basins will require the retrofit or how intense the implementation scheme will be.

PROJECT COST ESTIMATES (IF KNOWN)					
CATEGORY	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					

**IMPACT ON OPERATING BUDGET**

Funding Information: WQFP (Storm Drain User Fee) Fund and CIP Reserve funds (General Fund money).

**OTHER PROJECT INFORMATION:**

The City has installed these screens in about 100 catch basins (for the Machado Lake watershed) at a recent cost of about \$700 each (not including permitting). There are up to 1,200 catch basins remaining that may require this retrofit. **Estimate cost: \$600,000 - \$900,000.**



**FUTURE PROJECTS  
TRAILS**

<b>PROJECT:</b>	<b>PRESERVE TRAILS PLAN - NEW TRAIL IMPLEMENTATION</b>				
<b>TYPE:</b>	Recreation, Parks, & Open Space				
<b>LOCATION:</b>	Palos Verdes Nature Preserve				
<b>DEPARTMENT:</b>	Community Development/Public Works				
<b>DESCRIPTION:</b>	<p>In October 2012, the City Council adopted an updated Preserve Trails Plan (PTP) for the NCCP's Palos Verdes Nature Preserve, which identifies trail routes and trail uses within the Preserve. Pursuant to the approved management agreement between the City and PVPLC, PVPLC is responsible for maintenance and repair of existing unimproved trails in the Preserve, while the City is responsible for the construction of new trails identified in the PTP.</p> <p>According to the PTP, there are three approved trail routes that currently do not exist and need to be constructed at some point by the City. Since projects are moving forward on two of the three new trails needed (the Smugglers Trail in the Abalone Cove Reserve and the Switchback Trail in the San Ramon Reserve), construction of the Crystal Trail (.12 mile) in the Forrestal Reserve remains as the only new trail that needs construction.</p>				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
<p><b>Estimated Cost: \$150,000</b></p> <p>If a trail improvement is considered to be a critical link, outside grant funding may become available. If the trail improvement is in the right-of-way, then potential funding may become available through the Active Transportation Program (ATP).</p>					

<b>PROJECT:</b>	<b>CALIFORNIA COASTAL TRAIL IMPROVEMENTS</b>				
<b>TYPE:</b>	Recreation Parks & Trails Improvements				
<b>LOCATION:</b>	PVDW – Marguerite Drive to Calle Entradero & PVIC Blufftop				
<b>DEPARTMENT:</b>	Public Works & Recreation and Parks				
<b>DESCRIPTION:</b>	Two sections of the California Coastal Trail near the Point Vicente Interpretive Center (PVIC) and Oceanfront Estates are paved with asphalt that has deteriorated. This project would replace the asphalt with decomposed granite, enhancing the aesthetic value of the California Coastal Trail within the City.				
<b>PROJECT COST ESTIMATES (IF KNOWN)</b>					
<b>CATEGORY</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
ACQUISITION					
ENGINEERING/DESIGN					
CONSTRUCTION					
PROJECT MANAGEMENT/OVERSIGHT					
LEGAL					
<b>TOTAL</b>					
<b>IMPACT ON OPERATING BUDGET</b>					
To be assessed.					
<b>OTHER PROJECT INFORMATION:</b>					
Estimated Cost: \$223,000					

## **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.

## **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.

**Activity** – a specific and distinguishable service within a budgetary program which is performed to accomplish a matter for which the City is responsible. Example: residential street rehabilitation is an Activity within the Street Improvements Program of the Capital Improvement Projects Fund.

**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.

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

**Business Activity** – function of the City that is intended to recover all or a significant portion of its costs through user fees and charges. Example: The Water Quality Flood Protection Fund is a business activity of the City.

**Department** – a designated 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.

**Encumbrance** – a reservation of an appropriation for a specific expenditure with a specific vendor. An Encumbrance is executed with an approved Purchase Order. 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 (e.g. General Fund).

**Expense** – City resources spent for goods or services within a business activity fund (e.g. Water Quality Flood Protection 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>.

**Function** – a combination of programs and activities authorized by budget appropriations and are designed to achieve a major purpose. Example: Administration is a City Function with programs that include risk management, personnel, the City Clerk, and community outreach.

**Fund** – a separate fiscal and accounting structure which segregates accounting records for various budgetary functions. Example: The Capital Improvement Projects Fund provides for centralized accounting of infrastructure improvements.

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

**Object** – an expenditure account classification for types of items or services purchased. Examples: professional services, advertising, and operating supplies are all Objects.

**Operating 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.

**Program** – an activity or group of activities designed to achieve a specific goal or objective associated with a budget function of the City. Example: Storm Water Quality is a Program within the General Fund with the specific goal of compliance with the federal Clean Water Act and other laws designed to reduce water pollution.

**Restricted** – a funding source is restricted when 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.

**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.
1972 ACT LANDSCAPE & LIGHTING	Property assessments are used to maintain street landscaping and lighting.
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.
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.

**RANCHO PALOS VERDES FUND DESCRIPTIONS**

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-PPPP-AAA-EO-EO**  
 FFF FUND  
 PPPP PROGRAM  
 AAA ACTIVITY  
 EO-EO EXPENDITURE OBJECT



## CHART OF ACCOUNTS

FUND #	FUND NAME
101	GENERAL FUND
202	GAS TAX
203	1972 ACT LANDSCAPING & LIGHTING
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
227	GINSBURG CULTURAL ART BLD
228	DONOR RESTRICTED CONTRIBUTIONS
285	IA PORTUGUESE BEND MAINTENANCE
310	CDBG
311	CDBG-R
330	INFRASTRUCTURE IMPROVEMENTS
334	QUIMBY PARK DEVELOPMENT
336	LOW-MODERATE INCOME HOUSING
337	AFFORDABLE HOUSING PROJECTS
338	DEVELOP IMPACT MITIGATION (EET)
339	MEASURE A CAPITAL
340	BICYCLE & PEDESTRIAN ACCESS
501	WATER QUALITY/FLOOD PROTECTION
681	EQUIPMENT REPLACEMENT
685	EMPLOYEE BENEFITS
701	REDEVELOPMENT OBLIGATION RETIREMENT
780	SPECIAL TRUST DEPOSITS
795	IA ABALONE COVE MAINTENANCE

**Account**  
**Structure FFF-PPPP-AAA-EO-EO**  
 FFF FUND  
 PPPP PROGRAM  
 AAA ACTIVITY  
 EO-EO EXPENDITURE OBJECT



## CHART OF ACCOUNTS

PROGRAM #	PROGRAM NAME
1001	City Council
1002	City Manager
1003	City Attorney
1004	Administrative Services
1005	Community Outreach
1006	RPV TV Channel 33
1010	Risk Management
1011	Personnel
1015	Employee Benefits
1021	Sheriff
1023	Neighborhood Watch
1024	Special Programs
1025	Animal Control
1026	Emergency Preparedness
1027	Public Safety Grants
2011	Redevelopment Obligation Retirement
2020	Financial Services
2030	Information Technology - Data
2035	Information Technology - Voice
2082	Computer Equipment Replacement
3001	Public Works Administration
3002	Street Pavement Maintenance
3003	Street Landscape Maintenance
3004	Traffic Signal Maintenance
3005	Portuguese Bend Road Maintenance
3006	Traffic Management
3007	Storm Water Quality
3008	Building Maintenance
3009	Parks/Trails/Open Space Maintenance
3010	1972 Act Landscaping & Lighting
3011	1911 Act Street Lighting
3012	Beautification
3013	Waste Reduction
3014	Air Quality Management
3015	Proposition C
3016	Proposition A
3019	El Prado Lighting
3020	Measure R
3022	Habitat Restoration
3023	Subregion 1 Maintenance
3024	Measure A Maintenance
3025	Abalone Cove Sewer District Maintenance
3026	Sewer Maintenance
3027	Ginsburg Cultural Arts Building
3030	Infrastructure Improvements Administration
3031	Street Improvements
3032	Storm Drain Improvements
3033	Parks/Trails/Open Space Improvements
3034	Quimby Projects
3035	Sewer Improvements
3036	Building Improvements
3037	Storm Water Quality Improvements
3038	EET Projects
3039	Measure A Projects
3040	Bicycle/Pedestrian Access
3043	Landslide Management
3052	Water Quality/Flood Protection
3081	Vehicle Maintenance
3086	Building Replacement/Improvements
3088	IA Portuguese Bend Maintenance
3089	IA Abalone Cove Maintenance
309X	CDBG
4001	Planning
4002	Building & Safety
4003	Code Enforcement
4004	View Restoration
4005	NCCP
4006	Geology
4036	City Low-Mod Income Housing
4037	Affordable Housing Projects
5010	Recreation Administration
5028	Donor Restricted Contributions
5030	Recreational Facilities
5031	Fred Hesse Jr. Park
5032	Robert E. Ryan Park
5033	Ladera Linda Community Center
5034	Abalone Cove Shoreline Park
5040	Special Events
5060	Point Vicente Interpretive Center (PVIC)
5070	REACH
5080	Support Services
6000	Non-Departmental
6083	Furniture and Equipment Replacement

**Account**  
**Structure FFF-PPPP-AAA-EO-EO**  
 FFF FUND  
 PPPP PROGRAM  
 AAA ACTIVITY  
 EO-EO EXPENDITURE OBJECT



## CHART OF ACCOUNTS

### ACTIVITY # ACTIVITY NAME

411 City Administration	461 Capital Outlay
421 Public Safety	471 Debt Service
431 Public Works	491 Interfund Activity
441 Community Development	499 Internal Services
451 Recreation & Parks	

### EXP OBJECT # EXPENDITURE OBJECT NAME

11-00 SALARIES & WAGES - FULLTIME	55-00 PRINTING & BINDING
12-00 SALARIES & WAGES - PARTTIME	56-00 TRAVEL
13-00 SALARIES & WAGES - OVERTIME	57-00 MEETINGS & CONFERENCES
21-00 HEALTH INSURANCE	59-10 EDUCATION - TRAINING
22-00 FICA/MEDICARE	59-20 EDUCATION - MEMBERSHIPS & DUES
23-00 PERS RETIREMENT	59-30 EDUCATION - PUBLICATIONS & JOURNALS
24-00 TUITION REIMBURSEMENT	61-00 OP SUPPLIES/MINOR EQUIP
25-00 DEFERRED COMP MATCHING CONTRIBUTION	62-00 PURCHASES FOR RESALE
27-00 EMPLOYEE BONUSES	68-00 TRANSACTION FEES
28-00 RETIREMENT HEALTHCARE	69-00 MISCELLANEOUS EXPENSES
29-00 EMPLOYEE BENEFITS ALLOCATION	71-00 LAND
32-00 PROFESSIONAL SERVICES	72-00 BUILDINGS
33-00 LEGAL SERVICES	73-00 IMPROV OTHER THAN BLDGS
41-10 UTILITY SERVICE - WATER	75-10 EQUIPMENT - FURNITURE & OTHER EQUIPMENT
41-20 UTILITY SERVICE - GAS	75-20 EQUIPMENT - COMPUTERS
41-30 UTILITY SERVICE - ELECTRIC	76-00 VEHICLES
41-40 UTILITY SERVICE - TELEPHONE	81-00 PRINCIPAL
43-00 MAINTENANCE SERVICES	82-00 INTEREST
44-10 RENTALS - BUILDING	91-00 INTERFUND TRANSFERS OUT
44-20 RENTALS - VEHICLES/EQUIPMENT	92-00 PASS THRU TO OTHER AGENCIES
52-00 INSURANCE	93-00 GRANTS TO OTHER ENTITIES
53-00 POSTAGE	94-10 INTERFUND CHARGES - EQUIPMENT REPLACEMENT
54-00 ADVERTISING	94-20 INTERFUND CHARGES - PUBLIC WORKS OVERHEAD