

TWO YEAR BUDGET
FISCAL YEARS 2011-12 AND 2012-13



CITY OF RANCHO PALOS VERDES
CITY BUDGET
FY11-12 & FY12-13

CITY OFFICIALS

Thomas D. Long
Mayor

Anthony M. Misetich
Mayor Pro Tem

Brian Campbell
Council Member

Douglas W. Stern
Council Member

Stefan Wolowicz
Council Member

Carolyn Lehr	City Manager
Carolynn Petru	Deputy City Manager
Carol Lynch	City Attorney
Ray Holland	Interim Director of Public Works
Dennis McLean	Director of Finance & Information Technology
Joel Rojas	Community Development Director
Tom Odom	Director of Recreation & Parks

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MEMORANDUM

TO: HONORABLE MAYOR & CITY COUNCIL MEMBERS
FROM: CITY MANAGER
DATE: JULY 1, 2011
SUBJECT: BUDGET MESSAGE

The City Council has adopted the FY11-12 General Fund budget of \$23.6 million that maintains the City's core services through a balanced budget. General Fund Reserves are estimated to be \$9.4 million at June 30, 2012. Fiscally prudent leadership and conservative budgeting practices contribute to the City's sound financial position. The City has no debt, but maintains a rainy-day reserve of 50% of annual General Fund expenditures together with an expected reserve for future capital projects of more than \$7 million.

Rancho Palos Verdes was incorporated in 1973, and operates on lean general revenue of about \$408 per resident each year. As a comparison, information from the State Controller indicates that the average annual general revenue for other cities in the South Bay is \$794 per resident.

The City is committed to the best use of its resources, and has funded several projects in the FY11-12 budget to help plan for the City's future needs. Planning tools include an update to the Storm Drain Master Plan, an update to the Pavement Management Program, site master planning and community outreach for Ladera Linda, development of an infrastructure report card to measure and assess the condition and capacity of the City's infrastructure, and a Community Survey. City Staff is dedicated to maintaining a high level of service to the residents, and looks forward to meeting the City's challenges in the future.

Capital Improvement Plan

The City's Five-Year Capital Improvement Plan includes \$21.6 million of funding for 43 projects to be completed over the next five years. The Plan document includes project descriptions, criteria for inclusion, project categorizations, maps, photos, and cost estimates. Funded projects include arterial and residential street improvements, median improvements, traffic signal synchronization, and various park and trail improvement projects, including development of Lower Hesse and Grandview Parks.

An unfunded project list was also developed as a key element to plan and control future capital financing, and to highlight the City's needs beyond the five-year period. The

CITY MANAGER'S BUDGET MESSAGE

July 1, 2011

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unfunded list includes projects such as the \$19.4 million San Ramon Canyon stabilization, establishing a civic center with upgraded City Hall building, additional arterial roadway improvements, and many other infrastructure improvements. Projects identified on the unfunded list have a total cost estimate ranging from \$70 million to \$105 million.

Outside Factors and Future Impacts

The City's budget remained largely unaffected by the state's continued fiscal crisis; however, the City does expect that the Citizens Options for Public Safety (COPS) state shared revenue of \$100,000 will be permanently suspended for FY11-12. The loss of this public safety revenue source was reflected in the General Fund budget.

The City Council has appointed a two-person ad-hoc subcommittee of the City Council to study the City's employee pension costs and options for controlling cost increases in the future. It is expected that the subcommittee will finish its work by fall 2011. Any decision made by the City Council as a result of the subcommittee's work may impact the City's FY11-12 and future budgets.

The coastal Terranea Resort is expected to generate about \$2.8 million of transient occupancy tax revenue for the City during FY11-12. Per the City Council reserve policy, an equivalent amount of General Fund money will be transferred to the Capital Improvement Projects Fund for future projects. This is a major source of revenue for the City's infrastructure, and the continued success of the Resort is important to the City.

GUIDE TO THE CITY OF RANCHO PALOS VERDES BUDGET FY11-12 & FY12-13

The City's budget is more than just a compilation of revenues and expenditures. It represents a financial and policy implementation plan. In addition, it is a communication medium for the City Council, staff and the public. It also encompasses the City's commitment to provide quality, customer-oriented services to the community.

The budget document is organized into the following sections:

- Budget Overview
- General Fund Overview
- Redevelopment Agency Overview
- Improvement Authority Overview
- City Council
- City Attorney
- City Administration
- Public Safety
- Finance & Information Technology
- Community Development
- Recreation & Parks
- Public Works
- Infrastructure Improvements
- Equipment Replacement

The Budget Overview section contains: the City Manager's budget message, this guide to the budget document, fund descriptions, combined summaries of funds, inter-fund transfer summaries, an inter-fund charge summary, revenue descriptions, an index of budget programs, and expenditure descriptions.

The General Fund Overview section is comprised of a summary of estimated General fund balance, as well as schedules of General fund revenues, expenditures and operating transfers.

The Redevelopment Agency and Improvement Authority (component units of the City) Overview sections contain descriptions of component unit activity, as well as component unit fund summaries.

The remainder of the budget document is organized by department or function, and provides detailed budget program information. Within each department or function section, a description of each budget program is included, as well as line item budget details and justifications for expenditures and transfers out.

Within each budget program, program revenues are presented with program expenditures to arrive at a net program cost to the City.

The following definitions of some of the frequently used words and phrases will help when reading this budget document:

- **Activity** - A specific and distinguishable service within a budgetary program to fulfill

a community need or a city government responsibility (e.g. the rabies clinic is an activity within the animal services program).

- **Appropriation** - City Council authorization to expend monies and/or to incur legal obligations for specific operational and capital outlay purposes.
- **Department** - A designated organizational unit of the city government (e.g. Administration, Public Works, etc.).
- **Fiscal Year** - The twelve-month period of time to which the budget applies, covering July 1st through June 30th.
- **Fund** - A separate fiscal and accounting entity, which segregates specific financial activity for various purposes or functions.
- **Function** - A combination of programs and activities authorized by budget appropriations and designed to achieve a major purpose of the City (e.g. Public Safety).
- **Inter-fund Transfers** - Monies transferred from one fund to another in order to reimburse that fund for expenditures or to finance the activities of that fund. It should be noted that the City's budget consolidates many Infrastructure Improvement projects into the Capital Improvement Projects (CIP) fund, necessitating the transfer of monies from a number of different funds to the CIP fund to finance these projects.
- **Object Accounts** - Expenditure classifications according to the types of items purchased or services obtained (e.g. full time salaries, operating supplies, professional/technical services, etc.).
- **Program** - An activity or a group of similar or related activities designed to achieve a specific goal or objective of the city (e.g. Animal Services is a program within the Public Safety function).

To assist the reader in understanding the relationship between function, program, activities and object accounts, the Chart of Accounts – Expenditure Account Code Components is presented within this Budget Overview section of the budget document.

Capital Improvement Plan

The City's Five-Year Capital Improvement Plan has been incorporated into this budget document. Funded projects identified in the Plan can be found within the Infrastructure Improvements section of this document.

RANCHO PALOS VERDES FUND DESCRIPTIONS

Unrestricted Funds

GENERAL FUND

The General fund is used to account for all revenues and expenditures of the City that are not required to be accounted for in another fund. Revenues are not restricted and primarily consist of taxes, fees and permits, fines and forfeitures, use of money and property, charges for services, and vehicle license fees. Expenditures are primarily for the operation and administration of City services, including public safety, planning, building and safety, recreation programs, and maintenance of public facilities.

Funds Restricted by Council Action

BEAUTIFICATION FUND

The City receives a portion of revenues generated by the sale of recyclable materials picked up at curbside by local refuse haulers. Recycling revenues are used for neighborhood beautification grants and beautification projects in the City's right of way (e.g. medians).

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

The CIP fund accounts for major improvement projects related to roadways, parks, buildings, rights-of-way, and the sewer system. A variety of funding sources support CIP expenditures including federal, state, and local grant monies, Proposition A & C funds, Measure A monies, Developer fees, Beautification monies, and General fund operating transfers.

EQUIPMENT REPLACEMENT FUND

This fund was established in 1990 to collect the costs of operating, maintaining and replacing City owned vehicles, computer equipment, and office equipment. The fund allows for a gradual accumulation of monies for equipment replacement, rather than a sudden expense in the year equipment is replaced. Revenues represent the combined total of each department's share of the costs of operation, maintenance, and depreciation of their respective equipment.

BUILDING REPLACEMENT FUND

The Building Replacement fund is designed to accumulate monies to finance major improvements (e.g. roofing), and partially provide for future replacement of City owned buildings.

EMPLOYEE BENEFITS FUND

This fund accounts for the costs of benefits provided to City employees, including retirement, workers compensation insurance, and health insurance. Revenues represent the combined total of each department's share of these costs.

RANCHO PALOS VERDES FUND DESCRIPTIONS

Funds Restricted by Law or External Agencies

STREET MAINTENANCE FUND

Highway Users tax revenue is generated by a state imposed tax on each gallon of fuel sold in California. Each city in California receives an annual allocation based on vehicle registration, assessed valuation, and population. Highway Users tax revenue is restricted and can only be used for road maintenance. Maintenance activities include street sweeping, crack seal, patching, and curb and gutter repair.

In addition to street maintenance, this fund accounts for traffic signal maintenance, street landscape maintenance, and Palos Verdes Drive South (PVDS) road maintenance in the Portuguese Bend landslide area of the City. These maintenance costs are supplemented with funds transferred from the Waste Reduction fund, the Landscape and Street Lighting (1972 Act) fund, the Street Lighting (1911 Act) fund, and the General fund.

LANDSCAPE AND STREET LIGHTING (1972 ACT) FUND

The City Council established a landscape and lighting assessment district in 1992. Assessments partially fund street landscape activities accounted for within the Street Maintenance fund. The use of assessment revenues is restricted to expenditures for activities within the street right-of-way that provide a benefit to the entire City.

EL PRADO FUND

In 1982, the El Prado Recreation and Parks District was reorganized as a subsidiary district of the City. The City provides regular maintenance and operation services for two ground level spotlights and two overhead lights at the entrance of the El Prado neighborhood. A property tax assessment is remitted to the City to fund these expenditures, as well as other projects to improve the common area at the entrance of the El Prado neighborhood.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

The City receives per capita allocations of CDBG funds from the County, which receives a CDBG allocation from the Federal government. CDBG funds are used for a variety of projects and activities, including grants and loans to low-income homeowners for home improvement projects, a recreation program for people with disabilities, and projects improving accessibility for disabled persons.

STREET LIGHTING (1911 ACT) FUND

In 1995, the City Council authorized the transfer of a street lighting maintenance district from Los Angeles County to the City. Revenues generated from the district originally established by the County are now remitted to the City to provide for street lighting maintenance costs. Expenditures within this fund are limited to maintenance and

RANCHO PALOS VERDES FUND DESCRIPTIONS

electricity service for City street lights and traffic signals, as well as related overhead costs.

WASTE REDUCTION FUND

The Waste Reduction program was created to provide for the implementation of the City's Source Reduction and Recycling Element (SRRE) of the City's General Plan. The City collects waste reduction fees from local refuse haulers. The use of these fees is restricted to implementation and promotion of solid waste reduction programs.

AIR QUALITY MANAGEMENT FUND (AQMD)

This program is funded by restricted motor vehicle registration fee assessments. These assessments are restricted to uses that contribute to the reduction of air pollution within the south coast air basin. The City currently uses these funds to supplement funding for the Palos Verdes Peninsula Transit Authority.

PROPOSITION C FUND

Proposition C funds are provided by the ½ cent sales tax distributed to cities on a per capita basis for the purpose of improving transportation conditions. The funds are restricted to uses such as transit services, bus stop improvements, and maintenance and street improvement projects on roads heavily traveled by public transit vehicles. The City uses its entire Proposition C allocation for arterial pavement overlay and slurry, as well as the annual update of the Pavement Management Program.

PROPOSITION A FUND

Proposition A funds are provided by the ½ cent sales tax distributed to cities on a per capita basis. These funds are restricted and may only be used for transit services and bus stop maintenance and improvements. Currently, the City uses Proposition A funds for the City's contribution to Peninsula area transit systems (Palos Verdes Peninsula Transit Authority and Municipal Area Express), as well as improvements to bus shelters.

PUBLIC SAFETY GRANTS FUND

This fund accounts for the use of local law enforcement grants received from both Federal and State agencies. The grant funds are restricted and are currently used by the City to fund three special assignment officers. In the past, the City has received grant revenues from the State to be used for the purchase of high-technology law enforcement equipment.

MEASURE R FUND

This fund accounts for the ½ cent sales tax passed by Los Angeles County voters in 2008 to provide for traffic relief and transportation upgrades over the next 30 years. These funds are restricted to arterial road maintenance, left-turn signals, bikeways,

RANCHO PALOS VERDES FUND DESCRIPTIONS

pedestrian improvements, traffic signal synchronization and local transit. The City currently uses its Measure R funding for arterial improvements projects.

HABITAT RESTORATION FUND

This fund accounts for payments received from developers for conservation easements granted by the City Council. These easements allow re-vegetation efforts as mitigation for impact to native habitat on project sites. The payments will be used for future habitat restoration efforts on City-owned property.

SUBREGION 1 MAINTENANCE FUND

As part of a development agreement, the developer of Subregion 1 (Capital Pacific Holdings) was required to pay the City \$750,000 for ongoing maintenance of 71 acres of land to be dedicated to the City. Maintenance activities include landscaping, trails, fencing, and street maintenance.

MEASURE A CAPITAL PROJECTS AND MAINTENANCE FUNDS

Measure A park funds are generated by County assessments on real property. Local agencies receive funding by submitting grant applications to the Los Angeles County Regional Park and Open Space District. The grant funds are used for open space acquisition and park improvements. In addition, the City receives annual Measure A funding allocations for the maintenance of acquired open space and park improvements funded with Measure A grants. The maintenance fund accounts for Measure A maintenance allocations and operating transfers to the General fund for maintenance activities.

ABALONE COVE SEWER DISTRICT FUND

The City collects assessments from property owners within the Abalone Cove Sewer District to partially pay for operation and maintenance of the Abalone Cove sewer system. Operation and maintenance expenditures are accounted for in this fund, and are supplemented by General fund operating transfers.

GINSBURG CULTURAL ARTS BUILDING FUND

This fund was established in 2007 with a generous donation from Dr. Allen and Charlotte Ginsburg. The use of the donation is restricted to either the construction of a building 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 recreational purposes.

RECREATION IMPROVEMENTS DONATIONS FUND

This fund was established in 2008 for the purpose of collecting donations restricted to construction or acquisition of future recreation facilities in the City.

RANCHO PALOS VERDES FUND DESCRIPTIONS

PARK DEVELOPMENT (QUIMBY) FUND

Quimby funds are paid to the City by residential developers as a condition of approval for final subdivision or parcel maps for park and recreation purposes. Fees are collected in lieu of property dedication based on a formula included in the City Municipal Code, and are to be used only for the purpose of developing new or rehabilitating existing park or recreational facilities.

AFFORDABLE HOUSING IN-LIEU FUND

In 1997, the City Council approved the establishment of an in-lieu affordable housing fee pursuant to the City's General Plan and Development Code. The fee is charged to developers of large commercial and residential projects, in-lieu of the developer constructing on-site affordable housing units, and facilitates the development of affordable housing within the City. The in-lieu fees are used to implement goals, policies, and programs outlined in the Housing Element of the City's General Plan.

DEVELOPMENT IMPACT MITIGATION (ENVIRONMENTAL EXCISE TAX) FUND

In 1974, the City imposed an environmental excise tax (EET) on the construction of new residential units and commercial and industrial buildings within the City, which impact the existing ecology and quality of life. EET funds collected are to be used for purchasing land, constructing buildings and improvements, and purchasing machinery, equipment and other capital facilities with which the City may develop, improve, and expand public parks, services, utilities, water, sewage treatments, and police and fire protection.

BIKEWAYS FUND

Bikeways funds are distributed by the State to local agencies annually, based on population. The funds are restricted to use in the design and construction of bicycle and pedestrian facilities on roadways, including disabled access ramps. Funds are transferred to the CIP fund in which eligible project expenditures occur.

WATER QUALITY & FLOOD PROTECTION FUND

This enterprise fund was established in 2005 to account for storm drain user fees approved by property owners in August 2005, and the related expenses to repair and maintain the City's storm drain system as part of the City's proposed Water Quality & Flood Protection program.

RDA - HOUSING SET-ASIDE FUND

This fund accounts for the portion of the Redevelopment tax increment revenue to be set-aside (20%) for the development of low and moderate income housing within the City. The Agency board determines the use of these monies on an ongoing basis.

RANCHO PALOS VERDES FUND DESCRIPTIONS

RDA - DEBT SERVICE FUND

The Debt Service fund accounts for the accumulation of resources for the payment of the Redevelopment Agency's debt. The Agency's gross property tax increment revenue (net of the 20% Housing Set-Aside amount) is recorded in this fund. Property tax increment is defined as the portion of property taxes attributable to the Agency project area that exceeds the fixed amount collected in the base-year, the year the Agency was formed.

RDA - CAPITAL PROJECTS - PORTUGUESE BEND AND ABALONE COVE FUNDS

These Agency funds were established with the primary purpose of providing mitigation measures to stabilize a landslide. Expenditures are funded with proceeds from City General fund loans, and currently consist of reconstruction of dewatering wells, drainage improvements, and Agency administration.

IMPROVEMENT AUTHORITY – PORTUGUESE BEND FUND

A separate Joint Powers Improvement Authority was created to oversee the on-going maintenance and operation associated with landslide mitigation improvements constructed by the Redevelopment Agency. This fund accounts for the maintenance and operation expenditures related to improvements within the Portuguese Bend area of the City. The funding source for these maintenance and operation expenditures is an annual operating transfer from the City's General fund.

IMPROVEMENT AUTHORITY – ABALONE COVE FUND

This fund accounts for the maintenance and operation expenditures related to landslide mitigation improvements constructed by the Agency, within the Abalone Cove area of the City. The funding source for these maintenance and operation expenditures is interest earned on \$1,000,000 set aside from the original County bond proceeds, in accordance with the Landslide Settlement Agreement between the City, Redevelopment Agency, and the County.

FY11-12 COMBINED SUMMARY OF FUNDS

Fund	Estimated Fund Balance 6/30/2011	Revenues	Transfers In	Expenditures	Transfers Out	Estimated Fund Balance 6/30/2012
Unrestricted						
GENERAL	9,159,835	23,198,200	452,000	18,810,065	4,839,253	9,160,717
Restricted by Council Action						
BEAUTIFICATION	319,698	281,600		95,400	116,000	389,898
CIP	5,726,294	1,587,579	6,609,480	6,225,032		7,698,321
EQUIP REPLACEMENT	1,726,647	488,600		479,700		1,735,547
BLDG REPLACEMENT	645,018	3,200			145,000	503,218
EMPLOYEE BENEFITS	343,546	2,192,620		2,190,900	340,000	5,266
Subtotals	8,761,203	4,553,599	6,609,480	8,991,032	601,000	10,332,250
Restricted by Law or External Agencies						
STREET MAINTENANCE	602,834	1,160,810	1,074,400	2,320,679		517,365
1972 ACT	35,372	258,180		71,800	200,000	21,752
EL PRADO LIGHTING	13,770	1,970		1,000		14,740
CDBG	-	210,717		210,717	-	-
1911 ACT	1,528,718	447,600		444,400	202,000	1,329,918
WASTE REDUCTION	194,176	204,175		182,650	52,000	163,701
AIR QUALITY MANAGEMENT	51,479	50,260				101,739
PROPOSITION C	1,365,270	495,230			1,823,327	37,173
PROPOSITION A	36,478	586,380		595,100		27,758
PUBLIC SAFETY GRANTS	34,920	170		19,600		15,490
MEASURE R	1	364,600			364,000	601
HABITAT RESTORATION	259,692	1,300	90,000	129,000		221,992
SUBREGION 1 MAINT	758,720	3,800	60,000	70,000		752,520
MEASURE A MAINT	26,892	100,170			100,000	27,062
AB COVE SEWER DISTRICT	52,677	46,860	10,700	63,900		46,337
GINSBURG CULTURAL ARTS BLDG	183,196	920				184,116
RECREATION IMPR DONATIONS	403,848	2,020				405,868
QUIMBY	29,335	150		29,000		485
AFFORD HOUSING IN-LIEU	2,065	330,010		2,000		330,075
EET	82,076	410		51,000		31,486
MEASURE A CAPITAL	7,440	150,000			150,000	7,440
BIKEWAYS	-	25,000			25,000	-
WATER QUALITY/FLOOD PROTECT	563,692	1,279,800		1,429,889		413,603
RDA - HOUSING SET ASIDE	18,131	234,600		12,500		240,231
RDA - DEBT SERVICE	304,726	1,608,500		1,554,250		358,976
RDA - PORTUGUESE BEND	273,511	1,370		36,800		238,081
RDA - ABALONE COVE	6,233					6,233
IMPROV AUTH - PORT BEND	243,651	1,220	60,000	143,350		161,521
IMPROV AUTH - AB COVE	230,233	6,200		49,750		186,683
Subtotals	7,309,136	7,572,422	1,295,100	7,417,385	2,916,327	5,842,946
GRAND TOTALS	25,230,174	35,324,221	8,356,580	35,218,482	8,356,580	25,335,913

SUMMARY OF INTERFUND TRANSFERS FY11-12

TRANSFERS TO:

TRANSFERS FROM:	General fund	Street Maintenance	Habitat Restoration	Subregion 1	Abalone Cove Sewer District	Capital Improvement Projects	Improvement Authority Port Bend	Totals
General Fund			90,000	60,000	10,700	4,618,553	60,000	4,839,253
Beautification		116,000						116,000
Landscape/St Lighting (1972 Act)		200,000						200,000
Street Lighting (1911 Act)		202,000						202,000
Waste Reduction	12,000	40,000						52,000
Proposition C		516,400				1,306,927		1,823,327
Measure R						364,000		364,000
Measure A Maint/Capital	100,000					150,000		250,000
Bikeways (TDA Article 3)						25,000		25,000
Employee Benefits	340,000							340,000
Building Replacement						145,000		145,000
TOTALS	452,000	1,074,400	90,000	60,000	10,700	6,609,480	60,000	8,356,580

FY12-13 COMBINED SUMMARY OF FUNDS

Fund	Estimated Fund Balance 6/30/2012	Revenues	Transfers In	Expenditures	Transfers Out	Estimated Fund Balance 6/30/2013
Unrestricted						
GENERAL	9,160,717	23,767,010	112,000	19,445,875	4,974,200	8,619,652
Restricted by Council Action						
BEAUTIFICATION	389,898	282,920		96,500	443,000	133,318
CIP	7,698,321	647,700	5,177,500	3,245,000		10,278,521
EQUIP REPLACEMENT	1,735,547	641,600		628,500		1,748,647
BLDG REPLACEMENT	503,218	3,800				507,018
EMPLOYEE BENEFITS	5,266	2,354,340		2,354,300		5,306
Subtotals	10,332,250	3,930,360	5,177,500	6,324,300	443,000	12,672,810
Restricted by Law or External Agencies						
STREET MAINTENANCE	517,365	1,161,680	1,072,400	2,223,679		527,766
1972 ACT	21,752	258,160		73,000	200,000	6,912
EL PRADO LIGHTING	14,740	2,010		1,000		15,750
CDBG	-	177,724		177,724		-
1911 ACT	1,329,918	450,000		445,900	113,000	1,221,018
WASTE REDUCTION	163,701	207,530		185,550	52,000	133,681
AIR QUALITY MANAGEMENT	101,739	50,760			60,000	92,499
PROPOSITION C	37,173	489,280			526,400	53
PROPOSITION A	27,758	586,410		595,200		18,968
PUBLIC SAFETY GRANTS	15,490	120				15,610
MEASURE R	601	366,100			200,000	166,701
HABITAT RESTORATION	221,992	1,660	90,000	131,000		182,652
SUBREGION 1 MAINT	752,520	5,600	65,000	70,000		753,120
MEASURE A MAINT	27,062	100,260			100,000	27,322
AB COVE SEWER DISTRICT	46,337	46,950	10,700	64,400		39,587
GINSBURG CULTURAL ARTS BLDG	184,116	1,380				185,496
RECREATION IMPR DONATIONS	405,868	3,040				408,908
QUIMBY	485					485
AFFORD HOUSING IN-LIEU	330,075	2,480				332,555
EET	31,486	240				31,726
MEASURE A CAPITAL	7,440					7,440
BIKEWAYS	-	25,000			25,000	-
WATER QUALITY/FLOOD PROTECT	413,603	1,306,100		1,288,322		431,381
RDA - HOUSING SET ASIDE	240,231	241,050		12,500		468,781
RDA - DEBT SERVICE	358,976	1,702,000		1,646,550		414,426
RDA - PORTUGUESE BEND	238,081	1,790		37,200		202,671
RDA - ABALONE COVE	6,233					6,233
IMPROV AUTH - PORT BEND	161,521	1,210	106,000	143,400		125,331
IMPROV AUTH - AB COVE	186,683	8,900		49,900		145,683
Subtotals	5,842,946	7,197,434	1,344,100	7,145,325	1,276,400	5,962,755
GRAND TOTALS	25,335,913	34,894,804	6,633,600	32,915,500	6,693,600	27,255,217

SUMMARY OF INTERFUND TRANSFERS FY12-13

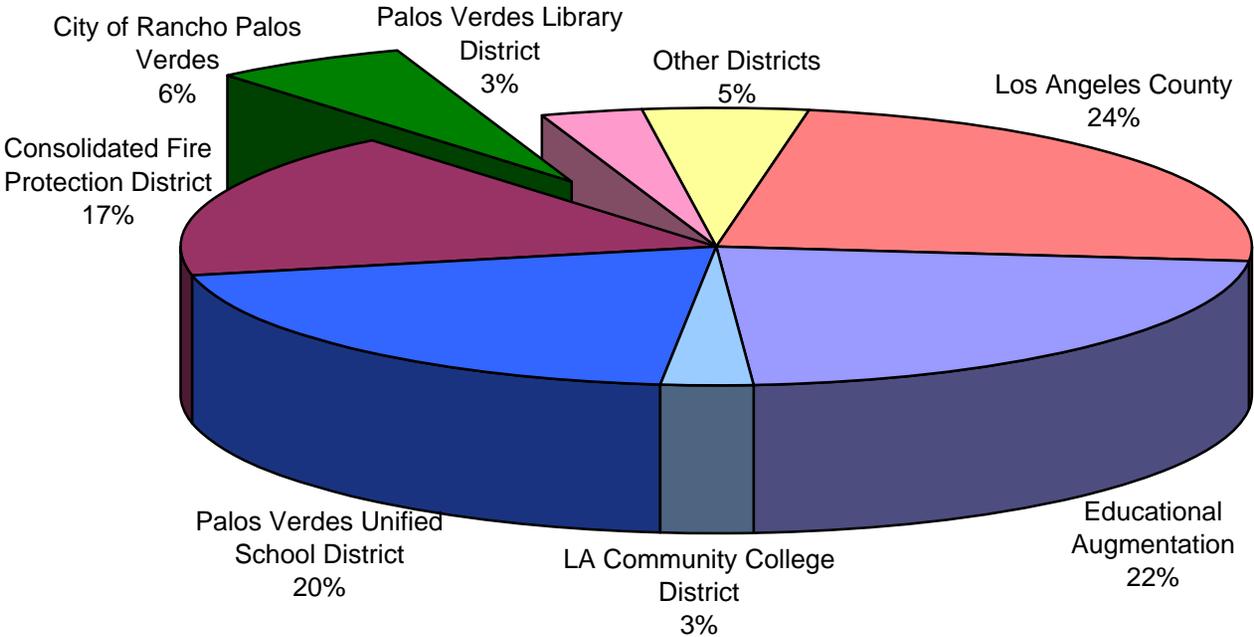
TRANSFERS FROM:	TRANSFERS TO:								Totals
	General fund	Street Maintenance	Habitat Restoration	Subregion 1	Abalone Cove Sewer District	Capital Improvement Projects	Equipment Replacement	Improvement Authority Port Bend	
General Fund			90,000	65,000	10,700	4,702,500		106,000	4,974,200
Beautification		193,000				250,000			443,000
Landscape/St Lighting (1972 Act)		200,000							200,000
Street Lighting (1911 Act)		113,000							113,000
Waste Reduction	12,000	40,000							52,000
AQMD							60,000		60,000
Proposition C		526,400							526,400
Measure R						200,000			200,000
Measure A Maintenance	100,000								100,000
Bikeways (TDA Article 3)						25,000			25,000
TOTALS	112,000	1,072,400	90,000	65,000	10,700	5,177,500	60,000	106,000	6,693,600

SUMMARY OF INTERFUND CHARGES

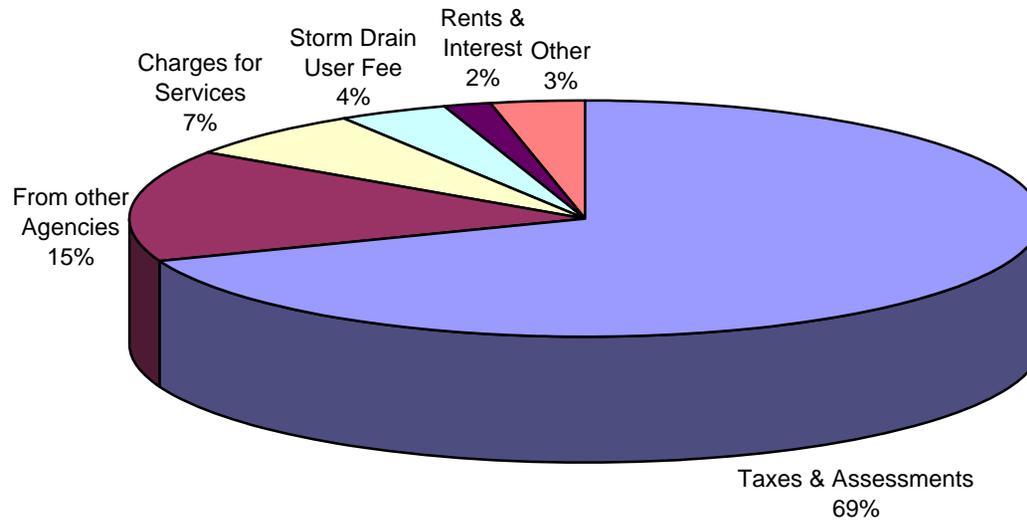
TRANSFERS FROM:	FY11-12 INTERFUND CHARGES TO:			FY12-13 INTERFUND CHARGES TO:		
	Equipment Replacement fund	Employee Benefit fund	General fund Overhead Charges	Equipment Replacement fund	Employee Benefit fund	General fund Overhead Charges
General fund	480,000	2,124,200		568,600	2,283,500	
Beautification fund		5,000	4,500		5,400	4,600
Waste Reduction fund		21,800	8,000		23,100	8,200
Landscape/St Lighting (1972 Act) fund			62,300			63,500
Street Lighting (1911 Act) fund			76,400			77,900
Proposition A fund			3,100			3,200
Abalone Cove Sewer District		3,400			3,600	
Water Quality Flood Protection		36,500			38,700	
TOTALS	480,000	2,190,900	154,300	568,600	2,354,300	157,400

HOW YOUR PROPERTY TAX DOLLARS ARE ALLOCATED

Annual property taxes are based on 1% of the assessed value of your property. A property owner with an assessed value of \$600,000 pays property tax of \$6,000 annually. Of this amount, the City of Rancho Palos Verdes receives \$360.



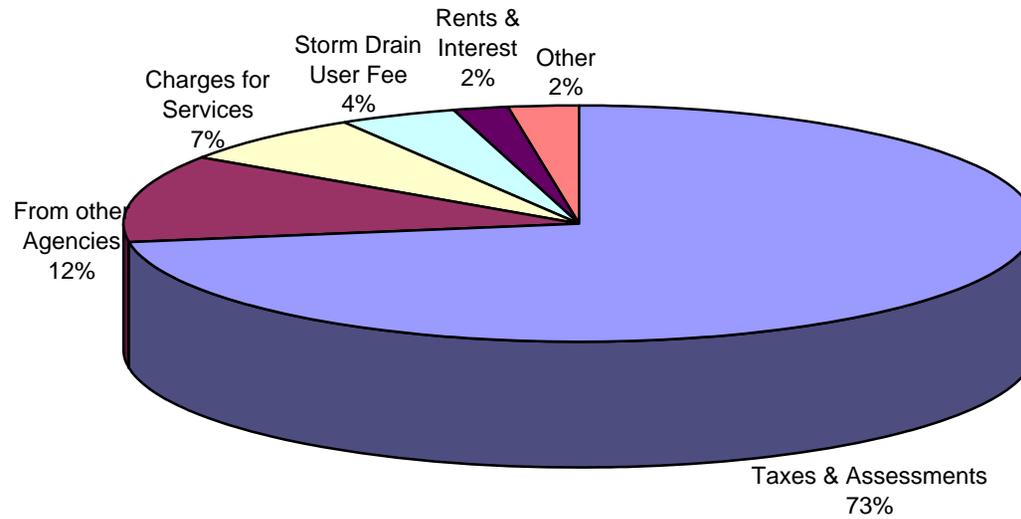
**SUMMARY OF REVENUES - ALL FUNDS
FY11-12**



Taxes & Assessments	\$ 21,977,800
From other Agencies	4,854,052
Charges for Services	2,124,400
Storm Drain User Fee	1,277,000
Rents & Interest	515,420
Other	1,070,805
Total FY11-12	\$ 31,819,477 **

**Excludes interfund transactions for equipment replacement charges, employee benefits, special fund administration and additional advances from the City to the Redevelopment Agency.

**SUMMARY OF REVENUES - ALL FUNDS
FY12-13**



Taxes & Assessments	\$ 22,437,550
From other Agencies	3,695,865
Charges for Services	2,215,500
Storm Drain User Fee	1,303,000
Rents & Interest	592,330
Other	749,400
Total FY12-13	\$ 30,993,645 **

**Excludes interfund transactions for equipment replacement charges, employee benefits, special fund administration and additional advances from the City to the Redevelopment Agency.

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

GENERAL FUND

The General fund accounts for a variety of different revenues that may be used for any expenditures of the City. Primarily, General fund revenue consists of general-purpose taxes. The most significant General fund revenue sources are described below.

PROPERTY TAX: Property Taxes are the largest single source of revenue to the General Fund. The Los Angeles County Assessor determines property valuations for all real property within the City. The County levies the base property tax of one percent, equaling \$1 per each \$100 of assessed valuation (subject to growth limitations of 2% per year). Rancho Palos Verdes' share of the \$1 is about 6%. (Example: For a home with a \$600,000 assessed valuation, the base property tax billed by the County is \$6,000 per year, and the City's 6% share is about \$360 per year.) A number of other governmental agencies providing services within the City receive the remaining 94%, with the majority going to the County and the School Districts.

PROPERTY TAX IN-LIEU OF VEHICLE LICENSE FEES: Prior to 1999, State residents paid a Vehicle License Fee of 2% of the market value of their respective vehicles to the Department of Motor Vehicles. This Vehicle License Fee funding is passed through to cities and counties throughout California. The State legislature reduced the Vehicle License Fee tax rate from 2% to 0.65% over a period of three years ending in 2001. The same legislation also guaranteed cities and counties that the State would "backfill" or pay the difference between the two rates.

The Property Tax In-Lieu of Vehicle License Fee component of the State's Budget eliminated the backfill portion (1.35%) of the Vehicle License Fee payment and replaced it dollar for dollar with property tax taken from the Educational Revenue Augmentation Fund. The Property Tax In-Lieu of Vehicle License Fee is permanent and took effect on July 1, 2004. Property Tax In-Lieu of Vehicle License Fee revenue will increase each year with the City's change in assessed value of taxable property.

PROPERTY TAX IN-LIEU OF SALES TAX (TRIPLE FLIP): Proposition 57, the one time Economic Recovery Bond of \$15 billion, was approved by the voters of California on March 2, 2004. The \$15 billion will be used to finance the State's accumulated General Fund deficit.

The "Triple Flip" mechanism, used to secure the \$15 billion bond issue, redirects 0.25% of the sales and use tax going to cities and counties throughout the State. The State will then replace the lost revenue on a dollar-for-dollar basis with property tax taken from the Educational Revenue Augmentation Fund. The Triple Flip took effect on July 1, 2004. The Triple Flip will be discontinued when the Economic Recovery Bonds are retired. The Property Tax In-Lieu of Sales Tax increases each year in relation to the sales and use tax each jurisdiction would have otherwise received.

SALES AND USE TAX: In accordance with the California Revenue and Taxation Code and the Bradley-Burns Uniform Local Sales and Use Tax Law of 1955, this tax is imposed at the rate of 9.25% on the sales price of any taxable transaction in Los Angeles County (County).

The State Board of Equalization administers sales and use tax. Prior to the issuance of the State's Economic Recovery Bond issue of \$15 billion, the City received 1% of the sales tax rate. However, as detailed in the Property Tax In-Lieu of Sales Tax section above, the City currently receives only 0.75%. The State, County and Transportation District share the remaining sales tax collected.

UTILITY USERS TAX: In FY93-94, the voters of the City approved a tax of 3% on the consumers of natural gas, electricity, water, and telephone services. The tax is collected by each of these

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

utilities as a part of its regular billing procedure and remitted to the City.

FRANCHISE TAXES: Under several State statutes, the City imposes franchise tax on natural gas, electric, water, trash and cable television companies operating in the City for the privilege of using the City rights-of-way. The amounts paid are based on a percentage of gross receipts.

BUSINESS LICENSE TAX: Title 5 of the Municipal Code requires all entities conducting business within the City to pay annual Business License tax, generally based on the gross receipts of the business.

PROPERTY TRANSFER TAX: The County collects a Property Transfer Tax when real property changes ownership. The County collects \$1.10 for each \$1,000 of value transferred (sales price), which is split between the County and the City.

TRANSIENT OCCUPANCY TAX: The City's transient occupancy tax (TOT) is 10% of rent charged by an operator for the privilege of occupying a hotel.

GOLF TAX: In 1993, the golf tax was established as 10% of golf fees charged by the golf course operator.

PLANNING AND BUILDING PERMITS: The Planning and Building divisions issue permits for building/remodel construction activities involving residential and commercial structures to ensure compliance with the City's Development Code. Permit fees are charged to recover the cost of providing such services.

FINES AND FORFEITURES: The City receives a portion of the revenue collected from traffic tickets issued within the City. The Superior Court administers the traffic ticket revenue and has asserted that the City receives an average of about 89% of the revenue from each ticket.

USE OF MONEY AND PROPERTY: This includes earnings from investment of City funds as well as revenue received from the Point Vicente Interpretive Center, rental of City facilities, parking lot fees, and other rentals.

INTERFUND CHARGES FOR SERVICES (SPECIAL FUND ADMINISTRATION): Certain restricted City funds (1972 Act Assessment District, 1911 Act Assessment District, Proposition A, Beautification and Waste Reduction) are charged amounts to defray the costs of City administration of these activities.

MOTOR VEHICLE IN-LIEU FEES (VEHICLE LICENSE FEES): Prior to 1999, State residents paid a Vehicle License Fee of 2% of the market value of their respective vehicles to the Department of Motor Vehicles. This Vehicle License Fee funding is passed through to cities and counties throughout California. The State legislature reduced the Vehicle License Fee tax rate from 2% to 0.65% over a period of three years ending in 2001. The same legislation also guaranteed cities and counties that the State would "backfill" or pay the difference between the two rates.

As described above, the Property Tax In-Lieu of Vehicle License Fee component of the State's Budget eliminated the backfill portion (1.35%) of the Vehicle License Fee payment and replaces it dollar for dollar with property tax taken from the Educational Revenue Augmentation Fund. The Vehicle License Fee revenue detailed in the City's Budget is comprised of the "non-backfill" portion (.65%), which is distributed to cities and counties based on population, after the cost to administer the Department of Motor Vehicles (DMV) is deducted.

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

RESTRICTED REVENUES

The revenue sources listed below are restricted by law or administrative action for specific purposes.

TRANSPORTATION

STATE HIGHWAY USERS TAX: The City is allocated a share of revenues derived from the State Highway Users Tax based primarily on population. This tax is collected by gasoline retailers at the pump and is administered by the State Controller. Proposition 111 makes additional gas tax monies available to cities, although the city must meet a Maintenance of Effort (MOE) requirement. This MOE necessitates spending a certain amount of General fund monies for street maintenance.

The Highway Users Tax is restricted and can only be used for the construction, improvement, and maintenance of public rights-of-way. Activities financed by the Highway Users tax include, but are not limited to, street patching, slurry sealing, street reconstruction, curb/gutter/sidewalk repair, and street sweeping.

PROPOSITION C: Proposition C is a voter-approved measure enacted in 1990 which imposes a ½ cent sales tax in Los Angeles County for the purpose of improving transportation conditions. These monies are distributed on a per capita basis and must be used for transit services, bus stop improvements and maintenance, and street improvement projects for streets heavily used by transit. Proposition C monies must be spent within three years of allocation. Proposition C monies are used to support the arterial pavement management program (overlay and slurry seal).

PROPOSITION A: The City receives monies from Proposition A, which is a ½ cent sales tax approved by the voters of Los Angeles County in 1980. The revenues are received by cities on a per capita basis and may only be used for transit services and bus stop improvements and maintenance.

The City has historically used these monies to finance participation in the Palos Verdes Transit/Dial-a-Ride, Municipal Area Express (MAX) transit system, and for bus stop shelter maintenance and improvements.

MEASURE R: Measure R is a voter-approved ½ cent sales tax to be used for transit and freeway improvement projects. This measure was approved in November 2008 and will go into effect July 1, 2009. It was enacted for a period of 30 years for Los Angeles County. This money will help fund projects such as pothole repairs, arterial street resurfacing, left-turn signals, bikeways, pedestrian improvements, streetscapes, traffic signal synchronization and local transit services. These funds will be allocated by Metro, the Los Angeles County Metropolitan Transportation Authority, according to an approved expenditure plan.

BIKEWAY/PEDESTRIAN (SB 821): Bikeway/pedestrian funds are received annually based on population. These funds are authorized under the California Transportation Development Act (TDA), SB 821, Article 3. The funds may be used for the design and construction of bicycle and pedestrian facilities on roadways, which meet specific requirements.

LANDSCAPE AND STREET LIGHTING

1972 ACT ASSESSMENTS: In 1992, the City Council approved the establishment of a Landscape and Lighting District as allowed in the Landscape and Lighting Act of 1972. These funds may be

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

used for activities including the operation, servicing, and maintenance of City landscaping, park and recreation improvements, street lighting and traffic signals. The assessments under a 1972 Act district are calculated each year based on the benefit received by each parcel of property and are billed on the property tax bill. Some expenses of the district have been determined to be of citywide benefit while the remaining expenses are only assessed to local areas of benefit. These calculations are made and adopted annually as a part of the Assessment Engineer's report.

EL PRADO LIGHTING ASSESSMENTS: In 1982, the El Prado Recreation and Parks District was reorganized as a subsidiary district of the City. The City provides service for the maintenance and operation of two ground-level spotlights and two overhead lights at the entrance to the El Prado neighborhood. A property tax assessment is remitted to the City to finance these expenditures, as well as other projects to improve the common area at the entrance of the El Prado neighborhood.

1911 ACT ASSESSMENTS: In 1995, the City Council authorized the transfer of a street lighting maintenance district from Los Angeles County to the City. Funds generated from an existing 1911 Act District established by Los Angeles County are now remitted to the City for street lighting maintenance costs. The assessments for this district are calculated based on benefit and are only for property within the boundaries of the district.

INFRASTRUCTURE MAINTENANCE

ABALONE COVE SEWER DISTRICT: In 2002, the Redevelopment Agency completed construction of a sanitary sewer system in the Abalone Cove area. Parcel owners in the Abalone Cove sewer project area pay semi-annual fees to the Abalone Cove Sewer (assessment) District to partially fund the operating cost of the sewer system. The amount of the fee is based upon costs to provide sewer services to that parcel, and varies with the type of sewer connection.

WATER QUALITY FLOOD PROTECTION FUND: In 2005, property owners approved the Storm Drain User Fee, which provides funding for the City's storm drain improvement and maintenance program. Property owners pay the user fee for parcels that use the City's storm drain system. In 2006, the fee was based on \$86 per Equivalent Residential Unit (ERU); increasing by the Consumer Price Index each year (maximum 2%). The median residential parcel size in the City represents one ERU. The fee currently generates about \$1.2 million of restricted revenue for the City annually.

PARK DEVELOPMENT

QUIMBY: The City collects Quimby Act fees using the provisions of the State Subdivision Map Act and the City Municipal Code. These fees are collected from residential developers in-lieu of dedicating land for park use. The fees are based on a formula specified in the Municipal Code. They are paid by residential developers as a condition of approval for final subdivision maps or parcel maps and are used for improving park and recreation facilities.

MEASURE "A" / COUNTY PARK BOND ACT: In 1992, and again 1996, the voters of Los Angeles County approved the Safe Neighborhood and Parks Act (a.k.a. Measure "A"-1992/1996) which places an assessment on the property tax bill for each residential property within the County for the purpose of county-wide park improvements. The City is eligible for several funding components including specific projects contained in the Act, Discretionary per Parcel funds, and countywide Competitive Grants. These funds are to be used for City parks and recreation capital improvements.

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

MEASURE “A” MAINTENANCE: As part of the Measure “A”/County Park Bond Act described above, the City receives annual funding allocations for maintenance. These funds can only be used for maintenance and servicing open space and park improvements acquired or built by the City with Measure “A” funds.

DEVELOPMENT IMPACT MITIGATION

HABITAT RESTORATION FEE: In 1997, the City Council granted a conservation easement over the Palos Verdes Drive East Switchback property to the developer of the Ocean Trails golf course and residential project (now Trump National). The easement allows the developer to re-vegetate the property with coastal sage scrub habitat as mitigation for impacts to the native habitat on the Ocean Trails project site. A fee was charged for the conservation easement and the money will be used for future habitat restoration efforts on City owned property. It is anticipated that other developers may purchase conservation easements from the City or pay habitat mitigation fees, which will be added to this fund. The specific use of these funds will be determined on an on-going basis.

SUBREGION 1 MAINTENANCE MONIES: In 1992, the City Council approved Tentative Tract Map No. 46628 for 79 single family residential lots at the base of Hawthorne Boulevard, seaward of Palos Verdes Drive West. The project included dedication of over 70 acres of open space to the City. In February 1999, the developer entered into a development agreement with the City that required the payment of \$750,000 to the City to fund long-term maintenance of the dedicated open space. The endowment generates interest earnings to maintain the landscaped areas, wetlands, bluff face, native habitat areas, trails, signage, scenic turn-outs, parking areas and miscellaneous drainage improvements on the dedicated property.

AFFORDABLE HOUSING IN-LIEU FEE: In June 1997, the City Council approved the establishment of an in-lieu affordable housing fee pursuant to the City's General Plan Housing Element and Development Code. The fee is charged to developers of large commercial and residential projects who do not provide affordable housing on-site as part of their development project, and will facilitate the development of affordable housing within the City. This includes providing affordable housing to low and moderate-income households through the construction or renovation of facilities or through rental subsidy programs. The specific use of the funds will be determined on an on-going basis.

ENVIRONMENTAL EXCISE TAX: In 1974, the City Council determined that development and construction of new residential and commercial structures in the City had impacts on the existing quality of life and ecology of the City, and that this new development increases the demand for public services. Therefore, the City Council imposed a special, nonrecurring Environmental Excise Tax. The funds are to be used for the purpose of purchasing land, constructing buildings and improvements, and purchasing machinery and equipment to develop, improve and expand City services and capital facilities.

REDEVELOPMENT AGENCY

PROPERTY TAX INCREMENT: The City's Redevelopment Agency receives property tax increment in the project area (the landslide area of the City). This revenue is used to repay the Agency's debt to the County used to finance landslide abatement activities. After the debt to the County is repaid, the Redevelopment Agency may use tax increment to repay its debt to the City, also used to finance landslide abatement activities. The Agency began collecting tax increment in 1985, and will continue to collect tax increment through 2034.

SOURCES AND USES OF CITY REVENUES - ALL FUNDS

20% SET-ASIDE: State law requires that the City's Redevelopment Agency set aside 20% of the property tax increment it receives for the purpose of acquiring, developing and providing affordable housing within the City.

OTHER SOURCES OF REVENUE

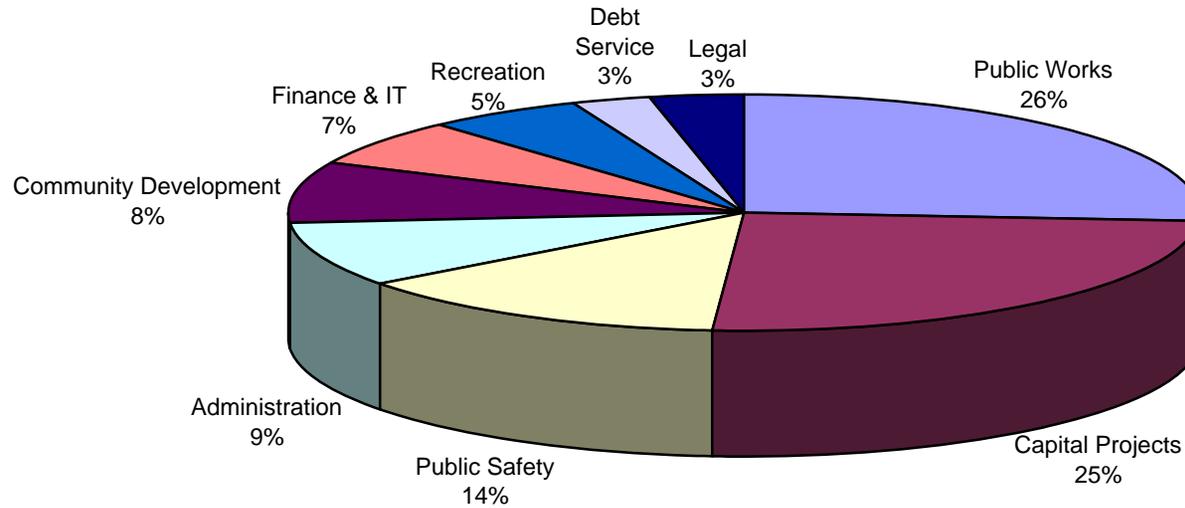
RECYCLING: The City has conducted a single-family, curbside recycling program since 1989 and a multi-family program since 1991. The City receives funds from the sale of recyclable materials picked up by the waste haulers and deposits those funds into the Beautification fund. These recycling funds are used for activities including beautification grants to enhance areas visible from the public rights-of-way and for the Recycler of the Month program.

COMMUNITY DEVELOPMENT BLOCK GRANT: Block grant funds are made available through the federal Housing and Urban Development department and are administered by the L.A. County Community Development Commission (CDC). Each fiscal year, the City receives an allocation on a per capita basis. Typically, there is a requirement that a portion of the CDBG funds must be used for projects that benefit low and moderate-income residents. The CDC determines the exact amount of funding for each project. The City currently uses this funding to extend grants and loans to low and moderate-income property owners for home improvements, certain projects to assist the City and its compliance with the Americans with Disability Act (ADA), and a recreation program for the developmentally disabled.

WASTE REDUCTION: Fees are collected from residents and businesses and remitted to the City by waste haulers to fund the Source Reduction and Recycling Element (SRRE) program as mandated by State law - the Integrated Waste Management Act of 1989 (AB 939). Grants are also received for activities within the SRRE program.

AIR QUALITY: Under Assembly Bill (AB) 2766, the State authorized an assessment on the Motor Vehicle Fee for transportation/air quality related activities of local governments. These funds are administered by the South Coast Air Quality Management District and are distributed to cities on a population basis. The funds are used for reduction of air pollution within the south coast basin. The City currently uses its allocation to help fund its participation in local transit operations.

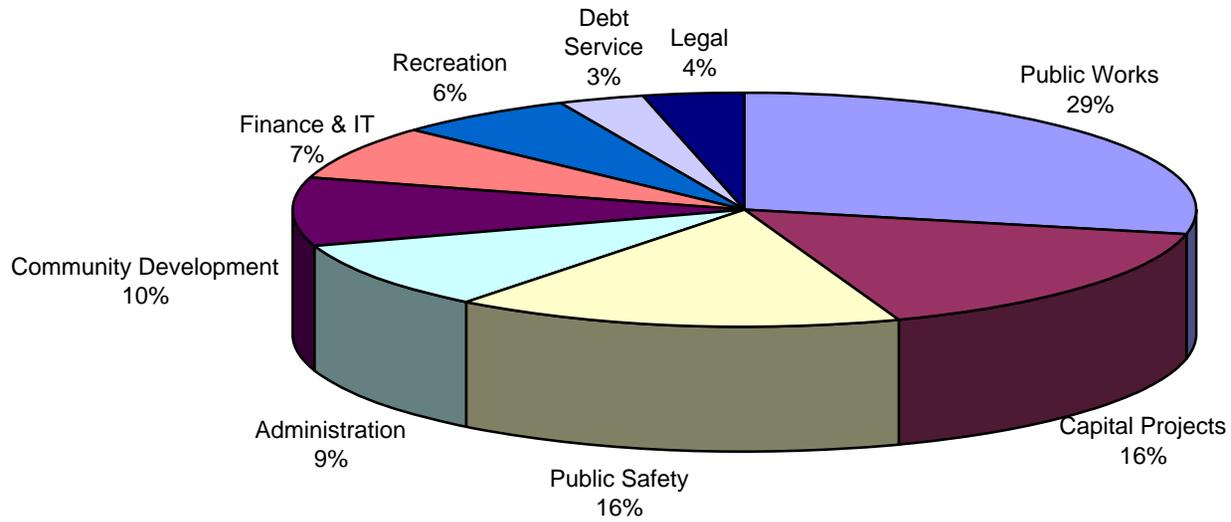
**SUMMARY OF EXPENDITURES - ALL FUNDS
FY11-12**



Public Works	\$ 8,252,879
Capital Projects	7,935,594
Public Safety	4,374,650
Administration	2,760,500
Community Development	2,662,500
Finance & IT	2,068,300
Recreation	1,709,865
Debt Service	883,750
Legal	1,065,000
Total FY11-12	\$ 31,713,038 **

**Excludes interfund transactions for equipment replacement charges, employee benefits, special fund administration and additional advances from the City to the Redevelopment Agency.

**SUMMARY OF EXPENDITURES - ALL FUNDS
FY12-13**



Public Works	\$ 8,231,529
Capital Projects	4,695,187
Public Safety	4,651,950
Administration	2,709,700
Community Development	2,776,300
Finance & IT	2,164,200
Recreation	1,819,025
Debt Service	901,550
Legal	1,065,000
Total FY12-13	\$ 29,014,441 **

**Excludes interfund transactions for equipment replacement charges, employee benefits, special fund administration and additional advances from the City to the Redevelopment Agency.

CITY PERSONNEL

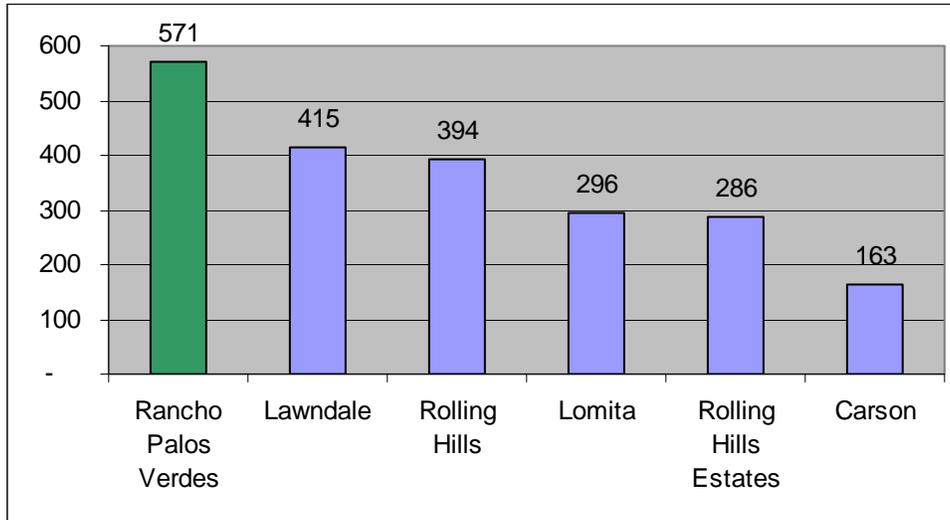
The City of Rancho Palos Verdes is a contract city utilizing third party vendors for all of its major services, including police and fire protection. The Community Development and Recreation departments provide the City's in-house operational services including building inspection, code enforcement, planning, and recreation programs. The City has a total staff of 75.5 full-time equivalents (FTE's), including 58 full-time positions and about 25 part-time positions.



Many of the City's employees have professional and technical qualifications. In fact, 37 of the 58 full-time positions require a college degree; and there are only 5 full-time administrative support positions. 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. Combined with the institutional knowledge that comes with longevity (31 of the 58 full-time employees have more than 10 years of service), the City is able to serve the community with relatively lean staffing levels.

Residents Served per Full-Time Equivalent (FTE) Staff



The salary budget for FY11-12 is \$5.8 million, including both full-time and part-time wages. Employee benefits comprise about 28% of total compensation for City employees, and include both health insurance and pension benefits (see the Employee Benefits budget program for more information).

	FY11-12		FY12-13	
Full-Time Salaries	5,259,700	72%	5,508,900	72%
Full-Time Benefits	2,020,100	28%	2,168,700	28%
Total Full-Time Compensation	7,279,800	100%	7,677,600	100%
Part-Time Salaries	541,390	78%	568,700	77%
Part-Time Benefits	154,200	22%	168,100	23%
Total Part-Time Compensation	695,590	100%	736,800	100%

FY10-11 Salary & Benefits Budget Per Capita

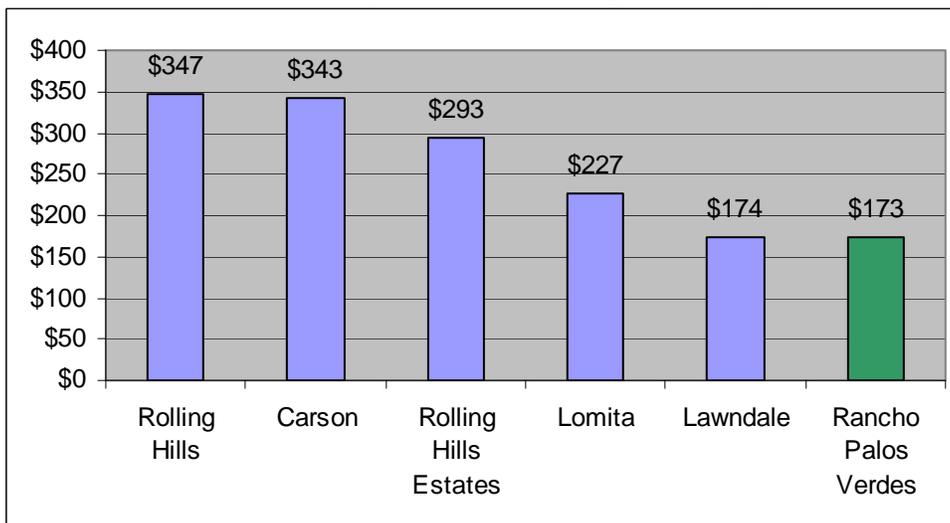


CHART OF ACCOUNTS - EXPENDITURE ACCOUNT CODE COMPONENTS

EXAMPLE OF AN ACCOUNT CODE: "101-3008-431-43-00"			
101 -	3008 -	431 -	43 - 00
FUND	PROGRAM	FUNCTION	ACCOUNT
General	Building Maintenance	Public Works	Maintenance

FUNDS

<i>Unrestricted</i>	
101	General
<i>Restricted by Council Action</i>	
212	Beautification
330	Infrastructure Improvements
341	Utility Undergrounding
342	Roadway Beautification
681	Equipment Replacement
685	Employee Benefits
686	Building Improvements/Replacement
<i>Restricted by Law/External Agency</i>	
202	Street Maintenance
203	1972 Act Landscaping & Lighting
209	El Prado Lighting
211	1911 Act Street Lighting
213	Waste Reduction
214	Air Quality Management
215	Proposition C Street Improvements
216	Proposition A Transit
217	Public Safety Grants
222	Habitat Restoration
223	Subregion 1 Maintenance
224	Measure A Parks Maintenance
225	Abalone Cove Sewer District
226	RPV TV Channel 33
227	Ginsburg Cultural Arts Building
228	Recreation Improvements Donations
310	Community Development Block Grant
334	Quimby Park Development
337	Affordable Housing In-Lieu
338	Development Impact Mitigation (EET)
339	Measure A Parks Improvements
340	Bikeways/Pedestrian Improvements
501	Water Quality & Flood Protection
218	RDA Housing Set-Aside
410	RDA Debt Service
375	RDA Portuguese Bend
380	RDA Abalone Cove
285	Improvement Authority Portuguese Bend
795	Improvement Authority Abalone Cove

PROGRAMS

1001	City Council	3027	Ginsburg Cultural Arts Building
1002	City Manager	3030	Infrastructure Improvements Admin/Maint
1003	City Attorney	3031	Street Improvements
1004	Administrative Services	3032	Storm Drain Improvements
1005	Community Outreach	3033	Parks/Trails/Open Space Improvements
1006	RPV TV	3034	Quimby Park Development
1011	Personnel	3035	Sewer Improvements
1015	Employee Benefits	3038	Development Impact Mitigation (EET)
1021	Sheriff	3039	Measure A Parks Improvements
1023	Neighborhood Watch	3040	Bikeways/Pedestrian Improvements
1024	Special Programs	3052	Water Quality & Flood Protection
1025	Animal Control	3060	RDA Abalone Cove Administration
1026	Emergency Preparedness	3061	RDA Abalone Cove Engineering
1027	Public Safety Grants	3062	RDA Abalone Cove Attorney
2010	RDA Debt Service	3065	RDA Abalone Cove Capital Projects
2020	Financial Services	3068	RDA Abalone Cove Panel of Experts
2030	Information Technology - Data	3070	RDA Portuguese Bend Administration
2035	Information Technology - Voice	3071	RDA Portuguese Bend Engineering
2082	Computer Maintenance/Replacement	3072	RDA Portuguese Bend Attorney
3001	Public Works Administration	3075	RDA Portuguese Bend Capital Projects
3002	Street Pavement Maintenance	3081	Vehicle Maintenance/Replacement
3003	Street Landscape Maintenance	3086	Building Replacement/Improvements
3004	Traffic Signal Maintenance	3088	Improvement Authority Portuguese Bend
3005	Portuguese Bend Road Maintenance	3089	Improvement Authority Abalone Cove
3006	Traffic Management	3091	Community Development Block Grant
3007	Storm Water Quality	4001	Planning
3008	Building Maintenance	4002	Building & Safety
3009	Parks/Trails/Open Space Maintenance	4003	Code Enforcement
3010	1972 Act Landscaping & Lighting	4004	View Restoration
3011	1911 Act Street Lighting	4005	NCCP
3012	Beautification	4006	Geology
3013	Waste Reduction	4018	RDA Housing Set-Aside
3014	Air Quality Management	4037	Affordable Housing In-Lieu
3015	Proposition C Street Improvements	5010	Recreation & Parks Administration
3016	Proposition A Transit	5028	Recreation Improvements Donations
3019	El Prado Lighting	5030	Recreational Facilities
3020	Measure R	5040	Special Events
3022	Habitat Restoration	5060	Point Vicente Interpretive Center
3023	Subregion 1 Maintenance	5070	REACH
3024	Measure A Parks Maintenance	6000	Non-Departmental
3025	Abalone Cove Sewer District	6083	Furniture & Equipment Maintenance/Replacement
3026	Sewer Maintenance		

ACCOUNTS

(see Glossary of Account Code Terms)

GLOSSARY OF EXPENDITURE ACCOUNT TERMS

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>
11-00	SALARIES & WAGES - FULL TIME Salaries and wages paid to full time City employees.
12-00	SALARIES & WAGES - PART TIME Salaries and wages paid to part time City employees.
13-00	SALARIES & WAGES - OVERTIME Salaries and wages paid for overtime worked by non-exempt City employees.
21-00	HEALTH INSURANCE The City's contribution to health, dental, long-term disability and life insurance for City employees and City Council members covered by such plans. The City pays the entire share of an employee's health, dental long-term disability and life insurance. The City pays one-half of the cost for all employees' dependents health and dental coverage elected. This object code also includes the unemployment insurance, on a reimbursement basis, for all eligible terminated employees filing for unemployment benefits.
22-00	FICA/MEDICARE The City is required to contribute 1.45% of an employee's salary to Medicare for all employees hired after April 1, 1986. Additionally, effective July 1, 1991, all employees not participating in PERS are required to participate in the Social Security system and pay both the 1.45% Medicare and 6.2% social security (retirement) tax. The City must match the employee's contribution.
23-00	PRES RETIREMENT City's payment to the California Public Employees Retirement System (PERS), including employer's percentage share and the employee's share paid by the City.
24-00	TUITION REIMBURSEMENT The cost for reimbursements paid to employees for education and related expenses eligible under the City's educational incentive program.
27-00	EMPLOYEE BONUSES The Employee Incentive Program provides awards in recognition for exemplary performance.
28-00	RETIREMENT HEALTHCARE The City contributes to retirement healthcare savings accounts for employees.
29-00	EMPLOYEE BENEFITS ALLOCATION This account is charged with employee insurance and other benefits costs allocated to the program.

GLOSSARY OF EXPENDITURE ACCOUNT TERMS

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>
32-00	PROFESSIONAL SERVICES Charges for professional and technical services of a specialized nature, excluding skilled maintenance services.
33-00	LEGAL SERVICES Charges for City contracted legal services.
41-10	UTILITY SERVICE – WATER Charges for water usage in public buildings and by public facilities, including parks and landscaped roadway medians.
41-20	UTILITY SERVICE – GAS The cost of gas usage in public buildings is charged to this account.
41-30	UTILITY SERVICE – ELECTRIC The cost of electrical energy and power for City buildings, streetlights, traffic signals, and other City facilities is charged to this account.
41-40	UTILITY SERVICE – TELEPHONE Charges for basic telephone service, local and long-distance calls, cell phone services, phone installations, relocations and removals and other communications charges.
43-00	MAINTENANCE SERVICES Charges for services provided under contract with outside firms or other governmental agencies for maintenance and repair of City facilities.
44-10	RENTALS – BUILDING The cost of renting buildings or other structures is charged to this account.
44-20	RENTALS – VEHICLES/EQUIPMENT The cost of renting vehicles and equipment is charged to this account.
52-00	INSURANCE Premiums for general liability, workers' compensation, automobile and property insurance are paid from this account. Includes all types of insurance except employee health and unemployment benefits.
53-00	POSTAGE Charges for metered postage, express mail, and messenger and delivery services.
54-00	ADVERTISING The cost of publishing legal notices, other public notices, and job postings is charged to this account.
55-00	PRINTING & BINDING Charges for outside printing and/or binding for letterhead, business cards,

GLOSSARY OF EXPENDITURE ACCOUNT TERMS

**ACCOUNT
CODE**

DESCRIPTION

various forms, brochures, and flyers as well as publication of special reports and other documents, such as the annual budget. Includes the costs for layout, typesetting, and services and materials provided in the cost for the outside vendor such as paper, cutting, and minor graphics. Excludes professional services used for production of documents, such as specialized writing and artist services.

56-00

TRAVEL

This account includes reimbursement for use of private automobiles for City business. Charges for transportation such as airline tickets and taxicabs, as well as the cost of hotels and meals incurred when Employees or City Council Members travel on business for the City.

57-00

MEETINGS & CONFERENCES

Charges for registration fees incurred for authorized City meetings and conferences.

59-10

EDUCATION – TRAINING

Charges for training provided by vendors outside the City.

59-20

EDUCATION – MEMBERSHIPS & DUES

Charges for memberships and dues in recognized professional organizations.

59-30

EDUCATION – PUBLICATIONS & JOURNALS

Includes subscriptions to periodicals, city directories and technical publications, which assist City officials in the performance of their duties.

61-00

OPERATING SUPPLIES & MINOR EQUIPMENT

Charges for materials, supplies and minor equipment items including office supplies consumed in the course of normal use; general operating supplies; specialized operating supplies such as recreation program supplies; and small equipment valued less than \$5,000 per individual item.

62-00

PURCHASES FOR RESALE

Purchases made for the purpose of resale to the public at a later time. Items are for sale at City facilities open to the general public. Examples include tourist-related items for sale at the Point Vicente Interpretive Center.

69-00

MISCELLANEOUS EXPENSES

Other miscellaneous charges not defined elsewhere in the Chart of Accounts.

71-00

LAND

Land purchases.

GLOSSARY OF EXPENDITURE ACCOUNT TERMS

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>
72-00	BUILDINGS Building purchases. Building construction.
73-00	IMPROVEMENTS Improvements to the City's infrastructure and facilities, including roadways, storm drains, sewers, buildings, playground equipment, and other recreational facilities are charged to this account.
75-10	EQUIPMENT – FURNITURE, OFFICE & OTHER Purchase of furniture, office equipment, and other equipment, which have a useful life of more than 5 years and a value in excess of \$5,000.
75-20	EQUIPMENT – COMPUTERS Purchases and installation of computer hardware, software, and ancillary equipment, which have a useful life of more than 3 years and a value in excess of \$5,000.
76-00	VEHICLES Purchase of automobiles and heavy equipment are charged to this account.
79-00	DEPRECIATION Annual depreciation expense for internal service fund assets.
81-00	PRINCIPAL Principal payments of debt are charged to this account.
82-00	INTEREST Interest payments of debt are charged to this account.
91-00	INTERFUND TRANSFERS OUT Operating transfers to other funds.
92-00	PASS THROUGH TO OTHER AGENCIES Amounts received, then paid directly to another governmental agency.
93-00	GRANTS TO OTHER ENTITIES Grants awarded by the City to outside agencies or organizations.
94-10	INTERFUND CHARGES – EQUIPMENT REPLACEMENT ALLOCATION Equipment replacement charges pay for new equipment items, as well as maintenance, depreciation and eventual replacement of existing equipment. Equipment is defined as vehicles, computers, furniture, and other office equipment. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's equipment replacement allocation. The cost of purchasing new (non-replacement) equipment directly increases the equipment

GLOSSARY OF EXPENDITURE ACCOUNT TERMS

ACCOUNT
CODE

DESCRIPTION

replacement allocation in the year the equipment is acquired.

94-20

INTERFUND CHARGES – PUBLIC WORKS OVERHEAD

Services provided by the Public Works department to administer restricted funds.

ESTIMATED GENERAL FUND RESERVES

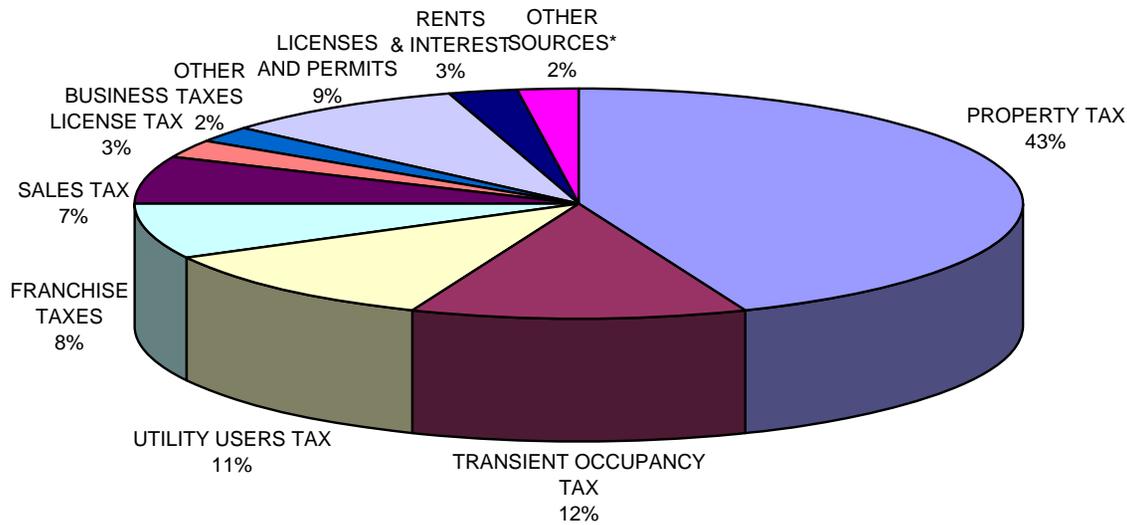
FY08-09 through FY12-13

	FY08-09 Actual	FY09-10 Actual	FY10-11 Budgeted	FY11-12 Budgeted	FY12-13 Proposed
Beginning Reserves	12,171,332	10,440,256	10,744,126	9,159,835	9,160,717
Revenues	18,916,160	21,303,228	22,752,717	23,198,200	23,767,010
Transfers In	177,546	168,107	668,846	452,000	112,000
Expenditures	15,796,631	16,718,366	17,892,485	18,810,065	19,445,875
Transfers Out	5,304,138	3,467,201	7,113,369	4,839,253	4,974,200
Change in Reserves	(275,987)	981,898			
Excess Sources/(Uses)	(1,731,076)	303,870	(1,584,291)	882	(541,065)
Ending Reserves	10,440,256	10,744,126	9,159,835	9,160,717	8,619,652



Interactive Whale Exhibit at Point Vicente Interpretive Center

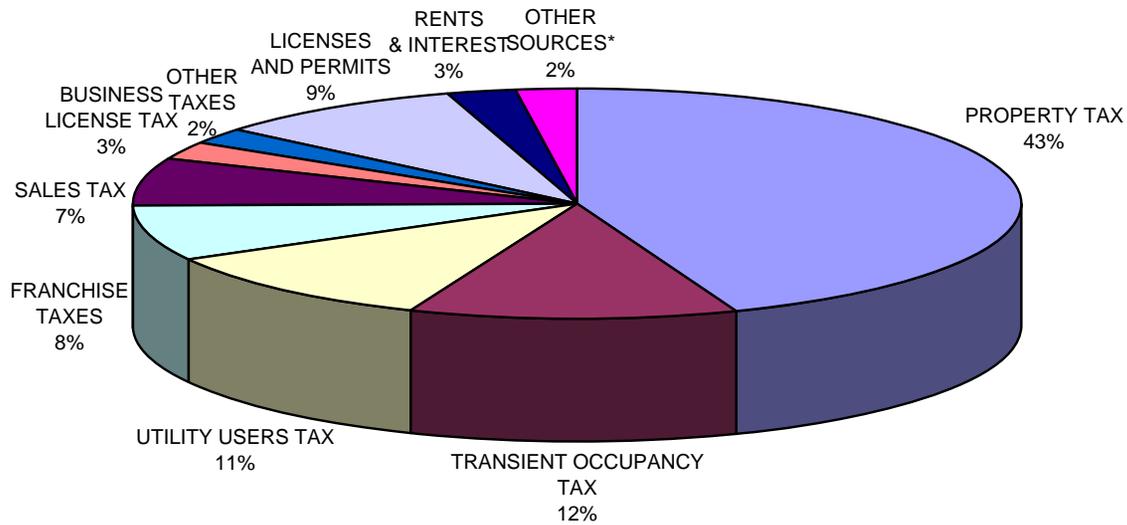
GENERAL FUND SOURCES - REVENUES AND OPERATING TRANSFERS IN FY11-12



PROPERTY TAX	\$10,212,100
TRANSIENT OCCUPANCY TAX	2,830,000
UTILITY USERS TAX	2,520,700
FRANCHISE TAXES	1,811,700
SALES TAX	1,543,300
BUSINESS LICENSE TAX	593,300
OTHER TAXES	547,700
LICENSES AND PERMITS	2,043,600
RENTS & INTEREST	591,600
OTHER SOURCES*	504,200
TOTAL	\$23,198,200

*OTHER SOURCES includes all other General fund revenues not identified in this chart and operating transfers in (see the GENERAL FUND OVERVIEW section of the budget for further details).

GENERAL FUND SOURCES - REVENUES AND OPERATING TRANSFERS IN FY12-13



PROPERTY TAX	\$10,465,200
TRANSIENT OCCUPANCY TAX	2,872,500
UTILITY USERS TAX	2,571,100
FRANCHISE TAXES	1,847,900
SALES TAX	1,574,200
BUSINESS LICENSE TAX	605,200
OTHER TAXES	558,700
LICENSES AND PERMITS	2,134,300
RENTS & INTEREST	626,710
OTHER SOURCES*	511,200
TOTAL	\$23,767,010

*OTHER SOURCES includes all other General fund revenues not identified in this chart and operating transfers in (see the GENERAL FUND OVERVIEW section of the budget for further details).

GENERAL FUND REVENUES

Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Taxes							
101-2020-316-10	BUSINESS LICENSE TAX	531,982	609,176	520,800	608,800	593,300	605,200
101-6000-311-10	PROPERTY TAX	5,053,087	5,153,524	6,239,417	6,239,417	6,172,700	6,327,000
101-6000-312-20	PROP TAX IN LIEU OF SALE	301,454	296,349	310,500	430,500	440,000	448,800
101-6000-312-30	PROP TAX IN LIEU OF VLF	3,388,494	3,433,202	3,490,200	3,490,200	3,599,400	3,689,400
101-6000-313-10	SALES AND USE TAX	918,885	1,044,224	1,143,710	1,463,710	1,485,900	1,516,800
101-6000-313-20	RHE SALES AND USE TAX	80,885	56,127	0	0	0	0
101-6000-313-30	SALES TAX - PW (PSAF)	60,450	57,444	46,690	46,690	57,400	57,400
101-6000-314-10	TRANSIENT OCC TAX	85,245	1,954,507	2,026,100	2,626,100	2,830,000	2,872,500
101-6000-315-XX	UTILITY USERS TAX	2,267,431	2,395,107	2,461,800	2,461,800	2,520,700	2,571,100
101-6000-317-XX	FRANCHISE TAXES	1,709,008	1,711,456	1,726,000	1,726,000	1,811,700	1,847,900
101-6000-318-10	PROPERTY TRANSFER TAX	178,813	238,303	180,000	180,000	209,100	213,300
101-6000-318-20	GOLF TAX	278,343	346,413	336,300	336,300	338,600	345,400
Subtotal for Taxes		14,854,077	17,295,832	18,481,517	19,609,517	20,058,800	20,494,800

License/Permits

101-1002-325-10	FILM PERMITS	21,408	68,982	50,000	50,000	76,900	78,400
101-1025-326-10	ANIMAL CONTROL FEES	45,810	50,161	58,600	58,600	51,200	52,200
101-3001-324-10	RIGHT OF WAY PERMITS	39,819	57,967	47,100	47,100	85,900	90,200
101-3001-324-20	DUMPSTER PERMITS	0	0	0	0	1,100	1,200
101-3006-327-10	PARKING PERMITS	0	0	12,000	12,000	500	500
101-4001-322-10	PLAN & ZONE PERMIT	319,329	417,508	445,500	445,500	330,500	347,000
101-4001-322-20	PLAN - INVESTIGATION	18,200	14,889	16,900	16,900	15,700	16,500
101-4001-322-30	PLAN - MISC FEES	5,324	2,678	2,800	2,800	2,800	2,900
101-4001-322-40	PLAN - DATA PROCESS	8,751	6,734	6,900	6,900	7,200	7,600
101-4001-322-50	PLAN - HIST DATA FEE	8,836	7,685	7,800	7,800	8,200	8,600
101-4002-323-10	B&S PLAN CHECK	316,544	324,506	324,900	324,900	319,500	335,500
101-4002-323-20	B&S PERMITS	786,162	867,478	825,000	825,000	975,800	1,024,500
101-4002-323-50	B&S SMIP FEES	3,820	1,262	1,100	1,100	1,300	1,400
101-4002-323-60	B&S STATE BLDG STD	0	0	200	200	200	200
101-4003-321-10	MESSAGE PERMITS	1,537	2,715	0	0	2,800	2,900

GENERAL FUND REVENUES

Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
101-4004-322-60	VIEW RESTORATION FEES	7,105	13,015	15,700	15,700	14,000	14,700
101-4006-323-40	B&S GEOLOGY FEES	171,936	117,079	200,000	200,000	150,000	150,000
Subtotal for License/Permits		1,754,581	1,952,659	2,014,500	2,014,500	2,043,600	2,134,300

Fine/Forfeitures

101-1021-351-10	MISC COURT FINES	205,635	172,994	203,600	140,600	148,900	151,900
101-1021-351-20	FALSE ALARM FINES	8,100	5,900	13,400	13,400	6,000	6,100
Subtotal for Fine/Forfeitures		213,735	178,894	217,000	154,000	154,900	158,000

Rents

101-3001-364-XX	RENT - CITY HALL	1,455	302	0	0	0	0
101-5030-347-60	HIKE FEES	0	80	0	0	0	0
101-5030-347-70	SHORELINE PKNG LOT FEE	43,857	50,582	43,500	43,500	48,900	48,900
101-5030-364-XX	RENT - REC & PARKS	128,199	113,597	105,000	105,000	115,600	117,900
101-5060-347-XX	PVIC ADMISSIONS	0	1,443	0	0	1,000	1,000
101-5060-364-XX	RENT - PVIC	181,534	208,855	180,000	180,000	122,800	125,300
101-5060-369-20	PVIC GIFT SHOP	80,272	97,738	98,100	98,100	110,000	112,000
101-6000-363-XX	RENT - CITYWIDE	158,018	228,815	127,300	127,300	142,500	145,400
101-6000-364-30	RENTAL INCOME OTHER	1,045	1,520	0	0	0	0
Subtotal for Rents		594,380	702,932	553,900	553,900	540,800	550,500

Interest

101-6000-361-10	INTEREST EARNINGS	266,124	73,144	65,000	65,000	50,800	76,210
Subtotal for Interest		266,124	73,144	65,000	65,000	50,800	76,210

Charges for Services

101-3001-344-10	ENGINEERING FEES	200	5,125	0	0	0	0
101-3001-381-10	SPECIAL FUND ADMIN	145,300	148,200	151,200	151,200	154,300	157,400
101-3006-344-20	SALE OF SIGNS/SERVICES	4,618	7,308	6,600	6,600	7,500	7,700
101-5070-347-80	REC FEES - REACH	8,863	6,695	9,000	9,000	9,400	9,600
Subtotal for Charges for Services		158,981	167,328	166,800	166,800	171,200	174,700

From Other Agency

101-3006-334-10	GRANT INCOME	0	0	75,000	15,000	0	0
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GENERAL FUND REVENUES

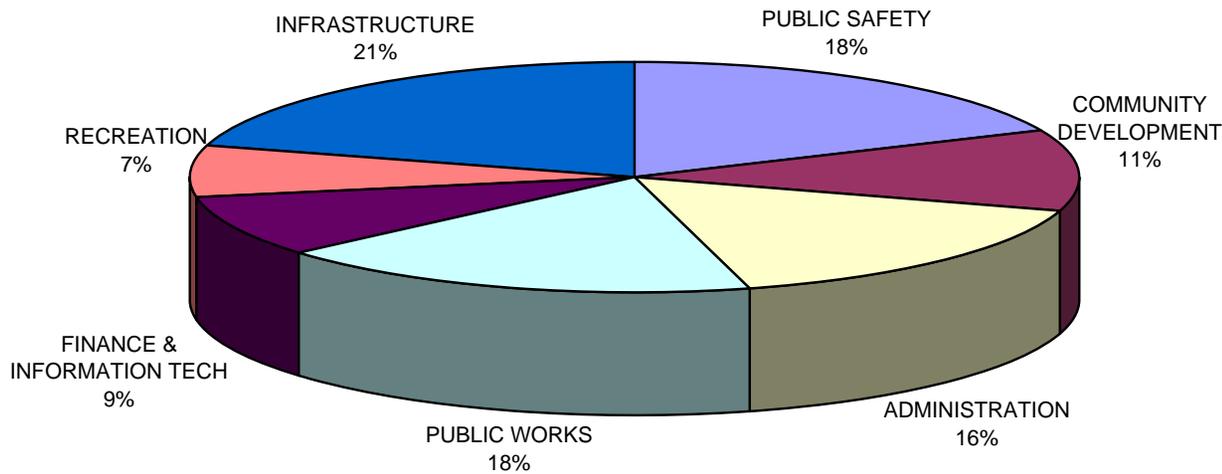
Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
101-5010-331-10	FEDERAL GRANT INCOME	0	18,015	0	0	0	0
101-6000-334-10	ST MANDATE REIMB	4,797	25,003	0	0	0	0
101-6000-335-10	MOTOR VEHICLE IN-LIEU	147,904	127,658	140,000	140,000	151,900	151,900
Subtotal for From Other Agency		152,701	170,676	215,000	155,000	151,900	151,900

Other Revenue

101-1021-369-10	MISC REVENUES	7,221	3,984	0	0	0	0
101-5030-365-XX	DONATIONS - DISC RM - LL	100	100	250	250	0	0
101-5040-365-40	DONATIONS - JULY 4TH	0	0	5,350	5,350	4,000	4,000
101-5040-365-70	DONATIONS - SPEC EVENT	25,600	0	0	0	0	0
101-5040-369-10	MISC REVENUES	3,045	0	0	0	0	0
101-5060-365-20	DONATIONS - PVIC	11,482	11,575	9,300	9,300	12,000	12,200
101-5070-365-30	DONATIONS - REACH	0	0	200	200	5,000	5,100
101-6000-365-10	DONATIONS - GENERAL	0	47	0	0	0	0
101-6000-369-10	MISC REVENUES	65,919	76,361	18,900	18,900	5,200	5,300
Subtotal for Other Revenue		113,367	92,067	34,000	34,000	26,200	26,600

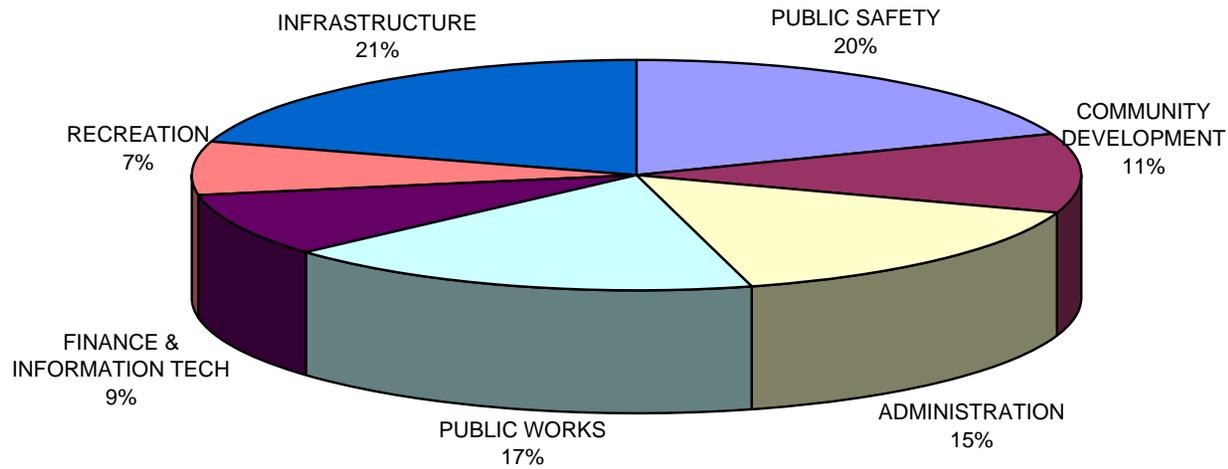
General Fund Revenue Totals		18,107,946	20,633,532	21,747,717	22,752,717	23,198,200	23,767,010
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GENERAL FUND USES - EXPENDITURES AND OPERATING TRANSFERS OUT FY11-12



PUBLIC SAFETY	\$4,355,050
COMMUNITY DEVELOPMENT	2,648,000
ADMINISTRATION	3,825,500
PUBLIC WORKS	4,203,350
FINANCE & INFORMATION TECH	2,068,300
RECREATION	1,709,865
INFRASTRUCTURE	4,839,253
TOTAL	\$23,649,318

GENERAL FUND USES - EXPENDITURES AND OPERATING TRANSFERS OUT FY12-13



PUBLIC SAFETY	\$4,651,950
COMMUNITY DEVELOPMENT	2,763,800
ADMINISTRATION	3,774,700
PUBLIC WORKS	4,272,200
FINANCE & INFORMATION TECH	2,164,200
RECREATION	1,819,025
INFRASTRUCTURE	4,974,200
TOTAL	\$24,420,075

GENERAL FUND EXPENDITURE SUMMARY BY PROGRAM

Program	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
1001 City Council	104,015	105,935	95,935	106,135	136,500	143,500
1002 City Manager	1,266,990	1,368,077	1,530,867	1,718,767	1,671,300	1,675,000
1003 City Attorney	1,000,542	1,048,721	1,065,000	1,065,000	1,065,000	1,065,000
1004 City Clerk	276,388	379,289	279,549	460,549	492,550	414,450
1005 Community Outreach	143,351	85,961	83,400	94,400	107,800	107,800
1006 RPV TV	0	0	0	0	101,000	104,700
1011 Personnel	179,084	206,212	207,469	247,469	251,350	264,250
2020 Finance	1,053,751	1,269,290	1,283,570	1,324,570	1,375,300	1,454,000
2030 Information Technology - Data	705,668	545,915	628,067	508,747	599,200	586,800
2035 Information Technology - Voice	65,398	73,675	92,970	92,970	93,800	123,400
<i>Subtotal for Administration</i>	<i>4,795,187</i>	<i>5,083,075</i>	<i>5,266,827</i>	<i>5,618,607</i>	<i>5,893,800</i>	<i>5,938,900</i>
1021 Sheriff	3,941,881	3,939,997	3,994,087	3,994,087	4,015,000	4,300,800
1024 Special Programs	71,934	38,294	212,545	240,545	71,500	71,500
1025 Animal Control	117,926	77,879	125,250	140,250	120,250	122,750
1026 Emergency Preparedness	69,229	171,265	99,645	176,745	148,300	156,900
<i>Subtotal for Public Safety</i>	<i>4,200,970</i>	<i>4,227,435</i>	<i>4,431,527</i>	<i>4,551,627</i>	<i>4,355,050</i>	<i>4,651,950</i>
3001 Public Works Administration	1,087,340	1,658,617	1,896,910	1,995,660	2,055,000	2,164,200
3006 Traffic Management	291,538	209,778	277,400	348,400	154,000	156,000
3007 Storm Water Quality	146,722	122,283	149,600	174,600	180,300	180,800
3008 Building Maintenance	576,573	447,825	599,000	634,000	620,800	584,200
3009 Parks, Trails & Open Space Mainten	829,796	613,556	1,316,249	1,817,249	1,130,250	1,124,000
3026 Sewer Maintenance	102,344	57,194	61,300	90,300	63,000	63,000
<i>Subtotal for Public Works</i>	<i>3,034,313</i>	<i>3,109,253</i>	<i>4,300,459</i>	<i>5,060,209</i>	<i>4,203,350</i>	<i>4,272,200</i>
4001 Planning	1,315,606	1,320,867	1,275,844	1,482,844	1,296,800	1,352,500
4002 Building & Safety	519,947	611,145	591,509	650,509	653,200	686,300
4003 Code Enforcement	177,141	179,432	191,594	191,594	208,500	221,200
4004 View Restoration	193,153	324,139	319,276	326,276	339,500	353,800
4005 NCCP	45,581	10,550	0	65,450	0	0
4006 Geology	160,722	108,453	200,000	200,000	150,000	150,000
<i>Subtotal for Community Development</i>	<i>2,412,150</i>	<i>2,554,586</i>	<i>2,578,223</i>	<i>2,916,673</i>	<i>2,648,000</i>	<i>2,763,800</i>
5010 Recreation Administration	491,422	593,076	371,220	323,220	779,300	824,700
5030 Recreational Facilities	350,404	419,807	441,538	461,538	441,190	467,250
5040 Special Events	86,667	25,540	40,980	40,980	52,200	69,500
5060 Point Vicente Interpretive Center	334,067	294,559	328,291	328,291	383,375	407,375
5070 REACH	91,283	68,488	73,790	53,790	53,800	50,200
<i>Subtotal for Recreation</i>	<i>1,353,843</i>	<i>1,401,470</i>	<i>1,255,819</i>	<i>1,207,819</i>	<i>1,709,865</i>	<i>1,819,025</i>
General fund Expenditure Totals	15,796,463	16,375,819	17,832,855	19,354,935	18,810,065	19,445,875

GENERAL FUND TRANSFERS

Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
TRANSFERS IN						
Fr CDBG	20,646	26,847	26,848	0	0	0
Fr Emp Benefits	0	0	0	0	340,000	0
Fr Measure A Maintenance	54,200	38,460	151,000	151,000	100,000	100,000
Fr Prop A	2,700	2,800	0	0	0	0
Fr PS Grants	100,000	100,000	100,000	100,000	0	0
Fr Utility Undergrd	0	0	90,000	90,000	0	0
Fr Waste Reduction - Park Maint	0	0	12,000	12,000	12,000	12,000
Subtotal for TRANSFERS IN	177,546	168,107	379,848	353,000	452,000	112,000
TRANSFERS OUT						
Advance to RDA	0	0	-47,200	-47,200	0	0
To Abalone Cove Sewer Maint	-10,700	-14,700	-10,700	-32,700	-10,700	-10,700
To Building Improvements	0	0	0	0	-15,000	0
To CDBG	0	0	0	-44,000	0	0
To Employee Ben	0	-1,575,501	0	0	0	0
To Habitat Restoration	-115,000	-169,000	-109,900	-109,900	-90,000	-90,000
To Improv Authority Port Bend	-82,252	-110,000	-101,000	-101,000	-60,000	-106,000
To Infrastructure Improv Admin	-3,000,000	0	0	-2,630,000	-2,880,000	-2,872,500
To Parks Improv	0	0	0	0	-100,000	-255,000
To Parks Improvements	-16,570	-54,000	-2,484,095	-2,484,095	0	0
To RPV TV	-54,590	-105,000	-85,000	-85,000	0	0
To Sewer Improv	0	0	0	-211,000	0	0
To Street Improvements	-1,515,001	-1,362,000	-1,326,052	-1,299,204	-1,623,553	-1,575,000
To Street Maint - Non Pavement	-242,845	-22,000	0	0	0	0
To Street Maint - Pavement Mgt	-212,180	0	0	0	0	0
To Subregion 1	-55,000	-55,000	-70,000	-70,000	-60,000	-65,000
Subtotal for TRANSFERS OUT	-5,304,138	-3,467,201	-4,233,947	-7,114,099	-4,839,253	-4,974,200
General Fund Net Transfer Totals	-5,126,592	-3,299,094	-3,854,099	-6,761,099	-4,387,253	-4,862,200

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

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
<i>To Abalone Cove Sewer Maint</i>			
	Transfer to the Abalone Cove Sewer District fund for the City's sewer system maintenance contribution.	10,700	10,700
<i>To Building Improvements</i>			
	Transfer to the CIP fund for the following building and facility improvements:	15,000	0
	1. City Hall Community Room Drop Ceiling (FY11-12 \$15,000)		
<i>To Habitat Restoration</i>			
	The General Fund subsidizes the Habitat Restoration fund for management of the NCCP open space preserve.	90,000	90,000
<i>To Improv Authority Port Bend</i>			
	The General Fund subsidizes the Portuguese Bend fund of the Improvement Authority for annual maintenance of landslide mitigation facilities originally funded by the RDA.	60,000	106,000
<i>To Infrastructure Improv Admin</i>			
	Funding for the Reserve for future Capital Projects, roughly equivalent to an amount equal to transient occupancy tax revenue.	2,880,000	2,872,500
	The FY11-12 transfer includes an additional \$50,000 for an Infrastructure Report Card.		
<i>To Parks Improv</i>			
	Transfer to the CIP fund for the following park, trails and open space improvements:	100,000	255,000
	1. Ladera Linda Site Master Plan (FY11-12 \$100,000)		
	2. Ryan Park Southern Entrance Road (FY12-13 \$220,000)		
	3. Shoreline Park Erosion Control (FY12-13 \$35,000)		
<i>To Street Improvements</i>			
	1. Primary funding for the annual Residential pavement rehabilitation project that includes overlay and slurry seal. (FY11-12 \$1,575,000 and FY12-13 \$1,575,000)	1,623,553	1,575,000
	2. A portion of the City's matching contribution for the Hawthorne Blvd. Traffic Signal Synchronization project, which is primarily funded with a grant. (FY11-12 \$48,553)		
<i>To Subregion 1</i>			
	Interest earned on the Subregion 1 endowment is not adequate to fund maintenance activities. Therefore, the General fund must subsidize Subregion 1 landscape maintenance.	60,000	65,000



Fred Hesse Jr. Park

RANCHO PALOS VERDES REDEVELOPMENT AGENCY

The Rancho Palos Verdes Redevelopment Agency (RDA) was established in 1984 with the primary purpose of providing mitigation measures to stabilize landslides in the Abalone Cove and Portuguese Bend areas of the City.

RDA expenditures for landslide mitigation facilities are accounted for in two separate funds based on the geographical boundaries of the two landslide areas. In addition, the RDA maintains a Housing Set-Aside fund to account for the 20% tax increment set-aside for affordable housing purposes as required by law, and a Debt Service fund to account for the outstanding debt. Program budgets and justifications are included in the Public Works section of this two-year budget document; with the exception of the Housing Set-Aside fund, which is included in the Community Development section.

Operating and maintenance expenditures for the landslide mitigation facilities constructed by the RDA are budgeted and accounted for within the Joint Powers Improvement Authority.

The City has entered into an agreement to provide the RDA operating funds in the form of advances from the City's General fund, as the RDA requires in carrying out its function. Each fiscal year, interest accrues on these advances (at the rate of 3% plus the average Local Agency Investment Fund rate, or LAIF rate) and is added to the balance of the loan. A Summary of RDA Loans from the City is included in this budget section.

The 20% housing set-aside is for the purpose of preserving, improving and expanding housing opportunities for low and moderate income residents. In FY09-10 and FY10-11, the RDA expended the 20% set-aside funds it had accrued over the years on the development of the City's first affordable housing project - the 34-unit Mirandela Senior Affordable Housing Complex. In the future, the RDA will continue to expend its 20% funds towards affordable housing opportunities.

REDEVELOPMENT AGENCY SUMMARY OF FUNDS

Fund	Estimated Fund Balance 6/30/2011	FY11-12 Revenues	FY11-12 Transfers In	FY11-12 Expenditures	FY11-12 Transfers Out	Estimated Fund Balance 6/30/2012
RDA - HOUSING SET-ASIDE	18,133	234,600		12,500		240,233
RDA - DEBT SERVICE	304,726	1,608,500		1,554,250		358,976
RDA - PORTUGUESE BEND	273,510	1,370		36,800		238,080
RDA - ABALONE COVE	6,234					6,234
GRAND TOTALS	602,603	1,844,470	-	1,603,550	-	843,523

Fund	Estimated Fund Balance 6/30/2012	FY12-13 Revenues	FY12-13 Transfers In	FY12-13 Expenditures	FY12-13 Transfers Out	Estimated Fund Balance 6/30/2013
RDA - HOUSING SET-ASIDE	240,233	241,050		12,500		468,783
RDA - DEBT SERVICE	358,976	1,702,000		1,646,550		414,426
RDA - PORTUGUESE BEND	238,080	1,790		37,200		202,670
RDA - ABALONE COVE	6,234					6,234
GRAND TOTALS	843,523	1,944,840	-	1,696,250	-	1,092,113

Summary of RDA Loans from the City

	Actual FY08-09	Actual FY09-10	Estimated FY10-11	Adopted FY11-12	Proposed FY12-13
<i>Portuguese Bend</i>					
Beginning loan balance	12,438,050	13,082,973	13,561,526	14,036,226	14,527,526
Advances from the City's General fund	-	-	-	-	-
Accrued Interest	644,923	478,553	474,700	491,300	544,800
Ending loan balance	13,082,973	13,561,526	14,036,226	14,527,526	15,072,326
<i>Abalone Cove</i>					
Beginning loan balance	3,571,995	3,803,998	4,033,149	4,520,832	4,767,999
Advances from the City's General fund	44,485	86,831	346,483	88,967	21,400
Accrued Interest	187,518	142,320	141,200	158,200	178,800
Ending loan balance	3,803,998	4,033,149	4,520,832	4,767,999	4,968,199



View of Nature Preserve from Del Cerro Park

RANCHO PALOS VERDES JOINT POWERS IMPROVEMENT AUTHORITY

Operating and maintenance expenditures for the landslide mitigation facilities constructed by the Rancho Palos Verdes Redevelopment Agency (RDA) are budgeted and accounted for within the Joint Powers Improvement Authority.

Maintenance within the Abalone Cove landslide area is funded in accordance with the 1987 Landslide Settlement Agreement between the City, the RDA, and the County. The agreement required that \$1,000,000 of the original \$10,000,000 bond proceeds be set aside as a non-expendable deposit from which investment interest earnings are to be used for the cost of landslide mitigation facility maintenance within Abalone Cove.

Unlike Abalone Cove, maintenance within the Portuguese Bend landslide area has no independent source of funding. These costs are funded with annual operating transfers from the City's General Fund, and are accounted for in a separate fund within the Improvement Authority in order to prevent commingling of funding sources. It should be noted that according to the Landslide Settlement Agreement, tax increment revenue of the RDA is not to be used to provide maintenance for either Abalone Cove or Portuguese Bend landslide mitigation facilities.

Program budgets and justifications are shown within the Public Works Department, which has responsibility for administering those programs.

IMPROVEMENT AUTHORITY SUMMARY OF FUNDS

Fund	Estimated Fund Balance 6/30/2011	FY11-12 Revenues	FY11-12 Transfers In	FY11-12 Expenditures	FY11-12 Transfers Out	Estimated Fund Balance 6/30/2012
IMPROV AUTH - PORT BEND	243,650	1,220	60,000	143,350		161,520
IMPROV AUTH - AB COVE	230,232	6,200		49,750		186,682
GRAND TOTALS	473,882	7,420	60,000	193,100	-	348,202

Fund	Estimated Fund Balance 6/30/2012	FY12-13 Revenues	FY12-13 Transfers In	FY12-13 Expenditures	FY12-13 Transfers Out	Estimated Fund Balance 6/30/2013
IMPROV AUTH - PORT BEND	161,520	1,210	106,000	143,400		125,330
IMPROV AUTH - AB COVE	186,682	8,900		49,900		145,682
GRAND TOTALS	348,202	10,110	106,000	193,300	-	271,012

CITY COUNCIL (101-1001)

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 terms. 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 fixes the compensation of its officers and staff; 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. City Council elections are conducted in November of odd numbered years.

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.



Department: City Council

Budget Program: City Council

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1001-411-12-00	SALARY & WAGES - PT	0	-15,012	-13,800	-24,000	-24,000	-24,000
	101-1001-411-29-00	EMPLOYEE BENEFITS	-52,400	-40,478	-39,035	-39,035	-69,000	-76,000
	101-1001-411-57-00	MEETINGS & CONFRNC	-15,167	-18,645	-20,000	-20,000	-20,000	-20,000
	101-1001-411-59-20	MEMBERSHIPS & DUES	-22,543	-21,898	-19,600	-19,600	-20,000	-20,000
	101-1001-411-61-00	OP SUPP/MINOR EQUIP	-2,355	-4,352	-3,500	-3,500	-3,500	-3,500
	101-1001-411-69-00	OTHER MISCELLANEOU	-11,550	-5,550	0	0	0	0
Expenditure Subtotals			-104,015	-105,935	-95,935	-106,135	-136,500	-143,500
Net (Uses)/Resources Program Totals			-104,015	-105,935	-95,935	-106,135	-136,500	-143,500

Department: City Council

Budget Program: City Council

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1001-411-12-00	SALARY & WAGES - PT The City Council Members are each paid a part-time salary of \$400 per month.	24,000	24,000
101-1001-411-29-00	EMPLOYEE BENEFITS 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.	69,000	76,000
101-1001-411-57-00	MEETINGS & CONFRNCS \$4,000 is allocated for each member of City Council for travel, training, and conference expenses.	20,000	20,000
101-1001-411-59-20	MEMBERSHIPS & DUES This account provides for City Council membership in the following organizations: <ol style="list-style-type: none">1. Local Governments for Sustainability2. California Coastal Coalition3. California Contract Cities Association4. South Bay Cities Council of Governments5. West Basin Municipal Water District6. Portuguese Bend Community Association	20,000	20,000
101-1001-411-61-00	OP SUPP/MINOR EQUIP Stationery items for City Council such as business cards, letterhead and binders.	3,500	3,500



Local Wildflower with Bee

CITY ATTORNEY (101-1003)

The City retains the firm of Richards, Watson & Gershon to provide City Attorney services. The City Attorney, Carol W. Lynch, provides legal advice to the City Council, City Manager and other City officials. As the legal advisor to the City Council, the City Attorney attends all regular City Council meetings and reviews City ordinances, resolutions, contracts, and opinions. In addition, the City Attorney represents the City in legal matters and court cases.



Department: City Attorney

Budget Program: City Attorney

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1003-411-32-00	PROF/TECH SERVICE	-25,990	-140,337	-65,000	-65,000	-65,000	-65,000
	101-1003-411-33-00	LEGAL SERVICES	-974,552	-908,384	-1,000,000	-1,000,000	-1,000,000	-1,000,000
Expenditure Subtotals			-1,000,542	-1,048,721	-1,065,000	-1,065,000	-1,065,000	-1,065,000
Net (Uses)/Resources Program Totals			-1,000,542	-1,048,721	-1,065,000	-1,065,000	-1,065,000	-1,065,000

Department: City Attorney

Budget Program: City Attorney

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1003-411-32-00	PROF/TECH SERVICE Specialized contractual services, with third party legal advisors, associated with litigation and prosecution. Expenditures in this account are for the services of law firms other than Richards, Watson & Gershon. The amount expended in prior years has varied due to fluctuations in the levels of special litigation and routine code enforcement prosecution activity.	65,000	65,000
101-1003-411-33-00	LEGAL SERVICES Legal services are provided to the City by Richards, Watson & Gershon (RWG). Basic legal costs account for about 40% of RWG annual legal fees, while litigation costs represent about 60%.	1,000,000	1,000,000



Local Wildflower

CITY ADMINISTRATION

The City Manager, as the administrative head of the City, ensures that the policies of the City Council are carried out. Aside from the day-to-day direction of the City's departments, the City Manager's Office is also responsible for overseeing the budget and risk management, managing the Community Outreach, Personnel and Employee Benefits programs, as well as overseeing the City's Emergency Preparedness Program. The City Clerk's Office is responsible for all of the mandated functions of the City Clerk's Office, including preparation of City Council meeting agendas, records management and elections. The Deputy City Manager also oversees the City's contract with the Los Angeles County Sheriff's Department. Some of the specific activities within City Administration include:

CITY MANAGER (101-1002)

- Maintain regular contact with City Council members to insure they are fully informed of all significant activities occurring in or around the City;
- Coordinate City participation in various governmental organizations such as the League of California Cities, California Contract Cities Association, South Bay Cities Council of Governments and Southern California Association of Governments, including attending regional meetings, participating in seminars, and other as-needed support;
- Monitor the activities of City departments to insure they are carrying out City Council policy;
- Prepare weekly status reports, which provide updates on various activities and outstanding issues to the City Council;
- Oversee the preparation of the City Council agendas;
- Supervise the development, preparation and implementation of the City budget;
- Monitor state and federal legislation affecting municipalities;
- Handle resident concerns and disputes, which are not resolved at the department level;
- Maintain daily contact with the City Attorney's Office regarding any pertinent City activities, citizen contacts or events that may require the City Attorney's early involvement.
- Update the Administrative Instruction Manual and City Council Policy Manual;
- Administer the General Liability, Workers Compensation, and Property insurance coverage programs;
- Coordinate City participation in the California Joint Powers Insurance Authority (CJPIA), which is the pooling agency for 123 cities and governmental agencies; and,
- Monitor the City's risk prevention and safety program.



City Manager Carolyn Lehr

CITY CLERK (101-1004)

- Coordinate activities relating to City Council, Redevelopment Agency and Improvement Authority meetings, including the preparation and distribution of the agenda; publication of the agenda on the City's website, and preparation of the minutes;
- Notification of interested parties through publication, the U. S. mail, the City's email listserve, and/or posting, as required;
- Administer all general and special municipal elections;
- Receive and process all campaign statements filed by elected officials and candidates under the Political Reform Act;
- Respond to inquiries about voter registration and polling places;
- Filing Officer for the City's Conflict of Interest Code;
- Conduct the recruitment for all citizen advisory boards;
- Update the City Council Rules of Procedure;
- Accept service on and process all subpoenas, records requests, claims, and summonses;
- Process notarized, recorded, and certified City documents;
- Manage supplemental updates of the Municipal Code, LA County Code, and Government Code; and,
- Administer the City's records management program including the creation, processing, retrieval, storage, destruction and retention of City records.

COMMUNITY OUTREACH (101-1005)

- Coordinate Town Hall meetings and workshops, Community Leaders Breakfasts, and the monthly Mayor's Breakfast meetings;
- Edit and publish quarterly City Newsletters;
- Prepare approximately 100 proclamations, certificates of appreciation and letters of commendation per year;
- Ensure graphic continuity in the use of the City's logo in all City publications;
- Issue and oversee approximately 50 film permits per year;
- Administer cable television franchise, including handling customer service complaints; and,
- Oversee the broadcast of City meetings and other programming shown on the local government cable access channel.



Deputy City Manager Carolynn Petru

RPV TV (226-1007)

- Provide educational programming and useful information, which is of particular value to the residents of Rancho Palos Verdes, in programs that are produced or commissioned by the City; and,
- Provide educational opportunities for students to learn pre-production, production and post-production of programs that are to be broadcast on cable television.

PERSONNEL (101-1011)

- Administer the City's salary ranges and compensation pool;
- Conduct personnel recruitments;
- Monitor performance reviews, promotions and disciplinary actions;
- Conduct employee training sessions; and,
- Prepare and update the Management and Competitive Service Employee Personnel Rules, job descriptions and employee handbook.



Human Resources Manager Eric Mausser

EMPLOYEE BENEFITS (685-1015)

- Administer employee health care, disability, retirement, and other benefit programs; and,
- Manage the employee performance incentive and tuition reimbursement programs.

CITY ADMINISTRATION PERFORMANCE INDICATORS

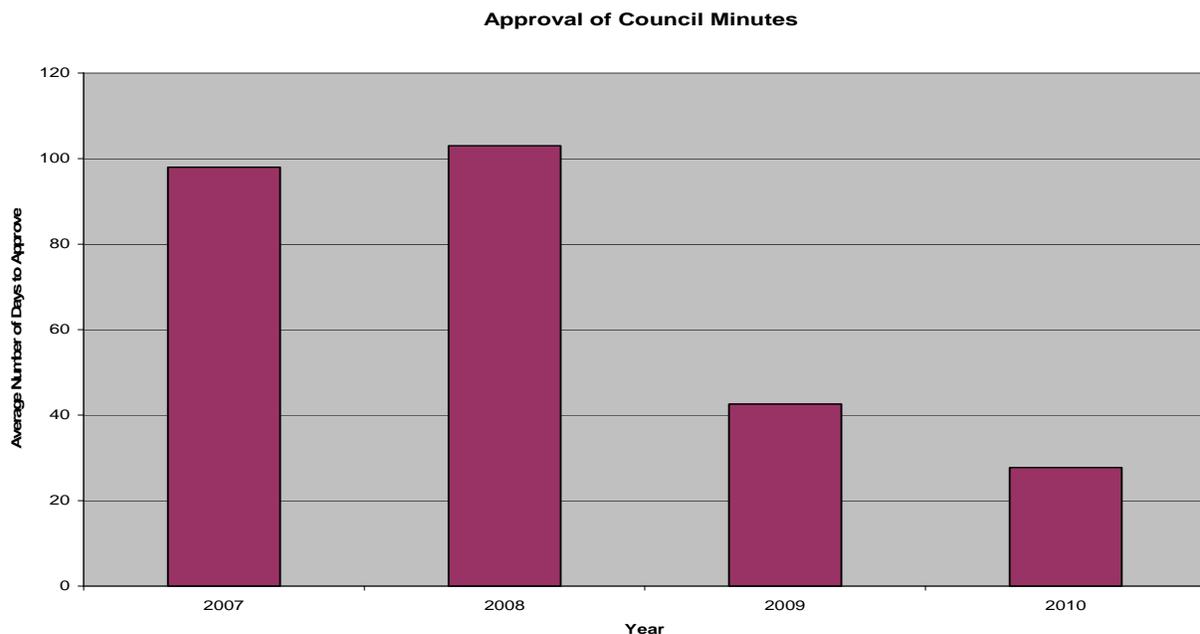
EMPLOYEE INCENTIVE PROGRAM

City Council challenged staff to develop an employee incentive program for the coming year that tied incentive compensation levels to positive, pro-active financial and customer service improvements, beginning in Fiscal Year 10-11. Applying a private-sector, incentive-based model, staff was tasked with offsetting potential personnel incentive payments by identifying cost savings and locating new sources of revenue--all while improving service and efficiency. Rancho Palos Verdes is already a lean organization with the lowest revenue per capita in the South Bay and the fewest full-time employees for its population.

Staff met the challenge, generating a total of 138 suggestions. A multi-departmental committee examined the suggestions closely and identified the best ideas. 17 ideas involved cost savings/new revenue and 29 provided enhanced customer service and organizational efficiencies. Those ideas totaled over \$600,000 in cost savings and revenue generation, far exceeding City Council's target of \$150,000 for fiscal year 10-11. Staff's suggestions and accomplishments were highlighted at a "Spotlight on Achievements" event on May 3, 2011.

CITY COUNCIL MINUTES

In June 2009, the Council authorized the City Clerk's Office to convert from preparing summary minutes to action minutes for all televised City Council meetings and detailed minutes for all non-televised City Council meetings. As a result of this change, the City Clerk discontinued the use of a contract minute taker and began transcribing the minutes in-house. The goal is to have the draft minutes ready for Council's adoption within thirty days of the meeting, including the time it takes for the City Clerk to circulate the draft minutes to staff for comments prior to placing them on the agenda for approval. As reflected in the following graph, there has been a marked decrease in turnaround time for the production of the minutes, in spite of an increase in the number of meetings and other increasing work demands in the office. For purposes of comparison, in 2007, there were 32 Council meetings with an average time between the meeting date and the date of approval of the minutes of approximately 98 days; and 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. As further illustrated in the graph, in 2009 there were 40 meetings with an average time between the meeting date and the date of approval of the minutes of approximately 43 days; and in 2010 there were 44 meetings with an average time between the meeting date and the date of approval of the minutes of approximately 28 days.



PERSONNEL

Over the last 10 years, employee resignations have averaged 4.6 per year, or about 8% of the City's full-time staff.

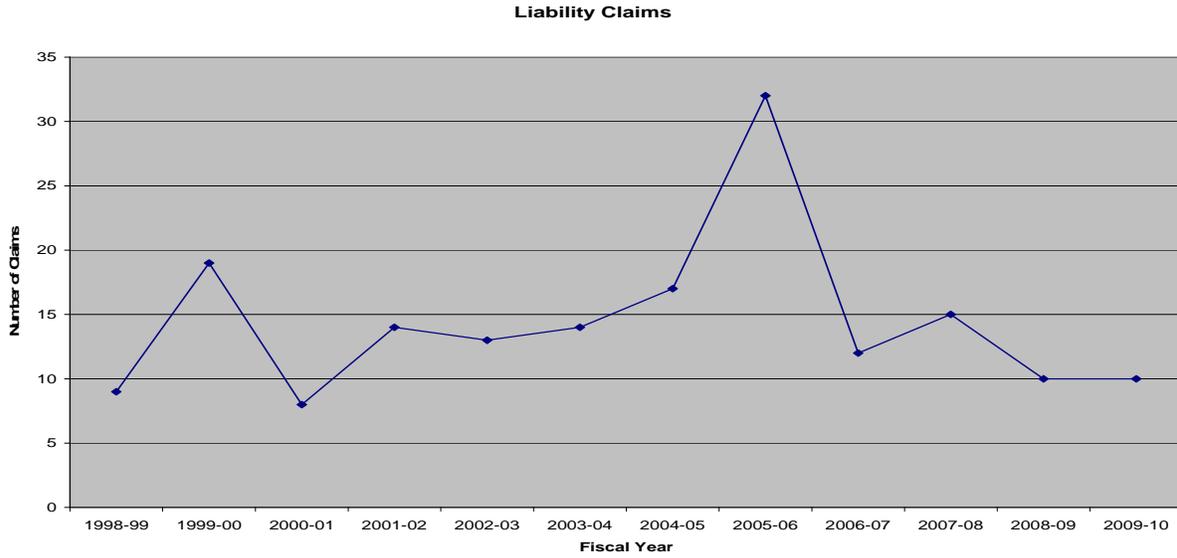


RISK MANAGEMENT

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 recent increase in claims reflects a change in the industry standards of what constitutes a claim.

Workers Compensation Claims	
Fiscal Year	Number
1999-00	0
2000-01	1
2001-02	0
2002-03	0
2003-04	1
2004-05	0
2005-06	0
2006-07	0
2007-08	1
2008-09	2
2009-10	5

The majority of liability claims filed against the City tend to be related to City trees, traffic accidents and trip and falls 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.



Department: City Administration
Budget Program: City Manager

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1002-411-11-00	SALARY & WAGES - FT	-390,295	-481,473	-480,700	-553,600	-639,900	-670,100
	101-1002-411-12-00	SALARY & WAGES - PT	-19,240	-29,433	-34,000	-34,000	0	0
	101-1002-411-29-00	EMPLOYEE BENEFITS	-119,540	-169,779	-147,117	-147,117	-229,300	-245,900
	101-1002-411-32-00	PROF/TECH SERVICE	-20,305	-70,262	-85,000	-193,000	-188,000	-113,000
	101-1002-411-52-00	INSURANCE	-667,195	-417,170	-750,000	-750,000	-555,000	-580,000
	101-1002-411-53-00	POSTAGE	-50	-29	-100	-100	-100	-100
	101-1002-411-55-00	PRINTING & BINDING	-407	-494	-600	-600	-600	-600
	101-1002-411-56-00	MILEAGE REIMBURSE	-662	-496	-300	-300	-200	-200
	101-1002-411-57-00	MEETINGS & CONFRNC	-11,548	-8,395	-4,500	-4,500	-8,500	-8,500
	101-1002-411-59-10	TRAINING	0	-298	0	0	0	0
	101-1002-411-59-20	MEMBERSHIPS & DUES	-21,162	-21,253	-22,000	-22,000	-22,000	-22,000
	101-1002-411-59-30	PUBLICATIONS	-330	-197	-250	-250	-200	-200
	101-1002-411-61-00	OP SUPP/MINOR EQUIP	-2,556	-1,520	-2,900	-2,900	-1,500	-1,500
	101-1002-411-71-00	LAND	-200	-163,178	0	-7,000	0	0
	101-1002-411-94-10	EQUIP REPLACE CHARG	-13,500	-4,100	-3,400	-3,400	-26,000	-32,900
Expenditure Subtotals			-1,266,990	-1,368,077	-1,530,867	-1,718,767	-1,671,300	-1,675,000
License/Permit	101-1002-325-10-00	FILM PERMITS	21,408	68,982	50,000	50,000	76,900	78,400
Revenue Subtotals			21,408	68,982	50,000	50,000	76,900	78,400
Net (Uses)/Resources Program Totals			-1,245,582	-1,299,095	-1,480,867	-1,668,767	-1,594,400	-1,596,600

Department: City Administration

Budget Program: City Manager

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1002-411-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	639,900	670,100
101-1002-411-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	229,300	245,900
101-1002-411-32-00	PROF/TECH SERVICE Funds professional contract services for a grant writing consultant (\$50,000), aviation (aircraft noise) consultant (\$15,000) and federal lobbyist to pursue funding for the San Ramon Canyon Stabilization project (\$48,000). FY11-12 includes a one-time expenditure of \$75,000 to conduct a community survey of municipal services.	188,000	113,000
101-1002-411-52-00	INSURANCE Cost for the City's general liability and property insurance coverage through the California Joint Powers Insurance Authority (CJPIA). The annual fluctuations in insurance cost are the result of retrospective refunds or deposits. These adjustments are applied annually based on CJPIA's analysis of the City's actual claims history.	555,000	580,000
101-1002-411-53-00	POSTAGE Charges for express mail, messenger and delivery services.	100	100
101-1002-411-55-00	PRINTING & BINDING Charges for outside printing and/or binding for letterhead, business cards, forms, brochures and other published documents.	600	600
101-1002-411-56-00	MILEAGE REIMBURSE Reimbursement for use of employees' private automobiles for City business.	200	200
101-1002-411-57-00	MEETINGS & CONFRNCS 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 Council of Governments and California Contract Cities Association. Other travel may be included in this account, such as special lobbying trips to	8,500	8,500

Department: City Administration

Budget Program: City Manager

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	Sacramento and attendance at miscellaneous regional meetings.		
101-1002-411-59-20	MEMBERSHIPS & DUES	22,000	22,000
	Funds membership in the following organizations:		
	1. Rotary Club of the Palos Verdes Peninsula		
	2. League of California Cities		
	3. International City Managers Association (ICMA)		
	4. American Planning Association (APA)		
	5. Local Agency Formation Commission (LAFCO) participation fee		
101-1002-411-59-30	PUBLICATIONS	200	200
	Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.		
101-1002-411-61-00	OP SUPP/MINOR EQUIP	1,500	1,500
	This budget provides for miscellaneous office supplies.		
101-1002-411-94-10	EQUIP REPLACE CHARGE	26,000	32,900
	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.		

Department: City Administration
Budget Program: City Clerk

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1004-411-11-00	SALARY & WAGES - FT	-166,652	-186,208	-185,300	-185,300	-242,000	-254,100
	101-1004-411-12-00	SALARY & WAGES - PT	-937	-17,163	-2,000	-2,000	0	0
	101-1004-411-29-00	EMPLOYEE BENEFITS	-74,110	-80,437	-71,209	-71,209	-103,700	-111,800
	101-1004-411-32-00	PROF/TECH SERVICE	-23,798	-85,970	-8,300	-189,300	-112,500	-8,500
	101-1004-411-53-00	POSTAGE	0	-12	0	0	0	0
	101-1004-411-54-00	LEGAL NOTICES AND AD	-1,978	-3,023	-2,500	-2,500	-2,500	-2,500
	101-1004-411-55-00	PRINTING & BINDING	0	-51	0	0	0	0
	101-1004-411-56-00	MILEAGE REIMBURSE	-325	-55	-200	-200	-250	-250
	101-1004-411-57-00	MEETINGS & CONFRNC	-469	-557	-2,000	-2,000	-2,000	-2,000
	101-1004-411-59-10	TRAINING	-2,200	-480	-3,000	-3,000	-5,100	-5,100
	101-1004-411-59-20	MEMBERSHIPS & DUES	-467	-457	-540	-540	-1,200	-1,200
	101-1004-411-59-30	PUBLICATIONS	0	-71	-100	-100	-100	-100
	101-1004-411-61-00	OP SUPP/MINOR EQUIP	-652	-3,105	-3,000	-3,000	-3,200	-3,200
	101-1004-411-94-10	EQUIP REPLACE CHARG	-4,800	-1,700	-1,400	-1,400	-20,000	-25,700
Expenditure Subtotals			-276,388	-379,289	-279,549	-460,549	-492,550	-414,450
Net (Uses)/Resources Program Totals			-276,388	-379,289	-279,549	-460,549	-492,550	-414,450

Department: City Administration

Budget Program: City Clerk

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1004-411-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	242,000	254,100
101-1004-411-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	103,700	111,800
101-1004-411-32-00	PROF/TECH SERVICE 1. The cost of the November 2011 General Municipal Election. (FY11-12 only \$104,000) 2. Miscellaneous election expenses include consulting, translation and election supplies from Martin & Chapman. (\$5,000) 3. Municipal Code and County Code updates and maintenance. (\$3,500)	112,500	8,500
101-1004-411-54-00	LEGAL NOTICES AND ADS Publication of legal notices and advertisement for advisory board recruitment, including election notices in FY11-12.	2,500	2,500
101-1004-411-56-00	MILEAGE REIMBURSE Reimbursement to staff for use of personal vehicles for attending meetings and conferences.	250	250
101-1004-411-57-00	MEETINGS & CONFRNCS Attendance at various City Clerks Association and Records Management meetings and conferences.	2,000	2,000
101-1004-411-59-10	TRAINING Training and continuing education focusing on election laws, records management and notary commission.	5,100	5,100
101-1004-411-59-20	MEMBERSHIPS & DUES 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. Association for Information and Image Management (AIIM)	1,200	1,200

Department: City Administration

Budget Program: City Clerk

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	5. National Notary Association		
101-1004-411-59-30	PUBLICATIONS Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	100	100
101-1004-411-61-00	OP SUPP/MINOR EQUIP This budget provides for miscellaneous office supplies.	3,200	3,200
101-1004-411-94-10	EQUIP REPLACE CHARGE 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.	20,000	25,700

Department: City Administration
Budget Program: Community Outreach

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1005-411-11-00	SALARY & WAGES - FT	-34,517	0	0	0	0	0
	101-1005-411-29-00	EMPLOYEE BENEFITS	-12,110	0	0	0	0	0
	101-1005-411-32-00	PROF/TECH SERVICE	-1,261	0	0	0	0	0
	101-1005-411-43-00	MAINTENANCE SERVICE	0	0	0	0	-900	-900
	101-1005-411-53-00	POSTAGE	-4,744	-3,200	0	0	-5,500	-5,500
	101-1005-411-55-00	PRINTING & BINDING	-10,239	-5,438	-1,000	-12,000	-15,000	-15,000
	101-1005-411-56-00	MILEAGE REIMBURSE	-26	-23	-100	-100	-100	-100
	101-1005-411-57-00	MEETINGS & CONFRNC	-17,946	-19,100	-19,000	-19,000	-19,000	-19,000
	101-1005-411-59-20	MEMBERSHIPS & DUES	-3,205	-3,180	-3,300	-3,300	-3,300	-3,300
	101-1005-411-61-00	OP SUPP/MINOR EQUIP	-7,403	-1,520	-6,500	-6,500	-3,500	-3,500
	101-1005-411-93-00	CITY GRANTS	-51,900	-53,500	-53,500	-53,500	-60,500	-60,500
Expenditure Subtotals			-143,351	-85,961	-83,400	-94,400	-107,800	-107,800
Net (Uses)/Resources Program Totals			-143,351	-85,961	-83,400	-94,400	-107,800	-107,800

Department: City Administration

Budget Program: Community Outreach

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1005-411-43-00	MAINTENANCE SERVICES The cost of the weekly cable television channel guide.	900	900
101-1005-411-53-00	POSTAGE Postage costs for mailing a quarterly City Newsletter and the cost of postage permits. The Waste Reduction fund pays 35% of this cost to promote recycling activities.	5,500	5,500
101-1005-411-55-00	PRINTING & BINDING 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 (\$14,000). The Waste Reduction fund pays for 35% of this cost to promote recycling activities.	15,000	15,000
101-1005-411-56-00	MILEAGE REIMBURSE Reimbursement to staff for use of personal vehicles for attending meetings.	100	100
101-1005-411-57-00	MEETINGS & CONFRNCS Expenses are included for the following events: 1. Community Leaders' Breakfast. (\$2,000) 2. Annual Holiday Reception. (\$4,000) 3. Mayors Luncheons with the Mayors from the other three Peninsula cities and a member from the Palos Verdes Peninsula Unified School District Board. (\$1,200) 4. Mayor/Committee Chair breakfasts, City Council meetings and workshops, as well as agenda preparation meetings. (\$11,800)	19,000	19,000
101-1005-411-59-20	MEMBERSHIPS & DUES This item provides for City memberships in the following organizations: 1. Peninsula Chamber of Commerce 2. San Pedro Chamber of Commerce 3. Palos Verdes Peninsula Coordinating Council	3,300	3,300
101-1005-411-61-00	OP SUPP/MINOR EQUIP This item includes City tiles, lapel pins, engraving and proclamations.	3,500	3,500

Department: City Administration

Budget Program: Community Outreach

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1005-411-93-00	CITY GRANTS This item provides specific grants to the following non-profit organizations serving the Peninsula and South Bay area: Animal Lovers of South Bay \$500 Chamber Orchestra of the South Bay \$500 Harbor Community Clinic \$4,000 Helpline Youth Counseling \$1,000 Kiwans Club of Rolling Hills Estates \$5,000 Los Serenos de Point Vicente \$7,000 Norris Center for the Performing Arts \$2,500 Palos Verdes Library District (Annex) \$10,000 Peninsula Seniors \$10,000 Peninsula Symphony Association \$500 Pet Protector's League \$2,000 South Bay Chamber Music Society \$500 South Bay Children's Health Center \$10,000 South Bay Family Healthcare \$5,000 Support for Harbor Area Women's Lives (SHAWL) \$2,000	60,500	60,500

Department: City Administration
Budget Program: RPV TV

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1006-411-12-00	SALARY & WAGES - PT	0	0	0	0	-27,200	-28,600
	101-1006-411-29-00	EMPLOYEE BENEFITS	0	0	0	0	-2,600	-2,800
	101-1006-411-32-00	PROF/TECH SERVICE	0	0	0	0	-52,000	-53,000
	101-1006-411-59-20	MEMBERSHIPS & DUES	0	0	0	0	-100	-100
	101-1006-411-61-00	OP SUPP/MINOR EQUIP	0	0	0	0	-14,000	-14,000
	101-1006-411-94-10	EQUIP REPLACE CHARG	0	0	0	0	-5,100	-6,200
	226-1007-411-12-00	SALARY & WAGES - PT	-14,700	-20,150	-27,900	-27,900	0	0
	226-1007-411-29-00	EMPLOYEE BENEFITS	-2,290	0	-3,232	-3,232	0	0
	226-1007-411-32-00	PROF/TECH SERVICE	-56,950	-69,260	-51,000	-51,000	0	0
	226-1007-411-43-00	MAINTENANCE SERVICE	-7,669	-3,000	0	0	0	0
	226-1007-411-59-20	MEMBERSHIPS & DUES	-900	-75	-1,000	-1,000	0	0
	226-1007-411-61-00	OP SUPP/MINOR EQUIP	-17,080	-2,240	-2,500	-2,500	0	0
	226-1007-411-94-10	EQUIP REPLACE CHARG	-1,500	-1,000	-800	-800	0	0
Expenditure Subtotals			-101,089	-95,725	-86,432	-86,432	-101,000	-104,700
Interest	226-1007-361-10-00	INTEREST EARNINGS	192	-12	10	10	0	0
Other Revenue	226-1007-365-10-00	DONATIONS	0	0	1,000	1,000	0	0
Revenue Subtotals			192	-12	1,010	1,010	0	0
Fr Gen'l fund	226-1007-391-10-00	TRANSFERS IN	54,590	105,000	85,000	85,000	0	0
Transfers In Subtotals			54,590	105,000	85,000	85,000	0	0
Net (Uses)/Resources Program Totals			-46,307	9,263	-422	-422	-101,000	-104,700

Department: City Administration

Budget Program: RPV TV

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1006-411-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time City employees allocated to this program.	27,200	28,600
101-1006-411-29-00	EMPLOYEE BENEFITS The cost of employee benefits allocated to this program via the employee benefits charge.	2,600	2,800
101-1006-411-32-00	PROF/TECH SERVICE Professional services for editing content and production labor, as well as the Station Manager's professional services.	52,000	53,000
101-1006-411-59-20	MEMBERSHIPS & DUES City membership in the National Association of Telecommunications Officers and Advisors (NATOA).	100	100
101-1006-411-61-00	OP SUPP/MINOR EQUIP Miscellaneous operating supplies and minor equipment for production purposes, including camcorders, microphones, monitors, tripods, etc.	14,000	14,000
101-1006-411-94-10	EQUIP REPLACE CHARGE 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.	5,100	6,200

Department: City Administration
Budget Program: Personnel

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1011-411-11-00	SALARY & WAGES - FT	-102,710	-125,060	-131,200	-131,200	-151,000	-158,600
	101-1011-411-29-00	EMPLOYEE BENEFITS	-21,110	-46,248	-40,169	-40,169	-54,700	-58,900
	101-1011-411-32-00	PROF/TECH SERVICE	-44,245	-27,722	-20,000	-60,000	-32,250	-32,250
	101-1011-411-54-00	LEGAL NOTICES AND AD	-8,041	-1,717	-7,500	-7,500	-3,000	-3,000
	101-1011-411-55-00	PRINTING & BINDING	0	-833	-4,000	-4,000	-2,000	-2,000
	101-1011-411-56-00	MILEAGE REIMBURSE	-42	0	0	0	-200	-200
	101-1011-411-57-00	MEETINGS & CONFRNC	-490	-2,576	-600	-600	-800	-800
	101-1011-411-59-10	TRAINING	0	-411	-2,000	-2,000	-2,000	-2,000
	101-1011-411-59-20	MEMBERSHIPS & DUES	-150	-510	-1,000	-1,000	-600	-600
	101-1011-411-59-30	PUBLICATIONS	-371	-49	0	0	-100	-100
	101-1011-411-61-00	OP SUPP/MINOR EQUIP	-425	-386	-400	-400	-500	-500
	101-1011-411-94-10	EQUIP REPLACE CHARG	-1,500	-700	-600	-600	-4,200	-5,300
Expenditure Subtotals			-179,084	-206,212	-207,469	-247,469	-251,350	-264,250
Net (Uses)/Resources Program Totals			-179,084	-206,212	-207,469	-247,469	-251,350	-264,250

Department: City Administration

Budget Program: Personnel

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1011-411-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	151,000	158,600
101-1011-411-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	54,700	58,900
101-1011-411-32-00	PROF/TECH SERVICE This item provides funds for professional services related to special personnel and employee issues and employment services. 1. ADP (Human Resources/Benefits Management System) \$8,000 2. Leadership and succession consulting \$20,000 3. Pre-employment physical exams \$2,000 4. Background investigations with the California Department of Justice \$1,500 5. Fingerprinting service \$750	32,250	32,250
101-1011-411-54-00	LEGAL NOTICES AND ADS Personnel recruitment advertisements in local newspapers, "Jobs Available" and other professional periodicals.	3,000	3,000
101-1011-411-55-00	PRINTING & BINDING Printing employment applications, handbooks and other personnel related materials.	2,000	2,000
101-1011-411-56-00	MILEAGE REIMBURSE Reimbursement to staff for use of personal vehicles for attending meetings.	200	200
101-1011-411-57-00	MEETINGS & CONFRNCS Attendance at various human resource association meetings.	800	800
101-1011-411-59-10	TRAINING Training and continuing education focusing on personnel law, team building and benefits administration.	2,000	2,000
101-1011-411-59-20	MEMBERSHIPS & DUES Funds membership in human resources professional organizations.	600	600

Department: City Administration

Budget Program: Personnel

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1011-411-59-30	PUBLICATIONS Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	100	100
101-1011-411-61-00	OP SUPP/MINOR EQUIP Miscellaneous office supplies.	500	500
101-1011-411-94-10	EQUIP REPLACE CHARGE 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.	4,200	5,300

Department: City Administration
Budget Program: Employee Benefits

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	685-1015-499-21-00	INSURANCE-EMPLOYEE	-673,265	-668,168	-636,800	-636,800	-769,000	-835,700
	685-1015-499-22-00	FICA/MEDICARE	3,701	-84,619	-95,260	-95,260	-89,600	-93,800
	685-1015-499-23-00	RETIREMENT (PERS)	-1,508,304	-2,475,581	-831,000	-831,000	-1,069,000	-1,150,700
	685-1015-499-24-00	TUITION REIMBURSE	-573	-792	-2,400	-2,400	-800	-800
	685-1015-499-25-00	DEFERRED COMP MATC	0	-4,395	0	0	-15,000	-15,000
	685-1015-499-27-00	BONUS POOL	-70,607	-77,450	-81,100	-117,408	-114,300	-119,700
	685-1015-499-28-00	RETIREMENT HEALTHC	-3,824	-174,091	-76,900	-76,900	-80,200	-82,600
	685-1015-499-52-00	INSURANCE	-65,576	-63,817	-81,100	-81,100	-53,000	-56,000
	685-1015-499-54-00	LEGAL NOTICES AND AD	-16	0	0	0	0	0
Expenditure Subtotals			-2,318,464	-3,548,913	-1,804,560	-1,840,868	-2,190,900	-2,354,300
Chg for Svcs	685-1015-381-30-00	EMPLOYEE BENE CHAR	1,615,134	2,126,672	1,825,467	1,825,467	2,190,900	2,354,300
Interest	685-1015-361-10-00	INTEREST EARNINGS	8,927	846	0	0	1,720	40
Revenue Subtotals			1,624,061	2,127,518	1,825,467	1,825,467	2,192,620	2,354,340
	685-1015-491-91-00	TRANSFERS OUT	0	0	0	0	-340,000	0
Transfers Out Subtotals			0	0	0	0	-340,000	0
Net (Uses)/Resources Program Totals			-694,403	-1,421,395	20,907	-15,401	-338,280	40

Department: City Administration

Budget Program: Employee Benefits

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
685-1015-491-91-00	TRANSFERS OUT Transfer prior years' savings back to the General Fund.	340,000	0
685-1015-499-21-00	INSURANCE-EMPLOYEE The City's contribution for employee medical, dental, life, long-term disability and other insurance.	769,000	835,700
685-1015-499-22-00	FICA/MEDICARE The City is required to contribute 1.45% of an employee's salary to Medicare. This requirement applies to all employees hired after April 1, 1986. In addition, the City also pays 6.2% Social Security for part-time employees that are not enrolled in the City's PERS pension plan.	89,600	93,800
685-1015-499-23-00	RETIREMENT (PERS) Based on the October 2010 actuarial valuation, the City's FY11-12 employer contribution rate will be 13.353%. Based on the same valuation, the estimated FY12-13 rate is 13.9%. The City's full-time employees pay 1.5% of the 8.0% the employee contribution, and the City's part-time employees pay 7.0% of the 8.0% employee contribution.	1,069,000	1,150,700
685-1015-499-24-00	TUITION REIMBURSE Tuition reimbursement for employees in accordance with the City's educational incentive plan.	800	800
685-1015-499-25-00	DEFERRED COMP MATCH The City's matching contribution to the City Manager's deferred compensation account.	15,000	15,000
685-1015-499-27-00	BONUS POOL The Employee Incentive Program, initiated in FY94-95, allowed for monetary awards in recognition of exemplary performance. Beginning in FY10-11, the program was re-characterized as a Performance Incentive Program that requires employees to meet a goal of additional cost savings or revenue enhancements in exchange for incentive payments. Beginning in FY11-12, the performance requirement was based on a 3:1 ratio. For every \$3 of cost savings or revenue enhancements, \$1 of incentive money is eligible for payment. The FY11-12 and FY12-13 allocations are based on 2% of total salaries, and are the maximum amounts to be paid out under the Program.	114,300	119,700

Department: City Administration

Budget Program: Employee Benefits

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
685-1015-499-28-00	RETIREMENT HEALTHCARE The budget amounts represent per pay period contributions of \$52.58 and \$53.63 for FY11-12 and FY12-13, respectively increased by the Consumer Price Index.	80,200	82,600
685-1015-499-52-00	INSURANCE This line item reflects the City's share of the annual deposit for Workers Compensation Insurance coverage. The City is a member of the California Joint Powers Insurance Authority (CJPIA) which determines all participating City's required deposits using a seven-year history of actual incurred losses and expenses.	53,000	56,000



PUBLIC SAFETY

The public safety program provides for the overall protection and preservation of the City, including its residents, business owners and visitors. Public safety programs, which are administered by the City Manager's Office, include Sheriff, Special Programs, and Emergency Preparedness. 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 Deputy City Manager serves as the liaison to the Regional Law Enforcement Committee. Sheriff services include: patrol services, traffic and parking enforcement, general and specialized investigations, and various crime prevention services.



SPECIAL PROGRAMS

Special law enforcement programs include school crossing guard and traffic control services, the parking citation-processing contract, and sobriety checkpoint and focused traffic safety enforcement programs.



EMERGENCY PREPAREDNESS

Through the Emergency Preparedness program, the City provides for disaster planning and coordination of a comprehensive emergency action program 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 City's Emergency Preparedness Committee.

PUBLIC SAFETY GRANTS

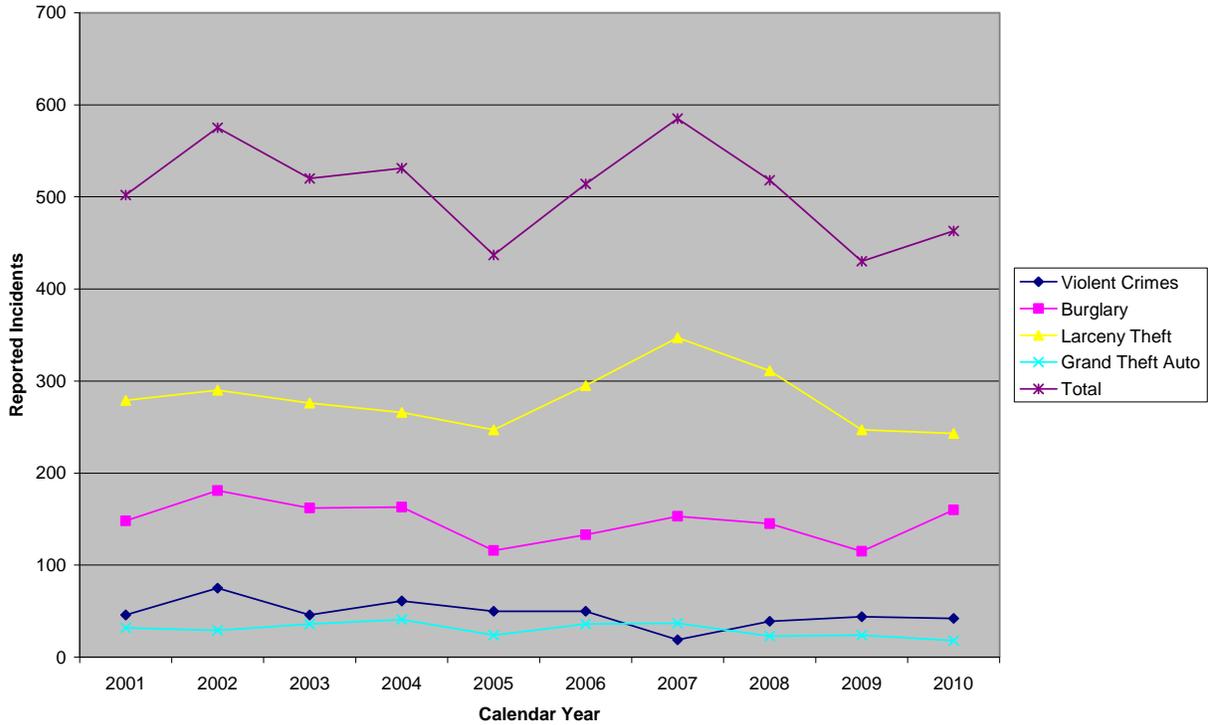
The Public Safety Grants program accounts for grants received by the City that are restricted to certain public safety expenditures. The City has received California Law Enforcement Equipment Program (CLEEP) funds from the state, which are used to purchase technology and equipment for law enforcement. These monies are recorded in a special revenue fund and transferred out to pay for eligible public safety costs expended within the General fund. In 2008 and 2011, CLEEP funds were used to purchase a patrol car equipped with an Automatic License Plate Recognition (ALPR) software system.

PUBLIC SAFETY PERFORMANCE INDICATORS

PART I CRIMES

Part I offenses are used by law enforcement agencies in the United States 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. There were no homicides or incidents of arson in 2010, but there were 8 reported cases of rapes, 5 robberies and 29 aggravated assaults for a total of 42 violent crimes. The majority of the reported rape cases involved victims who knew their assailant, often associated with domestic violence incidents. Therefore, there was no indication of a serial rapist in the community.

PART 1 CRIMES



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 chart below compares the crime rate in Rancho Palos Verdes using this formula since 2001:

<u>Year</u>	<u>Crimes Rate</u>
2001	123.06
2002	137.61
2003	122.42
2004	122.42
2005	100.57
2006	120.41
2007	139.28
2008	123.33
2009	102.38
2010	110.24

In 2010, about 110 people out of every 10,000 in Rancho Palos Verdes were victims of a Part 1 Crime, compared to 246 for the entire area of Los Angeles County served by the Sheriff's Department.

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:

<u>Year</u>	<u>Juvenile Crimes</u>	<u>Number of Deputies</u>
1997	149 reports	1
1998	99 reports	1
1999	95 reports	2
2000	66 reports	2
2001	42 reports	3
2002	36 reports	3
2003	45 reports	3
2004	32 reports	3
2005	51 reports	3
2006	31 reports	3
2007	27 reports	3
2008	31 reports	3
2009	27 reports	2
2010	31 reports	2

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 City contracts with the County of Los Angeles, Department of Animal Care and Control (LAC DACC) for basic service. The County provides and charges for services tendered upon request or service call. The agency's target response times are identified below.

Animal Control Target Response Times by Priority

LAC DACC Policy: OPF 130

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

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

League of California Cities' Response Time Standards

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



City's Animal Control Service Level Indicators

	FY 09-10	FY08-09	FY 07-08	FY 06-07	FY 05-06	FY 04-05	FY 03-04	FY 02-03	FY 01-02
Total Service Requests	567	1,510	1,572	1,489	1491	1,591	1,592	1,649	1,628
Field and Patrol Hours ⁽¹⁾	751	1,350	1,132	1,000	1,080				
Dogs Impounded	63	52	99	64	80	66	88	183	211
Cats Impounded	105	37	44	158	109	109	117		
Other ⁽²⁾ Animals Impounded	77	321	744	699	702 ⁽³⁾	697	717	n/a	n/a
Animals ⁽³⁾ Returned to Owners	27	20	43	28	27	24	38	28	24
Animals ⁽³⁾ Placed in New Homes	19	45	101	115	67	39	45	34	39
Licenses Collected ⁽¹⁾	2,426	2,717	3,311	4,680	3,411				
Penalties Collected ⁽¹⁾	136	105	167	912	135				
Canvassing and Clinic Hours ⁽¹⁾	0	0	5	1,297	0				

(1) Information on this area of service was previously not provided

(2) Other animals include birds, bunnies, rats, reptiles, livestock, etc.

(3) Includes dogs, cats, birds and other

(4) Estimate as exact number is not available

Department: Public Safety
Budget Program: Sheriff

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1021-421-32-00	PROF/TECH SERVICE	-3,941,881	-3,939,997	-3,994,087	-3,994,087	-4,015,000	-4,300,800
Expenditure Subtotals			-3,941,881	-3,939,997	-3,994,087	-3,994,087	-4,015,000	-4,300,800
Fine/Forfeiture	101-1021-351-10-00	MISC COURT FINES	205,635	172,994	203,600	140,600	148,900	151,900
Fine/Forfeiture	101-1021-351-20-00	FALSE ALARM FINES	8,100	5,900	13,400	13,400	6,000	6,100
Other Revenue	101-1021-369-10-00	MISC REVENUES	7,221	3,984	0	0	0	0
Revenue Subtotals			220,956	182,878	217,000	154,000	154,900	158,000
Fr PS Grants	101-1021-391-10-00	TRANSFERS IN	100,000	100,000	100,000	100,000	0	0
Transfers In Subtotals			100,000	100,000	100,000	100,000	0	0
Net (Uses)/Resources Program Totals			-3,620,925	-3,657,119	-3,677,087	-3,740,087	-3,860,100	-4,142,800

Department: Public Safety

Budget Program: Sheriff

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1021-421-32-00	PROF/TECH SERVICE The FY11-12 allocation reflects a 3.07% increase, and the FY12-13 allocation reflects a 3.00% increase. 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, Sheriff 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. 2. Grant Deputy Program: Provides for the Community Resource (CORE) policing team that primarily focuses on juvenile crime and drug abuse prevention, neighborhood conflict resolution and other quality of life policing issues. The team also teaches Student & the Law classes at Peninsula High School and Rancho del Mar High School. First established in FY96-97 with one deputy, the Team was increased in size until it had three deputies beginning in FY99-00. Beginning in FY09-10, the regional contract CORE team was reduced to two deputies. The total cost of the Sheriff's services includes a 4% 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. For FY11-12 only, the Liability Trust Fund contribution requirement has been temporarily suspended by the County. The FY12-13 allocation includes the required 4% contribution. General Law Enforcement FY11-12 \$3,826,800 FY12-13 \$3,941,600 Grant Deputy Program FY11-12 \$188,200 FY12-13 \$193,800 Liability Trust Fund FY11-12 \$0 FY12-13 \$165,400	4,015,000	4,300,800

Department: Public Safety

Budget Program: Special Programs

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1024-421-32-00	PROF/TECH SERVICE	-68,293	-28,640	-208,045	-236,045	-67,000	-67,000
	101-1024-421-55-00	PRINTING & BINDING	-1,931	-2,153	-2,500	-2,500	-2,500	-2,500
	101-1024-421-61-00	OP SUPP/MINOR EQUIP	-1,710	-7,501	-2,000	-2,000	-2,000	-2,000
Expenditure Subtotals			-71,934	-38,294	-212,545	-240,545	-71,500	-71,500
Net (Uses)/Resources Program Totals			-71,934	-38,294	-212,545	-240,545	-71,500	-71,500

Department: Public Safety

Budget Program: Special Programs

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1024-421-32-00	PROF/TECH SERVICE This line item provides for the following professional and technical services: 1. Parking Citations: In cooperation with the other two regional cities, Rolling Hills and Rolling Hills Estates, the City contracts with an outside vendor for the processing and administration of parking citations. 2. Traffic Control at Rancho Vista Elementary School: This item pays for the City's share of a part time employee of the City of Rolling Hills Estates who conducts traffic control at Rancho Vista Elementary School. The three regional cities share the cost: RPV 60%, RHE 30% and RH 10%. 3. Explorer Scouts: This program allows Sheriff Explorer Scouts to provide traffic control at the City's annual Whale of a Day celebration. 4. School Crossing Guards: The City contracts with an outside vendor to provide school crossing guards at Silver Spur Elementary School and Miraleste Intermediate School. The City is fully reimbursed by the Palos Verdes Peninsula School District for the services at Miraleste Intermediate School. 5. Annual targeted enforcement and outreach programs recommended by the Sheriff.	67,000	67,000
101-1024-421-55-00	PRINTING & BINDING This item covers the cost of printing Parking Citation books for the Regional Law Enforcement Area. The cost is shared on a 60/30/10 basis with the other contract cities.	2,500	2,500
101-1024-421-61-00	OP SUPP/MINOR EQUIP This item covers the costs associated with ongoing maintenance and miscellaneous supplies for the regions radar units. This cost is shared 60/30/10 among the Regional Cities. This program also funds maintenance of the City's speed trailer.	2,000	2,000

Department: Public Safety
Budget Program: Animal Control

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1025-421-11-00	SALARY & WAGES - FT	-9,738	0	0	0	0	0
	101-1025-421-29-00	EMPLOYEE BENEFITS	-4,240	0	0	0	0	0
	101-1025-421-32-00	PROF/TECH SERVICE	-103,910	-77,845	-125,000	-140,000	-120,000	-122,500
	101-1025-421-61-00	OP SUPP/MINOR EQUIP	-38	-34	-250	-250	-250	-250
Expenditure Subtotals			-117,926	-77,879	-125,250	-140,250	-120,250	-122,750
License/Permit	101-1025-326-10-00	ANIMAL CONTROL FEES	45,810	50,161	58,600	58,600	51,200	52,200
Revenue Subtotals			45,810	50,161	58,600	58,600	51,200	52,200
Net (Uses)/Resources Program Totals			-72,116	-27,718	-66,650	-81,650	-69,050	-70,550

Department: Public Safety

Budget Program: Animal Control

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1025-421-32-00	PROF/TECH SERVICE 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. The budget for contract services is partially offset by revenue derived from dog license fees.	120,000	122,500
101-1025-421-61-00	OP SUPP/MINOR EQUIP This item is used for minor supplies associated with the City's annual vaccination clinic.	250	250

Department: Public Safety
Budget Program: Emergency Preparedness

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-1026-421-11-00	SALARY & WAGES - FT	-18,161	-18,453	-24,900	0	-21,200	-22,300
	101-1026-421-29-00	EMPLOYEE BENEFITS	-7,990	-8,229	-7,045	-7,045	-9,100	-9,900
	101-1026-421-32-00	PROF/TECH SERVICE	-5,801	-44,649	-15,000	-72,000	-50,000	-50,000
	101-1026-421-41-40	TELEPHONE SERVICE	-2,947	-2,978	-2,750	-2,750	-3,000	-3,000
	101-1026-421-53-00	POSTAGE	0	-2,300	0	0	0	0
	101-1026-421-55-00	PRINTING & BINDING	-500	-2,843	-15,000	-15,000	-3,000	-3,000
	101-1026-421-56-00	MILEAGE REIMBURSE	-11	-105	-250	-250	-200	-200
	101-1026-421-57-00	MEETINGS & CONFRNC	-608	-541	-1,000	-1,000	-1,000	-1,000
	101-1026-421-59-10	TRAINING	0	0	-500	-500	0	0
	101-1026-421-59-20	MEMBERSHIPS & DUES	-9,675	-9,675	-11,000	-11,000	-11,000	-11,000
	101-1026-421-61-00	OP SUPP/MINOR EQUIP	-18,336	-79,192	-20,500	-65,500	-30,000	-30,000
	101-1026-421-94-10	EQUIP REPLACE CHARG	-5,200	-2,300	-1,700	-1,700	-19,800	-26,500
Expenditure Subtotals			-69,229	-171,265	-99,645	-176,745	-148,300	-156,900
Net (Uses)/Resources Program Totals			-69,229	-171,265	-99,645	-176,745	-148,300	-156,900

Department: Public Safety
Budget Program: Emergency Preparedness

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1026-421-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	21,200	22,300
101-1026-421-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	9,100	9,900
101-1026-421-32-00	PROF/TECH SERVICE This budget provides for other items to support the Emergency Preparedness Committee meetings and recommendations, as well as Federal Emergency Management Agency claims management and Emergency Operation Center training.	50,000	50,000
101-1026-421-41-40	TELEPHONE SERVICE This item provides emergency cellular and satellite telephone service for the City.	3,000	3,000
101-1026-421-55-00	PRINTING & BINDING This item is used for public information items related to emergency preparedness, such as brochures, newsletter inserts, and guidebooks.	3,000	3,000
101-1026-421-56-00	MILEAGE REIMBURSE Reimbursement to staff for use of personal vehicles for attending regional meetings related to emergency preparedness.	200	200
101-1026-421-57-00	MEETINGS & CONFRNCS Expenses related to attendance by Administration employees at meetings and conferences sponsored by the California Emergency Services Association (CESA) and the Emergency Preparedness Commission (EPC).	1,000	1,000
101-1026-421-59-20	MEMBERSHIPS & DUES This item is for membership dues in the Los Angeles County Area G Disaster Council and the Business and Industry Council for Emergency Planning and Preparedness (BICEPP).	11,000	11,000
101-1026-421-61-00	OP SUPP/MINOR EQUIP This item provides as-needed emergency response supplies, such as rain gear, sandbags and water.	30,000	30,000

Department: Public Safety

Budget Program: Emergency Preparedness

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-1026-421-94-10	EQUIP REPLACE CHARGE 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.	19,800	26,500

Department: Public Safety
Budget Program: Public Safety Grants

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	217-1027-421-69-00	OTHER MISCELLANEOU	-32,285	0	0	0	-19,600	0
Expenditure Subtotals			-32,285	0	0	0	-19,600	0
From Oth Agen	217-1027-334-10-00	CA BRULTE (COPS)	100,000	100,000	100,000	100,000	0	0
Interest	217-1027-361-10-00	INTEREST EARNINGS	1,625	378	0	0	170	120
Revenue Subtotals			101,625	100,378	100,000	100,000	170	120
To Gen'l fund	217-1027-491-91-00	TRANSFERS OUT	-100,000	-100,000	-100,000	-100,000	0	0
Transfers Out Subtotals			-100,000	-100,000	-100,000	-100,000	0	0
Net (Uses)/Resources Program Totals			-30,660	378	0	0	-19,430	120

Department: Public Safety

Budget Program: Public Safety Grants

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
217-1027-421-69-00	OTHER MISCELLANEOUS The accumulated fund balance is comprised mostly of prior years' interest earnings, and will be used to purchase automated license plate recognition equipment for the Lomita Sheriff's Station.	19,600	0



FINANCE & INFORMATION TECHNOLOGY

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



FINANCE (101-2020)

Finance Administration

- Prepare the City budget;
- Prepare the annual Five-Year Financial Model for mid-term financial planning;
- Manage City cash balances and investments;
- Administer trust deposit accounts;
- Process annual business license applications;
- Facilitate periodic audits of locally imposed taxes;
- Maintain a capital asset inventory for the City;
- Prepare the City's Five-Year Capital Improvement Plan; and
- Provide staff support to the Finance Advisory Committee and the Storm Drain Oversight Committee.

Revenues and Expenditures

- Process purchase orders and disbursements;
- Prepare semi-monthly register of demands for City Council authorization;
- Revenue receipts and accounts receivable billings and collections;
- Monitor the City's revenues;
- False burglar alarm fee invoicing and collections; and
- City property lease and rental invoicing and collections.

Payroll

- Process payroll and employee insurance benefits reporting and payments; and
- Prepare federal and state payroll tax reports and payments.

Fiscal Reporting

- Coordinate the annual independent audit of the City's financial statements and preparation of the Comprehensive Annual Financial Report;
- Prepare various state and federal reporting documents including the State Controller's Report for the both the City and the Redevelopment Agency, the annual State Street Expenditures Report, the annual Statement of Indebtedness Report, and the annual Gann Limit Report; and
- Prepare internal monthly financial summaries and Cash Balance reports to the City Council.



INFORMATION TECHNOLOGY – DATA (101-2030)

- Maintain the website for the City;
- Maintain the City's software systems; and
- Maintain the computer data network at City Hall and several park sites.

INFORMATION TECHNOLOGY – VOICE (101-2035)

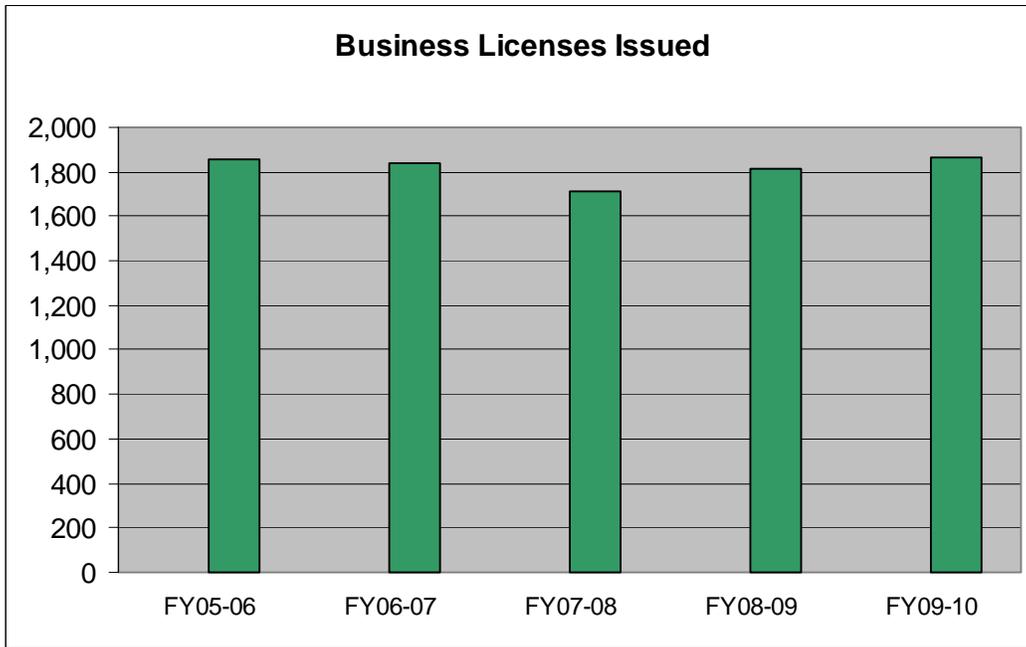
- Maintain the Voice over Internet Protocol (VoIP) system at City Hall and several park sites.

RDA DEBT SERVICE FUND (410-2010)

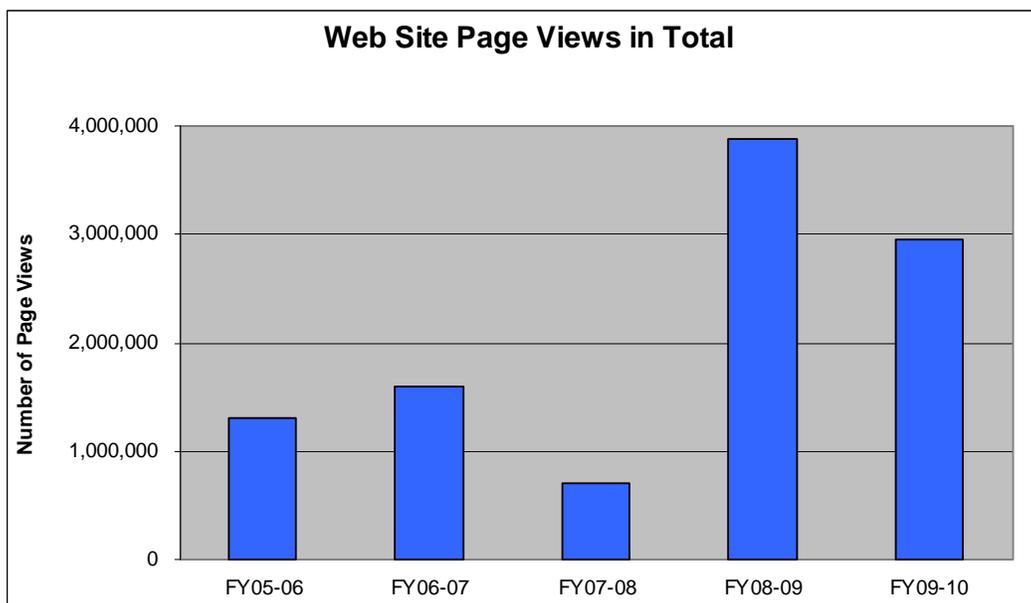
The RDA Debt Service Fund is used to account for the accumulation of resources for the payment of principal and interest on the Redevelopment Agency's debt. The Agency's gross property tax increment revenue (net of the 20% Housing Set-Aside amount) is recorded in this fund. Property tax increment is the portion of property tax revenue from the Redevelopment Agency project area that exceeds the fixed base-year property tax revenue. The base-year of FY84-85 is the year in which the Agency was formed.

FINANCE & INFORMATION TECHNOLOGY 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 18 years, beginning with the June 30, 1993 report.
- The number of business licenses issued annually is presented below.



- Website statistics are presented as number of page views for each year.





Department: Finance & Information Technology
Budget Program: Finance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-2020-411-11-00	SALARY & WAGES - FT	-545,649	-662,702	-706,400	-706,400	-716,800	-752,700
	101-2020-411-12-00	SALARY & WAGES - PT	-30,528	-31,973	-51,300	-51,300	-19,900	-20,900
	101-2020-411-29-00	EMPLOYEE BENEFITS	-205,874	-277,515	-245,580	-245,580	-277,700	-299,100
	101-2020-411-32-00	PROF/TECH SERVICE	-200,979	-224,480	-211,900	-252,900	-239,000	-243,400
	101-2020-411-44-10	BUILDING & LAND RENT	0	-4,008	-4,300	-4,300	-4,100	-4,200
	101-2020-411-54-00	LEGAL NOTICES AND AD	-337	-190	-600	-600	-800	-800
	101-2020-411-55-00	PRINTING & BINDING	-1,376	-7,027	-6,500	-6,500	-6,500	-6,500
	101-2020-411-56-00	MILEAGE REIMBURSE	-589	-1,024	-500	-500	-1,000	-1,000
	101-2020-411-57-00	MEETINGS & CONFRNC	-3,379	-1,700	-4,500	-4,500	-4,200	-4,200
	101-2020-411-59-10	TRAINING	-2,906	-3,739	-4,000	-4,000	-4,000	-4,000
	101-2020-411-59-20	MEMBERSHIPS & DUES	-2,375	-3,944	-2,790	-2,790	-2,500	-2,500
	101-2020-411-59-30	PUBLICATIONS	-775	-402	-1,000	-1,000	-500	-500
	101-2020-411-61-00	OP SUPP/MINOR EQUIP	-3,161	-7,640	-8,300	-8,300	-4,500	-4,500
	101-2020-411-69-00	OTHER MISCELLANEOU	-36,123	-35,646	-30,000	-30,000	-37,000	-37,000
	101-2020-411-94-10	EQUIP REPLACE CHARG	-19,700	-7,300	-5,900	-5,900	-56,800	-72,700
Expenditure Subtotals			-1,053,751	-1,269,290	-1,283,570	-1,324,570	-1,375,300	-1,454,000
Taxes	101-2020-316-10-00	BUSINESS LICENSE TAX	531,982	609,176	520,800	608,800	593,300	605,200
Revenue Subtotals			531,982	609,176	520,800	608,800	593,300	605,200
Net (Uses)/Resources Program Totals			-521,769	-660,114	-762,770	-715,770	-782,000	-848,800

Department: Finance & Information Technology

Budget Program: Finance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-2020-411-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	716,800	752,700
101-2020-411-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time City employees allocated to this program.	19,900	20,900
101-2020-411-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	277,700	299,100
101-2020-411-32-00	PROF/TECH SERVICE This budget provides for professional and technical services required to support the Finance function, and includes the following: 1. Property Tax administration fee paid to the County. (FY11-12 \$161,000) (FY12-13 \$164,000) 2. Independent audit of the City's financial statements. (FY11-12 \$35,000) (FY12-13 \$36,400) 3. Contracted services for payroll processing. (\$23,000) 4. City Financial Advisor. (\$5,000) 5. 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. (\$20,000)	239,000	243,400
101-2020-411-44-10	BUILDING & LAND RENTAL The department uses offsite storage for non-active record retention.	4,100	4,200
101-2020-411-54-00	LEGAL NOTICES AND ADS Per state law, the city must annually publish a summary of financial transactions in the local newspaper.	800	800
101-2020-411-55-00	PRINTING & BINDING This budget item provides for financial document printing (i.e. checks, purchase orders, annual financial reports and budget	6,500	6,500

Department: Finance & Information Technology

Budget Program: Finance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	documents).		
101-2020-411-56-00	MILEAGE REIMBURSE The city reimburses staff for use of personal vehicles when attending meetings on behalf of the city.	1,000	1,000
101-2020-411-57-00	MEETINGS & CONFRNCS This budget enables the Department Director and Deputy Director to attend the annual California Society of Municipal Finance Officers (CSMFO) conference. This item also enables department management to attend local meetings of municipal finance organizations and other meetings related to management of the department.	4,200	4,200
101-2020-411-59-10	TRAINING The Department Director and Deputy Director are Certified Public Accountants. Maintenance of these professional licenses requires annual continuing education. In addition, outside training is offered to other department staff to maintain a current working knowledge of applicable financial laws and practices, and improve use of finance related software.	4,000	4,000
101-2020-411-59-20	MEMBERSHIPS & DUES Certain department employees are members of the Government Finance Officers Association (GFOA), the California Society of Municipal Finance Officers (CSMFO), the American Institute of Certified Public Accountants (AICPA), and/or the California Municipal Treasurers' Association (CMTA).	2,500	2,500
101-2020-411-59-30	PUBLICATIONS The department purchases annual financial publications (i.e. guides for Generally Accepted Accounting Principals, or GAAP, and municipal finance guides) for use within the department.	500	500
101-2020-411-61-00	OP SUPP/MINOR EQUIP This item provides for office supplies, minor equipment and miscellaneous items.	4,500	4,500
101-2020-411-69-00	OTHER MISCELLANEOUS This budget item provides for bank fees (\$6,000), merchant credit card processing fees (\$30,000), and other miscellaneous expenses (\$1,000).	37,000	37,000

Department: Finance & Information Technology

Budget Program: Finance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-2020-411-94-10	EQUIP REPLACE CHARGE 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.	56,800	72,700

Department: Finance & Information Technology

Budget Program: Information Technology - Data

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-2030-411-11-00	SALARY & WAGES - FT	-158,045	0	-89,200	0	-88,600	-93,000
	101-2030-411-29-00	EMPLOYEE BENEFITS	-50,800	-34,442	-30,120	0	-33,100	-35,500
	101-2030-411-32-00	PROF/TECH SERVICE	-382,280	-394,245	-370,483	-370,483	-439,000	-417,000
	101-2030-411-43-00	MAINTENANCE SERVICE	-78,655	-85,845	-107,404	-107,404	0	0
	101-2030-411-59-10	TRAINING	0	-3,990	-2,060	-2,060	-2,200	-2,200
	101-2030-411-59-30	PUBLICATIONS	0	0	-900	-900	-900	-900
	101-2030-411-61-00	OP SUPP/MINOR EQUIP	-31,688	-26,293	-27,000	-27,000	-27,000	-27,500
	101-2030-411-94-10	EQUIP REPLACE CHARG	-4,200	-1,100	-900	-900	-8,400	-10,700
Expenditure Subtotals			-705,668	-545,915	-628,067	-508,747	-599,200	-586,800
Net (Uses)/Resources Program Totals			-705,668	-545,915	-628,067	-508,747	-599,200	-586,800

Department: Finance & Information Technology

Budget Program: Information Technology - Data

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-2030-411-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	88,600	93,000
101-2030-411-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	33,100	35,500
101-2030-411-32-00	PROF/TECH SERVICE Consulting services for administration of the City's data network system, cabling and website services. This allocation also includes daily "help-desk" support for users. The FY11-12 increase provides for training and implementation of the City's document imaging system.	439,000	417,000
101-2030-411-59-10	TRAINING This budget provides for employee training to support the Information Technology function.	2,200	2,200
101-2030-411-59-30	PUBLICATIONS Provides for subscriptions to periodicals and technical publications which assist City employees with Information Technology maintenance and management.	900	900
101-2030-411-61-00	OP SUPP/MINOR EQUIP Computer supplies, equipment, incidental software and repairs.	27,000	27,500
101-2030-411-94-10	EQUIP REPLACE CHARGE 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.	8,400	10,700

Department: Finance & Information Technology

Budget Program: Information Technology - Voice

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-2035-411-11-00	SALARY & WAGES - FT	-8,452	0	0	0	0	0
	101-2035-411-29-00	EMPLOYEE BENEFITS	-2,830	0	0	0	0	0
	101-2035-411-32-00	PROF/TECH SERVICE	-1,740	-5,142	-9,785	-9,785	-8,200	-8,400
	101-2035-411-41-40	TELEPHONE SERVICE	-35,513	-47,413	-69,255	-69,255	-71,800	-101,000
	101-2035-411-43-00	MAINTENANCE SERVICE	-14,967	-18,577	-6,180	-6,180	-6,000	-6,200
	101-2035-411-61-00	OP SUPP/MINOR EQUIP	-1,896	-2,543	-7,750	-7,750	-7,800	-7,800
Expenditure Subtotals			-65,398	-73,675	-92,970	-92,970	-93,800	-123,400
Net (Uses)/Resources Program Totals			-65,398	-73,675	-92,970	-92,970	-93,800	-123,400

Department: Finance & Information Technology

Budget Program: Information Technology - Voice

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-2035-411-32-00	PROF/TECH SERVICE Consulting services for the revisions and upgrades of the City's phone and voice messaging system. This appropriation is for services beyond the scope of the standard hardware and software maintenance and support contract between the City and its phone and voice messaging system vendor.	8,200	8,400
101-2035-411-41-40	TELEPHONE SERVICE Local and long distance telephone services, as well as data bandwidth. The increase for FY12-13 is due to an expectation that the City's bandwidth will be increased from a connectivity speed of 3MB to 10MB, due to increased video demand and software systems being hosted on the servers of outside providers.	71,800	101,000
101-2035-411-43-00	MAINTENANCE SERVICES Costs associated with hardware and software maintenance and support of the City's phone and voice messaging system.	6,000	6,200
101-2035-411-61-00	OP SUPP/MINOR EQUIP Supplies, equipment, incidental software and minor repairs of the phone and voice messaging system.	7,800	7,800

Department: Finance & Information Technology

Budget Program: RDA - Debt Service

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	410-2010-471-32-00	PROF/TECH SERVICE	-18,509	-16,358	-17,000	-17,000	-21,000	-21,400
	410-2010-471-81-00	PRINCIPAL	-349,627	-419,606	-456,560	-456,560	-428,700	-447,900
	410-2010-471-82-00	INTEREST	-1,100,566	-885,998	-881,055	-881,055	-905,250	-973,850
	410-2010-471-92-00	PASS THRU OTH AGENC	-187,211	-183,625	-189,000	-189,000	-199,300	-203,400
Expenditure Subtotals			-1,655,913	-1,505,587	-1,543,615	-1,543,615	-1,554,250	-1,646,550
Interest	410-2010-361-10-00	INTEREST EARNINGS	222	183	0	0	0	0
LT Advance	410-2010-393-20-00	LT ADVS FR CITY TO RD	876,926	707,704	620,680	620,680	670,500	745,000
Taxes	410-2010-311-10-00	PROPERTY TAX INCREM	791,656	824,376	889,200	889,200	938,000	957,000
Revenue Subtotals			1,668,804	1,532,263	1,509,880	1,509,880	1,608,500	1,702,000
Net (Uses)/Resources Program Totals			12,891	26,676	-33,735	-33,735	54,250	55,450

Department: Finance & Information Technology

Budget Program: RDA - Debt Service

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
410-2010-471-32-00	PROF/TECH SERVICE This budget provides for a fee paid to the County for administering the property tax system.	21,000	21,400
410-2010-471-81-00	PRINCIPAL 1. 1997 County Bond - principal payment per the debt service schedule. (FY11-12 \$100,000) (FY12-13 \$120,000) 2. Deferred Interest Debt to the County - principal payment based on excess tax increment impounded by the County and applied to the original \$3,111,400 debt. The last payment on this debt is expected to occur during FY13-14. (FY11-12 \$328,700) (FY12-13 \$327,900)	428,700	447,900
410-2010-471-82-00	INTEREST 1. 1997 County Bond - interest payment per the debt service schedule. (FY11-12 \$255,750) (FY12-13 \$250,250) 2. Long-Term Advance From The City - interest is accrued and calculated at 3% plus the annual Local Agency Investment Fund (LAIF) interest rate (assumed to be 0.5% during FY11-12 and 0.75% during FY12-13). Abalone Cove (FY11-12 \$158,200) (FY12-13 \$178,800) Portuguese Bend (FY11-12 \$491,300) (FY12-13 \$544,800)	905,250	973,850
410-2010-471-92-00	PASS THRU OTH AGENCY The Los Angeles County Fire Protection District receives 17% of the total RDA tax increment. The County withholds the portion due to the Fire District and remits the "pass-through" amount directly to the District.	199,300	203,400

COMMUNITY DEVELOPMENT 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	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11 ¹
Decisions rendered over the counter	484 cases	512 cases	448 cases	492 cases	431 cases	342 cases	247 cases
Decisions rendered by Director	99 cases	84 cases	96 cases	81 cases	84 cases	95 cases	38 cases
Median processing time	128 days	146 days	136 days	112 days	100 days	88 days	90 days
Decisions rendered by Planning Commission and/or City Council	67 cases	64 cases	92 cases	51 cases	57 cases	57 cases	28 cases
Median processing time	145 days	238 days	272 days	313 days	213 days	228 days	172 days

¹ The Planning permit numbers for FY 2010-2011 only reflect activity through the end of the first quarter of 2011 (March 31st)



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 since it typically involves the submission of detailed project plans, the construction of a project silhouette, the issuance of a public notice with comment period, numerous site visits by staff to address issues raised by the public and the preparation of a Staff Report that analyzes the proposal in the context of the closest 20 properties. Decisions rendered by the Planning Commission take longer since they necessitate the scheduling of a public hearing before the Commission. More than one public hearing is often needed for the Planning Commission to render a decision. Decisions by the City Council typically occur as a result of an appeal. The processing time noted is the median time between application submittal and application completeness and the median time between application completeness and application decision. 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.

BUILDING & SAFETY

BUILDING PERMITS PROCESSED	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11 ¹
Permits issued over the counter	1233 cases	1382 cases	1269 cases	1305 cases	1172 cases	1108 cases	999 cases
Plan checked permits	208 cases	163 cases	177 cases	383 cases	245 cases	142 cases	118 cases
Median processing time	91 days	96 days	101 days	96 days	63 days	61 days	46 days

¹ The Building permit numbers for FY 2010-2011 only reflect activity through the end of the first quarter of 2011 (March 31st)

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.



CODE ENFORCEMENT

CODE ENFORCEMENT COMPLAINTS	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11 ¹
Municipal Code Violations closed	180 cases	159 cases	177 cases	110 cases	145 cases	145 cases	138 cases
Median processing time	63 days	106 days	56 days	34 days	35 days	31 days	28 days
Building Code Violations closed	26 cases	8 cases	16 cases	10 cases	16 cases	8 cases	7 cases
Median processing time	37 days	54 days	84 days	48 days	4 days	34 days	75 days
Zoning Code Violations closed	107 cases	109 cases	116 cases	91 cases	159 cases	135 cases	77 cases
Median processing time	52 days	97 days	71 days	40 days	17 days	25 days	23 days

¹ The Code Enforcement complaint numbers for FY 2010-2011 only reflect activity through the end of the first quarter of 2011 (March 31st)

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.

VIEW RESTORATION

VIEW PERMITS PROCESSED	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11 ¹
View Restoration Permits processed	14 cases	12 cases	23 cases	17 cases	17 cases	7 cases	14 cases
View Preservation Permits processed	9 cases	8 cases	13 cases	7 cases	19 cases	10 cases	6 cases
City Tree Review Permits processed	22 cases	9 cases	14 cases	9 cases	20 cases	4 cases	6 cases
View Maintenance Requests processed	N/A	N/A	N/A	N/A	N/A	12 cases	28 cases

¹ The View case numbers for FY 2010-2011 only reflect activity through the end of the first quarter of 2011 (March 31st)

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.

Department: Community Development
Budget Program: Planning

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4001-441-11-00	SALARY & WAGES - FT	-899,158	-865,030	-890,600	-890,600	-822,000	-860,900
	101-4001-441-12-00	SALARY & WAGES - PT	-9,588	-6,555	-11,100	-11,100	-11,700	-12,100
	101-4001-441-29-00	EMPLOYEE BENEFITS	-262,445	-323,342	-292,144	-292,144	-312,800	-334,800
	101-4001-441-32-00	PROF/TECH SERVICE	-57,775	-53,296	-2,000	-209,000	-2,000	-2,000
	101-4001-441-41-40	TELEPHONE SERVICE	-1,268	-1,327	-2,000	-2,000	-2,000	-2,000
	101-4001-441-44-10	BUILDING & LAND RENT	0	0	0	0	-2,800	-2,800
	101-4001-441-54-00	LEGAL NOTICES AND AD	-20,929	-21,017	-25,000	-25,000	-25,000	-25,000
	101-4001-441-55-00	PRINTING & BINDING	-4,677	-5,256	-6,000	-6,000	-21,000	-6,000
	101-4001-441-56-00	MILEAGE REIMBURSE	-576	-636	-11,300	-11,300	-800	-800
	101-4001-441-57-00	MEETINGS & CONFRNC	-12,227	-11,014	-7,800	-7,800	-7,800	-7,800
	101-4001-441-59-10	TRAINING	-1,020	-3,458	-5,000	-5,000	-5,000	-5,000
	101-4001-441-59-20	MEMBERSHIPS & DUES	-4,385	-4,415	-4,000	-4,000	-4,000	-4,000
	101-4001-441-59-30	PUBLICATIONS	-531	-1,073	-1,200	-1,200	-1,200	-1,200
	101-4001-441-61-00	OP SUPP/MINOR EQUIP	-10,427	-10,048	-9,000	-9,000	-6,200	-6,200
	101-4001-441-69-00	OTHER MISCELLANEOU	-4,200	-4,200	0	0	-10,500	-10,500
	101-4001-441-94-10	EQUIP REPLACE CHARG	-26,400	-10,200	-8,700	-8,700	-62,000	-71,400
Expenditure Subtotals			-1,315,606	-1,320,867	-1,275,844	-1,482,844	-1,296,800	-1,352,500
License/Permit	101-4001-322-10-00	PLAN & ZONE PERMIT	319,329	417,508	445,500	445,500	330,500	347,000
License/Permit	101-4001-322-20-00	PLAN - INVESTIGATION	18,200	14,889	16,900	16,900	15,700	16,500
License/Permit	101-4001-322-30-00	PLAN - MISC FEES	5,324	2,678	2,800	2,800	2,800	2,900
License/Permit	101-4001-322-40-00	PLAN - DATA PROCESS	8,751	6,734	6,900	6,900	7,200	7,600
License/Permit	101-4001-322-50-00	PLAN - HIST DATA FEE	8,836	7,685	7,800	7,800	8,200	8,600
Revenue Subtotals			360,440	449,494	479,900	479,900	364,400	382,600
Net (Uses)/Resources Program Totals			-955,166	-871,373	-795,944	-1,002,944	-932,400	-969,900

Department: Community Development

Budget Program: Planning

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4001-441-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	822,000	860,900
101-4001-441-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time City employees allocated to this program. This is inclusive of one part-time employee (Staff Assistant I) averaging 10 hours per week that inputs Historical Data to the City's Permit Tracking System. This cost is partially offset by the Historical Data fee that is charged one-time per property upon issuing a permit.	11,700	12,100
101-4001-441-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	312,800	334,800
101-4001-441-32-00	PROF/TECH SERVICE FY11-12 and FY12-13 each includes funding for temporary personnel, on an as-needed contractual basis, for coverage of staff due to illness, vacations, or as otherwise required.	2,000	2,000
101-4001-441-41-40	TELEPHONE SERVICE Cell phone service for 3 department shared cell phones.	2,000	2,000
101-4001-441-44-10	BUILDING & LAND RENTAL Rental of a POD storage container for historical records.	2,800	2,800
101-4001-441-54-00	LEGAL NOTICES AND ADS This budget item covers the cost of publishing required legal notices for private development projects and City projects in the local newspaper.	25,000	25,000
101-4001-441-55-00	PRINTING & BINDING The following publications and documents will need to be printed in FY11-12 and FY12-13: 1. Miscellaneous printing (Informational Brochures, reproduction of maps and various documents, business cards, public notice envelopes, etc.) FY11-12 and FY12-13 \$6,000 2. A comprehensive update to the City's planning applications to create a more streamlined process will occur with a one-time	21,000	6,000

Department: Community Development

Budget Program: Planning

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	expenditure of \$5,000 in FY11-12.		
	3. Due to the General Plan update which is expected to be completed in FY11-12, new General Plans will need to be printed for distribution. As a result, a one time FY11-12 expenditure of \$5,000 is necessary.		
	4. Due to the Zoning Code update, a one-time expenditure of \$5,000 in FY11-12 to print copies of the updated Zoning Code is necessary.		
101-4001-441-56-00	MILEAGE REIMBURSE Reimbursement to Staff for use of personal vehicles. The FY10-11 budget includes the Planning Commission stipends. The stipends have been moved to the "Miscellaneous Expenses" account.	800	800
101-4001-441-57-00	MEETINGS & CONFRNCS 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 (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.	7,800	7,800
101-4001-441-59-10	TRAINING Professional and continuing education seminars that focus on specific aspects of California planning laws and policies, CEQA, the Subdivision Map Act, personnel management, customer service, and local planning issues.	5,000	5,000
101-4001-441-59-20	MEMBERSHIPS & DUES 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.	4,000	4,000
101-4001-441-59-30	PUBLICATIONS Publications include California Planning and Redevelopment Report, Land Use Digest, Urban Land Institute, and California	1,200	1,200

Department: Community Development

Budget Program: Planning

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	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.		
101-4001-441-61-00	OP SUPP/MINOR EQUIP This budget provides for miscellaneous office and operating supplies such as photo supplies, stationery, and office equipment (\$5,000), as well as kitchen supplies (\$1,200).	6,200	6,200
101-4001-441-69-00	OTHER MISCELLANEOUS The seven Planning Commission members each receive a stipend of \$125 per month.	10,500	10,500
101-4001-441-94-10	EQUIP REPLACE CHARGE 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.	62,000	71,400

Department: Community Development
Budget Program: Building & Safety

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4002-441-11-00	SALARY & WAGES - FT	-317,321	-342,899	-352,000	-352,000	-369,400	-387,900
	101-4002-441-29-00	EMPLOYEE BENEFITS	-112,730	-156,273	-138,409	-138,409	-152,400	-164,400
	101-4002-441-32-00	PROF/TECH SERVICE	-67,530	-94,591	-83,000	-142,000	-81,000	-81,000
	101-4002-441-41-40	TELEPHONE SERVICE	-1,082	-2,263	-2,000	-2,000	-2,000	-2,000
	101-4002-441-55-00	PRINTING & BINDING	-781	-235	-2,000	-2,000	-500	-500
	101-4002-441-56-00	MILEAGE REIMBURSE	-469	-682	-500	-500	-500	-500
	101-4002-441-59-10	TRAINING	-2,954	-4,094	-3,500	-3,500	-3,500	-3,500
	101-4002-441-59-20	MEMBERSHIPS & DUES	-642	-644	-600	-600	-700	-700
	101-4002-441-59-30	PUBLICATIONS	-1,158	-864	-1,500	-1,500	-1,500	-1,500
	101-4002-441-61-00	OP SUPP/MINOR EQUIP	-2,480	-2,900	-3,000	-3,000	-3,000	-3,000
	101-4002-441-94-10	EQUIP REPLACE CHARG	-12,800	-5,700	-5,000	-5,000	-38,700	-41,300
Expenditure Subtotals			-519,947	-611,145	-591,509	-650,509	-653,200	-686,300
License/Permit	101-4002-323-10-00	B&S PLAN CHECK	316,544	324,506	324,900	324,900	319,500	335,500
License/Permit	101-4002-323-20-00	B&S PERMITS	786,162	867,478	825,000	825,000	975,800	1,024,500
License/Permit	101-4002-323-50-00	B&S SMIP FEES	3,820	1,262	1,100	1,100	1,300	1,400
License/Permit	101-4002-323-60-00	B&S STATE BLDG STD	0	0	200	200	200	200
Revenue Subtotals			1,106,526	1,193,246	1,151,200	1,151,200	1,296,800	1,361,600
Net (Uses)/Resources Program Totals			586,579	582,101	559,691	500,691	643,600	675,300

Department: Community Development

Budget Program: Building & Safety

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4002-441-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	369,400	387,900
101-4002-441-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	152,400	164,400
101-4002-441-32-00	PROF/TECH SERVICE This line item provides for the following professional and technical services: 1. Estimated contract cost for Building and Safety engineering plan check services (structural and drainage). The costs are offset by the plan check fees that are charged to the applicants (\$40,000). 2. Estimated contract cost for Building and Safety inspection services as needed. This contract is for an amount not to exceed \$25,000. 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 commercial, institutional and multiple family residential structures. This budget item is needed to cover the Division's costs related to imaging of records (\$1,000).	81,000	81,000
101-4002-441-41-40	TELEPHONE SERVICE Funding for the costs of cellular phones/Nextel radio communication for 3 staff members, in order to facilitate communication while out in the field.	2,000	2,000
101-4002-441-55-00	PRINTING & BINDING Outside printing of various forms and publications related to the Building & Safety function.	500	500
101-4002-441-56-00	MILEAGE REIMBURSE Monthly reimbursement to the Building Division Staff for use of personal cars on site visits.	500	500

Department: Community Development

Budget Program: Building & Safety

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4002-441-59-10	TRAINING Professional and continuing education seminars that focus on specific aspects of California building and development, together with improving customer service and Division operations. This budget item has been increased to account for a second Permit Technician who must attend continuing education courses in order to maintain the required certifications for this position.	3,500	3,500
101-4002-441-59-20	MEMBERSHIPS & DUES 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	700
101-4002-441-59-30	PUBLICATIONS Publications are purchased annually to assist the Building Inspectors in their duties; including California code books, monthly publications and other needed journals.	1,500	1,500
101-4002-441-61-00	OP SUPP/MINOR EQUIP Miscellaneous office supplies and operating equipment.	3,000	3,000
101-4002-441-94-10	EQUIP REPLACE CHARGE 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.	38,700	41,300

Department: Community Development
Budget Program: Code Enforcement

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4003-441-11-00	SALARY & WAGES - FT	-119,354	-117,095	-127,100	-127,100	-132,500	-139,100
	101-4003-441-29-00	EMPLOYEE BENEFITS	-49,010	-56,978	-50,494	-50,494	-51,200	-55,000
	101-4003-441-32-00	PROF/TECH SERVICE	-3,652	-2,098	-10,000	-10,000	-15,000	-15,000
	101-4003-441-55-00	PRINTING & BINDING	-1,294	0	-1,000	-1,000	0	0
	101-4003-441-57-00	MEETINGS & CONFRNC	-334	-1,656	-1,000	-1,000	-1,000	-1,000
	101-4003-441-59-20	MEMBERSHIPS & DUES	-397	-205	-400	-400	-400	-400
	101-4003-441-59-30	PUBLICATIONS	0	0	-500	-500	0	0
	101-4003-441-94-10	EQUIP REPLACE CHARG	-3,100	-1,400	-1,100	-1,100	-8,400	-10,700
Expenditure Subtotals			-177,141	-179,432	-191,594	-191,594	-208,500	-221,200
License/Permit	101-4003-321-10-00	MASSAGE PERMITS	1,537	2,715	0	0	2,800	2,900
Revenue Subtotals			1,537	2,715	0	0	2,800	2,900
Net (Uses)/Resources Program Totals			-175,604	-176,717	-191,594	-191,594	-205,700	-218,300

Department: Community Development

Budget Program: Code Enforcement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4003-441-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	132,500	139,100
101-4003-441-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	51,200	55,000
101-4003-441-32-00	PROF/TECH SERVICE 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. (\$10,000)	15,000	15,000
101-4003-441-57-00	MEETINGS & CONFRNCS Funds for expenses incurred by department staff attendance at meetings and conferences.	1,000	1,000
101-4003-441-59-20	MEMBERSHIPS & DUES Funds membership in the Southern California Association of Code Enforcement Officers and any other appropriate professional association.	400	400
101-4003-441-94-10	EQUIP REPLACE CHARGE 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.	8,400	10,700

Department: Community Development

Budget Program: View Restoration

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4004-441-11-00	SALARY & WAGES - FT	-74,390	-171,700	-178,700	-178,700	-181,600	-188,700
	101-4004-441-29-00	EMPLOYEE BENEFITS	-41,810	-67,034	-58,476	-58,476	-68,500	-73,400
	101-4004-441-32-00	PROF/TECH SERVICE	-35,135	-41,947	-42,000	-49,000	-42,000	-42,000
	101-4004-441-43-00	MAINTENANCE SERVICE	-37,407	-40,060	-39,000	-39,000	-39,000	-39,000
	101-4004-441-61-00	OP SUPP/MINOR EQUIP	-1,311	-1,998	0	0	0	0
	101-4004-441-94-10	EQUIP REPLACE CHARG	-3,100	-1,400	-1,100	-1,100	-8,400	-10,700
Expenditure Subtotals			-193,153	-324,139	-319,276	-326,276	-339,500	-353,800
License/Permit	101-4004-322-60-00	VIEW RESTORATION FE	7,105	13,015	15,700	15,700	14,000	14,700
Revenue Subtotals			7,105	13,015	15,700	15,700	14,000	14,700
Net (Uses)/Resources Program Totals			-186,048	-311,124	-303,576	-310,576	-325,500	-339,100

Department: Community Development

Budget Program: View Restoration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4004-441-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	181,600	188,700
101-4004-441-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	68,500	73,400
101-4004-441-32-00	PROF/TECH SERVICE Contract professional consultant services to assist in the mediation of View Restoration/Preservation cases (\$40,000), and for an Arborist (\$2,000). The view restoration fees associated with this program are collected when a case is not resolved through mediation.	42,000	42,000
101-4004-441-43-00	MAINTENANCE SERVICES The cost of performing the trimming and/or removal of City trees by contract 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 on-going annual maintenance of trimmed trees.	39,000	39,000
101-4004-441-94-10	EQUIP REPLACE CHARGE 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.	8,400	10,700

Department: Community Development
Budget Program: NCCP

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4005-441-11-00	SALARY & WAGES - FT	-21,871	0	0	0	0	0
	101-4005-441-29-00	EMPLOYEE BENEFITS	-5,710	0	0	0	0	0
	101-4005-441-32-00	PROF/TECH SERVICE	-18,000	-10,550	0	-65,450	0	0
Habitat Restor	222-3022-431-32-00	PROF/TECH SERVICE	-109,199	-108,800	-109,900	-109,900	-112,000	-114,000
Habitat Restor	222-3022-431-43-00	MAINTENANCE SERVICE	-15,488	-15,991	-16,511	-16,511	-17,000	-17,000
Habitat Restor	222-3022-431-73-00	IMPROVEMENTS	-7,503	0	0	0	0	0
Expenditure Subtotals			-177,771	-135,341	-126,411	-191,861	-129,000	-131,000
Interest	222-3022-361-10-00	INTEREST EARNINGS	2,585	869	1,010	1,010	1,300	1,660
Revenue Subtotals			2,585	869	1,010	1,010	1,300	1,660
Fr Gen'l fund	222-3022-391-10-00	TRANSFERS IN	115,000	169,000	109,900	109,900	90,000	90,000
Transfers In Subtotals			115,000	169,000	109,900	109,900	90,000	90,000
Net (Uses)/Resources Program Totals			-60,186	34,528	-15,501	-80,951	-37,700	-39,340

Department: Community Development

Budget Program: NCCP

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
Habitat Restore			
222-3022-431-32-00	PROF/TECH SERVICE 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.	112,000	114,000
222-3022-431-43-00	MAINTENANCE SERVICES 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.	17,000	17,000

Department: Community Development

Budget Program: Geology

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-4006-441-32-00	PROF/TECH SERVICE	-160,722	-108,453	-200,000	-200,000	-150,000	-150,000
Expenditure Subtotals			-160,722	-108,453	-200,000	-200,000	-150,000	-150,000
License/Permit	101-4006-323-40-00	B&S GEOLOGY FEES	171,936	117,079	200,000	200,000	150,000	150,000
Revenue Subtotals			171,936	117,079	200,000	200,000	150,000	150,000
Net (Uses)/Resources Program Totals			11,214	8,626	0	0	0	0

Department: Community Development

Budget Program: Geology

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-4006-441-32-00	PROF/TECH SERVICE Geo-technical consultant services to review and make recommendations regarding the need for, and/or adequacy of, privately initiated project geo-technical reports. The actual cost for geologic services will vary depending upon the level of activity that occurs during the year. The expenditure is offset directly by the geologic review fees collected.	150,000	150,000

Department: Community Development

Budget Program: RDA - Housing Set-Aside

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	218-4018-441-32-00	PROF/TECH SERVICE	-308,806	-46,055	-12,500	-12,500	-12,500	-12,500
	218-4018-441-73-00	IMPROVEMENTS	0	-3,108,546	-266,457	-714,896	0	0
Expenditure Subtotals			-308,806	-3,154,601	-278,957	-727,396	-12,500	-12,500
Interest	218-4018-361-10-00	INTEREST EARNINGS	27,391	8,303	3,600	3,600	100	1,800
Taxes	218-4018-311-10-00	PROPERTY TAX INCREM	193,209	209,700	222,300	222,300	234,500	239,250
Revenue Subtotals			220,600	218,003	225,900	225,900	234,600	241,050
Net (Uses)/Resources Program Totals			-88,206	-2,936,598	-53,057	-501,496	222,100	228,550

Department: Community Development

Budget Program: RDA - Housing Set-Aside

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
218-4018-441-32-00	PROF/TECH SERVICE This budget item is for 1) continuing to retain the services of a consultant in FY11-12 and FY12-13 to assist in the sale/monitoring of the Agency's Affordable Housing Unit, which is expected to be sold in 2011, and 2) to hire a consultant to assist in the implementation of potential future Agency affordable housing programs.	12,500	12,500

Department: Community Development
Budget Program: Affordable Housing Projects

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	337-4037-441-32-00	PROF/TECH SERVICE	-2,516	-3,531	0	-5,000	-1,000	0
	337-4037-441-43-00	MAINTENANCE SERVICE	0	0	0	0	-1,000	0
	337-4037-441-73-00	IMPROVEMENTS	0	-1,766,368	0	0	0	0
Expenditure Subtotals			-2,516	-1,769,899	0	-5,000	-2,000	0
Interest	337-4037-361-10-00	INTEREST EARNINGS	14,534	5,681	40	40	10	2,480
Other Revenue	337-4037-366-10-00	AFFORD HSG DEV FEES	0	932,910	0	0	0	0
Other Revenue	337-4037-369-10-00	MISC REVENUES	0	0	0	0	330,000	0
Revenue Subtotals			14,534	938,591	40	40	330,010	2,480
Net (Uses)/Resources Program Totals			12,018	-831,308	40	-4,960	328,010	2,480

Department: Community Development

Budget Program: Affordable Housing Projects

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
337-4037-441-32-00	PROF/TECH SERVICE This budget item is for retaining the services of a consultant in FY11-12 to assist in the sale/monitoring of the affordable housing unit purchased through the City's In-lieu Affordable Housing Fund. It is expected that the unit will be sold in 2011.	1,000	0
337-4037-441-43-00	MAINTENANCE SERVICES This budget item is to cover the association dues and electricity for the affordable unit purchased by the City through the City's In-lieu affordable housing funds. It is expected that this unit will be sold in 2011.	1,000	0



RECREATION & PARKS DEPARTMENT

The Recreation and Parks Department is responsible for coordinating a comprehensive park system and numerous community activities. The Recreation and Parks Department manages five programs: Administration, Recreational Facilities, Special Events, Point Vicente Interpretive Center (PVIC), and the REACH Program. Some specific responsibilities of the Recreation and Parks Department include:

RECREATION ADMINISTRATION (101-5010)

- Coordination with a variety of community groups to assure compliance with City requirements for approximately 20 community events (e.g. the Palos Verdes Marathon and the Palos Verdes Peninsula Land Conservancy nature walks);
- Administration of the Gifts for Parks program, which formally recognizes donations from individuals and organizations for REACH, special events such as the Fourth of July Celebration;
- Supervision of approximately 30 part-time employees that staff park facilities;
- Coordination with the Los Angeles County Fire Department (Lifeguard Division) for lifeguard services at Abalone Cove Beach. The County receives tax and assessment revenues to provide for these services; hence they are provided at no cost to the City;
- Administration of long-term leases at City parks and public facilities; and
- Administration of the Mountains Recreation and Conservation Authority (MRCA) Rangers contract. The Ranger Program is a partnership between the City of Rancho Palos Verdes and the MRCA and provides open space patrols and interpretive services such as educational information about the Palos Verdes Peninsula Nature Preserve, night hikes, and community presentations.



Abalone Cove Shoreline Park

RECREATIONAL FACILITIES AND PROGRAMS (101-5030)

- Supervision, training and coordination of field staff;
- Coordination of the day-to-day activities at all City park facilities, including Fred Hesse Jr. Community Park, Robert E. Ryan Community Park, Ladera Linda Community Center, and Abalone Cove Shoreline Park;
- Coordination of several new City-run recreation programs for youth and adults;
- Coordination of privatized recreation classes;
- Coordination of facility rentals for events such as weddings, private parties, special tours, non-profit organization events, City meetings and Peninsula Seniors events; and
- Coordination of the promotion of the park sites through community outreach events, fliers, the City's website, and media outlets.



Robert E. Ryan Park

SPECIAL EVENTS (101-5040)

- Coordination of City-wide community events such as Whale of a Day, Egg Hunt Eggstravaganza, July 4th Celebration, Shakespeare by the Sea, Halloween Spooktacular, and Breakfast with Santa.



Breakfast with Santa

POINT VICENTE INTERPRETIVE CENTER (PVIC) (101-5060)

- Supervision, training and coordination of field staff;
- Administration of the City's largest volunteer population (150 participants). The Los Serenos de Point Vicente docent organization offers hikes and tours at Abalone Cove Shoreline Park, the Forrestal Nature Reserve, the trails at Trump National, and Point Vicente Interpretive Center. Activities include hosting the City's Appreciation Luncheon and providing guidance and interpretive services for 3,000 to 5,000 participants at pre-scheduled docent led hikes and tours per year;
- Coordination of the day-to-day activities of a gift shop and popular museum focused on the culture, geology, and natural history of the Palos Verdes Peninsula, with a special emphasis on the migration of the Pacific gray whale;
- Coordination of facility rentals for events such as weddings, private parties, non-profit organization events, and City meetings;
- Coordination of the new Night at the Museum Sleepover for youth and families; and
- Curation and oversight of PVIC museum exhibits.



Point Vicente Interpretive Center

REACH (101-5070)

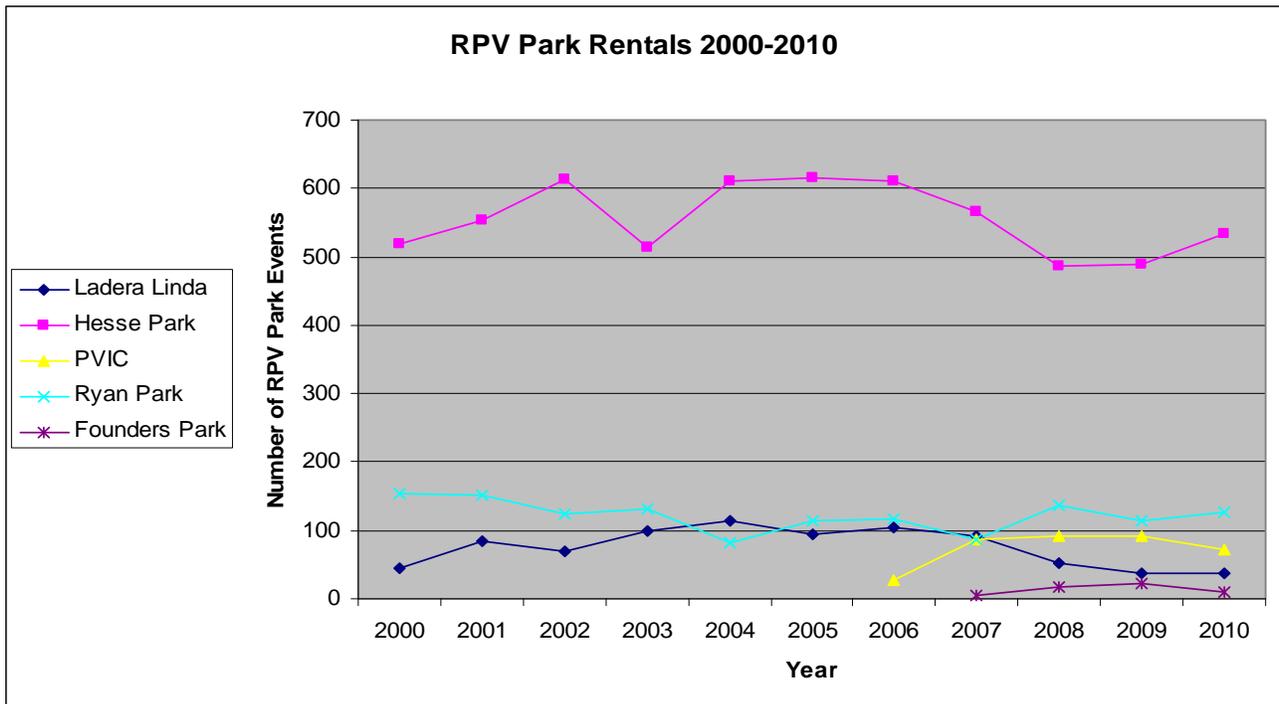
- Administration of the REACH program which includes coordination of programs and activities for participants with developmental disabilities; and
- Creation of four quarterly REACH newsletters listing the available activities and programs.

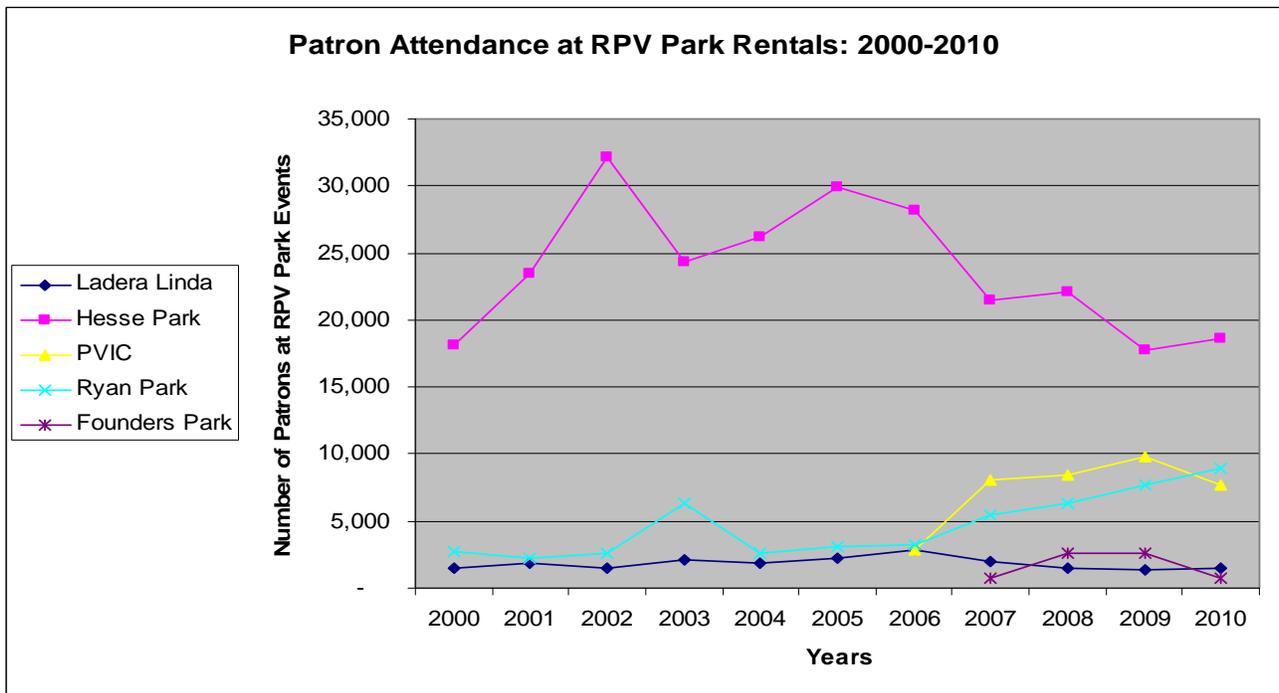
RECREATION & PARKS PERFORMANCE INDICATORS

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 and Attendance

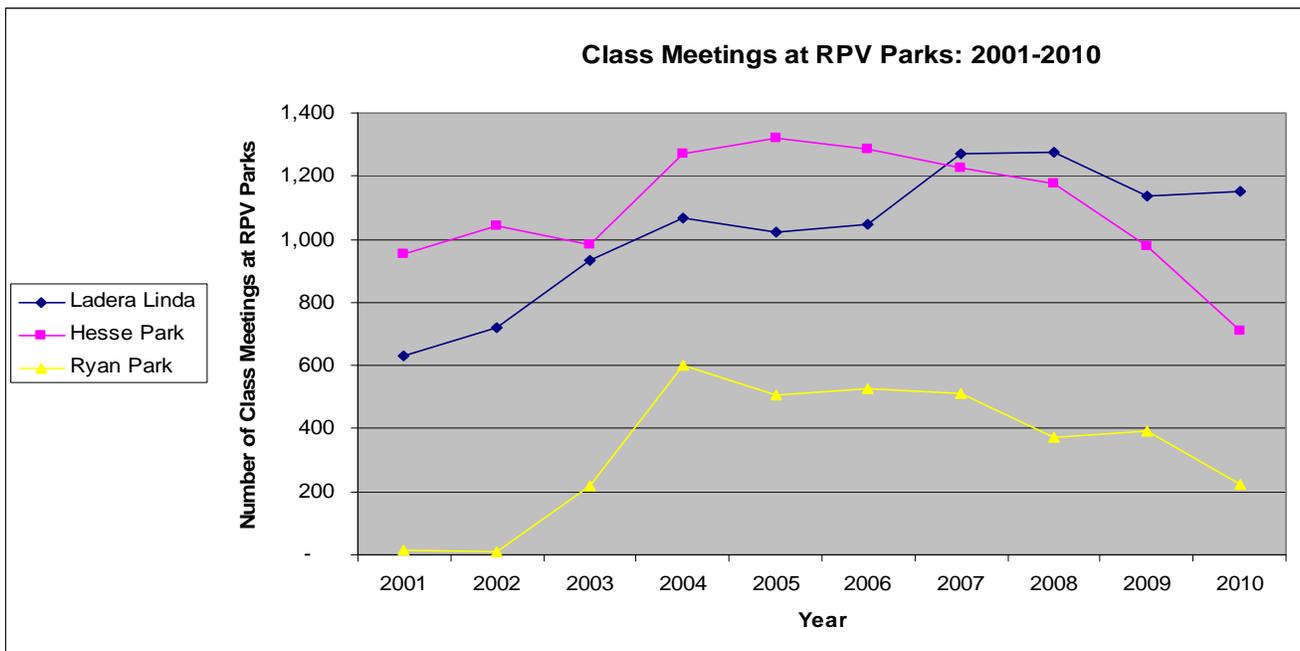
The following graphs show the total attendance and the number of events that took place at Rancho Palos Verdes parks from 2000-2010. These events include community group meetings, private party rentals, senior lectures and bridge, and youth sports leagues, just to name a few.





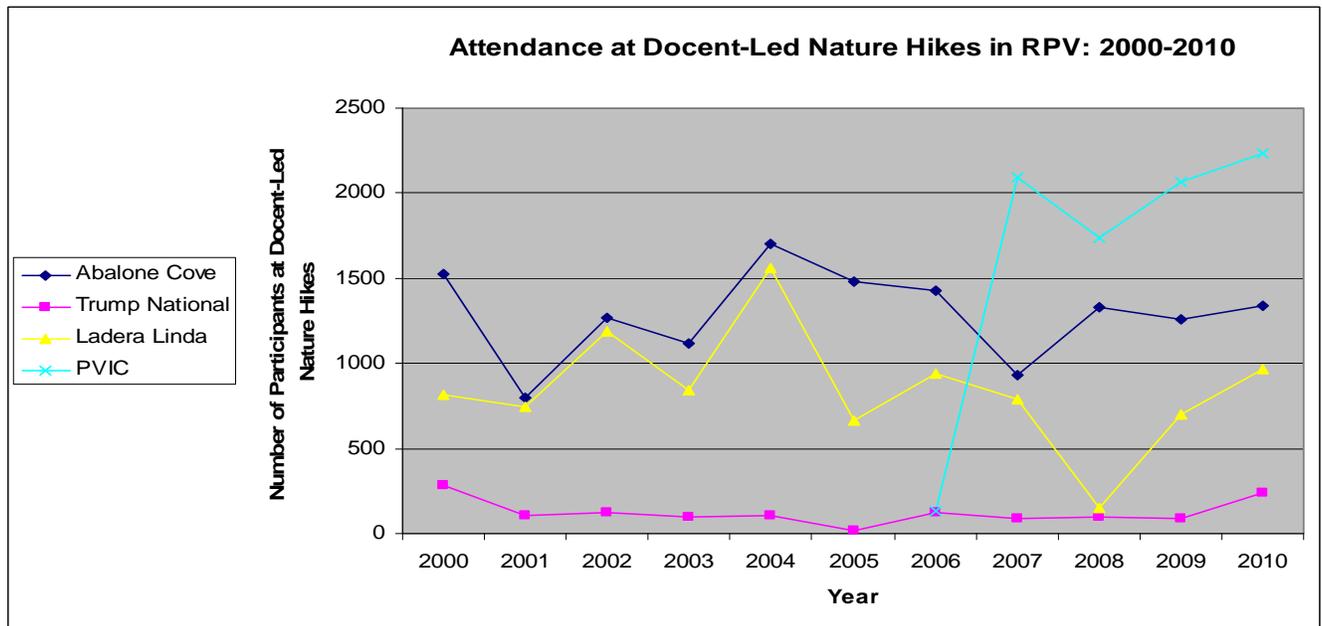
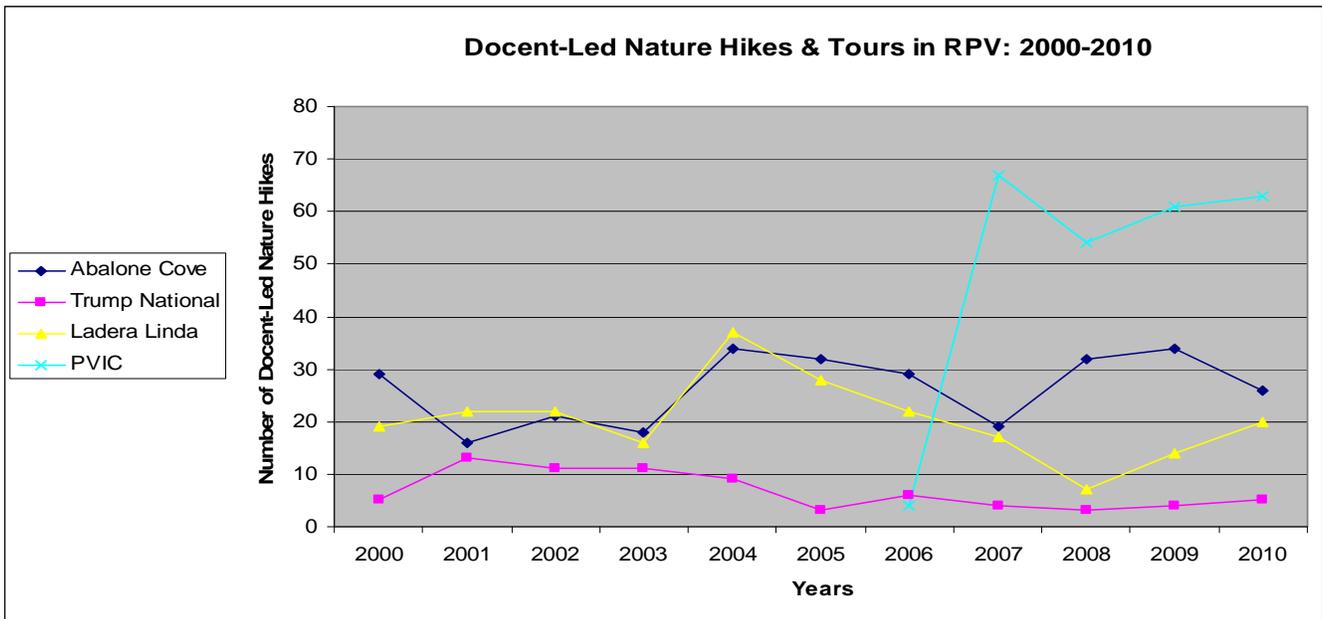
Privatized Recreation Classes

The following graph shows the number of privatized recreation classes offered by independent instructors at City park sites from 2001-2010. Classes include adult exercise and fitness, preschool and youth classes, duplicate bridge classes, summer sports camps, art and music classes, and amateur radio classes.



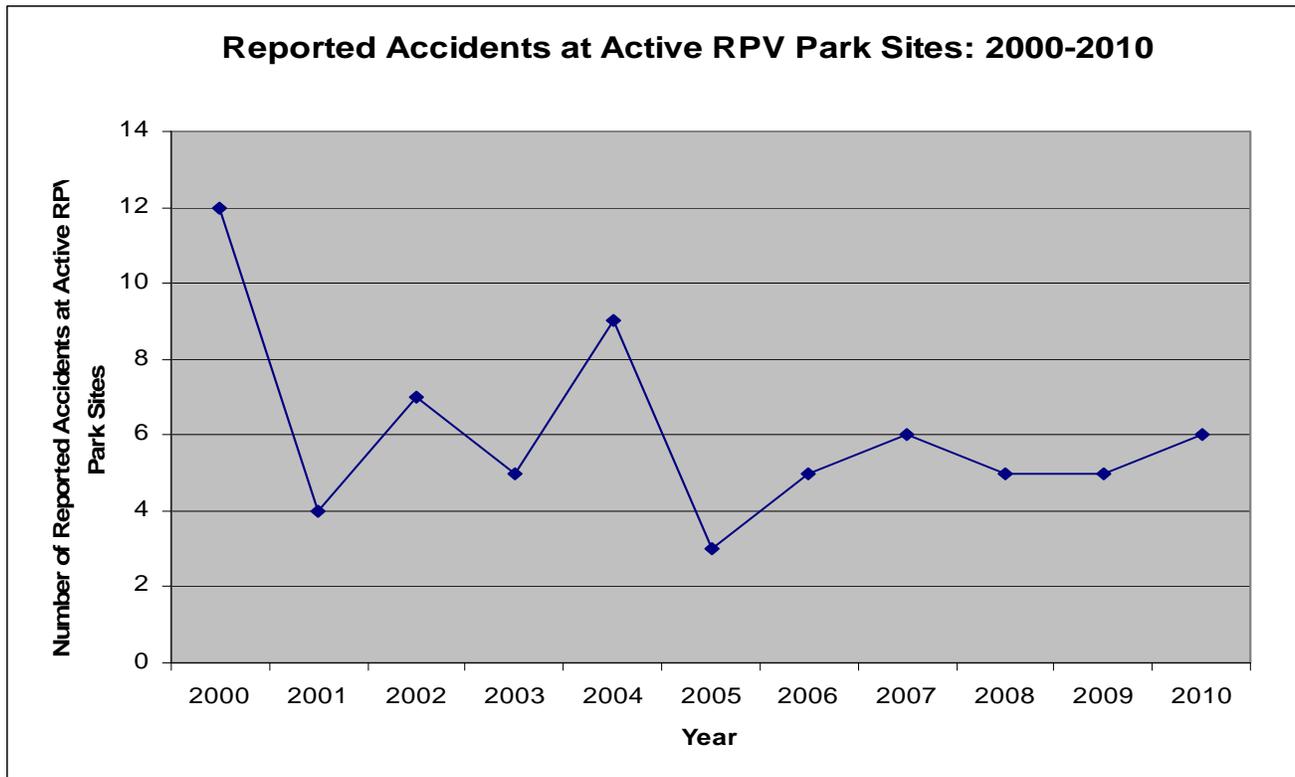
Docent-Led Educational Hikes and Tours

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 trails at Trump National, the Forrestal Nature Reserve, and the museum at the Point Vicente Interpretive Center from 2000-2010.



Reported Accidents at Active RPV Parks

The following graph tracks the number of reported accidents that occurred in Rancho Palos Verdes parks: 2000-2010.





Department: Recreation & Parks
Budget Program: Recreation Administration

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-5010-451-11-00	SALARY & WAGES - FT	-344,550	-356,456	-225,300	-177,300	-300,300	-315,200
	101-5010-451-12-00	SALARY & WAGES - PT	-10,022	-14,701	-43,800	-43,800	-140,000	-147,000
	101-5010-451-13-00	SALARY & WAGES - OT	0	0	0	0	-500	-500
	101-5010-451-29-00	EMPLOYEE BENEFITS	-117,400	-159,285	-85,020	-85,020	-130,300	-140,700
	101-5010-451-32-00	PROF/TECH SERVICE	0	-47,084	-3,000	-3,000	-164,000	-169,000
	101-5010-451-56-00	MILEAGE REIMBURSE	-1,935	-2,195	-1,100	-1,100	-2,000	-2,000
	101-5010-451-57-00	MEETINGS & CONFRNC	-1,513	-405	-2,500	-2,500	-4,000	-4,000
	101-5010-451-59-10	TRAINING	-597	-1,703	-500	-500	-1,000	-1,000
	101-5010-451-59-20	MEMBERSHIPS & DUES	-770	-930	-1,400	-1,400	-1,400	-1,400
	101-5010-451-59-30	PUBLICATIONS	-45	-45	-500	-500	-500	-500
	101-5010-451-61-00	OP SUPP/MINOR EQUIP	-4,290	-6,472	-5,000	-5,000	-5,100	-5,200
	101-5010-451-94-10	EQUIP REPLACE CHARG	-10,300	-3,800	-3,100	-3,100	-30,200	-38,200
Expenditure Subtotals			-491,422	-593,076	-371,220	-323,220	-779,300	-824,700
From Other Ag	101-5010-331-10-00	FEDERAL GRANT INCOM	0	18,015	0	0	0	0
Revenue Subtotals			0	18,015	0	0	0	0
Net (Uses)/Resources Program Totals			-491,422	-575,061	-371,220	-323,220	-779,300	-824,700

Department: Recreation & Parks

Budget Program: Recreation Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5010-451-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees are allocated to this program. In 2010, the Administrative Assistant position was vacated. In 2011, the Senior Analyst position was allocated to the Administration Department and 75% of an Administrative Analyst II was added to the Department.	300,300	315,200
101-5010-451-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time employees are allocated to this program. The part-time allocations include 2 Staff Assistant I positions, an Administrative Intern position, various part-time employees to staff the City Hall reception area, and 1 part-time employee to provide assistance with Recreation and Parks various administrative tasks.	140,000	147,000
101-5010-451-13-00	SALARY & WAGES - OT This overtime allocation is specifically for part-time staff.	500	500
101-5010-451-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	130,300	140,700
101-5010-451-32-00	PROF/TECH SERVICE 1. Temporary assistance due to unforeseen employee absences, and the cost of maintaining a pool of Class B licensed drivers to operate the Department's passenger vehicles. (\$3,000) 2. Mountains Recreation and Conservation Authority Ranger services for the Palos Verdes Nature Preserve. This budget allocation was previously accounted for in Public Safety Special Programs. (FY11-12 \$161,000) (FY12-13 \$166,000)	164,000	169,000
101-5010-451-56-00	MILEAGE REIMBURSE Reimbursement for use of full-time and part-time employees' private automobiles for City business.	2,000	2,000
101-5010-451-57-00	MEETINGS & CONFRNCS This item reflects costs associated with meetings and conferences. Conferences attended annually by Recreation and Parks staff include National Recreation and Parks Association conferences, California Parks & Recreation Society conferences, California Joint Powers Insurance Authority conferences pertaining to Recreation and Parks, and miscellaneous meetings	4,000	4,000

Department: Recreation & Parks

Budget Program: Recreation Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	and conferences that are beneficial to the department.		
101-5010-451-59-10	TRAINING Provides for CPR/First Aid classes and supplies and equipment for the department's annual staff training program.	1,000	1,000
101-5010-451-59-20	MEMBERSHIPS & DUES Memberships in professional organizations including the National Recreation & Parks Association and California Parks and Recreation Society.	1,400	1,400
101-5010-451-59-30	PUBLICATIONS Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	500	500
101-5010-451-61-00	OP SUPP/MINOR EQUIP This item provides for office supplies, minor equipment, and miscellaneous items.	5,100	5,200
101-5010-451-94-10	EQUIP REPLACE CHARGE 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.	30,200	38,200

Department: Recreation & Parks
Budget Program: Recreational Facilities

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-5030-451-11-00	SALARY & WAGES - FT	-101,733	-129,283	-121,700	-141,700	-153,300	-159,300
	101-5030-451-12-00	SALARY & WAGES - PT	-167,588	-195,129	-226,440	-226,440	-164,190	-172,400
	101-5030-451-29-00	EMPLOYEE BENEFITS	-62,230	-86,096	-77,454	-77,454	-81,400	-87,200
	101-5030-451-44-10	BUILDING & LAND RENT	-2,102	-2,102	-2,400	-2,400	-2,200	-2,250
	101-5030-451-54-00	LEGAL NOTICES AND AD	0	0	0	0	-2,000	-2,000
	101-5030-451-55-00	PRINTING & BINDING	0	0	-1,100	-1,100	-5,100	-5,100
	101-5030-451-61-00	OP SUPP/MINOR EQUIP	-9,051	-4,697	-10,244	-10,244	-11,200	-11,500
	101-5030-451-94-10	EQUIP REPLACE CHARG	-7,700	-2,500	-2,200	-2,200	-21,800	-27,500
Expenditure Subtotals			-350,404	-419,807	-441,538	-461,538	-441,190	-467,250
Other Revenue	101-5030-365-XX-00	DONATIONS - DISC RM -	100	100	250	250	0	0
Rents	101-5030-347-60-00	HIKE FEES	0	80	0	0	0	0
Rents	101-5030-347-70-00	SHORELINE PKNG LOT F	43,857	50,582	43,500	43,500	48,900	48,900
Rents	101-5030-364-XX-X	RENT - REC & PARKS	128,199	113,597	105,000	105,000	115,600	117,900
Revenue Subtotals			172,156	164,359	148,750	148,750	164,500	166,800
Net (Uses)/Resources Program Totals			-178,248	-255,448	-292,788	-312,788	-276,690	-300,450

Department: Recreation & Parks
Budget Program: Recreational Facilities

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5030-451-11-00	<p>SALARY & WAGES - FT</p> <p>Salaries and wages paid to full-time City employees allocated to this program.</p> <p>Full-time wages have been shifted from the REACH program to facilitate the increase of Recreation events and programming offered to the public.</p>	153,300	159,300
101-5030-451-12-00	<p>SALARY & WAGES - PT</p> <p>Salaries and wages paid to part-time City employees who staff the City's park sites.</p>	164,190	172,400
101-5030-451-29-00	<p>EMPLOYEE BENEFITS</p> <p>The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.</p>	81,400	87,200
101-5030-451-44-10	<p>BUILDING & LAND RENTAL</p> <p>This item is payment for land leased from the Los Angeles County Sanitation Districts for Eastview Park.</p>	2,200	2,250
101-5030-451-54-00	<p>LEGAL NOTICES AND ADS</p> <p>Advertising in local newspapers for Recreation events and activities.</p>	2,000	2,000
101-5030-451-55-00	<p>PRINTING & BINDING</p> <p>This item reflects printing costs for event banners, brochures advertising the availability of City locations for weddings, receptions, hikes and private parties as well as tickets for Abalone Cove parking.</p> <p>The increase in the FY11-12 budget reflects the printing needs for various Recreation events that have been added to the department's annual schedule (e.g. Eggstravaganza, Night at the Museum, etc.).</p>	5,100	5,100
101-5030-451-61-00	<p>OP SUPP/MINOR EQUIP</p> <p>This item reflects the cost of purchasing staff uniform shirts and the replacement of open recreation supplies such as sports equipment, games, books, and other park-related equipment. It also covers one-time miscellaneous park purchases.</p>	11,200	11,500
101-5030-451-94-10	<p>EQUIP REPLACE CHARGE</p>	21,800	27,500

Department: Recreation & Parks

Budget Program: Recreational Facilities

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	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.		

Department: Recreation & Parks

Budget Program: Special Events

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-5040-451-12-00	SALARY & WAGES - PT	-929	-2,782	-2,500	-2,500	-5,500	-7,500
	101-5040-451-29-00	EMPLOYEE BENEFITS	-370	-504	-480	-480	-1,000	-1,300
	101-5040-451-32-00	PROF/TECH SERVICE	-71,475	-14,982	-25,000	-25,000	-30,000	-30,000
	101-5040-451-44-20	VEHICLE & EQUIP RENT	0	0	0	0	-2,500	-2,500
	101-5040-451-61-00	OP SUPP/MINOR EQUIP	-13,893	-7,272	-13,000	-13,000	-13,200	-28,200
Expenditure Subtotals			-86,667	-25,540	-40,980	-40,980	-52,200	-69,500
Other Revenue	101-5040-365-40-00	DONATIONS - JULY 4TH	0	0	5,350	5,350	4,000	4,000
Other Revenue	101-5040-365-70-00	DONATIONS - SPEC EVE	25,600	0	0	0	0	0
Other Revenue	101-5040-369-10-00	MISC REVENUES	3,045	0	0	0	0	0
Revenue Subtotals			28,645	0	5,350	5,350	4,000	4,000
Net (Uses)/Resources Program Totals			-58,022	-25,540	-35,630	-35,630	-48,200	-65,500

Department: Recreation & Parks

Budget Program: Special Events

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5040-451-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time City employees allocated to this program. The FY12-13 allocation includes staffing for the City's 40th anniversary event.	5,500	7,500
101-5040-451-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	1,000	1,300
101-5040-451-32-00	PROF/TECH SERVICE 1. City's annual Fourth of July Celebration. (\$25,000) 2. Rental of professional sound equipment for various events. (\$1,500) 3. Parking service for the annual Whale of a Day event. (\$1,500) 4. Shakespeare by the Sea drama production. (\$1,200) 5. Palos Verdes Symphonic Band Performance. (\$800)	30,000	30,000
101-5040-451-44-20	VEHICLE & EQUIP RENTAL The cost of renting chemical toilets, hand-washing stations and lights for various special events.	2,500	2,500
101-5040-451-61-00	OP SUPP/MINOR EQUIP This budget item allows for replacement of special event equipment and miscellaneous event expenses. The FY12-13 allocation includes \$15,000 of anticipated costs for the City's 40th Anniversary celebration.	13,200	28,200

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-5060-451-11-00	SALARY & WAGES - FT	-89,313	-89,957	-92,100	-92,100	-93,500	-96,300
	101-5060-451-12-00	SALARY & WAGES - PT	-120,624	-112,575	-104,500	-104,500	-104,500	-109,700
	101-5060-451-29-00	EMPLOYEE BENEFITS	-36,200	-57,184	-48,491	-48,491	-52,900	-56,800
	101-5060-451-32-00	PROF/TECH SERVICE	-1,980	-1,486	0	0	-5,000	-5,100
	101-5060-451-44-20	EQUIPMENT RENTAL	-896	-763	-2,500	-2,500	-500	-500
	101-5060-451-56-00	MILEAGE REIMBURSE	-112	-158	-300	-300	-300	-300
	101-5060-451-57-00	MEETINGS & CONFRNC	0	0	0	0	-225	-225
	101-5060-451-59-10	TRAINING	0	0	-700	-700	-500	-500
	101-5060-451-59-20	MEMBERSHIPS & DUES	-150	0	-300	-300	-300	-300
	101-5060-451-59-30	PUBLICATIONS	0	0	-200	-200	-150	-150
	101-5060-451-61-00	OP SUPP/MINOR EQUIP	-28,326	-28,252	-30,000	-30,000	-32,000	-32,700
	101-5060-451-62-00	PURCHASES FOR RESA	-42,666	916	-45,000	-45,000	-55,000	-56,000
	101-5060-451-94-10	EQUIP REPLACE CHARG	-13,800	-5,100	-4,200	-4,200	-38,500	-48,800
Expenditure Subtotals			-334,067	-294,559	-328,291	-328,291	-383,375	-407,375
Other Revenue	101-5060-365-20-00	DONATIONS - PVIC	11,482	11,575	9,300	9,300	12,000	12,200
Rents	101-5060-347-XX-00	PVIC ADMISSIONS	0	1,443	0	0	1,000	1,000
Rents	101-5060-364-XX-30	RENT - PVIC	181,534	208,855	180,000	180,000	122,800	125,300
Rents	101-5060-369-20-XX	PVIC GIFT SHOP	80,272	97,738	98,100	98,100	110,000	112,000
Revenue Subtotals			273,288	319,611	287,400	287,400	245,800	250,500
Net (Uses)/Resources Program Totals			-60,779	25,052	-40,891	-40,891	-137,575	-156,875

Department: Recreation & Parks

Budget Program: Point Vicente Interpretive Center

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5060-451-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	93,500	96,300
101-5060-451-12-00	SALARY & WAGES - PT This item reflects part-time staffing expenses allocated to this program.	104,500	109,700
101-5060-451-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	52,900	56,800
101-5060-451-32-00	PROF/TECH SERVICE Professional services for outside consultant for cash register and museum curation program update.	5,000	5,100
101-5060-451-44-20	EQUIPMENT RENTAL Miscellaneous equipment rental for various functions at Point Vicente Interpretive Center.	500	500
101-5060-451-56-00	MILEAGE REIMBURSE Reimbursement for use of employees' private automobiles for City business.	300	300
101-5060-451-57-00	MEETINGS & CONFRNCS Professional growth of staff and to stay current with museum trends.	225	225
101-5060-451-59-10	TRAINING Charges for training provided by vendors outside the City.	500	500
101-5060-451-59-20	MEMBERSHIPS & DUES Charges for memberships and dues in recognized professional organizations.	300	300
101-5060-451-59-30	PUBLICATIONS Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	150	150

Department: Recreation & Parks

Budget Program: Point Vicente Interpretive Center

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5060-451-61-00	OP SUPP/MINOR EQUIP 1. Anticipated operating needs of the facility including furniture, misc. equipment, and exhibits. (FY11-12 \$29,000 and FY12-13 \$29,600) 2. The annual Docent Appreciation Luncheon. (FY11-12 \$3,000 and FY12-13 \$3,100)	32,000	32,700
101-5060-451-62-00	PURCHASES FOR RESALE Purchases of items for resale at the Interpretive Center gift shop.	55,000	56,000
101-5060-451-94-10	EQUIP REPLACE CHARGE 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.	38,500	48,800

Department: Recreation & Parks
Budget Program: REACH

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-5070-451-11-00	SALARY & WAGES - FT	-39,593	-25,566	-29,900	-9,900	-5,500	-5,700
	101-5070-451-12-00	SALARY & WAGES - PT	-19,954	-20,184	-21,700	-21,700	-24,700	-25,900
	101-5070-451-29-00	EMPLOYEE BENEFITS	-16,390	-14,987	-12,289	-12,289	-6,000	-6,400
	101-5070-451-56-00	MILEAGE REIMBURSE	-132	-55	-300	-300	-300	-300
	101-5070-451-57-00	MEETINGS & CONFRNC	0	-34	0	0	-300	-300
	101-5070-451-59-10	TRAINING	0	0	-600	-600	-600	-600
	101-5070-451-61-00	OP SUPP/MINOR EQUIP	-7,714	-5,362	-6,801	-6,801	-6,900	-7,000
	101-5070-451-94-10	EQUIP REPLACE CHARG	-7,500	-2,300	-2,200	-2,200	-9,500	-4,000
Expenditure Subtotals			-91,283	-68,488	-73,790	-53,790	-53,800	-50,200
Charges for Se	101-5070-347-80-00	REC FEES - REACH	8,863	6,695	9,000	9,000	9,400	9,600
Other Revenue	101-5070-365-30-00	DONATIONS - REACH	0	0	200	200	5,000	5,100
Revenue Subtotals			8,863	6,695	9,200	9,200	14,400	14,700
Fr CDBG	101-5070-391-10-00	TRANSFERS IN	20,646	26,847	26,848	0	0	0
Transfers In Subtotals			20,646	26,847	26,848	0	0	0
Net (Uses)/Resources Program Totals			-61,774	-34,946	-37,742	-44,590	-39,400	-35,500

Department: Recreation & Parks

Budget Program: REACH

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-5070-451-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program. Full-time wages have been reallocated to Recreational Facilities for additional Recreation programming. The staffing needs for this program have been shifted more to part-time employees.	5,500	5,700
101-5070-451-12-00	SALARY & WAGES - PT Salaries and wages paid to part-time City employees allocated to this program. The increase in PT salary is reflective of the program responsibilities being shifted from FT to PT personnel.	24,700	25,900
101-5070-451-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	6,000	6,400
101-5070-451-56-00	MILEAGE REIMBURSE Reimbursement for use of employees' private automobiles for City business.	300	300
101-5070-451-57-00	MEETINGS & CONFRNCS This category increase will allow for professional growth of PT personnel.	300	300
101-5070-451-59-10	TRAINING Resources for ongoing training of full-time and part-time staff in the management of programs and activities for persons with developmental disabilities.	600	600
101-5070-451-61-00	OP SUPP/MINOR EQUIP Office supplies, consumable supplies, lodging and transportation associated with the operation of the REACH program.	6,900	7,000
101-5070-451-94-10	EQUIP REPLACE CHARGE 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	9,500	4,000

Department: Recreation & Parks

Budget Program: REACH

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.		

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS ADMINISTRATION (101-3001)

The Public Works Administration program accounts for the following administrative activities: City engineering, engineering studies, encroachment permits and inspections, grant administration, and transit coordination. The Public Works Department is also responsible for managing maintenance, engineering and construction activity in the Redevelopment Agency area. Some specific activities of Public Works Administration include:

- Administer grant programs including:
 - Federal Surface Transportation Program (STP)
 - Transportation Enhancement Activities (TEA)
 - Los Angeles County Regional Park and Open Space District Grant (Measure A)
 - Community Development Block Grant (CDBG)
 - Metropolitan Transit Authority (MTA) funding which includes Transportation Improvement Program (TIP) Call for Projects, Proposition A, Proposition C, and Measure R
 - Transportation Development Act (TDA) Article 3 Bikeway/Pedestrian Funds
 - South Coast Air Quality Management District (AQMD) AB 2766 Subvention Funds
 - Oil Payment Program grant funds for used oil and filter recycling
 - Various traffic, road maintenance, American Recovery and Reinvestment Act (ARRA) competitive grants, and Rubberized Asphalt Concrete (RAC) grants
 - Safe Routes to School Grants (SRTS)
 - Highway Safety Improvement Program (HSIP) funds

- Monitor regional issues such as traffic congestion management and National Pollution Discharge Elimination System (NPDES) mandates;
- Provide transit coordination for the City's participation in the Palos Verdes Peninsula Transit Authority and the Los Angeles County Metropolitan Transportation Authority;
- Participate in the South Bay Steering and Technical Advisory Committee;
- Participate in the Santa Monica Bay/Ballona Creek Watershed Permittee Committee and the NPDES Public Education Committee;
- Determine scope and develop estimates for the five-year Capital Improvement Program;
- Prepare and process Requests for Proposals for various departmental projects and services;
- Issue and inspect right-of-way permits to utility and telecommunication companies working within the City's streets, and issue and inspect residential right-of-way permits for driveway approaches, street trees, sewer lines, dumpsters, and curb drains;
- Review tentative tract maps, tract and parcel maps, lot line adjustments, monument inspections, soil and geology reports, grading plans, residential development plans, street name and address changes, and monitor associated trust and bond deposits.



TRAFFIC MANAGEMENT (101-3006 and 202-3004)

The Traffic Management program accounts for management, maintenance and improvements of the City’s traffic engineering facilities, consulting traffic engineering support to the City’s Traffic Safety Commission, Radar Trailer Program for traffic education and enforcement, Pavement Striping and Marking Program, Safe Routes to School program, oversized vehicle and neighborhood parking permit programs, and traffic signal maintenance, repair and upgrade activities.

STORM WATER QUALITY (101-3007)

In 1972, Congress passed the Clean Water Act (CWA) to reduce water pollution from end-of-pipe sources. Through the CWA, a National Pollutant Discharge Elimination System (NPDES) was established, which is administered by Regional Water Quality Control Boards in individual states. In 1987, the CWA was revised to include the reduction of pollutants in municipal storm-water runoff as well.

In 1990, the California Regional Water Quality Control Board, Los Angeles Region, issued its first NPDES Permit for control of storm-water and urban runoff from municipalities (MS4 Permit)

within Los Angeles County. Rancho Palos Verdes is a co-permittee of the Los Angeles County MS4 Permit, with the Los Angeles County Flood Control District (LACFCD) being the lead agency. The goals of the MS4 permit are the protection of the beneficial uses of water bodies within Los Angeles County and the reduction of pollutants in storm-water and urban runoff to the maximum extent practicable. As a result of the NPDES MS4 Permit, the City is required to investigate illicit discharges, develop a program to reduce pollutants from public agency activities, implement a public outreach program to educate the public, review plans for storm-water concerns as they are submitted to the City, inspect construction sites for proper sediment control and inspect selected businesses for potential storm-water related problems.

The MS4 Permit has a five-year life span and subsequent MS4 Permits were issued in 1996 and 2001. With each permit the number of requirements and complexity for compliance has increased. These complexities have kept the expected 2006 MS4 Permit from being authorized, and the next five year cycle is upon us again in 2011. The Regional Board had planned to issue an extension to the 2006 Permit for another 18 months, beginning in April of 2011 as a temporary measure until a new five year permit could be set in place. However, the LACFCD has indicated they will no longer serve as lead agency and will instead seek their own permit. The loss of the lead agency for the Los Angeles County permit, combined with strong reactions from other co-permittees and the environmental community on the permit requirements, have derailed these plans. We continue to monitor status changes of the new permit, which come frequently.

Beginning in 2001, the Los Angeles County MS4 Permit included provisions for the implementation of "Total Maximum Daily Loads" (TMDLs), which establish numerical limits on the amount of selected pollutants that can be discharged in storm-water and urban runoff. Development of these TMDLs is controversial and requires vigorous review by the City to avoid unreasonable and unfunded demands by the state agency. Several additional TMDLs have been added over the years and more are anticipated in the near future. Accordingly, the cost of implementation and compliance is expected to rise. The City has expended funds on structural improvements, such as catch basin inserts, and programmatic efforts, such as shared monitoring and public outreach plans with other peninsula cities. The Storm Water Quality program funds the City's activities with respect to these regulations.

BUILDING MAINTENANCE (101-3008)

The Building Maintenance program centralizes maintenance expenditures for all Cityowned buildings, including those at the Civic Center and various park sites. Building Maintenance includes routine activities such as custodial services, general repairs, security, utility service and generator maintenance; as well as non-routine preventive activities such as flooring replacement and painting.

PARKS, TRAILS & OPEN SPACE MAINTENANCE (101-3009 and 224-3024)

The Parks, Trails & Open Space Maintenance program centralizes maintenance expenditures for all City park sites and open space areas. Specific activities accounted for in this program include weed abatement, maintenance of grounds, play equipment and picnic areas, irrigation systems, and trails.



STREET MAINTENANCE - PORTUGUESE BEND ROAD MAINTENANCE – PAVEMENT MANAGEMENT (202-3002 and 202-3005)

The Portuguese Bend Road Maintenance – Pavement Management program accounts for the roadway maintenance of Palos Verdes Drive South in the landslide area of the City. Roadway maintenance includes periodic resurfacing, pavement grinding, dig out repairs, reworking roadway base material, crack-sealing, re-striping and curb repairs.

STREET MAINTENANCE - NON PAVEMENT (202-3003 and 203-3010)

The Street Maintenance – Non Pavement program accounts for activities related to maintenance of the City’s roadsides, City rights of way, roadways, medians, trees, sidewalks, street sweeping, street signs, as well as electrical and water utility service for these facilities. Specific maintenance activities include the coordination of:

- Contract services for roadside maintenance activities, including litter removal, sign repair and installation, clean up of illegal dumping, vegetation removal, and fence and guardrail repair;
- Contract services for roadway maintenance activities, including temporary pavement patching of street surfaces and temporary sidewalk repairs and maintenance;
- Ten (10) miles of median and parkway maintenance;
- The annual Citywide Street Tree Maintenance program for 8,000 trees;
- The annual Sidewalk Repair Program to repair sidewalks on a five-year cycle, which includes the installation of access ramps, root barriers and new curbs and gutters;
- The street sweeping contract with sweeping activity on 270 curb miles;
- The Street Sign Program to replace aging street signs.

Street Maintenance – Non Pavement activities are partially funded with 1972 Act assessments. In 1992, the City Council approved the establishment of a Landscaping and Lighting District as allowed in the Landscape and Lighting Act of 1972. Assessments to individual property owners

remain constant each year. Assessment revenue to the City fluctuates depending upon delinquency rates and new construction within the district.

SEWER MAINTENANCE (101-3026)

The City owns the sewer system within the City's boundaries; however, Los Angeles County provides maintenance and emergency repairs. This General fund program was newly established for FY07-08, as a result of the City's desire to contribute to a more proactive approach to maintenance of the City's sewer system. The program accounts for the cost of updating the Sewer System Master Plan, industrial waste monitoring, pipe filming, and investigating and cleaning sewer pipes. Not only does this work enable the City to propose capital improvement projects to the County, and perform small crack repairs discovered during pipe filming, any roots or obstructions discovered during the video inspections are removed which minimizes the opportunity for overflows.

SPECIAL DISTRICT MAINTENANCE

El Prado Lighting fund (209-3019)

In 1982, the El Prado Recreation and Parks District was reorganized as a subsidiary district of the City. The City provides services for the maintenance and operation of two ground-level spotlights and two overhead lights at the entrance to the El Prado neighborhood. A portion of the homeowners' 1% property tax assessment (approximately \$700) is remitted to the City to fund these expenditures.

Subregion 1 Maintenance fund (223-3023)

As part of the development of Sub-region 1 (Ocean Front Estates), the developer, Capital Pacific Holdings (CPH), agreed to provide a deposit in the amount of \$750,000 for the maintenance of 71 acres of parkland that was to be dedicated to the City. This maintenance fund was established in FY01-02 and interest revenue generated from the endowment is used to fund the maintenance of the natural open space, landscaping, trails, and a slant drain pipe. General funds are used to subsidize some of these maintenance costs.

STREET LIGHTING (211-3011)

In February 1995, the City Council authorized the transfer of a citywide street lighting maintenance district from Los Angeles County to the City. Funds generated from an existing 1911 Act District established by Los Angeles County now accrue to the City for street lighting maintenance costs. The 1911 Act funds are restricted and may only be used for activities related to the lighting district.

As in past years, the City will annually receive a portion of revenue from the County that is generated by the 1% base property tax. The FY11-12 revenue estimate is \$440,000. The assessment for each property is calculated based on benefit received.

BEAUTIFICATION (212-3012)

The City has conducted a single-family curbside recycling program since 1989, and a multi-family program since 1991. In February 1996, the City expanded its curbside recycling program to add mixed paper, corrugated cardboard and used motor oil, in addition to the existing newspaper and commingled container recycling. The City also expects to continue receiving 100% of the California Redemption Value (CRV) of beverage containers picked up at curbside. This Beautification account was created to administer the use of these funds.

The use of recycling funds includes the beautification grants and median improvements. The beautification grant program makes funds available to homeowners associations and community groups for activities that beautify areas visible from public right-of-ways. Recycling funds are also used for citywide median beautification projects, which are budgeted under the Street Improvements Fund.



WASTE REDUCTION (213-3013)

This program provides for the implementation of the City's Source Reduction and Recycling Element (SRRE) of the City's General Plan. The SRRE was approved in 1990 in response to legislation known as Assembly Bill (AB) 939, the Integrated Waste Management Act of 1989. AB 939 requires every California City to reduce its waste stream 25% by 1995 and 50% by the year 2000. In 2002 the City joined the Los Angeles Regional Agency (LARA) for AB 939 implementation. LARA's diversion rate exceeds 55%.

The City receives AB 939 fees from its commercial and residential waste haulers. that fund the Source Reduction and Recycling Element program implementation activities. In addition, the City receives Used Oil Payment Program grants, Department of Conservation (DOC) Beverage and Container Recycling Block Grants and, when eligible, Rubberized Asphalt Concrete (RAC) and multi-family Recycling grants.

The City's various reuse, reduce and recycling programs include, but are not limited to:

- Residential green waste (including Christmas trees) and co-mingled recycling, backyard composting programs and recycling of used motor oil and filters;
- Re-using of inert material such as concrete and asphalt as base material for road reconstruction projects, and/or using rubberized asphalt concrete (recycled tire material) for arterial rehabilitation projects;
- Purchasing park play equipment, park benches and picnic tables, trash and recycling containers, office furniture and paper made from recycled content material;
- Hosting an annual electronics recycling and household hazardous waste roundup;
- Recycling and reusing tree trimmings as mulch on medians, trails and City parks;
- Encouraging school recycling by offering financial incentives to participating schools and promoting recycling assemblies;
- Encouraging commercial recycling by offering commercial haulers a financial incentive for recycling (reduced AB 939 fees);
- Recycler of the Month program where two cards are drawn at every City Council meeting from a pool of residents who participate in the curbside recycling program, and \$250 cash awards are presented to each winning resident
- Used motor oil and filter collection at curbside;
- Servicing recycling containers at City parks; and
- Public outreach programs, including print advertisements, billing inserts, press releases, City website, City list server, and public service announcements (PSA), and Channel 33 RPVTV PSA's; and
- Bi-annual Citywide rush Clearing Events

TRANSIT

Air Quality Management District (AQMD) (214-3014)

This program is funded by restricted funds authorized under Assembly Bill (AB) 2766, which provided for a motor vehicle registration fee assessment to support transportation/air quality related activities of local government and air pollution control districts. The funds are part of the annual local return program administered by the South Coast Air Quality Management District and are distributed to cities on a population pro rata basis. These funds are restricted to uses that contribute to the reduction of air pollution within the south coast air basin. Beginning in FY95-96, these funds have been used to supplement funding for the Palos Verdes Peninsula Transit Authority, augmenting Proposition A funds that are also used to support this program. In addition, AQMD funds may be used to purchase clean-air vehicles for the City's fleet of vehicles.

Transit (Proposition A) (216-3016)

Proposition A funds come from a 1/2 cent sales tax and are distributed annually to cities on a per capita basis. These funds are restricted and may only be used for transit services, bus stop improvements, bus pullouts and pads, as well as bus stop maintenance. The allocation varies each year based on the actual amount of sales tax received in Los Angeles County. Rancho Palos Verdes utilizes these funds to participate in the Palos Verdes Peninsula Transit Authority/Dial-a-Ride programs, install bus stop pads, and for bus stop shelter maintenance and improvements.

The Palos Verdes Peninsula Transit Authority (PVPTA) operates a fixed route shuttle service on seven routes on the Palos Verdes Peninsula. Service operates between residential neighborhoods, schools, and commercial areas. In addition to funding from local jurisdictions, PVPTA has received a subsidy from the County of Los Angeles for the past twelve years.

ABALONE COVE SEWER MAINTENANCE (225-3025)

The Abalone Cove sewer system is one of several landslide mitigation projects recommended by a panel of experts who served the Redevelopment Agency (RDA) of the City until 1996. Funding for the sewer project was derived from the proceeds received from the \$10 million of bonds issued to the RDA. The bonds were issued by the County as required by the 1987 Reimbursement Settlement Agreement (Horan Agreement) entered into by the City, the RDA, certain residents of the RDA project area and the County. The Abalone Cove Sewer System was completed in 2002. This agreement expressly prohibits the use of RDA and Improvement Authority funds to maintain the sewer system.

To provide funding for the operation and maintenance of the system, the City Council established the Abalone Cove Sewer Maintenance Fee for users of the system during FY 01-02. The City Council annually conducts a public hearing, at which time, current and projected year's costs are reviewed and rates are set for the ensuing fiscal year. Fees paid by users of the system depend upon the amount of sewer discharge generated by the user, as well as what elements of the system serve the user.

When the Abalone Cove Sewer Service Maintenance Fee was established, the City Council agreed to subsidize sewer operations in an effort to reduce fees to property owners and to help bring uniformity of fees. The City has subsidized district maintenance during each year of its operation, with a yearly general fund transfer, however, Council has asked staff to reduce the subsidy to zero in the near future.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) (310-309X)

Since 1986, the City of Rancho Palos Verdes has been receiving funds annually from the Los Angeles Urban County's Community Development Block Grant (CDBG) Program, which receives its allocation from the U.S. Department of Housing and Urban Development (HUD). Participating cities receive funding based upon the total number of cities participating in the County's program, and a city's commitment to provide housing, economic and community development opportunities which principally benefit persons of low and moderate income levels and/or aid in the prevention of blighted conditions. The funds are allocated to the City on a per capita basis. These funds are used for a variety of projects and activities, including the Home Improvement Program for low and moderate-income homeowners, Americans with Disabilities Act (ADA) accessibility projects, and CDBG program administration.

RDA - PORTUGUESE BEND (375-307X)

The Redevelopment Agency was established in 1984, as a separate governmental entity with the responsibility to install and construct mitigation measures to stabilize landslides in the Abalone Cove and Portuguese Bend areas of the City. Projects approved during FY2010-2011 included two emergency projects. The roadside stabilization project installed an earthen

buttress adjacent to the shoulder of the roadway, south of Palos Verdes Drive South and east of the Archery Club. The drainage grading project will re-grade a path in the same area to re-install drainage facilities south of the roadway. RDA – Portuguese Bend program expenditures within the current budget are limited to administrative activities.

IMPROVEMENT AUTHORITY - PORTUGUESE BEND (285-3088)

A separate Joint Powers Improvement Authority was created in 1990 to maintain landslide abatement improvements installed and constructed by the RDA. Separate funds have been established to record the maintenance activities associated with the Abalone Cove and Portuguese Bend areas of the RDA. Funding for maintenance expenditures associated with the Portuguese Bend landslide area is provided via an annual operating transfer from the City's General fund.

IMPROVEMENT AUTHORITY - ABALONE COVE (795-3089)

A separate Joint Powers Improvement Authority was created in 1990 to maintain landslide abatement improvements installed and constructed by the RDA. Separate funds have been established to record the maintenance activities associated with the Abalone Cove and Portuguese Bend areas of the RDA. Funding for maintenance expenditures associated with the Abalone Cove landslide area is provided via investment interest earnings on a non-expendable \$1 million deposit received as part of a 1991 settlement agreement with the County of Los Angeles.

INFRASTRUCTURE IMPROVEMENTS

The Public Works department is also responsible for administering Infrastructure Improvements programs, formerly referred to as Capital Improvements. Program narratives, budget details, and justifications are included within the "Infrastructure Improvements" tab immediately following the "Public Works" tab in this budget document.

PUBLIC WORKS PERFORMANCE INDICATORS

Maintenance Program

A large part of the Public Works Department's activity is focused on responding to requests for service from residents. The department strives to resolve requests promptly and efficiently, with the goal of addressing 80% of all service requests within two weeks. Based on the data collected using this software during the last three fiscal years, the percentage of service requests that were addressed within two weeks are as follows:

FY01-02	60%
FY02-03	70%
FY03-04	82%
FY04-05	79%
FY05-06	88%
FY06-07	91%

FY07-08	91%
FY08-09	96%
FY09-10	94%

Recycling Program

The City is mandated to reduce its waste stream in accordance with state law (AB939). Cities throughout California are required to achieve a diversion rate of 50% by the year 2000. Rancho Palos Verdes has used a variety of programs to promote and increase recycling among residents in order to meet this requirement. The City joined the Los Angeles Regional Agency (LARA) for AB939 purposes in 2002. LARA's diversion rate includes all member cities' diversions, including RPV. Therefore, the success of the City's recycling programs is reflected in the City's approved solid waste diversion rates over the past several years:

1995	28 %
2000	47%
2005	59%*
2006	55%*
2007	56%*
2008	56%*
2009	60%*
2010	TBD**

* LARA's diversions

**This diversion rate has been submitted, but has yet to be verified.

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 thirteen years are:

1995	75
1996	78
1997	80
1998	82
1999	88
2000	88
2001	88
2002	80
2003	80
2004	89
2005	89
2006	82
2007	82
2008	82
2009	84
2010	84

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

just one example. In FY01-02, the City began monitoring the amount of trash being picked up by the street sweeping program as a performance measurement for reducing the amount of trash that enters our surface water systems:

FY01-02	25 tons/month
FY02-03	21 tons/month
FY03-04	66 tons/month
FY04-05	63 tons/month
FY05-06	63 tons/month
FY06-07	63 tons/month
FY07-08	63 tons/month
FY08-09	64 tons/month
FY09-10	63 tons/month

Traffic Enforcement

The Public Works Department works closely with the Los Angeles County Sheriff’s Department on traffic safety matters. Beginning in 2002, the City began monitoring and reporting the monthly average number of traffic collisions, how many of those were injury collisions, and comparing the number of injury collisions to the number of hazardous citations issued by the Sheriff. Through the regional law enforcement contract, Rancho Palos Verdes has been served by two traffic enforcement deputies (one patrol car and one motorcycle). In order to address increased concern about speeding and unsafe driving practices, the City hired a dedicated traffic enforcement deputy in December 2005 to work primarily during the evening hours and on weekends. Further, a third regional traffic deputy was added to the contract in September 2006.

	Monthly Average						
Index	2004	2005	2006	2007	2008	2009	2010
Total Collisions	24	20	20	21	20	18	20
Injury Collisions	8	6	7	7	6	6	6
Hazardous Citations Issued	223	282	492	526	460	375	339
Enforcement Index	29	54	84	72	76	56	53



Department: Public Works
Budget Program: Public Works Administration

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3001-431-11-00	SALARY & WAGES - FT	-592,833	-891,710	-1,179,900	-1,179,900	-1,252,300	-1,310,300
	101-3001-431-12-00	SALARY & WAGES - PT	-33,883	-141,954	-152,800	-152,800	-20,700	-21,700
	101-3001-431-29-00	EMPLOYEE BENEFITS	-177,270	-482,247	-419,510	-419,510	-488,500	-523,600
	101-3001-431-32-00	PROF/TECH SERVICE	-196,958	-66,446	-44,800	-94,800	-108,000	-108,000
	101-3001-431-44-10	BUILDING & LAND RENT	0	0	0	0	-5,500	-5,500
	101-3001-431-54-00	LEGAL NOTICES AND AD	-11,391	-19,766	-10,300	-10,300	-12,000	-12,000
	101-3001-431-55-00	PRINTING & BINDING	-12,259	-17,971	-25,800	-25,800	-25,000	-25,000
	101-3001-431-56-00	MILEAGE REIMBURSE	-499	-631	-600	-600	-600	-600
	101-3001-431-57-00	MEETINGS & CONFRNC	-4,970	-1,190	-4,000	-4,000	-4,000	-4,000
	101-3001-431-59-10	TRAINING	-860	-1,720	-3,500	-3,500	-3,500	-3,500
	101-3001-431-59-20	MEMBERSHIPS & DUES	-1,355	-1,215	-1,200	-1,200	-1,200	-1,200
	101-3001-431-59-30	PUBLICATIONS	-478	-271	-800	-800	-500	-500
	101-3001-431-61-00	OP SUPP/MINOR EQUIP	-15,007	-17,582	-35,000	-35,000	-28,800	-27,000
	101-3001-431-69-00	OTHER MISCELLANEOU	-177	-114	-5,000	-53,750	0	0
	101-3001-431-94-10	EQUIP REPLACE CHARG	-39,400	-15,800	-13,700	-13,700	-104,400	-121,300
Expenditure Subtotals			-1,087,340	-1,658,617	-1,896,910	-1,995,660	-2,055,000	-2,164,200
Charges for Se	101-3001-344-10-00	ENGINEERING FEES	200	5,125	0	0	0	0
Charges for Se	101-3001-381-10-00	SPECIAL FUND ADMIN	145,300	148,200	151,200	151,200	154,300	157,400
License/Permit	101-3001-324-10-00	RIGHT OF WAY PERMITS	39,819	57,967	47,100	47,100	85,900	90,200
License/Permit	101-3001-324-20-00	DUMPSTER PERMITS	0	0	0	0	1,100	1,200
Rents	101-3001-364-XX-10	RENT - CITY HALL	1,455	302	0	0	0	0
Revenue Subtotals			186,774	211,594	198,300	198,300	241,300	248,800
Net (Uses)/Resources Program Totals			-900,566	-1,447,023	-1,698,610	-1,797,360	-1,813,700	-1,915,400

Department: Public Works

Budget Program: Public Works Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3001-431-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	1,252,300	1,310,300
101-3001-431-12-00	SALARY & WAGES - PT Part time salaries provide for interns who assist staff in routine permit and construction inspections, as well as special projects.	20,700	21,700
101-3001-431-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	488,500	523,600
101-3001-431-32-00	PROF/TECH SERVICE 1. City Engineering Activity: Contract engineering services to review land maps and development plans that are not reimbursable by developers. (FY 11-12 \$10,000) (FY 12-13 \$10,000) 2. Engineering Studies: Contract engineering services for engineering investigations. (FY 11-12 \$12,000) (FY 112-13 \$12,000) 3. Inspection Services: Inspections for encroachment permits, traffic projects and right-of-way maintenance projects have been consolidated into one budget program. Permit fees collected as General Fund revenue partially offset the cost of this program. (FY 11-12 \$80,000) (FY 12-13 \$80,000) 4. Temporary Clerical Assistance: Temporary office assistance for staff vacations, illnesses or other absences and for courier service. (FY 11-12 \$6,000)(FY 12-13 \$6,000)	108,000	108,000
101-3001-431-44-10	BUILDING & LAND RENTAL 1. Offsite Storage Rental - Annual rental fee for an offsite storage facility to house inactive files. (FY 11-12 \$2,500) (FY 12-13 \$2,500) 2. Storage Pod Rental - Annual rental fee for an onsite storage pod to house inactive files. (FY 11-12 \$3,000) (FY 12-13 (\$3,000))	5,500	5,500
101-3001-431-54-00	LEGAL NOTICES AND ADS Legal notice advertising for Public Works projects.	12,000	12,000
101-3001-431-55-00	PRINTING & BINDING	25,000	25,000

Department: Public Works

Budget Program: Public Works Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	Printing of permits, service request forms, material for public meetings, bid documents and blueprints for Public Works projects.		
101-3001-431-56-00	MILEAGE REIMBURSE Reimbursement of staff for use of personal vehicles to attend meetings.	600	600
101-3001-431-57-00	MEETINGS & CONFRNCS Charges for expenses incurred for authorized City meetings and conferences. Expenses include transportation, registration fees, lodging, meals and other expenses incurred.	4,000	4,000
101-3001-431-59-10	TRAINING This item provides for training and professional development of staff.	3,500	3,500
101-3001-431-59-20	MEMBERSHIPS & DUES Annual dues for professional organizations and licensing requirements to maintain professional status of department employees.	1,200	1,200
101-3001-431-59-30	PUBLICATIONS Provides for subscriptions to periodicals, city directories and technical publications which assist City staff in the performance of their duties.	500	500
101-3001-431-61-00	OP SUPP/MINOR EQUIP 1. This item provides for office supplies, minor equipment and miscellaneous items. (FY11-12 and FY12-13 \$17,000) 2. Emergency Radios - Six hand-held radios will be purchased for emergency use. FY11-12 \$1,800) 3. Filing System for Engineering Plans - A new electronic filing system will be created to store electronic copies of engineering plans. Existing mylar engineering plans will be converted to electronic copies over the next two years. These electronic copies can be printed out on the Public Works' plotter machine. (FY11-12 and FY12-13 \$10,000)	28,800	27,000
101-3001-431-94-10	EQUIP REPLACE CHARGE Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other	104,400	121,300

Department: Public Works

Budget Program: Public Works Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.		

Department: Public Works
Budget Program: Traffic Management

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3006-431-11-00	SALARY & WAGES - FT	-48,480	0	0	0	0	0
	101-3006-431-29-00	EMPLOYEE BENEFITS	-21,860	0	0	0	0	0
	101-3006-431-32-00	PROF/TECH SERVICE	-147,078	-130,904	-127,600	-258,600	-67,000	-68,000
	101-3006-431-43-00	MAINTENANCE SERVICE	-74,120	-73,459	-86,600	-86,600	-85,000	-86,000
	101-3006-431-55-00	PRINTING & BINDING	0	0	-2,000	-2,000	-2,000	-2,000
	101-3006-431-61-00	OP SUPP/MINOR EQUIP	0	-5,415	-1,200	-1,200	0	0
	101-3006-431-73-00	IMPROVEMENTS	0	0	-60,000	0	0	0
Traf Sig Maint	202-3004-431-32-00	PROF/TECH SERVICE	0	0	-2,600	-2,600	-3,000	-3,000
Traf Sig Maint	202-3004-431-41-30	LIGHT AND POWER	-21,467	-22,737	-17,000	-17,000	-24,000	-24,000
Traf Sig Maint	202-3004-431-43-00	MAINTENANCE SERVICE	-61,825	-50,087	-84,500	-84,500	-85,000	-86,000
Traf Sig Maint	202-3004-431-73-00	IMPROVEMENTS	0	0	0	0	-90,000	0
Expenditure Subtotals			-374,830	-282,602	-381,500	-452,500	-356,000	-269,000
Charges for Se	101-3006-344-20-00	SALE OF SIGNS/SERVIC	4,618	7,308	6,600	6,600	7,500	7,700
From Other Ag	101-3006-334-10-00	GRANT INCOME	0	0	75,000	15,000	0	0
License/Permit	101-3006-327-10-00	PARKING PERMITS	0	0	12,000	12,000	500	500
Revenue Subtotals			4,618	7,308	93,600	33,600	8,000	8,200
Fr 1911 Act	202-3004-391-10-00	TRANSFERS IN	76,800	72,824	104,100	104,100	202,000	113,000
Transfers In Subtotals			76,800	72,824	104,100	104,100	202,000	113,000
Net (Uses)/Resources Program Totals			-293,412	-202,470	-183,800	-314,800	-146,000	-147,800

Department: Public Works

Budget Program: Traffic Management

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3006-431-32-00	PROF/TECH SERVICE 1. Traffic Engineering Services: The Traffic Engineer responds to residents' concerns and requests about traffic issues as requested by staff. Services may include improving traffic processes, designing traffic projects and pursuing traffic grants. (FY11-12 \$57,000) (FY 12-13 \$58,000) 2. Category A Traffic Engineering Services - Services include providing traffic engineering information, investigations or small project designs to address various city-wide traffic issues or concerns of the City Council, residents, staff, emergency services and other public agencies. (FY11-12 and FY 12-13 \$10,000)	67,000	68,000
101-3006-431-43-00	MAINTENANCE SERVICES 1. Radar Trailer Program: Radar trailers are set up at various locations throughout the City to implement a traffic enforcement program. (FY11-12 and FY 12-13 \$5,000) 2. Annual Pavement Striping Program: Contract services for pavement striping and marking. Pavement striping costs for the streets previously maintained by the City of Rolling Hills Estates are included. (FY11-12 \$80,000) (FY12-13 \$81,000)	85,000	86,000
101-3006-431-55-00	PRINTING & BINDING The cost of printing parking program permits.	2,000	2,000
Traf Sig Maint			
202-3004-431-32-00	PROF/TECH SERVICE Provides for inspection services. This expenditure is funded with Street Lighting (1911 Act) assessments.	3,000	3,000
202-3004-431-41-30	LIGHT AND POWER Power to traffic signals throughout the city, including the new traffic signal at Crestridge and Crenshaw. This expenditure is funded with Street Lighting (1911 Act) assessments.	24,000	24,000
202-3004-431-43-00	MAINTENANCE SERVICES Funds for the regular maintenance of all traffic signals. Actual expenditures vary year to year depending on the number of major repairs needed. The cost to repair damage caused by traffic accidents is reimbursable to the City by the parties involved. This expenditure is funded with Street Lighting (1911 Act) assessments.	85,000	86,000
202-3004-431-73-00	IMPROVEMENTS	90,000	0

Department: Public Works

Budget Program: Traffic Management

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	City-wide Traffic Safety Battery Backup Project – a safety improvement to install backup batteries on all traffic signals in the City. This project will be funded with 1911 Act assessments.		

Department: Public Works
Budget Program: Storm Water Quality

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3007-431-11-00	SALARY & WAGES - FT	-19,659	0	0	0	0	0
	101-3007-431-29-00	EMPLOYEE BENEFITS	-7,030	0	0	0	0	0
	101-3007-431-32-00	PROF/TECH SERVICE	-81,206	-84,883	-68,000	-93,000	-97,300	-97,800
	101-3007-431-33-00	LEGAL SERVICES	0	-7,037	-10,000	-10,000	-10,000	-10,000
	101-3007-431-43-00	MAINTENANCE SERVICE	-38,827	-30,363	-71,600	-71,600	-73,000	-73,000
Expenditure Subtotals			-146,722	-122,283	-149,600	-174,600	-180,300	-180,800
Fr Prop A	101-3007-391-10-00	TRANSFERS IN	2,700	2,800	0	0	0	0
Transfers In Subtotals			2,700	2,800	0	0	0	0
Net (Uses)/Resources Program Totals			-144,022	-119,483	-149,600	-174,600	-180,300	-180,800

Department: Public Works

Budget Program: Storm Water Quality

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3007-431-32-00	PROF/TECH SERVICE	97,300	97,800
	<p>1. National Pollutant Discharge Elimination System (NPDES) Program Administration: Contract services for the overall administration of the City's Storm Water Quality Program to comply with the offshore water quality monitoring requirements of the Storm Water Resources Control Board (SWRCB). (FY11-12 \$53,500) (FY12-13 \$54,000)</p> <p>2. Jurisdiction 7 Offshore Water Quality Monitoring: In early 2003 the Storm Water Resources Control Board released new regulations regarding bacteria in the Santa Monica Bay. These new regulations required cities with area tributaries flowing into the bay to monitor offshore points on a weekly basis. This line item provides funding for contract services to fulfill the monitoring requirement. (FY11-12 and FY 12-13 \$8,500)</p> <p>3. State Water Resources Control Board (SWRCB) Fee: Annual fee for a waste discharge (\$1,300) and storm water permit (\$9,000). As part of the National Pollution Discharge Elimination System (NPDES)/Clean Water Act implementation, the State Water code requires these fees. (FY11-12 and FY 12-13 \$10,300)</p> <p>4. Lake Machado Storm Water Runoff - The State Water Resources Control Board has required the City to study the effects of storm water runoff from the City entering Lake Machado in Harbor City and to monitor the Total Maximum Daily Load (TMDL). After monitoring in FY11-12 & FY12-13, the City will have more information with regard to mitigation and future monitoring. (FY11-12 and FY 12-13 \$25,000)</p>		
101-3007-431-33-00	LEGAL SERVICES	10,000	10,000
	<p>Legal fees to review new regulations adopted by the Storm Water Resources Control Board, to process the City's suit against the Regional Water Quality Control Board, and to provide general legal representation.</p>		
101-3007-431-43-00	MAINTENANCE SERVICES	73,000	73,000
	<p>1. Catch Basin Cleaning in Parking Lots: Contract services to clean catch basins in City-owned parking lots that do not have inserts, prior to the storm season. This program also stencils a water quality message on each inlet. (FY11-12 and FY 12-13 \$7,000)</p> <p>2. Catch Basin Insert Maintenance in Parking Lots: Contract services to clean and maintain catch basin inserts in City-owned parking lots. (FY11-12 and FY 12-13 \$4,000)</p> <p>3. Catch Basin Cleaning in Streets: Contract services to clean catch basins in City streets that do not have inserts, prior to the</p>		

Department: Public Works

Budget Program: Storm Water Quality

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	storm season. This program also stencils a water quality message on each inlet. (FY11-12 and FY 12-13 \$15,000)		
	4. Catch Basin Insert Maintenance in Streets: Contract services to clean and maintain catch basin inserts in the City Streets. (FY11-12 and FY 12-13 \$6,000)		
	5. Citywide Spill Cleanup: Contract services to respond to sewer and other spills that could impact water quality. (FY11-12 and FY 12-13 \$14,000)		
	6. Sweeping in Parking Lots: Contract services to sweep City-owned parking lots. (FY11-12 and FY 12-13 \$17,000)		
	7. Trash Pickup at Bus Shelters: Contract services for litter removal at the City's bus shelters. (FY11-12 and FY 12-13 \$3,000)		
	8. Extra Sweep Before the Rainy Season: The National Pollution Discharge Elimination System (NPDES)/Clean Water Act requires that the City perform an extra sweep prior to the rainy season to reduce the number of contaminants that may flow into the bay. (FY11-12 and FY 12-13 \$7,000)		

Department: Public Works
Budget Program: Building Maintenance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3008-431-11-00	SALARY & WAGES - FT	-66,565	-154	0	0	0	0
	101-3008-431-29-00	EMPLOYEE BENEFITS	-25,580	0	0	0	0	0
	101-3008-431-32-00	PROF/TECH SERVICE	0	-824	-12,500	-12,500	-5,000	-5,000
	101-3008-431-41-10	WATER UTILITY SERVIC	-28,847	-20,692	-26,000	-26,000	-26,000	-26,000
	101-3008-431-41-20	GAS UTILITY SERVICE	-4,270	-1,830	-6,200	-6,200	-5,000	-5,000
	101-3008-431-41-30	LIGHT AND POWER	-101,246	-105,439	-124,000	-124,000	-120,000	-120,000
	101-3008-431-43-00	MAINTENANCE SERVICE	-302,189	-274,784	-374,200	-409,200	-369,500	-334,500
	101-3008-431-61-00	OP SUPP/MINOR EQUIP	-41,776	-40,802	-53,000	-53,000	-77,500	-79,000
	101-3008-431-94-10	EQUIP REPLACE CHARG	-6,100	-3,300	-3,100	-3,100	-17,800	-14,700
Expenditure Subtotals			-576,573	-447,825	-599,000	-634,000	-620,800	-584,200
Net (Uses)/Resources Program Totals			-576,573	-447,825	-599,000	-634,000	-620,800	-584,200

Department: Public Works

Budget Program: Building Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3008-431-32-00	PROF/TECH SERVICE Information Technology costs associated with small projects. Costs are incurred for temporarily moving workstations and other computer equipment when maintenance projects are performed. (\$5,000)	5,000	5,000
101-3008-431-41-10	WATER UTILITY SERVICE Water utility service for all public buildings.	26,000	26,000
101-3008-431-41-20	GAS UTILITY SERVICE Gas utility service for all public buildings.	5,000	5,000
101-3008-431-41-30	LIGHT AND POWER Light and power for all public buildings.	120,000	120,000
101-3008-431-43-00	MAINTENANCE SERVICES These services provide for the on-going maintenance of all City and park buildings. The budget allocation varies from year to year, depending on the number of maintenance projects planned each year. The following projects are on-going maintenance efforts: 1. Custodial Services: Contracted janitorial service for all public buildings. (FY11-12 \$90,000) (FY12-13 \$92,000) 2. Graffiti Abatement: Removal of graffiti from public areas. (FY11-12 \$5,000) (FY12-13 \$5,000) 3. General Building Maintenance: Maintenance activities include monthly maintenance services, miscellaneous repairs and minor maintenance projects for all City facilities. (FY11-12 \$40,000) (FY12-13 \$41,000) 4. Utility Repairs: Plumbing, lighting and electrical repairs. Also provides for any major utility failures that might occur. (FY11-12 \$40,000) (FY12-13 \$41,000) 5. Building Security: Electronic building security at all park buildings and City Hall are provided by a contract security company. (FY11-12 \$22,000) (FY12-13 \$22,500) 6. Pest Control: Monthly pest control in and around all City buildings. (FY11-12 \$5,000) (FY12-13 \$5,000) 7. Heating and Air Conditioning Maintenance: Servicing of HVAC	369,500	334,500

Department: Public Works

Budget Program: Building Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	systems at Hesse Park, Point Vicente Interpretive Center, Ladera Linda Community Center, Channel 33 Studio, PV on the Net, Disaster Communications Center, and the Civic Center. (FY11-12 \$15,000) (FY12-13 \$15,500)		
	8. Sewer Lift Station Maintenance: The sewer lift station at Point Vicente Interpretive Center is serviced and maintained by a private contractor. (FY11-12 \$1,500) (FY12-13 \$1,500)		
	9. Elevator Maintenance: The annual maintenance contract provides for inspection and license certification required by the State. (FY11-12 \$5,000) (FY12-13 \$5,000)		
	10. Fire Extinguisher Service: The Fire Code requires the City to annually inspect and certify the fire extinguishers at public facilities. (FY11-12 \$4,000) (FY12-13 \$4,000)		
	11. Building Fire Systems: Annual inspection and maintenance of sprinkler systems at all City facilities. (FY11-12 \$2,000) (FY12-13 \$2,000)		
	12. Emergency Generator Maintenance: Annual maintenance for the emergency generators at the Civic Center, the Point Vicente Interpretive Center, and Hesse Park. (FY11-12 \$4,000) (FY12-13 \$4,000)		
	13. Miscellaneous one-time projects. (FY11-12 \$10,000) (FY12-13 \$10,000)		
	Annual Maintenance Projects:		
	1. Painting Program (FY11-12 \$50,000) (FY12-13 \$51,000)		
	2. Flooring Replacement Program (FY11-12 \$20,000) (FY12-13 \$20,000)		
	One-time Maintenance Projects:		
	1. Water and Backflow Valve Replacement - Water valves that have deteriorated will be replaced to prevent breakage during routine use. Backflow valves will be replaced as needed to meet annual backflow testing requirements. (FY11-12 \$15,000) (FY12-13 \$15,000)		
	2. Hesse Park Kitchen Improvements – this project would include replacement of existing kitchen appliances (stove, refrigerators, etc.); which are aged and are not reliable to function during rental events that generate income for the City, even with repairs that have been made. The project would also include replacement of the aged kitchen cabinets to increase the appeal to prospective renters, and installation of a code-compliant venting hood. (FY11-12 \$35,000)		

Department: Public Works

Budget Program: Building Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	<p>3. Explore cooling options at City Hall. There is no air conditioning system at City Hall, which leads to indoor temperatures in the high 80's during certain times of the year. The City has experienced computer failure and working conditions that necessitate excusing staff from the workplace. This allocation will enable Staff to explore the City's options, which may or may not include a limited amount of portable air conditioning. (FY11-12 \$6,000)</p>		
101-3008-431-61-00	OP SUPP/MINOR EQUIP <p>1. Building Supplies and Equipment - Includes building maintenance supplies, minor equipment, custodial and sanitary supplies, and kitchen supplies for City Council and Commission meetings, and City facilities. (FY 11-12 \$54,000) (FY 12-13 \$55,000)</p> <p>2. Fuel for Generators at City Hall, Point Vicente Interpretive Center and Hesse Park (This item was previously budgeted in Parks, Trails & Open Space Maintenance) (FY 11-12 \$23,500) (FY 12-13 \$24,000)</p>	77,500	79,000
101-3008-431-94-10	EQUIP REPLACE CHARGE <p>Equipment Replacement charges pay for maintenance, depreciation and eventual replacement of existing equipment items. Equipment is defined as vehicles, computers, and other office equipment with a cost of \$5,000 or more. Purchases of replacement equipment occur on an as-needed basis, and do not directly increase the amount of a budgetary program's Equipment Replacement charges. The cost of purchasing new equipment directly increases the Equipment Replacement charge in the year the equipment is acquired.</p>	17,800	14,700

Department: Public Works
Budget Program: Parks, Trails & Open Space Maintenance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3009-431-11-00	SALARY & WAGES - FT	-56,462	0	0	0	0	0
	101-3009-431-29-00	EMPLOYEE BENEFITS	-21,650	0	0	0	0	0
	101-3009-431-32-00	PROF/TECH SERVICE	-7,440	0	-25,600	-25,600	-15,000	-15,000
	101-3009-431-41-10	WATER UTILITY SERVIC	-129,677	-114,117	-129,000	-129,000	-130,000	-132,000
	101-3009-431-41-30	LIGHT AND POWER	-734	-1,028	-1,000	-1,000	-1,000	-1,000
	101-3009-431-43-00	MAINTENANCE SERVICE	-585,551	-476,355	-1,137,400	-1,638,400	-850,500	-842,000
	101-3009-431-59-20	MEMBERSHIPS & DUES	0	0	0	0	-80,000	-80,000
	101-3009-431-61-00	OP SUPP/MINOR EQUIP	-8,149	-8,579	-12,000	-12,000	-40,000	-40,000
	101-3009-431-69-00	OTHER MISCELLANEOU	-20,133	-13,477	-11,249	-11,249	-13,750	-14,000
Expenditure Subtotals			-829,796	-613,556	-1,316,249	-1,817,249	-1,130,250	-1,124,000
From Oth Agen	224-3024-337-10-00	MEASURE A	98,945	38,460	151,000	151,000	100,000	100,000
Interest	224-3024-361-10-00	INTEREST EARNINGS	1,478	233	170	170	170	260
Revenue Subtotals			100,423	38,693	151,170	151,170	100,170	100,260
Fr Measure A	101-3009-391-10-00	TRANSFERS IN	54,200	38,460	151,000	151,000	100,000	100,000
Fr Waste Redu	101-3009-391-10-00	TRANSFERS IN	0	0	12,000	12,000	12,000	12,000
Transfers In Subtotals			54,200	38,460	163,000	163,000	112,000	112,000
To Gen'l Fund	224-3024-491-91-00	TRANSFERS OUT	-75,900	-38,460	-151,000	-151,000	-100,000	-100,000
Transfers Out Subtotals			-75,900	-38,460	-151,000	-151,000	-100,000	-100,000
Net (Uses)/Resources Program Totals			-751,073	-574,863	-1,153,079	-1,654,079	-1,018,080	-1,011,740

Department: Public Works

Budget Program: Parks, Trails & Open Space Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3009-431-32-00	PROF/TECH SERVICE On-going Maintenance - Contract administration and inspection services for parks and trails.	15,000	15,000
101-3009-431-41-10	WATER UTILITY SERVICE Water to all park irrigation systems.	130,000	132,000
101-3009-431-41-30	LIGHT AND POWER Power for landscape irrigation control boxes at the parks.	1,000	1,000
101-3009-431-43-00	MAINTENANCE SERVICES Landscape maintenance services for parks, trails and open space facilities. Measure A monies will fund approximately \$100,000 of these costs. The budget allocation varies from year to year depending on the number of maintenance projects planned for each year. 1. Landscape Maintenance at Parks and City facilities: Services include turf and ground cover care on a weekly basis, fertilization, playground maintenance, shrub and tree care, ball field maintenance, litter patrol on a seasonal and as-needed basis, maintenance of park furniture and other park amenities, and plant material replacement. Maintenance costs for the new Hesse Park and Ryan Park ball fields are included. Waste Reduction money covers \$2,000 of the cost of servicing recycling bins. (FY11-12 \$255,000) (FY12-13 \$260,000) 2. Irrigation Repairs: Annual maintenance to repair irrigation systems at City facilities. (FY11-12 \$24,000) (FY12-13 \$24,500) 3. Trails Maintenance: Provides for erosion control, vegetation clearance and weed abatement on trails designated for pedestrian use. (FY11-12 \$25,000) (FY12-13 \$26,000) 4. Maintenance Repairs and Special Events: Includes miscellaneous repairs for facility parking lots, fences, signs, drainage, etc. that are not part of the regular maintenance effort. This budget item also includes site preparation for special events such as the Civic Center 4th of July celebration and Whale of a Day. (FY11-12 \$50,000) (FY12-13 \$51,000) 5. Fuel Modification/Weed Abatement - brush clearance for the following areas: a) Open Space Areas: The L.A. County Weed Abatement Division of the LA County Agricultural Commission and the LA County Fire Department require the City to perform annual fuel	850,500	842,000

Department: Public Works

Budget Program: Parks, Trails & Open Space Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	modification on 36 City-owned parcels identified in the NCCP preserve. These costs will be partially funded with approximately \$100,000 of Measure A maintenance monies. (FY11-12 \$300,000) (FY12-13 \$306,000)		
	b) Parks and City-owned lots: Weed abatement activities at City park sites and semi-annual clearance of fire roads and trails in the Portuguese Bend Reserve. (FY11-12 \$50,000) (FY12-13 \$51,000)		
	c) Annual County Discing Areas: The Los Angeles County Department of Agriculture performs annual discing of Grand View Park, Sunnyside Ridge and west of Indian Peak Road. (FY11-12 \$10,000) (FY12-13 \$10,000)		
	6. Pest Control: Contractor services to control rodent infestation at City facilities. (FY11-12 \$15,000) (FY12-13 \$15,500)		
	7. Annual Backflow Testing: The local water utility requires annual testing of backflow valves. (FY11-12 \$5,000) (FY12-13 \$5,000)		
	8. Electrical Repairs: Repair of landscape lighting in all parks. (FY11-12 \$5,000) (FY12-13 \$5,000)		
	9. Portable Toilets: Weekly/bi-weekly servicing of portable toilets located at Portuguese Bend Field, Abalone Cove Shoreline Park, Del Cerro, Subregion 1, a permanent handicapped accessible unit at Ryan Park, and at City-sponsored events. (FY11-12 \$12,000) (FY12-13 \$12,500)		
	10. Miscellaneous One-time Maintenance Projects: Unanticipated maintenance projects. (FY11-12 \$10,000) (FY12-13 \$10,000)		
	Annual Maintenance Programs:		
	1. City Hall Tennis Court: The court is resurfaced every year to maintain a safe playing surface. (FY11-12 \$5,000) (FY12-13 \$5,000)		
	2. Ladera Linda Paddle Tennis Court: The two paddle tennis courts are resurfaced every year to maintain safe playing surfaces. (FY11-12 \$4,000) (FY12-13 \$4,000)		
	3. Annual Play Surface Maintenance Program - Play areas at the various park sites will be resurfaced as needed (FY11-12 \$22,000) (FY12-13 \$23,000).		
	4. Parking Lot Resurfacing Program - Parking lots at the park sites will be resurfaced, as needed. (FY11-12 \$11,000) (FY12-13 \$11,000)		
	5. Playground Safety Audit and Repairs - Repairs on play		

Department: Public Works

Budget Program: Parks, Trails & Open Space Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	equipment to comply with the annual playground safety audit report. (FY11-12 \$7,500) (FY12-13 \$7,500)		
	6. Water Efficient Sprinkler Head Replacement Program - Systematic replacement of existing sprinkler heads with water efficient models. The upgrade effort should be completed by 2015. (FY11-12 \$15,000) (FY12-13 \$15,000)		
	One-time Maintenance Projects:		
	1. Abalone Cove Shoreline Park Parking Lot Repairs - Several areas of the parking lot have deteriorated, including ADA parking spaces, and need to be resurfaced. (FY11-12 \$25,000)		
101-3009-431-59-20	MEMBERSHIPS & DUES	80,000	80,000
	1. Klondike Canyon Landslide Abatement District assessments for City owned parcels. (FY11-12 \$40,000) (FY 12-13 \$40,000)		
	2. Abalone Cove Landslide Abatement District (ACLAD) assessments for City owned parcels. (FY11-12 \$40,000) (FY12-13 \$40,000)		
101-3009-431-61-00	OP SUPP/MINOR EQUIP	40,000	40,000
	1. Supplies and Equipment: Materials and equipment to maintain and repair City parks, trails and open space areas. (FY11-12 \$15,000) (FY 12-13 \$15,000)		
	2. Trash/Recycling Receptacles: Replacement of trash receptacles as needed. Recycling bins placed alongside trash receptacles are funded with \$10,000 of Waste Reduction money. (FY11-12 \$15,000) (FY12-13 \$15,000)		
	3. Trail and Park Signage: Park Rangers have requested improved signage that is consistent, informative and directional. (FY11-12 \$10,000) (FY12-13 \$10,000)		
101-3009-431-69-00	OTHER MISCELLANEOUS	13,750	14,000
	Storm Drain User Fee for City owned parcels		
To Gen'l Fund			
224-3024-491-91-00	TRANSFERS OUT	100,000	100,000
	Transfer from the Measure A Maintenance fund to Parks, Trails & Open Space Maintenance within the General fund for the fuel modification of Open Space areas.		

Department: Public Works
Budget Program: Street Maintenance - Pavement

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
PB Rd Maint	202-3005-431-32-00	PROF/TECH SERVICE	-2,698	0	-10,300	-10,300	-16,400	-16,400
PB Rd Maint	202-3005-431-43-00	MAINTENANCE SERVICE	-279,722	-554,768	-490,000	-560,000	-500,000	-510,000
Expenditure Subtotals			-282,420	-554,768	-500,300	-570,300	-516,400	-526,400
Fr General Fun	202-3005-391-10-00	TRANSFERS IN	212,180	0	0	0	0	0
Fr Prop C	202-3005-391-10-00	TRANSFERS IN	0	556,088	500,300	500,300	516,400	526,400
Transfers In Subtotals			212,180	556,088	500,300	500,300	516,400	526,400
Net (Uses)/Resources Program Totals			-70,240	1,320	0	-70,000	0	0

Department: Public Works

Budget Program: Street Maintenance - Pavement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
<i>PB Rd Maint</i>			
202-3005-431-32-00	PROF/TECH SERVICE 1. Portuguese Bend Road Maintenance: Inspection services for the Palos Verdes Drive South road repairs. (\$11,000) 2. Annual update of aerial surveys of the road in the landslide area. (\$5,400)	16,400	16,400
202-3005-431-43-00	MAINTENANCE SERVICES Portuguese Bend Road Maintenance: Street maintenance costs for ongoing repairs to Palos Verdes Drive South through the landslide area.	500,000	510,000

Department: Public Works
Budget Program: Street Maintenance - Non Pavement

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	202-3003-431-11-00	SALARY & WAGES - FT	-58,600	0	0	0	0	0
	202-3003-431-29-00	EMPLOYEE BENEFITS	-25,180	0	0	0	0	0
1972 Act	203-3010-431-32-00	PROF/TECH SERVICE	-8,961	-11,073	-7,200	-7,200	-7,500	-7,500
1972 Act	203-3010-431-33-00	LEGAL SERVICES	0	0	-1,500	-1,500	-1,500	-1,500
1972 Act	203-3010-431-54-00	LEGAL NOTICES AND AD	0	0	-500	-500	-500	-500
1972 Act	203-3010-431-94-20	OVERHEAD CHARGES	-58,700	-59,900	-61,100	-61,100	-62,300	-63,500
Medians	202-3003-431-32-00	PROF/TECH SERVICE	0	0	-16,000	-16,000	-16,000	-16,000
Medians	202-3003-431-41-10	WATER UTILITY SERVIC	-76,795	-70,386	-77,000	-77,000	-83,000	-83,000
Medians	202-3003-431-41-30	LIGHT AND POWER	-5,139	-5,649	-6,000	-6,000	-6,000	-6,000
Medians	202-3003-431-43-00	MAINTENANCE SERVICE	-150,359	-136,313	-192,174	-192,174	-232,279	-235,279
Roadside	202-3003-431-32-00	PROF/TECH SERVICE	-840	0	-15,000	-15,000	0	0
Roadside	202-3003-431-43-00	MAINTENANCE SERVICE	-193,163	-235,847	-232,000	-232,000	-245,000	-248,000
Roadways	202-3003-431-32-00	PROF/TECH SERVICE	0	-6,350	0	0	0	0
Roadways	202-3003-431-43-00	MAINTENANCE SERVICE	-395,002	-403,222	-432,000	-432,000	-470,000	-476,000
Sidewalk/Ramp	202-3003-431-32-00	PROF/TECH SERVICE	-30,000	-4,800	-10,600	-10,600	-10,000	-10,000
Sidewalk/Ramp	202-3003-431-43-00	MAINTENANCE SERVICE	-388,405	-7,246	-110,000	-110,000	-140,000	-110,000
Street Signs	202-3003-431-61-00	OP SUPP/MINOR EQUIP	-34,315	-22,496	-60,500	-60,500	-50,000	-50,000
Street Sweep	202-3003-431-43-00	MAINTENANCE SERVICE	-120,170	-120,260	-141,000	-141,000	-140,000	-140,000
Tree Trim	202-3003-431-43-00	MAINTENANCE SERVICE	-218,609	-207,625	-225,000	-225,000	-210,000	-210,000
Weed Abate	202-3003-431-43-00	MAINTENANCE SERVICE	-2,667	-8,426	-37,000	-37,000	0	0
Expenditure Subtotals			-1,766,905	-1,299,593	-1,624,574	-1,624,574	-1,674,079	-1,657,279
Chg for Svcs	202-3003-344-30-00	SIDEWALK REPAIR	105,100	7,960	14,000	14,000	14,000	14,000
Chg for Svcs	202-3003-344-50-00	TREE TRIMMING FEES	499	460	0	0	0	0
From Oth Agen	202-3003-334-10-00	PROPOSITION 42	363,197	387,278	433,438	0	0	0
From Oth Agen	202-3003-335-30-30	STATE GAS TAX 2103	0	0	0	433,438	435,600	435,600
From Oth Agen	202-3003-335-30-50	STATE GAS TAX 2105	236,719	234,380	231,850	231,850	234,100	234,100
From Oth Agen	202-3003-335-30-60	STATE GAS TAX 2106	142,587	141,890	137,440	137,440	142,500	142,500
From Oth Agen	202-3003-335-30-70	STATE GAS TAX 2107	315,359	311,910	308,822	308,822	311,600	311,600

Department: Public Works
Budget Program: Street Maintenance - Non Pavement

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
From Oth Agen	202-3003-335-30-75	STATE GAS TAX 2107.5	6,000	6,000	6,000	6,000	6,000	6,000
Interest	202-3003-361-10-00	INTEREST EARNINGS	5,846	1,319	2,020	2,020	3,010	3,880
Interest	203-3010-361-10-00	INTEREST EARNINGS	1,877	641	240	240	180	160
Other Revenue	202-3003-369-10-00	ST MAINT MISC REVENU	23,715	15,640	5,400	5,400	14,000	14,000
Taxes	203-3010-311-10-00	ASSESSMENTS	252,362	254,139	258,687	258,687	258,000	258,000
Revenue Subtotals			1,453,261	1,361,617	1,397,897	1,397,897	1,418,990	1,419,840
Fr 1972 Act	202-3003-391-10-00	TRANSFERS IN	180,000	200,000	204,000	204,000	200,000	200,000
Fr Beautificatio	202-3003-391-10-00	TRANSFERS IN	0	212,000	165,200	165,200	116,000	193,000
Fr Gen'l fund	202-3003-391-10-00	TRANSFERS IN	242,845	22,000	0	0	0	0
Fr Waste Red	202-3003-391-10-00	TRANSFERS IN	0	40,000	0	0	40,000	40,000
Transfers In Subtotals			422,845	474,000	369,200	369,200	356,000	433,000
To Street Impr	202-3003-491-91-00	TRANSFERS OUT	0	0	0	-57,080	0	0
To Street Maint	203-3010-491-91-00	TRANSFERS OUT	-180,000	-200,000	-204,000	-204,000	-200,000	-200,000
Transfers Out Subtotals			-180,000	-200,000	-204,000	-261,080	-200,000	-200,000
Net (Uses)/Resources Program Totals			-70,799	336,024	-61,477	-118,557	-99,089	-4,439

Department: Public Works

Budget Program: Street Maintenance - Non Pavement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
1972 Act			
203-3010-431-32-00	PROF/TECH SERVICE Provides for preparation of the annual Engineer's report.	7,500	7,500
203-3010-431-33-00	LEGAL SERVICES Provides for assessment district related legal services.	1,500	1,500
203-3010-431-54-00	LEGAL NOTICES AND ADS Notices for Public Hearings.	500	500
203-3010-431-94-20	OVERHEAD CHARGES The 1972 Act allows for the reimbursement of Public Works administration overhead costs associated with establishing and administering the district.	62,300	63,500
Medians			
202-3003-431-32-00	PROF/TECH SERVICE This line item provides for assistance in contract administration, and to monitor and inspect contract maintenance activity on a regular basis.	16,000	16,000
202-3003-431-41-10	WATER UTILITY SERVICE Water service to all irrigated medians. Utility service for the new medians on Palos Verdes Drive West and the medians acquired from Rolling Hills Estates are included.	83,000	83,000
202-3003-431-41-30	LIGHT AND POWER Electrical power for medians which have electronic irrigation controllers and/or landscape lighting. This budget item includes \$1,040 for power to Ocean Terrace, which is a special benefit median funded with Landscape and Lighting (1972 Act) assessments.	6,000	6,000
202-3003-431-43-00	MAINTENANCE SERVICES 1. Median Maintenance: Maintenance of landscaped center medians and street right-of-ways. The work includes turf areas, ground cover areas, irrigation systems, streets, shrubs, hardscapes, litter patrol, and weed abatement. Litter abatement activities are funded with \$10,000 of Department of Conservation monies received in the Waste Reduction Program. Additional maintenance costs include the new medians on Palos Verdes Drive West and the medians acquired from Rolling Hills Estates. (FY11-12 \$224,000) (FY12-13 \$227,000)	232,279	235,279

Department: Public Works

Budget Program: Street Maintenance - Non Pavement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	<p>2. Backflow Inspections: To meet the requirements of California Water Service and the Los Angeles County Health Department, all backflow prevention devices are certified annually by a private contractor. (FY11-12 and FY12-13 \$6,000)</p> <p>3. Special Benefit Median Maintenance is funded with Landscape and Lighting Maintenance Assessments (1972 Act) and includes:</p> <ul style="list-style-type: none">a. Rue Beaupre (FY11-12 and FY12-13 \$535)b. Alta Vista (FY11-12 and FY12-13 \$865)c. Ocean Terrace (FY11-12 and FY12-13 \$879)		
Roadside			
202-3003-431-43-00	MAINTENANCE SERVICES	245,000	248,000
	<p>1. Roadside Maintenance: Contract services for Roadside Maintenance include litter pick-up, sign repair and installation, clean-up of illegal dumping, vegetation removal, and fence and guardrail repair and replacement. A separate line item for weed abatement has been added to this budget allocation. (FY11-12 \$200,000) (FY12-13 \$203,000)</p> <p>2. Roadside Weed Abatement. (\$15,000)</p> <p>3. Roadway Repairs Due to Accidents: Repairs that are not included in regular roadway or roadside maintenance. The City attempts to recover repair costs associated with accidents from the parties that cause the damage. (\$30,000)</p>		
Roadways			
202-3003-431-43-00	MAINTENANCE SERVICES	470,000	476,000
	<p>Contract services for roadway maintenance includes temporary pavement patching and temporary sidewalk repairs. (FY11-12 \$425,000) (FY12-13 \$430,000)</p> <p>25th Street Annual Maintenance: Annual maintenance costs for debris cleanup are shared with the Los Angeles County Public Works Department. This effort will no longer be required if the landslide stabilization project is constructed in San Ramon Canyon. (FY11-12 \$40,000) (FY12-13 \$41,000)</p> <p>Mile Post System - A system of road markers will be installed as reference points on major arterials that do not have street addresses to assist road crews and grant (FEMA) evaluators in identifying work locations. The major arterials include areas on Palos Verdes Drive West, Palos Verdes Drive South, and Palos Verdes Drive East. (FY11-12 and FY12-13 \$5,000)</p>		
Sidewalk/Ramp			
202-3003-431-32-00	PROF/TECH SERVICE	10,000	10,000
	<p>Sidewalk Repair Program inventory, administration and inspection services. (FY11-12 and FY12-13 \$5,000)</p> <p>Annual Sidewalk GIS Theme Layer - The GIS sidewalk data is</p>		

Department: Public Works

Budget Program: Street Maintenance - Non Pavement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	updated each time a sidewalk project is completed. (FY11-12 and FY12-13 \$5,000)		
202-3003-431-43-00	MAINTENANCE SERVICES	140,000	110,000
	Sidewalk Repair Program: Sidewalks are repaired and replaced throughout the City on a five-year cycle. In addition to repairing and replacing sidewalks, the City performs sidewalk grinding, which provides a more efficient and less expensive alternative to repairing sidewalks that do not need to be replaced. Adjacent property owners reimburse the City for a portion of the expense to repair and replace sidewalks. Increased rainfall over the past year has caused more rapid root growth, creating more sidewalk safety issues that will be addressed in FY 11-12. (FY11-12 \$140,000) (FY12-13 \$110,000)		
Street Signs			
202-3003-431-61-00	OP SUPP/MINOR EQUIP	50,000	50,000
	1. Street Signs: This is a multi-year program to replace the aging blue street signs that are rusting and difficult to read. (FY11-12 and FY 12-13 \$10,000)		
	2. Operating Supplies: Traffic safety devices and materials required to perform street maintenance activities including signs, sign posts, guardrail, guardrail posts, paint, sandbags, concrete, and asphalt. (FY11-12 and FY 12-13 \$40,000)		
Street Sweep			
202-3003-431-43-00	MAINTENANCE SERVICES	140,000	140,000
	Street Sweeping: Contract services for the mechanical sweeping of streets citywide. Approximately \$8,000 of this cost is reimbursed by Caltrans for sweeping Western Avenue twice per month. The sweeping schedule is as follows: Western Avenue: Weekly Hawthorne Boulevard: Twice Monthly All remaining streets: Monthly Additional Citywide sweep: Autumn Various Areas: As Needed		
To Street Maint			
203-3010-491-91-00	TRANSFERS OUT	200,000	200,000
	Transfer from the 1972 Act fund to the Street Maintenance fund for Street Landscape Maintenance activities. Street Landscape Maintenance has been established in the Street Maintenance fund and contains expenditures that are fully eligible for funding under the 1972 Act.		
Tree Trim			
202-3003-431-43-00	MAINTENANCE SERVICES	210,000	210,000
	Street Tree Trimming: Includes costs for removing tree limbs to provide a 16-foot clearance over sidewalks and streets and for the		

Department: Public Works

Budget Program: Street Maintenance - Non Pavement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	removal of fallen tree limbs and trees. Mulching costs of \$30,000 are included in the budget and are funded with Waste Reduction monies.		

Department: Public Works
Budget Program: Sewer Maintenance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	101-3026-431-11-00	SALARY & WAGES - FT	-22,546	0	0	0	0	0
	101-3026-431-29-00	EMPLOYEE BENEFITS	-9,440	0	0	0	0	0
	101-3026-431-32-00	PROF/TECH SERVICE	-70,163	-57,194	-51,300	-80,300	-53,000	-53,000
	101-3026-431-43-00	MAINTENANCE SERVICE	-195	0	-10,000	-10,000	-10,000	-10,000
Expenditure Subtotals			-102,344	-57,194	-61,300	-90,300	-63,000	-63,000
Net (Uses)/Resources Program Totals			-102,344	-57,194	-61,300	-90,300	-63,000	-63,000

Department: Public Works

Budget Program: Sewer Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
101-3026-431-32-00	PROF/TECH SERVICE 1. Industrial Waste Monitoring - Provides for a Los Angeles County Department of Public Works program for sewer testing of hazardous materials and emergency response. (FY11-12 and FY 12-13 \$8,000) 2. Sewer Pipe Filming & Investigation - Annual Closed Circuit Television (CCTV) inspections of sewer pipes are necessary each year for a cleaning and pipe replacement program. (FY11-12 and FY 12-13 \$30,000) 3. Sewer System GIS Theme Layer - Add sewer data to GIS system. (FY11-12 and FY 12-13 \$15,000)	53,000	53,000
101-3026-431-43-00	MAINTENANCE SERVICES This budget allows for repair of small cracks in pipes identified in CCTV inspections. County will repair major cracks in pipes on an emergency basis.	10,000	10,000

Department: Public Works
Budget Program: Special District Maintenance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
El Prado	209-3019-431-32-00	PROF/TECH SERVICE	-24	-27	0	0	0	0
El Prado	209-3019-431-41-30	LIGHT AND POWER	-324	-207	-300	-300	-300	-300
El Prado	209-3019-431-43-00	MAINTENANCE SERVICE	-86	0	-700	-700	-700	-700
Subregion 1	223-3023-431-41-10	WATER UTILITY SERVIC	-12,757	-9,916	-16,000	-16,000	-15,000	-15,000
Subregion 1	223-3023-431-41-30	LIGHT AND POWER	-388	-497	0	0	-1,000	-1,000
Subregion 1	223-3023-431-43-00	MAINTENANCE SERVICE	-37,610	-41,797	-63,000	-73,000	-54,000	-54,000
Expenditure Subtotals			-51,189	-52,444	-80,000	-90,000	-71,000	-71,000
Interest	209-3019-361-10-00	INTEREST EARNINGS	173	59	10	10	70	110
Interest	223-3023-361-10-00	INTEREST EARNINGS	12,331	3,795	3,800	3,800	3,800	5,600
Taxes	209-3019-311-10-00	ASSESSMENTS	1,656	1,685	1,910	1,910	1,900	1,900
Revenue Subtotals			14,160	5,539	5,720	5,720	5,770	7,610
Fr General Fun	223-3023-391-10-00	TRANSFERS IN	55,000	55,000	70,000	70,000	60,000	65,000
Transfers In Subtotals			55,000	55,000	70,000	70,000	60,000	65,000
Net (Uses)/Resources Program Totals			17,971	8,095	-4,280	-14,280	-5,230	1,610

Department: Public Works
Budget Program: Special District Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
<i>El Prado</i>			
209-3019-431-41-30	LIGHT AND POWER The line item provides for utility expenses.	300	300
209-3019-431-43-00	MAINTENANCE SERVICES This line item provides for miscellaneous repairs as needed.	700	700
<i>Subregion 1</i>			
223-3023-431-41-10	WATER UTILITY SERVICE Water service to the Subregion 1 area.	15,000	15,000
223-3023-431-41-30	LIGHT AND POWER Electrical power to the Subregion 1 area.	1,000	1,000
223-3023-431-43-00	MAINTENANCE SERVICES In accordance with the development agreement for Subregion I, the City maintains certain improvements constructed by the developer. The cost of this maintenance service is partially funded by a special fund established by the developer. The interest revenue from this fund is not sufficient to cover maintenance costs and must be subsidized with an annual General Fund transfer.	54,000	54,000

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	211-3011-431-32-00	PROF/TECH SERVICE	-6,452	-7,165	-8,000	-8,000	-8,000	-8,000
	211-3011-431-41-30	LIGHT AND POWER	-324,099	-341,147	-424,000	-424,000	-360,000	-360,000
	211-3011-431-94-20	OVERHEAD CHARGES	-72,000	-73,400	-74,900	-74,900	-76,400	-77,900
Expenditure Subtotals			-402,551	-421,712	-506,900	-506,900	-444,400	-445,900
Interest	211-3011-361-10-00	INTEREST EARNINGS	27,552	8,441	7,800	7,800	7,600	10,000
Taxes	211-3011-311-10-00	ASSESSMENTS	447,119	438,856	492,800	492,800	440,000	440,000
Revenue Subtotals			474,671	447,297	500,600	500,600	447,600	450,000
To Traff Sig Mn	211-3011-491-91-00	TRANSFERS OUT	-76,800	-72,824	-104,100	-104,100	-202,000	-113,000
Transfers Out Subtotals			-76,800	-72,824	-104,100	-104,100	-202,000	-113,000
Net (Uses)/Resources Program Totals			-4,680	-47,239	-110,400	-110,400	-198,800	-108,900

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

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
211-3011-431-32-00	PROF/TECH SERVICE Administrative fee paid to Los Angeles County to collect the street lighting assessment on the property tax bill.	8,000	8,000
211-3011-431-41-30	LIGHT AND POWER Electrical service for street lighting citywide. This does not include traffic signals, which are budgeted in the Traffic Management program.	360,000	360,000
211-3011-431-94-20	OVERHEAD CHARGES The 1911 Act allows for the reimbursement of Public Works administration overhead costs associated with establishing and administering the district.	76,400	77,900
To Traff Sig Mnt			
211-3011-491-91-00	TRANSFERS OUT Funding transfer for traffic signal maintenance accounted for in the Street Maintenance fund. FY11-12 includes \$90,000 one-time funding to add battery back-up systems to the City's traffic signals.	202,000	113,000

Department: Public Works
Budget Program: Beautification - Recycling

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	212-3012-431-11-00	SALARY & WAGES - FT	-14,121	-9,610	-10,600	-10,600	-10,900	-11,500
	212-3012-431-29-00	EMPLOYEE BENEFITS	-6,030	-5,060	-4,814	-4,814	-5,000	-5,400
	212-3012-431-32-00	PROF/TECH SERVICE	0	0	-2,000	-2,000	0	0
	212-3012-431-93-00	CITY GRANTS	-143,875	-6,833	-75,000	-150,000	-75,000	-75,000
	212-3012-431-94-20	OVERHEAD CHARGES	-4,200	-4,300	-4,400	-4,400	-4,500	-4,600
Expenditure Subtotals			-168,226	-25,803	-96,814	-171,814	-95,400	-96,500
Interest	212-3012-361-10-00	INTEREST EARNINGS	22,672	7,188	3,110	3,110	1,600	2,920
Other Revenue	212-3012-367-10-00	HAULER RECYCLE FEE	198,398	200,220	296,000	296,000	280,000	280,000
Revenue Subtotals			221,070	207,408	299,110	299,110	281,600	282,920
To Street Impr	212-3012-491-91-00	TRANSFERS OUT	-12,784	-480,754	-250,000	-500,500	0	-250,000
To Street Maint	212-3012-491-91-00	TRANSFERS OUT	0	-210,000	-165,200	-165,200	-116,000	-193,000
Transfers Out Subtotals			-12,784	-690,754	-415,200	-665,700	-116,000	-443,000
Net (Uses)/Resources Program Totals			40,060	-509,149	-212,904	-538,404	70,200	-256,580

Department: Public Works
Budget Program: Beautification - Recycling

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
212-3012-431-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	10,900	11,500
212-3012-431-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	5,000	5,400
212-3012-431-93-00	CITY GRANTS Annual Neighborhood Beautification Recycling Grant Program.	75,000	75,000
212-3012-431-94-20	OVERHEAD CHARGES Reimbursement of overhead costs associated with administering the Recycling Beautification grant program.	4,500	4,600
To Street Improvements			
212-3012-491-91-00	TRANSFERS OUT Transfer to the Street Improvements program in the CIP fund for median projects	0	250,000
To Street Maint			
212-3012-491-91-00	TRANSFERS OUT Transfer to Street Maintenance for Median maintenance costs.	116,000	193,000

Department: Public Works
Budget Program: Waste Reduction

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	213-3013-431-11-00	SALARY & WAGES - FT	-50,667	-17,305	-42,600	-42,600	-47,000	-48,400
	213-3013-431-29-00	EMPLOYEE BENEFITS	-14,040	-13,968	-13,289	-13,289	-21,800	-23,100
	213-3013-431-32-00	PROF/TECH SERVICE	-154,107	-137,849	-44,700	-48,200	-51,000	-51,000
	213-3013-431-33-00	LEGAL SERVICES	-28,503	-19,400	-16,000	-16,000	-10,000	-10,000
	213-3013-431-43-00	MAINTENANCE SERVICE	0	0	-1,500	-1,500	-1,500	-1,500
	213-3013-431-53-00	POSTAGE	-2,336	-1,585	-3,000	-3,000	-3,900	-3,900
	213-3013-431-54-00	LEGAL NOTICES AND AD	-980	0	-2,500	-2,500	-1,000	-1,000
	213-3013-431-55-00	PRINTING & BINDING	-7,282	-7,417	-11,200	-11,200	-14,600	-14,600
	213-3013-431-56-00	MILEAGE REIMBURSE	-135	-56	-300	-300	-300	-300
	213-3013-431-57-00	MEETINGS & CONFRNC	0	-218	-300	-300	-300	-300
	213-3013-431-59-20	MEMBERSHIPS & DUES	0	-100	-100	-100	-100	-100
	213-3013-431-59-30	PUBLICATIONS	-218	0	-250	-250	-250	-250
	213-3013-431-61-00	OP SUPP/MINOR EQUIP	-6,923	-330	-5,500	-24,500	-8,000	-8,000
	213-3013-431-93-00	CITY GRANTS	-11,882	-12,822	-14,900	-14,900	-14,900	-14,900
	213-3013-431-94-20	OVERHEAD CHARGES	-7,500	-7,600	-7,800	-7,800	-8,000	-8,200
Expenditure Subtotals			-284,573	-218,650	-163,939	-186,439	-182,650	-185,550
Chg for Svcs	213-3013-368-10-00	AB 939 FEES	68,454	70,418	0	0	0	0
From Oth Agen	213-3013-334-10-00	DOC CASHBACKS	38,860	25,376	0	0	0	0
From Oth Agen	213-3013-334-10-00	STATE GRANTS	11,305	41,000	0	22,500	22,500	22,500
From Oth Agen	213-3013-334-10-00	USED OIL BLOCK GRAN	9,927	24,743	25,000	25,000	25,000	25,000
Interest	213-3013-361-10-00	INTEREST EARNINGS	4,582	1,003	620	620	970	1,230
Other Revenue	213-3013-367-30-00	RECYCLING FEES	0	0	155,000	155,000	155,705	158,800
Other Revenue	213-3013-369-10-00	MISC REVENUES	6,000	152,500	0	0	0	0
Revenue Subtotals			139,128	315,040	180,620	203,120	204,175	207,530
To Parks Maint	213-3013-491-91-00	TRANSFERS OUT	0	0	-12,000	-12,000	-12,000	-12,000
To Street Impr	213-3013-491-91-00	TRANSFERS OUT	0	0	0	-41,000	0	0
To Street Maint	213-3013-491-91-00	TRANSFERS OUT	0	-40,000	0	0	-40,000	-40,000

Department: Public Works

Budget Program: Waste Reduction

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Transfers Out Subtotals			0	-40,000	-12,000	-53,000	-52,000	-52,000
Net (Uses)/Resources Program Totals			-145,445	56,390	4,681	-36,319	-30,475	-30,020

Department: Public Works

Budget Program: Waste Reduction

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
213-3013-431-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	47,000	48,400
213-3013-431-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	21,800	23,100
213-3013-431-32-00	PROF/TECH SERVICE Consultant services will assist in implementing the following items: 1. Source Reduction and Recycling Element (SRRE) program. (FY11-12 and FY12-13 \$35,000) 2. Used Oil Program. (FY11-12 and FY 12-13 \$3,000) 3. Los Angeles Regional Agency (LARA): City's annual contribution. (FY11-12 and FY 12-13 \$7,000) 4. Public Outreach activities for the City's Used Oil Recycling program, combined with National Pollution Discharge Elimination System (NPDES) storm water pollution prevention activities, including school assemblies. (FY11-12 and FY 12-13 \$6,000)	51,000	51,000
213-3013-431-33-00	LEGAL SERVICES Provides for services related to AB939/Source Reduction and the Recycling Element as needed.	10,000	10,000
213-3013-431-43-00	MAINTENANCE SERVICES Contract services for door to door hazardous and e-waste pickup service.	1,500	1,500
213-3013-431-53-00	POSTAGE 1. Postage contribution for the City Newsletter (\$2,900) 2. Postage for public education material. (\$1,000)	3,900	3,900
213-3013-431-54-00	LEGAL NOTICES AND ADS Legal notice advertising for projects funded with Waste Reduction monies, as well as various waste reduction and NPDES programs and events.	1,000	1,000
213-3013-431-55-00	PRINTING & BINDING	14,600	14,600

Department: Public Works

Budget Program: Waste Reduction

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	The budget provides for the printing of materials related to the following activities: 1. Printing cost contribution for the City Newsletter for advertising City recycling programs. (\$7,600) 2. Public outreach material for recycling education, the used oil and NPDES programs. (\$5,000) 3. Recycler of the Month cards (\$2,000)		
213-3013-431-56-00	MILEAGE REIMBURSE The city reimburses staff for use of personal vehicles when attending meetings on behalf of the city.	300	300
213-3013-431-57-00	MEETINGS & CONFRNCS Charges for expenses incurred for authorized City meetings and conferences. Expenses include registration fees and other expenses incurred.	300	300
213-3013-431-59-20	MEMBERSHIPS & DUES Dues for the City's membership in various solid waste organizations.	100	100
213-3013-431-59-30	PUBLICATIONS Purchase of solid waste and recycling journals and magazines.	250	250
213-3013-431-61-00	OP SUPP/MINOR EQUIP Funds to be used for the purchase of the following supplies: 1. Promotional items for used oil and filter recycling, such as containers, funnels and oil changing floor mats, using Used Oil block grant funds. (FY11-12 and FY12-13 \$6,000) 2. Recycling bins for multi-family complex use at pool sites and community rooms. (FY11-12 and FY12-13 \$500) 3. Miscellaneous recycling items such as signs, labels, etc. (FY11-12 and FY12-13 \$1,500)	8,000	8,000
213-3013-431-93-00	CITY GRANTS Waste Reduction revenues fund the following grants and incentive programs: 1. Composting bins (FY11-12 and FY 12-13 \$700)	14,900	14,900

Department: Public Works
Budget Program: Waste Reduction

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	2. School Recycling Drive (FY11-12 and FY 12-13 \$1,200)		
	3. Recycler of the Month (FY11-12 and FY 12-13 \$13,000)		
213-3013-431-94-20	OVERHEAD CHARGES	8,000	8,200
	The Waste Reduction program is charged with a share of the Public Works department overhead. This overhead charge reflects the program's use of City facilities and supervising personnel to manage the program.		
To Parks Maint			
213-3013-491-91-00	TRANSFERS OUT	12,000	12,000
	Transfer from the Waste Reduction fund to Parks, Trails & Open Space Maintenance within the General fund for recycling bins and servicing of the recycling bins at City park sites.		
To Street Maint			
213-3013-491-91-00	TRANSFERS OUT	40,000	40,000
	Transfer to Street Maintenance for the following:		
	1. Mulching tree trimming material and utilizing the recycled material at trails, medians and parks throughout the City. (\$30,000)		
	2. Funds for a portion of litter abatement activities at City right-of-way areas using Department of Conservation block grant funds. (\$10,000)		

Department: Public Works
Budget Program: Transit

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
AQMD	214-3014-431-43-00	MAINTENANCE SERVICE	-50,000	-100,000	-50,000	-50,000	0	0
Prop A	216-3016-431-11-00	SALARY & WAGES - FT	-4,285	0	0	0	0	0
Prop A	216-3016-431-29-00	EMPLOYEE BENEFITS	-1,810	0	0	0	0	0
Prop A	216-3016-431-43-00	MAINTENANCE SERVICE	-624,285	-625,320	-680,300	-680,300	-573,000	-573,000
Prop A	216-3016-431-55-00	PRINTING & BINDING	-1,767	-1,207	-2,700	-2,700	-2,000	-2,000
Prop A	216-3016-431-61-00	OP SUPP/MINOR EQUIP	0	0	-3,500	-3,500	0	0
Prop A	216-3016-431-73-00	IMPROVEMENTS	0	-12,180	-16,500	-16,500	-17,000	-17,000
Prop A	216-3016-431-94-20	OVERHEAD CHARGES	-2,900	-3,000	-3,000	-3,000	-3,100	-3,200
Expenditure Subtotals			-685,047	-741,707	-756,000	-756,000	-595,100	-595,200
From Oth Agen	214-3014-338-30-00	AB 2766 REVENUES	50,124	48,461	49,800	49,800	50,000	50,000
From Oth Agen	216-3016-338-20-00	PROP A SALES TAX	621,569	546,618	576,854	576,854	586,200	586,200
Interest	214-3014-361-10-00	INTEREST EARNINGS	455	170	270	270	260	760
Interest	216-3016-361-10-00	INTEREST EARNINGS	2,351	459	360	360	180	210
Other Revenue	216-3016-369-10-00	MISC REVENUES	0	0	0	65,000	0	0
Revenue Subtotals			674,499	595,708	627,284	692,284	636,640	637,170
To Prop A	214-3014-491-91-00	TRANSFERS OUT	0	0	0	0	0	-60,000
To Street Maint	216-3016-491-91-00	TRANSFERS OUT	-15,150	-2,800	0	0	0	0
Transfers Out Subtotals			-15,150	-2,800	0	0	0	-60,000
Net (Uses)/Resources Program Totals			-25,698	-148,799	-128,716	-63,716	41,540	-18,030

Department: Public Works

Budget Program: Transit

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
Prop A			
216-3016-431-43-00	MAINTENANCE SERVICES The City uses restricted revenue (i.e. Proposition A and AQMD) for it's contribution to Palos Verdes Transit/Dial-A-Ride-Lift (\$570,000) and bus stop maintenance (\$3,000).	573,000	573,000
216-3016-431-55-00	PRINTING & BINDING Subsidizes a portion of City Newsletter printing costs for advertising City transit programs.	2,000	2,000
216-3016-431-73-00	IMPROVEMENTS Bus Stop Shelter Improvements	17,000	17,000
216-3016-431-94-20	OVERHEAD CHARGES The Proposition A guidelines allow for the reimbursement of Public Works administration overhead costs associated with administering the program.	3,100	3,200
To Prop A			
214-3014-491-91-00	TRANSFERS OUT Transfer to the Equipment Replacement Fund for the purchase of 2 replacement clean-air vehicles.	0	60,000

Department: Public Works
Budget Program: Abalone Cove Sewer Maintenance

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	225-3025-431-11-00	SALARY & WAGES - FT	-2,226	-8,155	-8,100	-8,100	-8,700	-9,000
	225-3025-431-29-00	EMPLOYEE BENEFITS	-5,140	-3,475	-3,306	-3,306	-3,400	-3,600
	225-3025-431-32-00	PROF/TECH SERVICE	-5,180	-5,311	-5,300	-5,300	-5,300	-5,300
	225-3025-431-41-30	LIGHT AND POWER	-3,705	-3,443	-4,000	-4,000	-4,000	-4,000
	225-3025-431-43-00	MAINTENANCE SERVICE	-34,104	-77,399	-42,000	-64,000	-42,000	-42,000
	225-3025-431-54-00	LEGAL NOTICES AND AD	0	0	-500	-500	-500	-500
	225-3025-431-73-00	IMPROVEMENTS	-38,635	0	0	0	0	0
Expenditure Subtotals			-88,990	-97,783	-63,206	-85,206	-63,900	-64,400
Interest	225-3025-361-10-00	INTEREST EARNINGS	2,021	425	280	280	260	350
Taxes	225-3025-311-10-00	ASSESSMENTS	43,809	44,455	46,560	46,560	46,600	46,600
Revenue Subtotals			45,830	44,880	46,840	46,840	46,860	46,950
Fr Gen'l Fund	225-3025-391-10-00	TRANSFERS IN	10,700	14,700	10,700	32,700	10,700	10,700
Transfers In Subtotals			10,700	14,700	10,700	32,700	10,700	10,700
Net (Uses)/Resources Program Totals			-32,460	-38,203	-5,666	-5,666	-6,340	-6,750

Department: Public Works

Budget Program: Abalone Cove Sewer Maintenance

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
225-3025-431-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	8,700	9,000
225-3025-431-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	3,400	3,600
225-3025-431-32-00	PROF/TECH SERVICE 1. Consultant services to prepare the annual Engineer's report (\$4,500) 2. 24-hour answering service for maintenance calls (\$800)	5,300	5,300
225-3025-431-41-30	LIGHT AND POWER Electricity cost for the pump station communication system.	4,000	4,000
225-3025-431-43-00	MAINTENANCE SERVICES On-going operation and maintenance of the sewer facilities.	42,000	42,000
225-3025-431-54-00	LEGAL NOTICES AND ADS Legal notice publication for public hearing.	500	500

Department: Public Works
Budget Program: Ginsburg Cultural Arts Building

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	227-3027-431-69-00	OTHER MISCELLANEOU	0	0	0	-20,000	0	0
Expenditure Subtotals			0	0	0	-20,000	0	0
Interest	227-3027-361-10-00	INTEREST EARNINGS	8,458	1,653	1,040	1,040	920	1,380
Revenue Subtotals			8,458	1,653	1,040	1,040	920	1,380
Net (Uses)/Resources Program Totals			8,458	1,653	1,040	-18,960	920	1,380

Department: Public Works

Budget Program: Recreation Improvement Donations

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Interest	228-5028-361-10-00	INTEREST EARNINGS	34	1,935	10	10	2,020	3,040
Other Revenue	228-5028-365-90-00	DONATIONS - RESTRICT	0	399,820	0	0	0	0
Revenue Subtotals			34	401,755	10	10	2,020	3,040
Net (Uses)/Resources Program Totals			34	401,755	10	10	2,020	3,040

Department: Public Works
Budget Program: Community Development Block Grant

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
ADA Improve	310-3093-461-73-00	IMPROVEMENTS	0	-74,521	-94,248	-121,096	-49,808	-10,000
Admin	310-3091-461-32-00	PROF/TECH SERVICE	-8,894	-17,655	-17,898	-17,898	-11,865	-11,865
HIP	310-3092-461-32-00	PROF/TECH SERVICE	-83,470	-128,051	-150,000	-150,000	-140,000	-140,000
Expenditure Subtotals			-92,364	-220,227	-262,146	-288,994	-201,673	-161,865
ADA Improve	310-3093-331-10-00	GRANT INCOME	0	74,522	50,248	77,096	49,808	10,000
Admin	310-3091-331-10-00	GRANT INCOME	8,895	17,657	17,898	17,898	11,865	11,865
HIP	310-3092-331-10-00	GRANT INCOME	83,470	128,053	150,000	150,000	140,000	140,000
REACH	310-3094-331-10-00	GRANT INCOME	20,656	26,847	26,848	0	0	0
Revenue Subtotals			113,021	247,079	244,994	244,994	201,673	161,865
Fr Gen'l Fund	310-3093-391-10-00	TRANSFERS IN	0	0	0	44,000	0	0
Transfers In Subtotals			0	0	0	44,000	0	0
To Gen'l Fund	310-3094-491-91-00	TRANSFERS OUT	-20,646	-26,847	-26,848	0	0	0
Transfers Out Subtotals			-20,646	-26,847	-26,848	0	0	0
Net (Uses)/Resources Program Totals			11	5	-44,000	0	0	0

Department: Public Works

Budget Program: Community Development Block Grant

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
ADA Improve			
310-3093-461-73-00	IMPROVEMENTS ADA Access Ramps and Sidewalk Repair - These ADA compliant curb ramps will be installed in the vicinity of Vista Grande Elementary School, as part of the annual Residential Street Rehabilitation project during FY11-12. This portion of the improvement project will be funded with CDBG funds. A project has not yet been identified for FY12-13; but the expected allocation is \$10,000.	49,808	10,000
Admin			
310-3091-461-32-00	PROF/TECH SERVICE Contract management services are used to administer the Community Development Block Grant Program, prepare requests for proposals, and implement projects.	11,865	11,865
HIP			
310-3092-461-32-00	PROF/TECH SERVICE Contract management and inspection services for the Home Improvement Program (HIP). The HIP provides grants and/or deferred loans to eligible low and moderate income homeowners for necessary minor home repairs, as well as repairs to correct building and safety code deficiencies.	140,000	140,000

Department: Public Works
Budget Program: RDA - Portuguese Bend

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Admin	375-3070-431-32-00	PROF/TECH SERVICE	-2,400	-7,275	-12,866	-12,866	-9,400	-9,800
Admin	375-3070-431-59-20	MEMBERSHIPS & DUES	-15,429	-17,406	-14,500	-14,500	-17,400	-17,400
Admin	375-3070-431-61-00	OP SUPP/MINOR EQUIP	0	0	-1,600	-1,600	0	0
Attorney	375-3072-431-33-00	LEGAL SERVICES	-105	-3,398	-2,400	-10,000	-10,000	-10,000
Cap Projects	375-3075-461-73-00	IMPROVEMENTS	0	0	0	-254,847	0	0
Expenditure Subtotals			-17,934	-28,079	-31,366	-293,813	-36,800	-37,200
Interest	375-6000-361-10-00	INTEREST EARNINGS	9,712	2,837	1,520	1,520	1,370	1,790
Revenue Subtotals			9,712	2,837	1,520	1,520	1,370	1,790
Net (Uses)/Resources Program Totals			-8,222	-25,242	-29,846	-292,293	-35,430	-35,410

Department: Public Works
Budget Program: RDA - Portuguese Bend

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
Admin			
375-3070-431-32-00	PROF/TECH SERVICE Annual independent auditing services.	9,400	9,800
375-3070-431-59-20	MEMBERSHIPS & DUES This line item provides for the following annual assessments or membership dues: Abalone Cove Landslide Abatement District \$6,300 Klondike Canyon Landslide Abatement District \$11,000 Portuguese Bend Community Association \$100	17,400	17,400
Attorney			
375-3072-431-33-00	LEGAL SERVICES This line item provides for legal services for the RDA. Actual expenditures will vary depending on project activity.	10,000	10,000

Department: Public Works
Budget Program: RDA - Abalone Cove

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Interest	380-6000-361-10-00	INTEREST EARNINGS	119	33	30	30	0	0
Revenue Subtotals			119	33	30	30	0	0
Net (Uses)/Resources Program Totals			119	33	30	30	0	0

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	285-3088-431-32-00	PROF/TECH SERVICE	-1,200	-1,188	-27,000	-27,000	-40,350	-40,400
	285-3088-431-41-30	LIGHT AND POWER	-5,235	-5,408	-5,000	-5,000	-6,000	-6,000
	285-3088-431-43-00	MAINTENANCE SERVICE	-75,818	-52,738	-109,700	-109,700	-97,000	-97,000
Expenditure Subtotals			-82,253	-59,334	-141,700	-141,700	-143,350	-143,400
Interest	285-3088-361-10-00	INTEREST EARNINGS	3,969	1,041	1,030	1,030	1,220	1,210
Revenue Subtotals			3,969	1,041	1,030	1,030	1,220	1,210
Fr Gen'l Fund	285-3088-391-10-00	TRANSFERS IN	82,252	110,000	101,000	101,000	60,000	106,000
Transfers In Subtotals			82,252	110,000	101,000	101,000	60,000	106,000
Net (Uses)/Resources Program Totals			3,968	51,707	-39,670	-39,670	-82,130	-36,190

Department: Public Works

Budget Program: Improv Authority - Portuguese Bend

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
285-3088-431-32-00	PROF/TECH SERVICE 1. Annual independent auditing services. (FY11-12 \$1,350 and FY12-13 \$1,400) 2. Contract services for GPS monitoring and surveying. (\$39,000)	40,350	40,400
285-3088-431-41-30	LIGHT AND POWER This budget allocation provides for power to de-watering wells in the Portuguese Bend Landslide area.	6,000	6,000
285-3088-431-43-00	MAINTENANCE SERVICES 1. Contract services to regularly monitor de-watering wells in the Portuguese Bend Landslide area. (\$3,000) 2. Contract services for de-watering well maintenance and/or repair. (\$46,000) 3. Contract services for storm and well water drainage facility maintenance, erosion control, and debris/retention basin cleaning and maintenance activities. (\$23,000) 4. Burma Road Annual Maintenance - Grading and repairs to damaged sections of the roadway will be done to maintain safety access to this area for the County Fire Department and utility companies. (\$25,000)	97,000	97,000

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	795-3089-431-32-00	PROF/TECH SERVICE	-1,200	-1,188	-1,700	-1,700	-18,350	-18,400
	795-3089-431-41-30	LIGHT AND POWER	-13,756	-14,559	-14,500	-14,500	-15,000	-15,000
	795-3089-431-43-00	MAINTENANCE SERVICE	-17,400	-17,553	-90,500	-90,500	-13,500	-13,500
	795-3089-431-69-00	OTHER MISCELLANEOU	-2,776	-2,794	-2,790	-2,790	-2,900	-3,000
Expenditure Subtotals			-35,132	-36,094	-109,490	-109,490	-49,750	-49,900
Interest	795-3089-361-10-00	INTEREST EARNINGS	26,082	7,085	6,500	6,500	6,200	8,900
Revenue Subtotals			26,082	7,085	6,500	6,500	6,200	8,900
Net (Uses)/Resources Program Totals			-9,050	-29,009	-102,990	-102,990	-43,550	-41,000

Department: Public Works

Budget Program: Improv Authority - Abalone Cove

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
795-3089-431-32-00	PROF/TECH SERVICE 1. Annual independent auditing services. (FY11-12 \$1,350 and FY12-13 \$1,400) 2. Contract services for GPS monitoring and surveying. (\$17,000)	18,350	18,400
795-3089-431-41-30	LIGHT AND POWER This line item provides for electric power for seven agency de- watering wells.	15,000	15,000
795-3089-431-43-00	MAINTENANCE SERVICES As the de-watering wells age, repairs to the equipment will likely increase. This budget allocation provides for the following services: 1. Contract services to regularly monitor de-watering wells in the Abalone Cove Landslide area. (\$2,500) 2. Repair existing de-watering well drainage lines. (\$11,000)	13,500	13,500
795-3089-431-69-00	OTHER MISCELLANEOUS Storm Drain User Fee for RDA owned parcel at Abalone Cove Shoreline Park.	2,900	3,000

INFRASTRUCTURE IMPROVEMENTS

The Public Works Department manages improvements to the City's infrastructure. The costs of infrastructure improvements are expended in the following enterprise, internal service and capital projects funds: the Water Quality and Flood Protection fund, the Building Replacement fund, the Environmental Excise Tax (EET) fund, the Quimby fund, the Proposition C fund, and the Capital Improvement Projects (CIP) fund.

Water Quality and Flood Protection Fund

The City's Storm Drains require improvements to maintain adequate operations and avoid the pitfalls associated with aging infrastructure. Properly operating storm drains help prevent erosion, flooding, landslides, mudslides and polluted waters. Established in FY04-05, the Water Quality and Flood Protection Program collects voter approved storm drain user fees to repair and replace storm drains and improve water quality throughout the City.



Building Replacement Fund

Expenditures in this fund are limited to improvement projects that extend the life or substantially improve City-owned buildings.

Environmental Excise Tax Fund

This fund will provide for Civic Center planning studies and Hesse Park improvements.

Quimby Fund

Currently, there are no planned uses for this fund.

Proposition C Fund

The Proposition C fund contributes funding to annual Arterial pavement rehabilitation projects. The majority of Proposition C funding is transferred to the CIP fund for Street Improvements.



Capital Improvement Projects (CIP) Fund

Activities within this fund include:

- Infrastructure Improvements Administration (330-3030) ;
- Street Improvements (330-3031);
- Storm Drain Improvements (330-3032);
- Parks, Trails & Open Space Improvements (330-3033);
- Sewer Improvements (330-3035); and
- Building Improvements (330-3036).

Maintenance activities are not included within this function and are presented in other budgetary programs within the Public Works section of this budget document. A variety of funding sources support capital improvement projects and include federal, state, and local grant monies, Proposition C and Proposition A funds, Recycling monies, developer fees, and General fund contributions.

Department: Infrastructure Improvements
Budget Program: Infrastructure Improvements Administration

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	330-3030-461-32-00	PROF/TECH SERVICE	-43,192	-1,985	-17,600	-53,600	-70,000	-20,000
	330-3030-461-69-00	OTHER MISCELLANEOU	0	0	0	-59,221	0	0
Expenditure Subtotals			-43,192	-1,985	-17,600	-112,821	-70,000	-20,000
Interest	330-3030-361-10-00	INTEREST EARNINGS	44,361	30,224	17,400	17,400	28,600	57,700
Storm Clean U	330-3030-331-10-00	FEDERAL GRANT INCOM	1,200	0	0	0	0	0
Revenue Subtotals			45,561	30,224	17,400	17,400	28,600	57,700
Fr Gen'l fund	330-3030-391-10-00	TRANSFERS IN	3,000,000	0	0	2,630,000	2,880,000	2,872,500
Transfers In Subtotals			3,000,000	0	0	2,630,000	2,880,000	2,872,500
Net (Uses)/Resources Program Totals			3,002,369	28,239	-200	2,534,579	2,838,600	2,910,200

Department: Infrastructure Improvements

Budget Program: Infrastructure Improvements Administration

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
330-3030-461-32-00	<p data-bbox="399 386 649 407">PROF/TECH SERVICE</p> <p data-bbox="399 426 1166 485">Both of the following administrative expenditures are funding with interest earnings from the Capital Improvement Projects fund.</p> <ol data-bbox="399 518 1175 667" style="list-style-type: none"><li data-bbox="399 518 1133 577">1. Engineering Services for small-scale improvement projects. (FY 11-12 and FY 12-13 \$10,000)<li data-bbox="399 611 1175 667">2. Grant Administration for Improvement Projects. (FY 11-12 and FY 12-13 \$10,000) <p data-bbox="399 701 617 722">One-Time Project:</p> <ol data-bbox="399 732 1138 823" style="list-style-type: none"><li data-bbox="399 732 1138 823">3. Infrastructure Report Card to measure and assess the condition and capacity of infrastructure systems throughout the City, to be funded by the General Fund. (FY11-12 \$50,000)	70,000	20,000

Department: Infrastructure Improvements
Budget Program: Street Improvements

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	330-3031-461-11-00	SALARY & WAGES - FT	-78,752	0	0	0	0	0
	330-3031-461-29-00	EMPLOYEE BENEFITS	-32,280	0	0	0	0	0
Arterial Pavem	330-3031-461-32-00	PROF/TECH SERVICE	-163,466	-112,260	0	0	0	0
Arterial Pavem	330-3031-461-73-00	IMPROVEMENTS	-14,617	-2,000,096	0	-2,543,560	-2,380,000	0
Other Projects	330-3031-461-32-00	PROF/TECH SERVICE	-24,001	0	0	0	0	0
Other Projects	330-3031-461-73-00	IMPROVEMENTS	-33,281	-506,405	-1,391,600	-3,287,500	-785,532	-250,000
Pavement Mgt	330-3031-461-32-00	PROF/TECH SERVICE	0	0	-50,000	-50,000	-120,000	0
Prop C	215-3015-431-11-00	SALARY & WAGES - FT	-4,285	0	0	0	0	0
Prop C	215-3015-431-29-00	EMPLOYEE BENEFITS	-1,810	0	0	0	0	0
Residential Pav	330-3031-461-32-00	PROF/TECH SERVICE	-85,372	-80,314	-5,000	-5,000	0	0
Residential Pav	330-3031-461-73-00	IMPROVEMENTS	-845,089	-1,014,753	-1,515,000	-3,163,152	-1,600,000	-1,600,000
Expenditure Subtotals			-1,282,953	-3,713,828	-2,961,600	-9,049,212	-4,885,532	-1,850,000
Bikeways	340-3040-337-10-00	PENIN BKWY GRANT INC	24,630	18,540	17,223	17,223	25,000	25,000
Bikeways	340-3040-369-10-00	MISC REVENUES	0	0	0	9,750	0	0
From Oth Agen	330-3031-331-10-00	FEDERAL GRANTS	200	1,278,874	0	0	362,000	0
From Oth Agen	330-3031-334-10-00	STATE GRANT INCOME	640,620	0	913,280	2,236,000	706,979	0
Interest	215-3015-361-10-00	INTEREST EARNINGS	36,944	14,083	6,520	6,520	6,830	280
Interest	220-3020-361-10-00	INTEREST EARNINGS	0	0	0	0	0	1,500
Interest	340-3040-361-10-00	INTEREST EARNINGS	174	48	0	0	0	0
Interest	341-3041-361-10-00	INTEREST EARNINGS	4,529	1,389	1,390	1,390	0	0
Interest	342-3042-361-10-00	INTEREST EARNINGS	1,678	515	520	520	0	0
Measure R	215-3015-338-40-00	MEASURE R	0	0	358,865	0	0	0
Measure R	220-3020-338-40-00	MEASURE R	0	0	0	358,865	364,600	364,600
Measure R	220-3020-369-10-00	MISC REVENUES	0	0	0	6,000	0	0
Prop C	215-3015-338-10-10	PROP C SALES TAX	519,620	453,443	478,485	478,485	488,400	489,000
Prop C	215-3015-338-10-20	PROP C FROM OTHER	38,174	0	0	18,000	0	0
Revenue Subtotals			1,266,569	1,766,892	1,776,283	3,132,753	1,953,809	880,380
Fr Beautificatio	330-3031-391-10-00	TRANSFERS IN	12,784	480,754	250,000	500,500	0	250,000

Department: Infrastructure Improvements
Budget Program: Street Improvements

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
Fr Bikeways	330-3031-391-10-00	TRANSFERS IN	30,002	18,588	17,223	26,973	25,000	25,000
Fr General Fnd	330-3031-391-10-00	TRANSFERS IN	1,515,001	1,362,000	1,326,052	1,299,204	1,623,553	1,575,000
Fr Measure R	330-3031-391-10-00	TRANSFERS IN	0	0	0	638,080	364,000	200,000
Fr Prop A	330-3031-391-10-00	TRANSFERS IN	12,450	0	0	0	0	0
Fr Prop C	330-3031-391-10-00	TRANSFERS IN	0	780,880	0	55,920	1,306,927	0
Fr St Maint	330-3031-391-10-00	TRANSFERS IN	0	0	0	57,080	0	0
Fr Waste Redu	330-3031-391-10-00	TRANSFERS IN	0	0	0	41,000	0	0
Transfers In Subtotals			1,570,237	2,642,222	1,593,275	2,618,757	3,319,480	2,050,000
To CIP	215-3015-491-91-00	TRANSFERS OUT	0	-1,336,968	0	0	-1,306,927	0
To CIP	220-3020-491-91-00	TRANSFERS OUT	0	0	0	-638,080	-364,000	-200,000
To CIP	340-3040-491-91-00	TRANSFERS OUT	-30,002	-18,588	-17,223	-26,973	-25,000	-25,000
To Gen'l Fund	341-3041-491-91-00	TRANSFERS OUT	0	0	-90,000	-90,000	0	0
To PB Rd Main	215-3015-491-91-00	TRANSFERS OUT	0	0	-500,300	-556,220	-516,400	-526,400
Transfers Out Subtotals			-30,002	-1,355,556	-607,523	-1,311,273	-2,212,327	-751,400
Net (Uses)/Resources Program Totals			1,523,851	-660,270	-199,565	-4,608,975	-1,824,570	328,980

Department: Infrastructure Improvements

Budget Program: Street Improvements

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
Arterial Pavement			
330-3031-461-73-00	IMPROVEMENTS Engineering and construction costs for the Arterial Pavement project; primarily funded with Proposition C, STPL, and Measure R monies. Palos Verdes Drive East, from Miraleste Drive to the North City limit will be rehabilitated in FY11-12.	2,380,000	0
Other Projects			
330-3031-461-73-00	IMPROVEMENTS 1. Traffic Improvements: Hawthorne Boulevard Traffic Signal Synchronization - Fiber optic cable and conduits to synchronize all traffic signals will be installed for improved traffic flow. This project will be funded by a 90% Highway Safety Improvement Project (HSIP) grant (\$706,979) and a 10% local match from the General Fund and accumulated CIP fund balance (\$78,553). (FY11-12 \$785,532) 2. Median Improvements: Hawthorne Boulevard - The median segment from Via Rivera to the City Hall entrance will be improved. The project will be funded with recycling money transferred from the Beautification Fund. (FY12-13 \$250,000)	785,532	250,000
Pavement Mgt			
330-3031-461-32-00	PROF/TECH SERVICE Pavement Management Program: Contract services to provide an update of the program, which is required by the Metropolitan Transit Authority (Metro) to continue receiving Proposition C monies. This update is conducted every 3 years, and is expected to be necessary again in FY14-15. The program update is funded by the accumulated CIP fund balance.	120,000	0
Residential Pavement			
330-3031-461-73-00	IMPROVEMENTS Engineering and construction costs for the annual Residential Pavement program are funded by the General Fund. Disabled access ramps are installed at intersections where the grade of the adjacent roadway is less than 6%. A portion of the disabled access expenditures are reimbursed by Bikeways funds received under the California Transportation Development Act (TDA), expected to be \$25,000 annually. 1. The Northern most part of the City, or Zone 1 will be rehabilitated in FY11-12. The area includes streets north of Hawthorne Boulevard, and west of Silver Spur Road. (FY11-12 \$1,600,000) 2. The Northwest part of the City, or Zone 2 will be rehabilitated in FY12-13. The area includes streets between Crest Road and	1,600,000	1,600,000

Department: Infrastructure Improvements

Budget Program: Street Improvements

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	Grayslake Road, east and west of Hawthorne Blvd. (FY12-13 \$1,600,000)		
To CIP			
215-3015-491-91-00	TRANSFERS OUT Transfer to the CIP fund for arterial pavement projects.	1,306,927	0
220-3020-491-91-00	TRANSFERS OUT Transfer to the CIP fund for arterial pavement projects.	364,000	200,000
340-3040-491-91-00	TRANSFERS OUT Transfer to the CIP fund to pay for disabled access ramps as part of the annual Residential Pavement program.	25,000	25,000
To PB Rd Maint			
215-3015-491-91-00	TRANSFERS OUT Transfer to the Street Maintenance fund for Palos Verdes Drive South maintenance in the Portuguese Bend section of the landslide area.	516,400	526,400

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	330-3033-461-11-00	SALARY & WAGES - FT	-15,976	0	0	0	0	0
	330-3033-461-29-00	EMPLOYEE BENEFITS	-8,140	0	0	0	0	0
	330-3033-461-32-00	PROF/TECH SERVICE	-1,230	-11,378	0	-42,500	-130,000	-10,000
	330-3033-461-71-00	LAND ACQUISITION	0	-6,506,367	0	0	0	0
	330-3033-461-73-00	IMPROVEMENTS	-86,798	-209,570	-2,524,095	-2,570,395	-972,000	-960,000
EET	338-3038-461-32-00	PROF/TECH SERVICE	0	0	0	-353,675	0	0
EET	338-3038-461-73-00	IMPROVEMENTS	-58,278	-21,142	0	-201,000	-51,000	0
Quimby	334-3034-461-73-00	IMPROVEMENTS	0	0	0	0	-29,000	0
Expenditure Subtotals			-170,422	-6,748,457	-2,524,095	-3,167,570	-1,182,000	-970,000
From Oth Agen	330-3033-334-10-00	GRANT INCOME	0	220,000	0	0	490,000	590,000
From Oth Agen	339-3039-337-10-00	MEASURE A GRANT INC	0	10,913	0	0	150,000	0
Interest	334-3034-361-10-00	INTEREST EARNINGS	416	137	130	130	150	0
Interest	338-3038-361-10-00	INTEREST EARNINGS	14,237	4,386	200	200	410	240
Other Revenue	334-3034-366-10-00	QUIMBY DEVELOPER FE	0	3,898	0	0	0	0
Other Revenue	338-3038-366-10-00	EET DEVELOPER FEES	59,111	79,624	38,600	38,600	0	0
Revenue Subtotals			73,764	318,958	38,930	38,930	640,560	590,240
Fr EET	330-3033-391-10-00	TRANSFERS IN	0	186,300	40,000	86,300	0	0
Fr General Fun	330-3033-391-10-00	TRANSFERS IN	16,570	54,000	2,484,095	2,484,095	100,000	255,000
Fr Meas A Cap	330-3033-391-10-00	TRANSFERS IN	0	10,913	0	0	150,000	0
Fr Other	330-3033-391-10-00	TRANSFERS IN	21,700	0	0	0	0	0
Transfers In Subtotals			38,270	251,213	2,524,095	2,570,395	250,000	255,000
To CIP	338-3038-491-91-00	TRANSFERS OUT	0	-186,300	-40,000	-86,300	0	0
To CIP	339-3039-491-91-00	TRANSFERS OUT	0	-10,913	0	0	-150,000	0
Transfers Out Subtotals			0	-197,213	-40,000	-86,300	-150,000	0
Net (Uses)/Resources Program Totals			-58,388	-6,375,499	-1,070	-644,545	-441,440	-124,760

Department: Infrastructure Improvements

Budget Program: Parks, Trails & Open Space Improvements

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
330-3033-461-32-00	PROF/TECH SERVICE 1. Design and inspection costs for Parks, Trails & Open Space improvement projects funded with accumulated CIP fund balance. (FY11-12 & FY12-13 \$10,000) 2. Preliminary study for design of the realignment of the Ryan Park southern entrance road funded with accumulated CIP fund balance. (FY11-12 \$20,000) 3. Ladera Linda Site Master Plan, including community outreach funded by the General Fund. (FY11-12 \$100,000)	130,000	10,000
330-3033-461-73-00	IMPROVEMENTS 1. Ocean Trails Beach Lifeguard Station - The City is required to provide reliable telephone service and power for the Los Angeles County Lifeguard Station at the City-owned Ocean Trails Beach. This project will be funded with accumulated CIP fund balance from prior years' project savings and interest earnings. (FY11-12 \$50,000) 2. Point Vicente Interpretive Center Blufftop Drainage Control - To prevent further erosion of the blufftop, a drainage pump and associated small piping (less than 18") will be installed at the existing canyon. This project will be funded with accumulated CIP fund balance from prior years' project savings and interest earnings. (FY11-12 \$80,000) 3. Subregion One Blufftop Drainage Control - To prevent further erosion, a drainage catch and associated small piping (less than 18") will be installed at various locations along the bluff face. This project will be funded with accumulated CIP fund balance from prior years' project savings and interest earnings. (FY11-12 \$22,000) 4. Eastview Park Playground Improvements to address issues noted by a playground safety audit and create ADA compliant access to restrooms. This project will be funded by a \$150,000 Measure A grant from County Supervisor Knabe, and \$90,000 from the CIP Reserve. (FY11-12 \$240,000) 5. Ryan Park Southern Entrance Road - For safety reasons, the south entrance to the road must be re-aligned. This project will be funded by the General Fund. (FY12-13 \$220,000) 6. Shoreline Park Erosion Control - To prevent further erosion caused by the breach at 25th Street, gabion baskets will be installed in the canyon area. This project will be funded by the General Fund. (FY12-13 \$35,000) 7. California Coastal Trail – Construction of the City's segment of	972,000	960,000

Department: Infrastructure Improvements

Budget Program: Parks, Trails & Open Space Improvements

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
	the trail will be funded by a \$500,000 grant from the California Coastal Conservancy and a \$60,000 matching contribution from the CIP Reserve. (FY11-12 \$280,000) (FY12-13 \$280,000)		
	8. Gateway Park Development - Phase I and II - Subject to approval of a grant submitted by the Community Development Department. The grant would provide 80% funding, and the CIP Reserve would provide the 20% matching contribution. (FY11-12 \$200,000) (FY12-13 \$275,000)		
	9. Abalone Cove Shoreline Park Improvements - Subject to approval of a grant submitted by the Community Development Department. The grant would provide 80% funding, and the CIP Reserve would provide the 20% matching contribution. (FY11-12 \$100,000) (FY12-13 \$150,000)		
EET			
338-3038-461-73-00	IMPROVEMENTS	51,000	0
	The FY11-12 budget will partially fund an \$80,000 total one-time contribution to the Palos Verdes Peninsula Unified School District for construction of a swimming pool. The remaining \$29,000 will come from the Quimby Fund.		
Quimby			
334-3034-461-73-00	IMPROVEMENTS	29,000	0
	The FY11-12 budget will partially fund an \$80,000 total one-time contribution to the Palos Verdes Peninsula Unified School District for construction of a swimming pool. The remaining \$51,000 will come from the Environmental Excise Tax Fund.		
To CIP			
339-3039-491-91-00	TRANSFERS OUT	150,000	0
	Transfer to CIP for the Eastview Park Playground Project		

Department: Infrastructure Improvements

Budget Program: Sewer Improvements

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	330-3035-461-32-00	PROF/TECH SERVICE	-69,282	-4,989	0	0	0	0
	330-3035-461-73-00	IMPROVEMENTS	0	0	0	-211,000	0	0
Expenditure Subtotals			-69,282	-4,989	0	-211,000	0	0
	330-3035-391-10-00	TRANSFERS IN	0	0	0	211,000	0	0
Transfers In Subtotals			0	0	0	211,000	0	0
Net (Uses)/Resources Program Totals			-69,282	-4,989	0	0	0	0

Department: Infrastructure Improvements

Budget Program: Building Improvements

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	330-3036-461-32-00	PROF/TECH SERVICE	0	0	0	0	-7,500	-5,000
	330-3036-461-73-00	IMPROVEMENTS	0	0	0	0	-160,000	-400,000
Expenditure Subtotals			0	0	0	0	-167,500	-405,000
Fr Bldg Replac	330-3036-391-10-00	TRANSFERS IN	0	0	0	0	145,000	0
Fr Gen'l fund	330-3036-391-10-00	TRANSFERS IN	0	0	0	0	15,000	0
Transfers In Subtotals			0	0	0	0	160,000	0
Net (Uses)/Resources Program Totals			0	0	0	0	-7,500	-405,000

Department: Infrastructure Improvements

Budget Program: Building Improvements

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
330-3036-461-32-00	PROF/TECH SERVICE Design and inspection services for building improvement projects, funded by the General Fund. (FY 11-12 \$7,500) (FY 12-13 \$5,000)	7,500	5,000
330-3036-461-73-00	IMPROVEMENTS 1. Hesse Park Drop Ceiling Retrofit/Replacement - The ceiling is deteriorating and continued maintenance is not cost effective. As Hesse Park is the backup site for the Emergency Operations Center, the new ceiling will improve access for maintenance and be seismically retrofitted. As this project extends the life of the building, it will be funded by the Building Replacement Fund. (FY11-12 \$145,000) 2. City Hall Community Room Drop Ceiling Retrofit/Replacement, funded by the General Fund. (FY11-12 \$15,000) 4. Americans with Disabilities Act (ADA) Transition Plan – Based on the 2011 ADA Compliance Assessment, Citywide facility Improvements to comply with ADA requirements have a preliminary cost estimate of \$6.7 million. This does not include City Hall or the Ladera Linda Community Center, as future improvements to those facilities are expected to be fully accessible. Improvements will be constructed in phases to address the highest priority needs as determined by Department of Justice guidelines. Initial projects will address access to City facilities starting with the removal of safety hazards and barriers. This effort will be funded by the CIP Reserve for Future Projects. (FY12-13 \$400,000)	160,000	400,000

Department: Infrastructure Improvements
Budget Program: Building Replacement

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	686-3086-461-32-00	PROF/TECH SERVICE	-38,249	-17,554	-7,500	-7,500	0	0
	686-3086-461-73-00	IMPROVEMENTS	-167,849	-279,440	-27,000	-394,000	0	0
Expenditure Subtotals			-206,098	-296,994	-34,500	-401,500	0	0
From Other Ag	686-3086-331-10-00	FEDERAL GRANT INCOM	0	6,806	0	0	0	0
Interest	686-3086-361-10-00	INTEREST EARNINGS	24,419	6,456	4,200	4,200	3,200	3,800
Revenue Subtotals			24,419	13,262	4,200	4,200	3,200	3,800
	686-3086-491-91-00	TRANSFERS OUT	0	0	0	0	-145,000	0
Transfers Out Subtotals			0	0	0	0	-145,000	0
Net (Uses)/Resources Program Totals			-181,679	-283,732	-30,300	-397,300	-141,800	3,800

Department: Infrastructure Improvements

Budget Program: Building Replacement

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
686-3086-491-91-00	TRANSFERS OUT Transfer to the CIP fund for the Heses Park Drop Ceiling Retrofit/Replacement project.	145,000	0

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	501-3052-431-11-00	SALARY & WAGES - FT	-8,902	-92,326	-92,300	-92,300	-94,800	-97,600
	501-3052-431-29-00	EMPLOYEE BENEFITS	0	-39,714	-37,784	-37,784	-36,500	-38,700
	501-3052-431-32-00	PROF/TECH SERVICE	-52,155	-15,380	-491,230	-491,230	-241,717	-47,218
	501-3052-431-43-00	MAINTENANCE SERVICE	-242,509	-112,008	-237,687	-237,687	-194,817	-222,162
	501-3052-431-54-00	LEGAL NOTICES AND AD	-503	-360	0	0	0	0
	501-3052-431-73-00	IMPROVEMENTS	-7,987	-84,525	-725,617	-2,655,617	-862,055	-882,642
Expenditure Subtotals			-312,056	-344,313	-1,584,618	-3,514,618	-1,429,889	-1,288,322
Charges for Se	501-3052-344-50-00	STORM DRAIN USER FE	1,252,363	1,264,401	1,251,589	1,251,589	1,277,000	1,303,000
Interest	501-3052-361-10-00	INTEREST EARNINGS	104,512	13,995	2,100	2,100	2,800	3,100
Other Revenue	501-3052-365-80-00	DONATIONS	89	180	0	0	0	0
Revenue Subtotals			1,356,964	1,278,576	1,253,689	1,253,689	1,279,800	1,306,100
Net (Uses)/Resources Program Totals			1,044,908	934,263	-330,929	-2,260,929	-150,089	17,778

Department: Infrastructure Improvements

Budget Program: Water Quality/Flood Protection

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
501-3052-431-11-00	SALARY & WAGES - FT Salaries and wages paid to full-time City employees allocated to this program.	94,800	97,600
501-3052-431-29-00	EMPLOYEE BENEFITS The costs of all employee insurance and other benefits are allocated to this program via the employee benefits charge.	36,500	38,700
501-3052-431-32-00	PROF/TECH SERVICE 1. Contract Engineer - Contract services to perform an annual rate analysis. (FY 11-12 \$16,717) (FY 12-13 \$17,218) 2. Storm Drain Master Plan - Phase II of a comprehensive five year storm drain plan will be completed in FY 11-12. An annual update of the Storm Drain Master Plan will be done in FY 12-13. (FY 11-12 \$225,000) (FY 12-13 \$30,000)	241,717	47,218
501-3052-431-43-00	MAINTENANCE SERVICES 1. Storm drain maintenance, including cleaning and video. (FY 11-12 \$130,227) (FY 12-13 \$129,884) 2. Maintenance of filtration devices. (FY 11-12 \$64,590) (FY 12-13 \$92,278)	194,817	222,162
501-3052-431-73-00	IMPROVEMENTS 1. Storm Drain Lining (FY11-12 \$319,555) (FY12-13 \$324,642) 2. Via Colinita Vickery Canyon - Several pipelines in this storm drain system will be rehabilitated. (FY11-12 \$242,500) 3. Palos Verdes Drive East San Pedro Canyon System – Improvements to the backbone system. (FY11-12 \$200,000) 4. Via Canada storm drain improvement project – the storm runoff from surrounding neighborhoods will be captured and transmitted underground to an improvement channel, minimizing local flooding. (FY11-12 \$100,000) 5. Palos Verdes Drive East Lower Switchbacks - Several drainage systems in this area drain into San Ramon Canyon. Work within this project area will install new drainage within the switchbacks and install a pipe into the canyon, along with modifying existing inlets, outlets and pipes. (FY12-13 \$485,000) 6. Installation of Filtration Devices - Screens will be installed in catch basins. (FY12-13 \$73,000)	862,055	882,642

EQUIPMENT REPLACEMENT

The City's Equipment Replacement Fund was established in 1990 and is designed to collect the costs of operating, maintaining and replacing vehicles, computer equipment, and other equipment. The fund allows for the gradual accumulation of monies for equipment replacement, rather than a spiking of expense in the year equipment is replaced.

EQUIPMENT REPLACEMENT – COMPUTER EQUIPMENT (681-2082)

The Computer Equipment program accounts for the cost of maintaining, purchasing, and amortizing the City's computer equipment and systems, including desktop computers, network server, printers, and software. Revenues within this program represent the combined total of each department's share of these costs.

EQUIPMENT REPLACEMENT – VEHICLES (681-3081)

The Vehicles program accounts for the cost of maintaining, purchasing, and amortizing the City's fleet of vehicles. Revenues within this program represent the combined total of each department's share of these costs.

EQUIPMENT REPLACEMENT – FURNITURE & EQUIPMENT (681-6083)

The Furniture and Equipment program accounts for the cost of maintaining, purchasing, and amortizing the City's equipment, including photocopiers, other office equipment, audio/visual equipment, telecommunications equipment, and emergency generators. Revenues within this program represent the combined total of each department's share of these costs.



Department: Equipment Replacement
Budget Program: Equipment Replacement - Computers

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	681-2082-499-43-00	MAINTENANCE	0	0	0	0	-145,000	-211,000
	681-2082-499-61-00	OP SUPP/MINOR EQUIP	-46,793	-41,067	-95,800	-95,800	-90,500	-90,500
	681-2082-499-75-20	COMP/VOICE EQUIP - C	-20,590	-19,280	0	-860,000	-107,000	-157,000
Expenditure Subtotals			-67,383	-60,347	-95,800	-955,800	-342,500	-458,500
Chg for Svcs	681-2082-381-20-00	INTERFUND CHG CMPTR	90,600	35,100	26,400	26,400	342,800	458,600
Revenue Subtotals			90,600	35,100	26,400	26,400	342,800	458,600
Net (Uses)/Resources Program Totals			23,217	-25,247	-69,400	-929,400	300	100

Department: Equipment Replacement

Budget Program: Equipment Replacement - Computers

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
681-2082-499-43-00	MAINTENANCE Costs associated with hardware and software maintenance and support for the City's data network, the Planning permit tracking solution, the Recreation and Parks enrollment software, GIS solution, document imaging, printer maintenance, the accounting system, and Microsoft Enterprise. This expense was previously centralized in the General Fund Information Technology Program. However, beginning in FY11-12, the expense will be allocated to all participating programs.	145,000	211,000
681-2082-499-61-00	OP SUPP/MINOR EQUIP This budget item provides for purchasing minor new & replacement computer equipment with a cost less than the \$5,000 capitalization threshold. Examples include workstations, laptops, printers, scanners, monitors, UPS devices, and software licenses.	90,500	90,500
681-2082-499-75-20	COMP/VOICE EQUIP - CAP FY11-12 Purchases: Website overhaul \$10,000 iMAC for RPV TV \$6,000 Pt. Vicente Interpretive Center network and audio/visual upgrades \$10,000 Firewall upgrades for remote sites \$5,000 Adobe Acrobat Standard upgrade for all workstations \$11,000 Microsoft Enterprise implementation \$65,000 FY12-13 Purchases: Firewall upgrades for remote sites \$5,000 Pt. Vicente Interpretive Center network and audio/visual upgrades \$10,000 Website overhaul \$30,000 Studio Camcorder for RPV TV \$18,000 Community Development color printer/scanner/copier \$35,000 Community & Conference Rooms network and audio/visual upgrades \$24,000 Hesse Park network and audio/visual upgrades \$10,000 Geographic Information System (GIS) aerial photos through LARIAC \$25,000	107,000	157,000

Department: Equipment Replacement
Budget Program: Equipment Replacement - Vehicles

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	681-3081-499-43-00	MAINTENANCE SERVICE	-17,842	-17,316	-20,000	-20,000	-21,000	-22,000
	681-3081-499-76-00	VEHICLES	0	0	-25,000	-50,000	-31,000	-60,000
Expenditure Subtotals			-17,842	-17,316	-45,000	-70,000	-52,000	-82,000
Chg for Svcs	681-3081-381-20-00	INTERFUND CHG VEHIC	33,100	11,500	11,600	11,600	52,000	22,000
Revenue Subtotals			33,100	11,500	11,600	11,600	52,000	22,000
From AQMD	681-3081-391-10-00	TRANSFERS IN	0	0	0	0	0	60,000
Transfers In Subtotals			0	0	0	0	0	60,000
Net (Uses)/Resources Program Totals			15,258	-5,816	-33,400	-58,400	0	0

Department: Equipment Replacement

Budget Program: Equipment Replacement - Vehicles

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
681-3081-499-43-00	MAINTENANCE SERVICES This line item represents the cost of vehicle repairs and fuel for all City vehicles.	21,000	22,000
681-3081-499-76-00	VEHICLES FY11-12 Purchases: 2 Speed Radar Trailers \$16,000 Covered Equipment Trailer \$15,000 FY12-13 Purchases: Using AQMD money, replace 2 Prius cars purchased in 2006 \$60,000	31,000	60,000

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

Sub-Program	Account #	Account Description	Actual FY08-09	Actual FY09-10	Original FY10-11	Revised FY10-11	Adopted FY11-12	Proposed FY12-13
	681-6083-499-43-00	MAINTENANCE SERVICE	-29,865	-33,004	-33,000	-33,000	-33,000	-34,000
	681-6083-499-53-00	POSTAGE	-31,439	-26,960	-31,500	-31,500	-32,200	-33,000
	681-6083-499-61-00	OP SUPP/MINOR EQUIP	-11,959	-29,707	-40,000	-40,000	-20,000	-21,000
	681-6083-499-75-10	FURNITURE AND EQUIP	-45,542	-1,985	-10,000	-30,000	0	0
Expenditure Subtotals			-118,805	-91,656	-114,500	-134,500	-85,200	-88,000
Chg for Svcs	681-6083-381-20-00	INTERFUND CHG EQUIP	56,900	23,100	21,100	21,100	85,200	88,000
Interest	681-6000-361-10-00	INTEREST EARNINGS	51,192	14,864	9,400	9,400	8,600	13,000
Revenue Subtotals			108,092	37,964	30,500	30,500	93,800	101,000
Net (Uses)/Resources Program Totals			-10,713	-53,692	-84,000	-104,000	8,600	13,000

Department: Equipment Replacement

Budget Program: Equipment Replacement - Furn & Equip

Account #	Account Description	Adopted FY11-12	Proposed FY12-13
681-6083-499-43-00	MAINTENANCE SERVICES This item provides for maintenance of office equipment (i.e. copiers, postage machine, etc.).	33,000	34,000
681-6083-499-53-00	POSTAGE Citywide postage needs.	32,200	33,000
681-6083-499-61-00	OP SUPP/MINOR EQUIP Supplies such as paper, toner, and ink cartridges are purchased with this account.	20,000	21,000